

This meeting is being audio recorded for the public record.

A G E N D A

BOROUGH COUNCIL WORKSESSION

February 16th, – 7:00 pm

1. Meeting call to order/Pledge of Allegiance.
2. Comments by Mayor and Council.
3. Comments, suggestions, petitions etc., from residents in attendance regarding items not on the agenda.
4. Presentations:
 - a. Intern introduction presented by Rachel Kauffman
 - b. Intern introduction presented by Melanie Guerrier
5. Consider Hickman Land Development
6. Consider Reverse Subdivision – The Barclay – 501 N. Church Street (4 lots)
(Smart Growth Committee recommended 3-0 approval)
7. Consider authorization to advertise proposed ordinance for Stormwater Management System
8. Consider amendment to Chester County Comprehensive Plan Agreement
9. Consider request by the West Chester Downtown Foundation Board of Directors to use the Chestnut Street Garage for Saturday evening, June 4, 2016 for their Up On The Roof fundraising event and Resolution #4-2016 supporting the serving of alcohol.
10. Consider approving Resolution #5-2016 – TCC Delegate Appointments
11. Consider Amendment to AFSCME Contract regarding Crew Leader Compensation.
12. Consider moving November 8th Committee meeting to Monday, November 7th as it is “election day”.
(Kaizen Committee recommended 3-0 approval)
13. Consider a moratorium on requests to alter the Residential Parking Permit requests during the Master Parking Plan process.
(Parking Committee recommended 3-0 approval)
14. Consider adding Handicapped Sign:
 - a. 103 E. Miner Street (for business owner at 29 S. Walnut St.)
(Parking Committee recommended 3-0 denial)
15. Consider adding 1 block to area “L” to relieve space constraints on 100 South Matlack Street during Thursday 8-11
(Parking Committee recommended 3-0 approval to add 200 block of E. Miner St. to “L” Area)

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16. Consider adding Spruce Alley (off Mechanics Alley and Matlack Street) to Residential parking Area A
(Parking Committee recommended 3-0 denial to make Spruce Alley residents eligible for Residential Parking Area A)
17. Consider changing the 200 block of South Matlack from Residential Area "A" to "L"
(Parking Committee recommended 3-0 approval)
18. Consider Banner Permits:
(No Committee Recommendation)
 - a. WC Playschool – E. Market St. – 2-27 thru 3-14
 - b. Act In Faith – E. Market St. – 3-17 thru 4-3
 - c. Cerebral Palsy Assoc. – E. Market St. – 4-15 thru 5-3
 - d. Crime Center of CC – W. Gay St. – 4-17 thru 5-1
 - e. WC Recreation – High St. – 4-18 thru 5-2
 - f. Chamber of Commerce – High St. – 5-2 thru 5-7
 - g. CC SPCA – W. Market St. – 4-15 thru 5-2
 - h. Brandywine Ballet – W. Market St. – 5-2 thru 5-16
 - i. WC Alumni – W. Gay St. – 5-2 thru 5-16
 - j. Good Fellowship – E. Market St. – 5/6/2-16 – 5/22/16
 - k. Fame Fire Co. – High St. – 5/7/2016 – 5/22/2016
19. Consider Special Event Permit:
 - a. St. Agnes – 5k - March 5, 2016
 - b. Nick Smiles – 5k – May 14, 2016
 - c. Beat The Bug – 5k – April 17, 2016
 - d. Race Against Violence – April 30, 2016

(Public Safety Committee recommend approval – 3-0, pending payment)
Note: Starting with the March Committee meetings, the Special Event Permits
will be reviewed by the Public Works/Recreation/Wastewater Committee
20. Consider 2015 Budget Modifications
(Finance Committee recommend approval 2-0-1)
21. De-Briefing regarding Winter Storm Jonas snow removal efforts
(Attachment will be available on Wednesday)
22. Consider Hazard Mitigation Plan
(Public Safety Committee recommend approval – 3-0)
23. Consider request to amend Civil Service Rules & Regulations
(Does not require an Ordinance change – only change language in Civil Service Rules)
24. Consider recommendation to retain Traffic Planning and Design as the Borough's consulting traffic engineer.
(Smart Growth Committee recommend approval 3-0)

This meeting is being audio recorded for the public record.

25. Discuss Certificates of Appropriateness:
(Smart Growth Committee recommendation approval 3-0)
- a. 17 W. Gay Street
Replace 2 building mounted signs
Approved as presented
 - b. 112 S. High Street
Replace building mounted and hanging sign
Approved with conditions: background color of signs be off-white and not stark-white
and wall mounted sign be approved but the applicant is encouraged to restore the existing
wood frame and fit a sign within
 - c. 20-22 N. Church Street
Install a door with 2 window panels with decorative rectangle wood panel
underneath
Approve with conditions: as amended by the meeting submitted sketch
 - d. 28 W. Prescott Alley
Install 2 heating and AC units.
Approve with conditions: color will be painted to match the existing stucco wall and no
conduit or associated wiring be visible.
26. Consider approval of December and January minutes

This meeting is being audio recorded for the public record.

UPCOMING MEETINGS:

February 17th, 2016

Police Awards and Recognitions

Proclamation Presentation to Jena Wood, Registered Dietitian for ShopRite of WC – declaring
March 2016 as National Nutrition month.

Proposed Ordinance #2-2016 – Height Regulations in Institutional Zoning District

Deed of Dedication – Paxon Park/Dean Street

Tuesday	2-16-2016	Council Worksession	7:00 pm	Council Chambers
Tuesday	2-16-2016	Planning Commission Worksession	6:30 pm	Room #240
Wednesday	2-17-2016	Council Meeting	7:00 pm	Council Chambers
Monday	2-22-2016	Shade Tree Committee	6:00 pm	Room #240
Tuesday	2-23-2016	Planning Commission	6:30 pm	Room #240
Thursday	2-25-2016	HARB	7:00 pm	Room #240
Tuesday	3-8-2016	BID Board	8:00 pm	119 N. High St.
Tuesday	3-8-2016	Public Works/Recreation/ WW Committee	5:30 pm	Council Chambers
Tuesday	3-8-2016	Kaizen Committee	6:30 pm	Council Chambers
Tuesday	3-8-2016	Parking Committee	7:30 pm	Council Chambers
Wednesday	3-9-2016	Public Safety Committee	5:30 pm	Council Chambers
Wednesday	3-9-2016	Finance Committee	6:30 pm	Council Chambers
Wednesday	3-9-2016	Smart Growth Committee	7:30 pm	Council Chambers
Tuesday	3-15-2016	Council Worksession	7:00 pm	Council Chambers
Wednesday	3-16-2016	Council Meeting	7:00 pm	Council Chambers



Gawthrop Greenwood, PC
Attorneys at Law

Patrick M. McKenna
610.696.8225 x155
610.344.0922 fax
pmckenna@gawthrop.com

January 13, 2016

VIA HAND DELIVERY and EMAIL TO: mperrone@west-chester.com

Michael Perrone, Zoning Officer
West Chester Borough
401 East Gay Street
West Chester, PA 19380

**Re: Waiver Requests of The Hickman
Stamped Concrete Sidewalk
UPI No. 1-5-82**

Dear Mr. Perrone:

As you know, I represent the Hickman Personal Care Home relative to the above-referenced final land development application pending with West Chester Borough. At the urging of Borough Council at its meeting on January 4, 2016, the Hickman seeks a waiver from §97-33.D of the West Chester Borough Code pursuant to the provisions authorized by §97-54 of the Code. The Planning Commission reviewed this same plan at its meeting on November 17, 2015, and voted four to one (4-1) to recommend final land development approval without requiring the Hickman to comply with §97-33.D and without considering a waiver request by the applicant. Though the Hickman's position remains unchanged that §97-33.D is inapplicable to the instant application, in an abundance of caution, and to satisfy §97-54.C of the Code, the Hickman hereby submits the following waiver request: rather than replace the existing brick sidewalk with a new brick sidewalk, the Hickman seeks to construct a stamped concrete sidewalk with a brick pattern.

The Hickman proposes an integral coloring stamped concrete sidewalk. Integral coloring adds color to the entire concrete mix of the slab as compared to surface applied top-coat. Top-coat tends to wear faster, fade overtime and is more susceptible to visible damage during snow removal. Top-coat is used primarily for patios and pool deck-type applications. Integral coloring colors the entire slab rather than then just the top, making the concrete less susceptible to visible chipping from snow removal and wear, thereby decreasing maintenance burdens. Color fading occurs at a much slower rate and is less noticeable with integral coloring.

The concrete sidewalk would be stamped to resemble a dry laid brick sidewalk, which is currently in place on the property. There would be no mortar joints between the bricks. We propose adding additional "dry-shake" coloring to the surface to add variation to the sidewalk surface to make it more authentic looking.

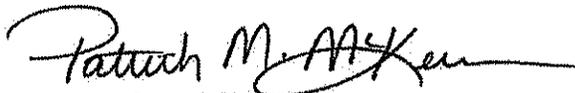
The Hickman believes the stamped concrete waiver is appropriate for several reasons: (1) it is otherwise permitted by §97-33.D of the Code, with reference to §95-11.A (1) of the Code; (2) it is consistent in character and esthetics to what is currently on the property and in the surrounding neighborhood (*See Morris v. South Coventry Twp. Bd. of Sup'rs*, 836 A.2d 1015 (Pa. Cmwlth. 2007), appeal denied 580 Pa.701, 868 A.2d 126 (holding that waivers cannot be contrary to public interest or in conflict with purpose and intent to Zoning Code)); (3) a poured sidewalk is more appropriate for aged personal care home and dementia residents as it is less likely to move around through the freeze and thaw cycles and produce tripping hazards as would individual brick (*See Monroe Meadows Housing Partnership, L.P. v. Municipal Council of Municipality of Monroeville*, 926 A.2d 548 (Pa. Cmwlth. 2007) (holding that waivers are appropriate where costs are unduly burdensome and not disproportionate to any benefit)); and (4) the costs to construct a brick sidewalk are approximately sixty thousand dollars (\$60,000) more than a concrete sidewalk and approximately fifty two thousand dollars (\$52,000) more than a stamped concrete sidewalk (*See Monroe Meadows, supra*).

Michael Perrone
January 13, 2016
Page 3

Full construction details and photos and plans of the proposed sidewalk are included with this submission. The color provided in the attached photos is called "Red Barn". In addition, the contractor added a charcoal dry-shake product to the surface for added authenticity. The Hickman proposes a similar look for its sidewalk. Finally, after all of the coloring is added, the contractor will add a sealer to preserve the finish. We intend to re-apply the sealer every three to five (3-5) years depending on UV exposure. A construction representative for the applicant will be on-hand at the Planning Commission meeting in January and at the Borough Council meeting in February to answer any questions. While it is the Borough's duty to actively oppose schemes of development unreasonably proposed and conceived, it is likewise the duty of the Borough to sanction well planned development when considering waiver requests. *See Ruf vs. Buckingham Twp.*, 765 A.2d 1166 (Pa. Cmwlth. 2001). For the reasons stated herein, we believe the stamped concrete sidewalk is part of a well-planned development that has been reviewed and commented on by Borough Council, the Planning Commission and the public for more than two (2) years. As such, we respectfully request a waiver from §97-33.D of the Code.

Kindly confirm that this matter will be on the Planning Commission's agenda for January 26, 2016. Should you require any additional information relative to our waiver request, please do not hesitate to contact me.

Very truly yours,


Patrick M. McKenna

PMM/ams

Enclosure

cc w/ enclosures: Pam Leland (via email)
Michael Cotter (via email)
Ellen Koopman (via email)





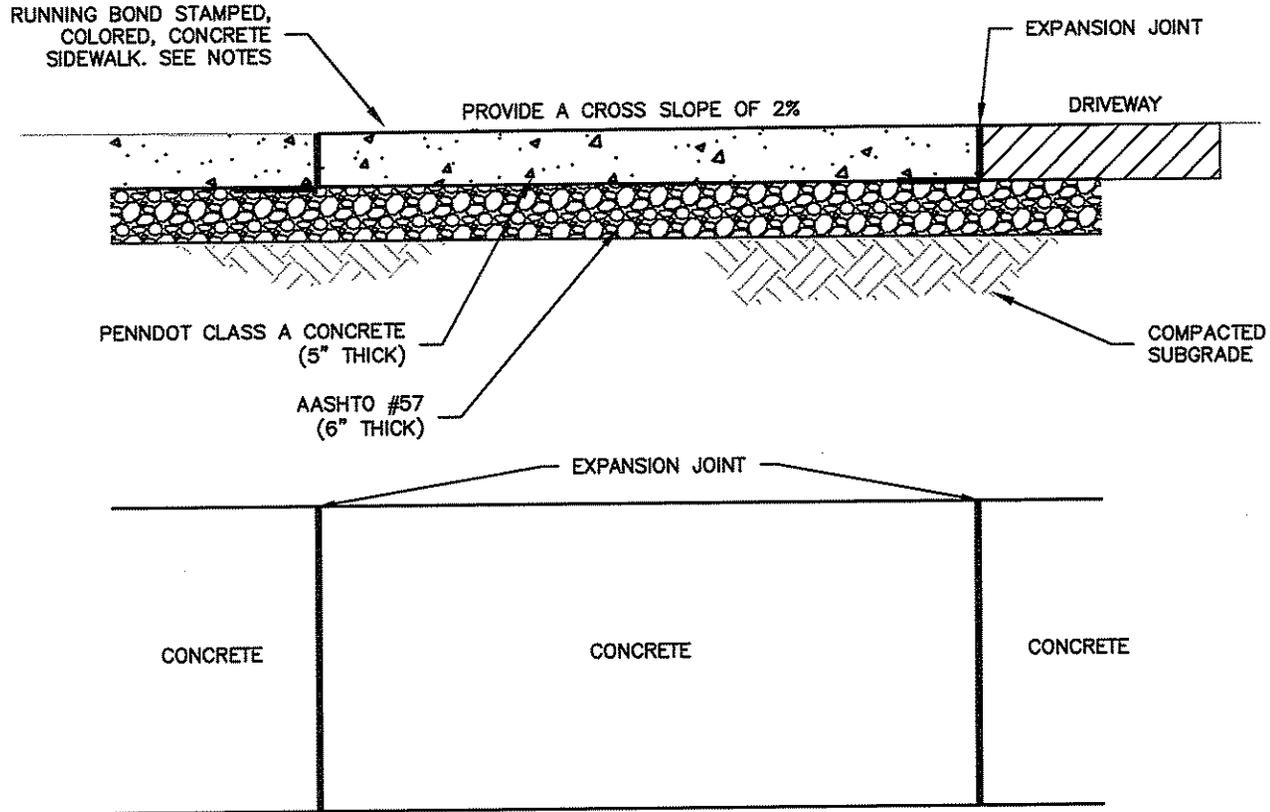
Project: Sharpless-Hall Redevelopment
 Owner: The Hickman
 Date Prepared: 30-Dec-15
 Prepared By: Stuart Smith

Stamped Concrete Comparison

Walnut Street Sidewalk (Stamped Concrete)	UNIT	Cost/Unit	Total
*** The Walnut Street sidewalk is 6' wide			
TOTAL SF	1,350.00		
TOTAL SQYD	150.00		
TOTAL LNFT	219.00		
TOTAL DURATION	n/a		
Concrete Border	273.75 SF	\$ 6.24	\$ 1,708.20
Stamped/Colored Brick	1,040.25 SF	\$ 19.00	\$ 19,764.75
			\$ 21,472.95
		Cost/SF	\$ 15.91
Standard Sidewalk (no brick)	1,350.00 SF	\$ 6.24	\$ 8,424.00
Premium for Stamped Concrete			\$ 13,048.95

Marshal Street Sidewalk (Stamped Concrete)	UNIT	Cost/Unit	Total
*** The Marshal Street sidewalk is 5' wide			
TOTAL SF	1,037.00		
TOTAL SQYD	115.22		
TOTAL LNFT	203.00		
TOTAL DURATION	n/a		
Concrete Border	253.75 SF	\$ 6.24	\$ 1,583.40
Stamped/Colored Brick	761.25 SF	\$ 19.00	\$ 14,463.75
			\$ 16,047.15
		Cost/SF	\$ 15.47
Standard Sidewalk (no brick)	1,037.00 SF	\$ 6.24	\$ 6,470.88
Premium for Stamped Concrete			\$ 9,576.27





- NOTES**
1. PROVIDE CONTROL JOINTS TO A DEPTH OF ONE-QUARTER OF THE CONCRETE THICKNESS EVERY 5'
 2. PROVIDE FULL DEPTH EXPANSION JOINTS EVERY 20' AND AT STRUCTURES
 3. COMPACT SUBGRADE TO 95% OF THE MAXIMUM DENSITY AS DETERMINED BY THE MODIFIED PROCTOR SERIES.

PLAN VIEW

CONCRETE COLOR NOTES:

1. CONCRETE TO BE COLORED WITH SURE CRETE INTEGRAL COLOR PER MANUFACTURER'S SPECIFICATIONS. COLOR: BARN RED.
2. SURFACE OF SIDEWALK TO BE COLOR ADDED WITH SURE CRETE RELEASE POWDER FOR DEPTH AND TEXTURE PER MANUFACTURER'S SPECIFICATIONS. COLOR: CHARCOAL.
3. AS DIRECTED BY COLORING MANUFACTURER, SIDEWALK SHALL BE SEALED WITH A COAT OF SURE CRETE HS 240 SEALER

THE HICKMAN
NORTH WALNUT ST.
WEST CHESTER, PENNSYLVANIA

SHARPLESS HALL REDEVELOPMENT
NORTH WALNUT ST.
WEST CHESTER, PENNSYLVANIA

REPLACEMENT SIDEWALK DETAIL



Engineering for the Environment. Planning for People.™
1055 ANDREW DRIVE, SUITE A
WEST CHESTER, PENNSYLVANIA 19380
Tel: 610.640.8100 Fax: 610.640.8199 Web: www.advancedgeoservices.com

Date:	NTS
Drawn By:	ALC
Checked By:	BGS
Project Mgr:	BGS
Original By:	ALC
Project No.:	2014-3084
Drawing Date:	01-12-15
Sheet No.:	1 OF 1
Revision Number:	0

CB-01



Planning Commission
Borough of West Chester

February 2, 2016

Borough Council
430 East Gay Street
West Chester, Pennsylvania 19380

RE: Request for waiver to allow decorative concrete sidewalks in place of brick at
Sharpless Hall Redevelopment – The Hickman

Dear Council Members,

At its last meeting on January 26, 2016, the Planning Commission discussed this request for waiver and voted (6/1) to recommend against approval.

The Commission understands that the Borough solicitor is of the opinion that 97-33 D is the applicable ordinance, an opinion which was not available to us at our November meeting when the Final Land Development application was considered. At the January meeting the applicant presented a request for a waiver from 97-33 D under 97-54 Relief from Unnecessary Hardship. 97-54 B requires that such a request be in writing stating in full the grounds and facts of unreasonableness or hardship on which the request is based, the provision or provisions of the chapter involved and the minimum modification necessary. The Planning Commission has reviewed the request for relief letter dated January 13, 2016 submitted by Mr. McKenna and finds that it fails to fulfill these requirements.

The discussions are reflected in the minutes of the Planning Commission. Should Council have any questions, please do not hesitate to contact us.

Sincerely,

Allen Burke, Chair
Planning Commission



MEMORANDUM

TO: Michael A. Cotter, Borough Manager
FROM: Michael A. Perrone, C.B.O.
DATE: February 1, 2016
RE: 501 North Church Street – Reverse Subdivision

Recommendation

Borough Council accept the recommendation of the Planning Commission to reverse subdivide the 4 parcels at 501 North Church Street into one parcel.

Motion

Move to approve the 4 lot reverse subdivision at High, Marshall and Church Streets for a municipal park.

Background

This parcel was subdivided into 4 parcels in 2013 with the intention to build 4 single family dwellings. The West Chester Borough has subsequently purchased the lots and will reverse subdivide to make the parcel into a park.

APPLICATION

APPLICATION FEE - \$400.00

BOROUGH OF WEST CHESTER
Department of Building, Housing & Codes Enforcement

Sub-Division & Land Development

To the Commissioners of the Borough of West Chester:

The undersigned hereby makes application for approval of a Subdivision/Land Development Plan submitted under the provisions of the Subdivision Ordinance of the Borough of West Chester. Please submit eight (8) copies of the plan with this application:

Property Location: ~~595~~ North Church St Ward: 1st

Nature of Development:

Approximate Size of Property: 1.33 acres

Number of Lots: 4 lots reverse subdivided into 1 lot.

Plan:

Title: _____

Date of Plan: _____

Revision Dates: _____

PREPARED BY: _____

Registered Engineer or Surveyor

(Over)

Property Owner:

Name: Borough of West Chester

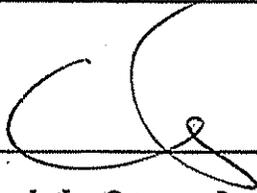
Address: 401 East Gay Street; West Chester, PA 19380

Telephone #: 610-696-1773 / **Fax #:** 610-692-7958

Email Address: mperrone @ west-chester.com

Applicant:

Same

A handwritten signature in black ink, appearing to be 'MP', written over a horizontal line.

Signature: *(Please indicate whether Owner or Responsible Agent)*

Address:

Telephone #: / **Fax #:**

Email Address:

NOTICE TO APPLICANT:

No application will be accepted unless the plans have been prepared by a Registered Engineer or Surveyor. Plans must be 15" x 18", 18" x 30" or 24" x 36" in size.



THE COUNTY OF CHESTER



COMMISSIONERS

Terence Farrell
Kathi Cozzone
Michelle Kichline

Brian N. O'Leary, AICP
Executive Director

PLANNING COMMISSION

Government Services Center, Suite 270
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-6285 Fax (610) 344-6515

February 2, 2016

Michael Perrone, Zoning Officer
West Chester Borough
401 East Gay Street
West Chester, PA 19380

Re: Final Subdivision - Future Borough of West Chester Park Property
SD-1-16-13215 - West Chester Borough

Dear Mr. Perrone:

A final subdivision plan entitled "Future Borough of West Chester Park Property", prepared by Edward B. Walsh and Associates, Inc., and dated January 7, 2016, was received by this office on January 20, 2016. The plan is reviewed by the Chester County Planning Commission in accord with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code. We offer the following comments on the proposed subdivision for your consideration.

PROJECT SUMMARY:

Location – the north side of West Marshall Street, between North Church Street and North High Street

Site Acreage - 1.36 acres

UPI - 1-4-109.2, 1-4-109.4, 1-4-109.3, 1-4-109.1

Landscapes2 Designation - **Urban Landscape**

Watersheds Designation - Taylor Run subbasin of the Brandywine Creek watershed

PROPOSAL:

The Chester County Planning Commission previously reviewed a subdivision plan proposal for this site, which addressed the creation of five residential lots from the 1.36 acre parent tract (CCPC# SD-2-13-7452, "Hartshorne Manor," dated March 8, 2013). According to our records, West Chester Borough granted final plan approval for the creation of four residential lots on September 17, 2013.

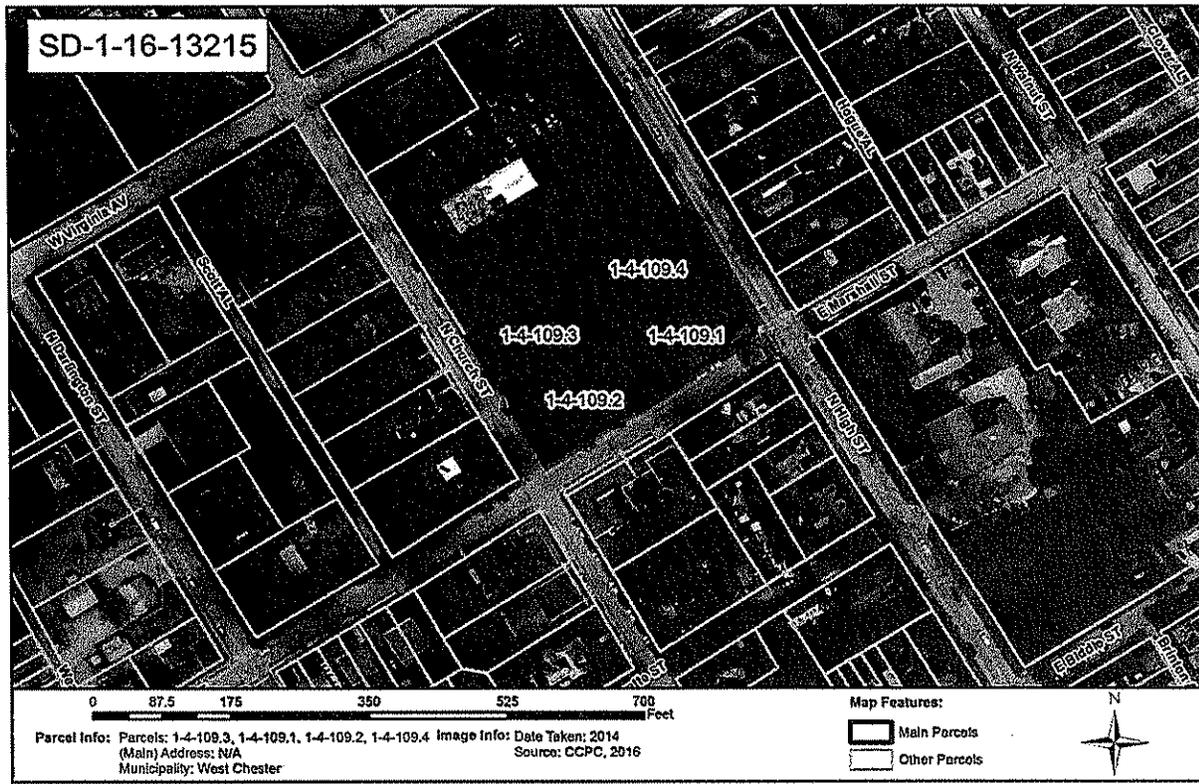
The current plan submission proposes the consolidation of the four residential parcels created by the prior approved subdivision plan into one institutional parcel (future Borough Park property). The project site, which is served by public water and sewer, is located in the NC-1 Neighborhood Conservation (Block Class B) zoning district.

RECOMMENDATION: The County Planning Commission recommends that all West Chester Borough requirements be satisfied before action is taken on this subdivision plan.

COUNTY POLICY:

LANDSCAPES:

1. The project site is located within the **Urban Landscape** designation of *Landscapes2*, the 2009 County Comprehensive Plan. The proposed subdivision is consistent with the objectives of the **Urban Landscape**.



This report does not review the plan for compliance to all aspects of your ordinance, as this is more appropriately done by agents of West Chester Borough. However, we appreciate the opportunity to review and comment on this plan. The staff of the Chester County Planning Commission is available to you to discuss this and other matters in more detail.

A minimum of four (4) copies of the plan should be presented at the Chester County Planning Commission for endorsement to permit recording of the final plan in accord with the procedures of Act 247, the Pennsylvania Municipalities Planning Code, and to meet the requirements of the Recorder of Deeds and the Assessment Office.

Sincerely,

Paul Farkas
Senior Planner

cc: Edward B. Walsh and Associates, Inc.



Planning Commission
Borough of West Chester

February 2, 2016

Borough Council
430 East Gay Street
West Chester, Pennsylvania 19380

RE: Reverse Subdivision: 501 N. Church Street (4 lots)
Borough of West Chester

Dear Council Members,

At its last meeting on January 26, 2016, the Planning Commission discussed this reverse subdivision and voted unanimously to recommend approval contingent upon compliance with any comments received in reviews from the Borough engineer and Chester County Planning Commission.

The discussions are reflected in the minutes of the Planning Commission. Should Council have any questions, please do not hesitate to contact us.

Sincerely,

Allen Burke, Chair
Planning Commission



West Chester Borough Stream Protection Fee Overview



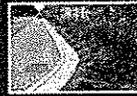
February 2016

ch2m

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Presentation Overview

- Stormwater Runoff – Why is it a problem?
- How can we address it?
- What are the next steps?
- How can I get involved?



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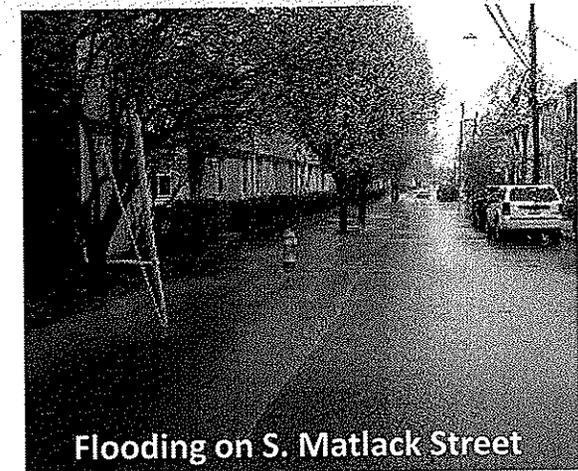
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Stormwater Runoff – Why is it a problem?

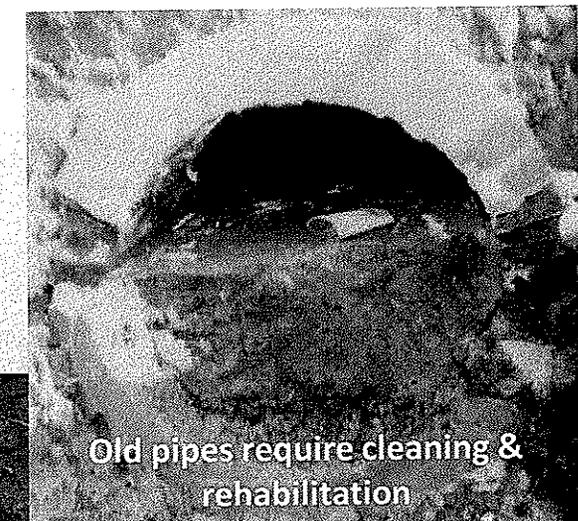
- **Pollutants from the Borough affect our local streams**
 - Goose Creek
 - Taylor Run
 - Blackhorse Run
 - Plum Creek
- **Excessive amounts of runoff impact our health, safety, and welfare**
 - Flooding
 - Stream bank erosion
- **Strains our historic infrastructure**
 - Pipes, inlets, and other stormwater infrastructure require inspections, cleaning, and rehabilitation and replacement



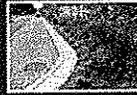
Oils & other pollutants accumulate and wash into streams



Flooding on S. Matlack Street



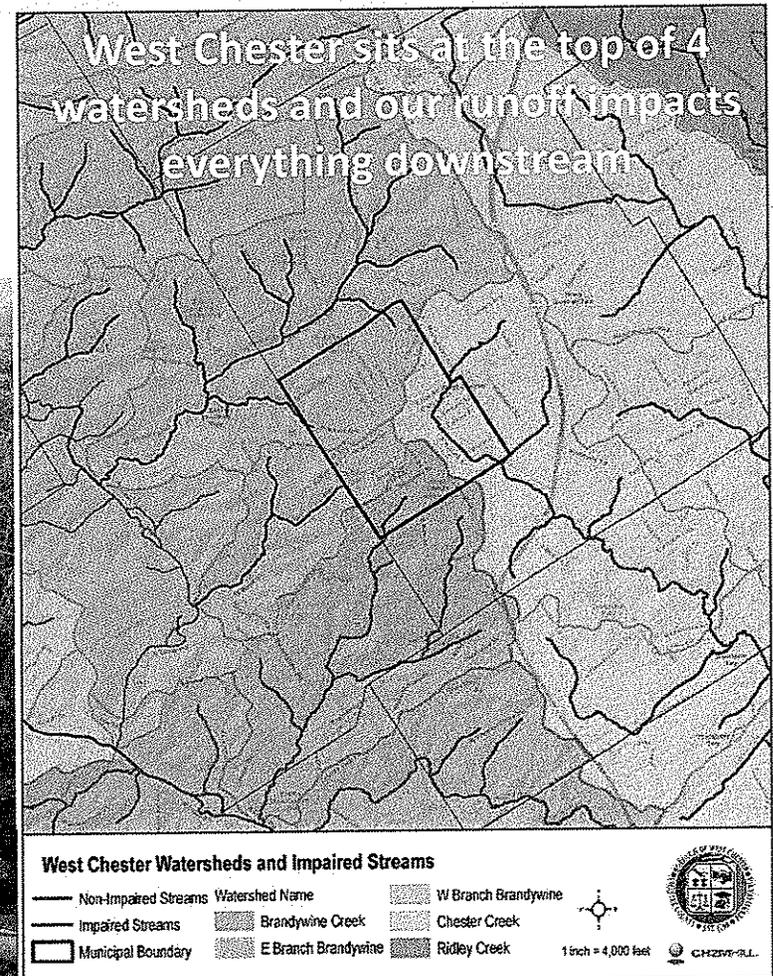
Old pipes require cleaning & rehabilitation



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All of our local streams are “Impaired” (red on the map)

Clean Water Act mandate: comply with a stormwater (“MS4”) permit issued by the PA Dept. of Environmental Protection (DEP) that **requires us to reduce pollution** in all of the watersheds so the streams can become fishable and swimmable

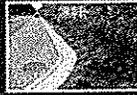
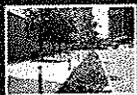


Stormwater Runoff – How should the Borough address it?

- Stormwater Assessment Advisory Committee (SWAAC) was formed in 2013 to recommend to Borough Council how to address the problem & fund it
- Included representatives from:
 - Residential
 - Business
 - Institutions (Chester County Hospital)
 - Non-Profits (Church)
 - West Chester University
 - Chester County
 - Borough Council and Staff



Met 7 times between July 2013 and October 2015 on funding options and policy issues



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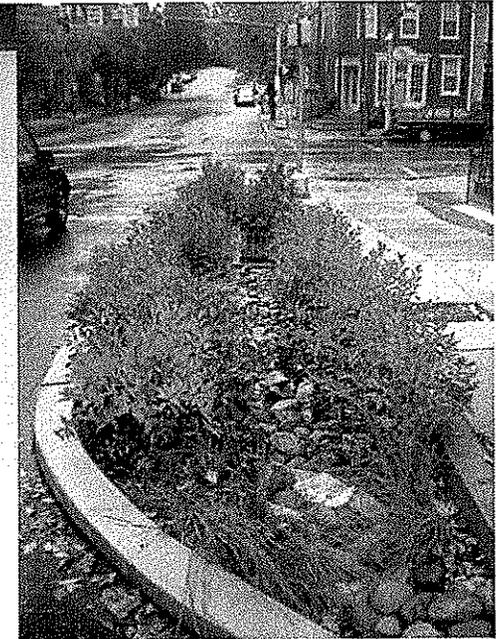
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How can we address the issues and regulatory requirements related to stormwater?

▪ Develop a rigorous stormwater program

- Repair and rehabilitation projects
- Regulatory compliance activities
- Multi-purpose community improvements
 - Urban Forestry
 - Integrated infrastructure (e.g., drainage improvements integrated with road work)
 - Green infrastructure (e.g., rain gardens, stormwater tree trenches, vegetated roofs)
 - Stream restoration
- Flood reduction projects

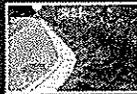
▪ Establish a dedicated, long-term funding mechanism for the program



Bioswale in curb extension also provides traffic calming and ADA improvements



Green Alley with permeable pavers



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SWMAAC
Recommendation

Stormwater fee based on impervious area as the most equitable approach to pay for stormwater

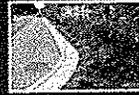


Typical residential owner would pay a fee of **\$11.73/month** or additional taxes of **\$20**



A large tax-exempt property would pay a fee of **\$346/month** or additional taxes of **\$0**

Increasing property taxes or sewer bills is not fair because they are not directly linked to how much stormwater a property generates



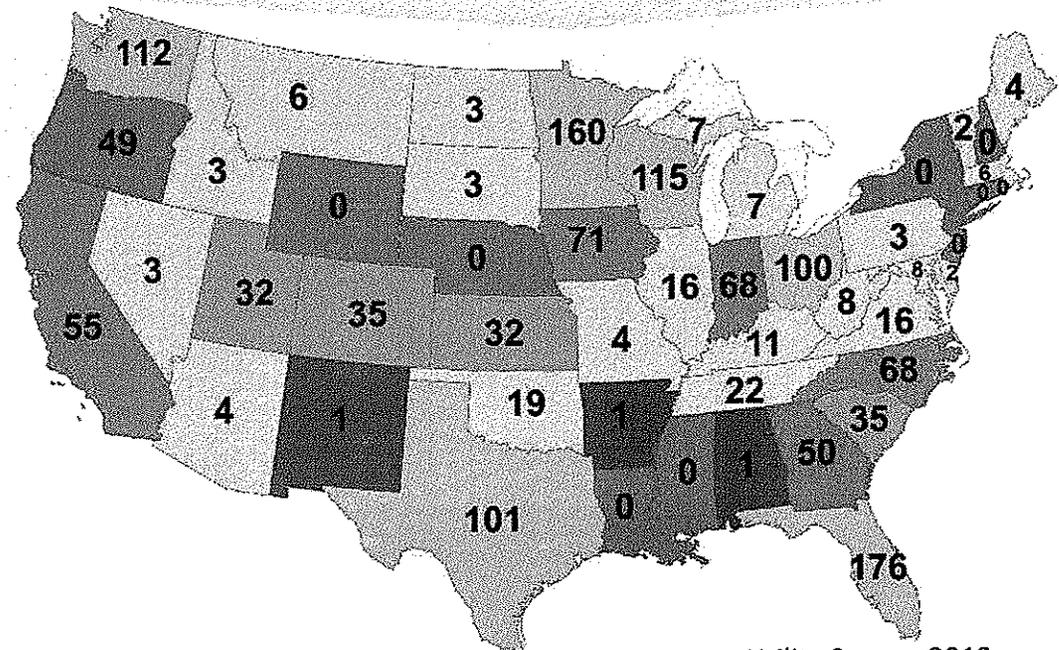
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West Chester Borough is not alone in looking at a stormwater fee: municipalities across the country are increasingly relying on them

- Over 1400 stormwater utilities exist across the country*
- In Pennsylvania; Philadelphia, Lancaster City, Meadville, Mount Lebanon, and Radnor are collecting revenues
- A lot of local interest from neighboring municipalities (West Goshen, Upper Uwchlan, Pottstown)
- West Chester invited to present at prominent 2015 Villanova Stormwater Conference

SWU Numbers by State

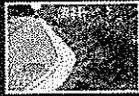


* Source: Western Kentucky University Stormwater Utility Survey, 2013

Managing the Costs of Municipal Stormwater Management:

Collaborative and Financial Strategies for Meeting Water Quality Requirements

Hosted by Villanova University and the Pennsylvania Environmental Council
October 13, 2015 at Villanova University, CEER 001

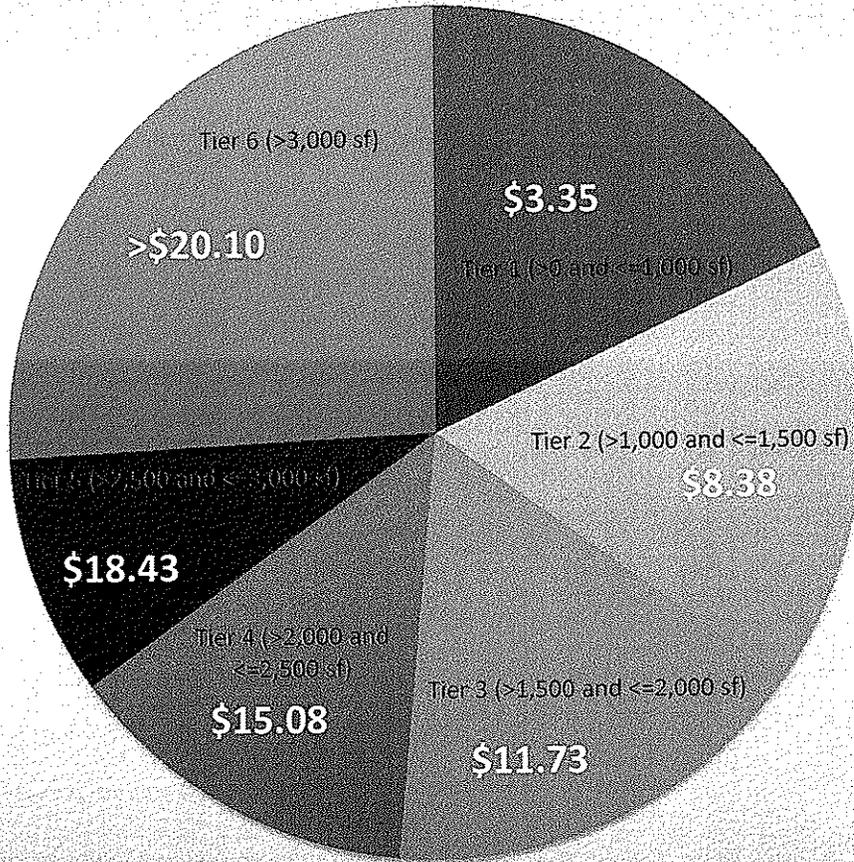


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**SWMAAC
Recommendation**

**Six “tiers” based on amount of impervious area.
A property’s tier determines the monthly charge.**



Tier	Amount of Square Feet of Impervious Area	Percent of Total Accounts
Tier 1	>0 and <=1,000 sf	18%
Tier 2	>1,000 and <=1,500 sf	17%
Tier 3	>1,500 and <=2,000 sf	16%
Tier 4	>2,000 and <=2,500 sf	14%
Tier 5	>2,500 and <=3,000 sf	9%
Tier 6	>3,000 sf	26%

- All properties are distributed into one of six tiers
- Each Tier is charged based on the recommended monthly fee of \$6.70/1,000 ft² of Impervious Area
- **Median Monthly Fee:**
 - Residential: \$11.73
 - Commercial: \$25.87

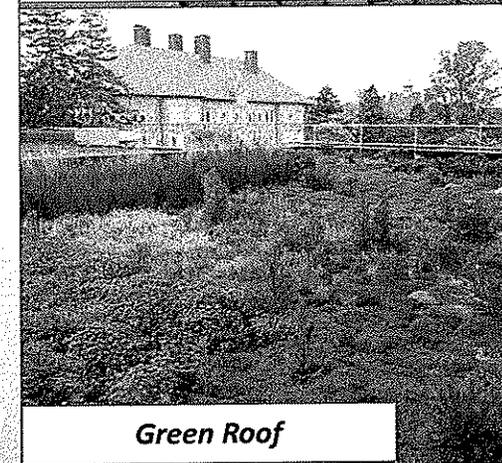
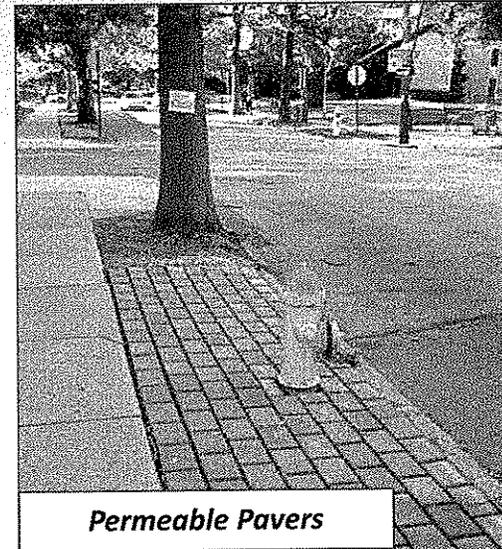


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Develop an incentive program for all property owners to be able to reduce their fees

- Maximum credit is 60% of the fee – no one can receive 100% credit
- Residential properties can receive a **Rebate** (one time cash back) and/or a **Credit** (recurring fee reduction)
- Nonresidential properties can receive a **Credit only** (up to 60% max).
- Application and forms available online
- Existing projects that installed an approved stormwater Best Management Practice (BMP) can apply for a credit



Types of BMPs that are eligible for a rebate or a credit

Tree planting

Rain Barrel

Downspout Disconnect

Rain Garden

residential rain garden
(keep 10 feet away from most structures)

native plants absorb runoff and pollutants while attracting songbirds and butterflies

rock/registered swale of pipe

overflow structure (if needed)

prepared soil mixture (if needed):
50-60% sand
20-30% compost
20-30% topsoil

root zone aids in nutrient uptake, microbial activity, and infiltration

gravel bed (if needed)

ponding zone allows pollutants to settle and organic matter to accumulate

perforated pipe to outlet (if needed)

Permeable pavers

Green Infrastructure

Plus....

- Environmental outreach programs
- Water quality treatment BMPs (filters, etc.)
- Flood control BMPs

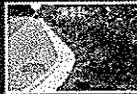
.....and more



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Next Steps

- Continued public engagement (FAQ, website, hearings, etc.)
- Meetings with stakeholder groups (e.g., business improvement district, churches, rental community)
- Finish credit manual and application; develop appeal policy and application
- Council meetings and ordinance hearings

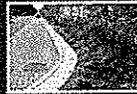


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How can I get involved?

- Participate in public events
- Contact your Borough Council representatives
- Talk to your neighbors and friends
- Attend Council meetings and ordinance hearings
- Visit <http://www.west-chester.com/187/Stormwater-Management>
 - Frequently Asked Questions (FAQs)
 - Posters on stormwater program
 - Check a map showing the impervious area on your property



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ORDINANCE NO. - 2016

BOROUGH OF WEST CHESTER

CHESTER COUNTY, PENNSYLVANIA

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, ESTABLISHING A USER FEE TO SUPPORT THE BOROUGH'S STORMWATER MANAGEMENT SYSTEM AND TO MEET THE BOROUGH'S REGULATORY REQUIREMENTS UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT.

WHEREAS, the Borough of West Chester has constructed, owns, operates and maintains and will continue to construct, own, operate and maintain an extensive public stormwater management system to collect and manage stormwater to protect the health, safety and welfare of its citizens;

WHEREAS, the Borough desires to assess an equitable fee for all developed properties that are connected with, use, are serviced by or are benefitted by such stormwater management system to provide a dedicated funding source for the ongoing expenses associated with the Borough's stormwater management system;

NOW THEREFORE, BE IT ENACTED AND ORDAINED by the Borough Council of the Borough of West Chester as follows:

SECTION 1. Title.

This Ordinance shall be known as "the Borough of West Chester's Stream Protection Fee Ordinance."

SECTION 2. Statement of Findings.

Borough Council finds that:

- A. The Borough of West Chester owns, operates, and maintains stormwater management facilities and infrastructure.
- B. The Borough currently incurs costs to operate and maintain the stormwater management facilities and infrastructure, much of which was constructed over 100-years ago.
- C. The collection and conveyance system for stormwater includes underground pipes, inlets, catch basins, culverts, streets, curbs and drains.
- D. A comprehensive program of stormwater management is fundamental to the public health, safety, and general welfare of the residents of the Borough.

E. The Borough must adhere to increased regulatory requirements for managing the quantity and quality of stormwater runoff.

F. Inadequate management of accelerated stormwater runoff increases flooding, contributes to erosion and sedimentation, overtaxes the capacity of surface streams and storm sewers, greatly increases the cost of public facilities to convey and manage stormwater, undermines floodplain management and flood reduction efforts in upstream and downstream communities, reduces infiltration and groundwater recharge, increases nonpoint source pollution to waterways, reduces ecological health of the stream biota, and threatens public health and safety.

G. Inadequate planning and management of stormwater runoff resulting from land disturbance and development throughout a watershed can harm surface water resources by changing the natural hydrologic patterns, accelerating stream flows (which increase scour and erosion of stream beds and stream banks, thereby elevating sedimentation), destroying aquatic habitat, and elevating aquatic pollutant concentrations and loadings such as sediments, nutrients, heavy metals, and pathogens.

H. Groundwater resources are also impacted through loss of recharge associated with the increased impervious area resulting from land development and redevelopment.

I. Stormwater is an important water resource that provides infiltration and groundwater recharge for water supplies and baseflow of streams, which also protects and maintains surface water quality.

J. Impacts from stormwater runoff can be minimized by reducing the volume of stormwater generated and by using project designs that maintain the natural hydrologic regime and sustain high water quality, infiltration, stream baseflow, and aquatic ecosystems.

K. Public education on the control of pollution from stormwater is an essential component in successfully addressing stormwater.

L. Federal and State regulations require the Borough to implement a program of stormwater controls. The Borough is required to obtain a permit and comply with its provisions for stormwater discharges from its Municipal Separate Storm Sewer System (MS4) under the National Pollutant Discharge Elimination System (NPDES).

M. Non-stormwater discharges to municipal or other storm sewer systems can contribute to pollution of the Waters of the Commonwealth.

N. On December 9, 2013 and February 10, 2014, the Stormwater Management Assessment Advisory Committee, hereinafter referred to as SWMAC, presented a report to the Borough Council on "Stormwater Management Assessment Fee Policy Options and Recommendations", which report summarized the Borough's stormwater program needs and policy options for funding those program needs.

O. The SWMAC worked with Borough staff to define those program needs, level of service and costs, and evaluated alternative funding options that support the need for a dedicated funding source and recommended creation of an impervious area based fee, referred to as the Stream Protection Fee, or hereinafter referred to as the Fee, that would be paid by all owners of properties in the Borough in direct proportion to the amount of impervious area that is on their property using a system of tiers as presented in this Ordinance. In addition, the SWMAC recommended that the Borough establish a system of credits to incentivize property owners to build and maintain stormwater management systems on their property, and therefore reduce their fee.

SECTION 3. Statutory Authority.

The Borough is empowered to regulate and manage stormwater within the Borough by the following acts and laws:

- (i) The Act of October 4, 1978, P.L. 864 (Act 167) 32 P.S. Section 680.1 *et seq.*, as amended, the "Storm Water Management Act";
- (ii) The Act of July 31, 1968, P.L. 805, No. 247, The Pennsylvania Municipalities Planning Code, as amended (the "MPC"); and
- (iii) The Borough's Home Rule Charter.

SECTION 4. Interpretation.

For the purposes of this Ordinance, certain terms and words used herein shall be interpreted as follows:

A. Words used in the present tense include the future tense; the singular number includes the plural, and the plural number includes the singular; words of masculine gender include feminine gender; and words of feminine gender include masculine gender.

B. The word "includes" or "including" shall not limit the term to the specific example, but is intended to extend its meaning to all other instances of like kind and character.

C. The word "person" includes an individual, partnership, public or private association or corporation, firm, trust, estate, Borough, governmental unit, public utility or any other legal entity whatsoever which is recognized by law as the subject of rights and duties. Whenever used in any section prescribing or imposing a penalty, the term "person" shall include the members of a partnership, the officers, members, servants and agents of an association, officers, agents and servants of a corporation, and the officers of a Borough.

D. The words "shall" and "must" are mandatory; the words "may" and "should" are permissive.

E. The words "used" or "occupied" include the words "intended, designed, maintained, or arranged to be used, occupied, or maintained."

F. The definitions in this Ordinance are for the purposes of enforcing the provisions of this Ordinance and have no bearing on other municipal regulations or ordinances.

SECTION 5. Definitions.

Base Rate – the dollar rate per Base Unit calculated by the Director, and adopted by the Borough Council from time to time by Resolution.

Base Unit - one thousand (1,000) square feet of impervious surface.

BMP (Best Management Practice) – Activities, facilities, designs, measures, or procedures used to manage stormwater impacts from Regulated Activities; to provide water quality treatment, infiltration, volume reduction, and/or peak rate control, to promote groundwater recharge, and to otherwise meet the purposes of this Ordinance. Stormwater BMPs are commonly grouped into one (1) of two (2) broad categories or measures: "structural" or "nonstructural." In this Ordinance, nonstructural BMPs or measures refer to operational and/or behavior-related practices that attempt to minimize the contact of pollutants with stormwater runoff whereas structural BMPs or measures are those that consist of a physical device or practice that is installed to capture and treat stormwater runoff. Structural BMPs include, but are not limited to, a wide variety of practices and devices from large-scale retention ponds and constructed wetlands to small-scale underground treatment systems, infiltration facilities, filter strips, low impact design, bioretention, wet ponds, permeable paving, grassed swales, riparian or forested buffers, sand filters, detention basins, and manufactured devices. Structural stormwater BMPs are permanent appurtenances to the Site.

Condominium Property is a Property subject to a condominium regime established under the Pennsylvania Uniform Condominium Act.

Customer - any Property Owner of a Property in the Borough.

Department - the Borough's Department of Public Works.

Design Manual - the 2006 Pennsylvania Stormwater Best Management Practices Manual, as revised from time to time, which serves as the official guide for stormwater management principles, methods, and practices in Pennsylvania.

Developed – Property where manmade changes have been made which add impervious surfaces to the property, which changes may include, but are not limited to, buildings or other structures for which a building permit must be obtained under the requirements of the Pennsylvania Building Code and this Code, mining, dredging, filling, grading, paving, excavation or drilling operations, or the storage of equipment or materials.

Development - a project that consists of subdividing land or adding buildings and other improvements to individual parcels of land.

Director - the Director of the Department of Public Works of West Chester Borough or the Director's designee.

Drainage Area - That land area contributing runoff to a single point (including but not limited to the point/line of interest used for hydrologic and hydraulic calculations) and that is enclosed by a natural or man-made ridge line.

Green Infrastructure (GI) - small-scale stormwater management practices, nonstructural techniques, and better site planning to mimic natural hydrologic runoff characteristics and minimize the impact of development on water resources. Methods to design GI practices are specified in the Design Manual.

Impervious Surface – A surface that has been compacted or covered with a layer of material so that it prevents or is resistant to infiltration of water, including but not limited to, structures such as roofs, buildings, storage sheds; other solid, paved or concrete areas such as streets, driveways, sidewalks, parking lots, patios, decks, swimming pools, tennis or other paved courts; or athletic playfields comprised of synthetic turf materials. For the purposes of determining compliance with this Ordinance, highly compacted soils or stone surfaces used for vehicle parking and movement shall be considered impervious. Surfaces that were designed to allow infiltration (i.e. areas of porous pavement) will be considered on a case-by-case basis by the Borough Engineer, based on appropriate documentation and condition of the material, etc.

Infiltration - the passage or movement of water into the soil surface.

NPDES – National Pollutant Discharge Elimination System, the Federal government's system for issuance of permits under the Clean Water Act, which is delegated to PADEP in Pennsylvania.

PADEP – Pennsylvania Department of Environmental Protection.

Property - each and every parcel of real estate located within West Chester Borough.

Property Owner - the owner of record for a given Property within the Borough, as registered in the Office of the Recorder of Deeds for Chester County, Pennsylvania.

Property Manager - a person, company or other entity hired by a property owner to manage a Property.

Stormwater - water that originates from precipitation.

Stormwater Management - the collection, conveyance, storage, treatment, and control of stormwater as needed to reduce accelerated stream channel erosion, flood damages and water pollution.

Stormwater Management Facility - an infiltration device, filtering device, stormwater pond, stormwater wetland, hydrodynamic structure, or other practice designed and constructed to control stormwater to reduce accelerated stream channel erosion and pollution of surface waters. A stormwater management facility does not include environmental site design practices or any nonstructural stormwater management systems.

Stream Protection Fee (SPF) - an assessment levied by the Borough to cover the cost of constructing, operating, and maintaining stormwater management facilities and to fund expenses related to the Borough's compliance with PADEP NPDES permit requirements under applicable state law based on the impact of stormwater runoff from impervious areas of developed land in the Borough.

Stormwater Management Fund - the Stormwater Management Fund established pursuant to this Ordinance.

Stormwater Management System - the system of collection and conveyance, including underground pipes, conduits, mains, inlets, culverts, catch basins, gutters, ditches, manholes, outfalls, dams, flood control structures, natural areas, structural and non-structural stormwater best management practices, channels, detention ponds, public streets, curbs, drains and all devices, appliances, appurtenances and facilities appurtenant thereto used for collecting, conducting, pumping, conveying, detaining, discharging and/or treating stormwater.

Structural Maintenance - the inspection, construction, reconstruction, modification, repair, and cleaning of any part of a stormwater management facility undertaken to assure that the facility remains in the proper working condition to serve its intended purpose and prevent failure. Structural maintenance does not include landscaping, grass cutting, or trash removal.

Watershed - the total drainage area contributing runoff to a single point.

Undeveloped Land - any land that has not been altered from its natural state and which contains no impervious surfaces, or, if previously developed, land that has been allowed to return to its natural state with no impervious surfaces.

SECTION 6. Imposition of Stream Protection Fee.

A. For the use of, benefit by and the services rendered by the Stormwater Management System, including its operation, maintenance, repair, replacement and improvement of said system and all other expenses, a Stream Protection Fee ("Fee") as described, defined, and calculated herein is hereby imposed upon each and every Developed Property within the Borough that is connected with, uses, is serviced by or is benefitted by the Borough's Stormwater Management System, either directly or indirectly, and upon the owners of such Developed Property as set forth herein.

B. Impervious Area Property Tiers: For purposes of determining the appropriate assessment rate for the Fee, all Properties are assigned to one of the following tiers ("Tier" or "Tiers"):

1. Tier 1: For Properties where the total impervious surface area is greater than zero square feet and less than or equal to 1,000 square feet.
2. Tier 2: For Properties where the total impervious surface area is greater than 1,000 square feet and less than or equal to 1,500 square feet.
3. Tier 3: For Properties where the total impervious surface area is greater than 1,500 square feet and less than or equal to 2,000 square feet.
4. Tier 4: For Properties where the total impervious surface area is greater than 2,000 square feet and less than or equal to 2,500 square feet.
5. Tier 5: For Properties where the total impervious surface area is greater than 2,500 square feet and less than or equal to 3,000 square feet.
6. Tier 6: For Properties where the total impervious surface area is greater than 3,000 square feet.

SECTION 7. Billing and Payment.

A. The Director will prepare the necessary data for collecting the Fee from Property Owners subject to the Fee, including the identification of every parcel of Property to be charged and the amount of the Fee.

B. All Properties will be issued an assessment notice by the Borough with the Property's estimated Fee and the basis of that Fee.

C. The Fee fixed and established by this Ordinance shall be effective as to all Developed Properties that use, are served by or benefitted by the Stormwater Management System existing as of the effective date of this Ordinance. The first billing pursuant to this Ordinance shall be on or about June 30, 2016 and shall cover the third quarter of 2016. Thereafter for subsequent years, the Fee imposed by this Ordinance shall be assessed and billed by the Borough effective as of January 1st each calendar year. Property owners shall have the option to pay the Fee in full within 30 days following the date on which the bill was mailed and receive a 2% discount of the fee. Alternatively, Owners may pay the fee on a quarterly basis at face amount of the bill and upon a schedule designated by Council.

D. Bills for the Fee shall be paid by the owner of the property and mailed to the address listed in the Chester County tax records, unless and until a different address is specified, in writing, by the owner of such property to the Borough. Failure of the owner to receive a bill as a result of an incorrect address or otherwise shall not excuse payment of the Fee or charges or extend the time for payment thereof. It shall be incumbent upon all owners of Developed Property who are subject to the Fee to provide the Borough with the correct billing address or any changes thereto.

E. All Fees not paid within 21 days of the date of the bill shall be deemed to be delinquent and shall be subject to a penalty of 1 1/2% per month. All delinquent Fees, together with interest, penalties, charges and costs thereof, shall constitute a municipal claim against the property or properties served by the Stormwater Management System from the date the same first became due and payable. If such Fees, penalties and charges are not timely paid, the Borough shall file a municipal lien against the property served pursuant to the procedure established in the Pennsylvania Municipal Lien Law and such lien shall be collected in the manner provided for by law for the filing and collecting of such municipal liens. The Borough is further authorized to collect reasonable attorney's fees that it incurs in the collection of any delinquent accounts. In addition, the Borough may collect all delinquent Fees, penalties, interest and charges, including attorney's fees, by referring such delinquent claims to a collection agency, by filing an action in assumpsit, or in any manner or by proceeding otherwise provided by law. Any fees that the Borough incurs in exercising its legal remedies shall be added to the amount of the delinquent account. All of the Borough's remedies shall be cumulative.

G. The Borough shall deposit all payments collected under this Section into the Borough Stormwater Management Fund.

H. When Developed Properties are altered such that the amount of Impervious Surface on the Property increases or decreases, the Fee will be revised as of the date of the issuance of a building permit for the proposed improvements which will alter the amount of Impervious Surface on the Property. A bill will be issued in the next billing cycle and will be prorated for the number of days in which service was provided.

SECTION 8. Calculation of the Stream Protection Fee.

A. The Stream Protection Fee shall be based on a percentage of the Base Rate, as follows:

1. The Fee for each Tier 1 Property is 50 percent of the applicable Base Rate.
2. The Fee for each Tier 2 Property is 125 percent of the applicable Base Rate.
3. The Fee for each Tier 3 Property is 175 percent of the applicable Base Rate.
4. The Fee for each Tier 4 Property is 225 percent of the applicable Base Rate.
5. The Fee for each Tier 5 Property is 275 percent of the applicable Base Rate.
6. The Fee for each Tier 6 Property is calculated as the number of base units assigned to the Property in accordance with the following procedure: The Director determines the number of Base Units for a Tier 6 Property by dividing the Property's actual impervious surface area by the Base Unit.

B. The Base Rate utilized by the Director shall be the Base Rate as established from time to time by Resolution of Borough Council.

C. If the property is a Condominium Property, the Director shall calculate the Stream Protection Fee to be billed in equal shares to the condominium units owners by dividing the total number of Base Units by the number of individual condominium units and then multiplying that by the Base Rate to determine the amount billable to each condominium unit owner or in such other manners as may be promulgated by the Director in policies and procedures based on square footage, types of condominium units or other similar classification and calculations.

SECTION 9. Stormwater Management Fund.

A. All sums collected from the payment of Stream Protection Fees shall be deposited into the West Chester Borough Stormwater Management Fund.

B. The Stormwater Management Fund shall be used by the Borough for:

1. Implementation and management of a stormwater program.
2. Constructing, operating, and maintenance of stormwater facilities.
3. Debt service for financing stormwater capital projects.
4. Payment for other project costs and performance of other functions or duties authorized by law in conjunction with the maintenance, operation, repair, construction, design, planning and management of Stormwater facilities, programs and operations.

SECTION 10. Stormwater Credits.

A. The Borough may provide a system of credits against Stream Protection Fees for Properties on which stormwater facility construction or maintenance substantially mitigates the peak discharge or runoff pollution flowing from such Properties or substantially decreases the Borough's cost of maintaining the Stormwater Management System.

B. The Borough has developed written policies and procedures to implement the credit system, known as Stream Protection Fee Program Credit, Rebate and Appeal Policies and Procedures Manual ("Credit Manual"). The Credit Manual may be updated from time to time by the Borough.

SECTION 11. Appeals.

A. A Property Owner who believes the provisions of this Ordinance have been applied in error may appeal in accordance with the provisions of this Section and as described in greater detail in the Credit Manual.

B. An appeal of the assigned Tier and/or the Fee must be filed in writing to the Borough Manager or his designee within thirty (30) days of receipt of the notice of the assigned Tier or Fee. The appeal must state in detail the basis and reasons for the appeal.

C. Using information provided by the appellant, the Borough Manager, or his designee, shall conduct a technical review of the conditions of the Property and respond to the appeal in writing within sixty (60) days. In response to an appeal, the Borough Manager may adjust the Fee applicable to the property in accordance with the provisions of this Ordinance.

D. Any person aggrieved by a decision of the Borough Manager relevant to the provisions of this Ordinance may appeal to the Court of Common Pleas of Chester County, Pennsylvania.

E. Borough Council may, from time to time, by Resolution establish fees for the processing and handling of an appeal.

SECTION 12. Rules and Regulations.

Borough Council or the Director may promulgate policies and procedures, appeal applications and other forms relating to the interpretation, enforcement and application of the provisions of this Ordinance.

SECTION 13. Limitation on Borough's Liability for Failure of Supply of Stormwater Services

A. Floods from runoff may occur that exceed the capacity of stormwater facilities constructed and maintained by funds made available pursuant to this Ordinance. This Ordinance does not imply that property subject to the fees and charges established herein will be free from stormwater flooding or flood damage. The Borough shall not be liable to any person for any flood damage. Further, payment of a Stream Protection Fee to the Borough does not relieve a Property Owner from any local, State or Federal requirements to obtain flood insurance or other laws applicable to the Property.

B. The Borough, by taking any action pursuant to this Ordinance, does not waive, reduce, lessen or impair the lawful police powers vested in the Borough under applicable Federal, State and local laws and regulations.

C. The failure of the Borough to insist on timely performance or compliance shall not constitute a waiver of the Borough right to later insist on the same. Further, the failure of the Borough to enforce any provision of this Ordinance on any occasion shall not operate as a waiver or estoppel of its right to enforce any provision of this Ordinance on any other occasion, nor shall the failure to enforce any prior ordinance or rule or regulation relating to sewer services, water services, stormwater services, sewer charges, water charges or the Stream Protection Fee, act as a waiver or estoppel against enforcement of this chapter or any other provision of applicable law.

SECTION 14. Severability. If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts hereof. It is hereby declared as the intent of Council of the Borough of West Chester that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included therein.

SECTION 15. Repealer. All Ordinances or parts of Ordinances conflicting with any provision of this Ordinance are hereby repealed insofar as the same affects this Ordinance.

SECTION 16. Effective Date. This Ordinance shall become effective upon enactment as provided by law.

ENACTED AND ORDAINED THIS _____ DAY OF _____, 2016.

ATTEST:

**COUNCIL FOR THE BOROUGH
OF WEST CHESTER**

BY:

Ellen Koopman, President

APPROVED THIS _____ DAY OF _____, 2016.

Carolyn T. Comitta, Mayor

NOTICE: At its regular meeting on _____ at 7:00 p.m., prevailing time, Council for the Borough of West Chester, Chester County, Pennsylvania will hold a public hearing at Borough Hall, 401 East Gay Street, West Chester, Pennsylvania to consider the adoption of, and if approved, Borough Council will adopt at its regular meeting an Ordinance with the following title and summary:

The full text of the Ordinance is available for inspection without charge at the Borough of West Chester administrative offices, 401 East Gay Street, West Chester, Pennsylvania 19380, Monday through Friday from 8:30 a.m. to 5:00 p.m. A copy of the full text of the Ordinance may be obtained for a charge not greater than the cost thereof. In addition, a certified copy of the proposed Ordinance is also on file and available for inspection by members of the public at the offices of the Daily Local News, 250 Bradford Avenue, West Chester PA and the Chester County Law Library, Chester County Justice Center, Suite 2400, 201 West Market Street, West Chester, Pennsylvania 19380-0989.

Borough of West Chester



West Chester Business Improvement District

PO Box 3109

119 North High Street

West Chester, PA 19381

phone 610-738-3350

fax 484-843-2250

DowntownWestChester.com

Malcolm Johnstone, Executive Director

e-mail mjohnstone@wcbid.com

February 5, 2016

Mac Cotter
Borough of West Chester
401 East Gay Street
West Chester, PA 19380

Dear Mac:

As you are probably aware, the West Chester Downtown Foundation Board of Directors and the West Chester Business Improvement District ("BID") intend to continue their joint fundraising partnership with respect to the WCDF's annual *Up On The Roof* fundraising event.

The Committee is asking that Borough Council consider allowing use of the Chestnut Street Garage for Saturday evening, June 4, 2016.

With Council's concurrence, the WCDF and the BID will continue to coordinate efforts with the Borough of West Chester to generate revenue, through a first-class event, that will directly support Downtown programs and improvement projects.

The BID and the WCDF wish to thank Borough Council for their consideration of our request and continued support.

Please contact us if you have any questions or concerns.

Sincerely,

Malcolm Johnstone
Executive Director
West Chester Business Improvement District

cc: Pam Grossman



RESOLUTION # 4- 2016

RESOLUTION TO AUTHORIZE AND SUPORT THE WEST CHESTER DOWNTOWN FOUNDATION'S request to hold its annual "**Up On The Rooftop**" fundraiser and to recognize that the Foundation operates as a 501(c) (3) organization pursuant to the Internal Revenue Code of 1986.

WHEREAS, the **WEST CHESTER DOWNTOWN FOUNDATION**, a Pennsylvania Nonprofit Corporation (the "Foundation") plans to hold its annual "Up On The Rooftop" fundraiser on Saturday June 6, 2015 at the Chestnut Street Garage Garage (the "Garage") on 14 E. Chestnut Street in the borough of West Chester ; and

WHEREAS, the Foundation wishes to acquire the Borough's approval to utilize the top two floors of the Garage, subject to the appropriate insurance and indemnification requirements ; and

WHEREAS, the Foundation intends to serve alcoholic beverages at the fundraiser pursuant to the requirements of a Special Occasion Permit to be issued by the Pennsylvania Liquor Control Board ("PLCB"); and

WHEREAS, the Foundation has obtained nonprofit status pursuant to Section 501(c) (3) of the Internal Revenue Code of 1986 solely for charitable purposes; and

WHEREAS, the PLCB requires a resolution adopted by the Borough recognizing the Foundation as a nonprofit charitable organization whose purpose, among other things, is to protect the architectural heritage of the Borough.

NOW, THEREFORE, BE IT RESOLVED, that the Borough authorizes and approves the "Up On The Rooftop" event to be sponsored by the Foundation, on June 4, 2016, subject to the appropriate insurance and indemnification requirements.

RESOLVED FURTHER, that the Borough recognizes the Foundation as an charitable organization formed pursuant to section 501 (c) (3) of the Internal Revenue Code and further recognizes the substantial charitable work the Foundation has performed in the past to promote interest in the preservation, history, culture, architecture and public use of West Chester's traditional downtown area.

This resolution is effective as of the 17th day of February, 2016.

ATTEST:

Michael A. Cotter
Borough Manager

Ellen B. Koopman
Council President



CHESTER COUNTY TAX
COLLECTION COMMITTEE

February 2016

West Chester Borough
401 East Gay Street
West Chester, PA 19380

Attn: Board Secretary

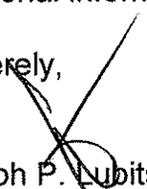
Re: Delegates for Chester County Tax Collection Committee

I am writing to school districts and municipal governments who are members of the Chester County Tax Collection District to verify the current primary and alternate delegates that have been appointed by your entity to the Chester County Tax Collection Committee (CCTCC). Act 32 of 2008 mandated the creation of the Tax Collection Committee in the county to implement county-wide local income tax collection. Under the law, each school district and municipality that levies an earned income tax must appoint one voting primary delegate and one or more voting alternate delegates to the Committee. Those school districts and municipalities that do not impose income tax may appoint a nonvoting delegate and one or more nonvoting alternates.

Attached is the delegate appointment information that the CCTCC currently has for your entity. Please verify the accuracy of this information and let me know of any new appointments or other information changes so that the CCTCC records can be updated accordingly. Also included is a sample resolution for your use if you need to appoint a new primary voting delegate or one or more alternate voting delegates. Individuals appointed as TCC delegates do not need to be residents nor elected officials of the political subdivisions. Delegates may also represent multiple school districts and municipalities on the CCTCC.

Thank you for your cooperation. Please do not hesitate to contact me if you need additional information.

Sincerely,


Joseph P. Lubitsky
CCTCC Administrator

Enclosures

**Chester County Tax Collection District
Delegate Information**

Please verify that the following information is correct.

Township/School District: West Chester Borough

Address: 401 East Gay Street, West Chester, PA 19380

Phone Number: 610-692-7574

Email:

Primary Delegate's Name: Michael A. Cotter

Address: 401 East Gay Street, West Chester, PA 19380

Phone Number: 610-692-7574

Email: macotter@west-chester.com

Secondary Delegate's Name:

Address:

Phone Number:

Email:

Alternate Delegate's Name:

Address:

Phone Number:

Email:

**Any changes should be sent to:
Chester County Tax Collection Committee
Attn: Bobbie-Lou Schneider
Chester County Intermediate Unit
455 Boot Road
Downingtown, PA 19335
or email: BobbielouSc@cciu.org.**



Resolution #5-2016

TCC Delegate Appointment Resolution

Background. Act 32 § 505(b) requires the governing bodies of school districts, townships, boroughs, and cities to appoint one voting delegate and one or more alternate delegates to be their Tax Collection Committee (TCC) representatives. The purpose of this resolution is to appoint the required delegates. The appointed individuals have consented to appointment.

RESOLVED, by the governing body of the West Chester Borough that the following individuals are appointed as TCC delegates for the West Chester Borough:

1. Primary voting delegate: Michael A. Cotter, Borough Manager
2. First alternate voting delegate: Jeffrey DaSilva, Finance Director
3. Second alternate voting delegate:
4. If the primary voting delegate cannot be present for a TCC meeting, the first alternate voting delegate shall be the representative at the TCC meeting. If both the primary voting delegate and the first alternate voting delegate cannot be present for a TCC meeting, the second alternate voting delegate shall be the representative at the TCC meeting.
5. These appointments are effective immediately and shall continue until successors are appointed. Delegates shall be appointed each year in November or December or as soon thereafter as possible. All delegates shall serve at the pleasure of this governing body and may be removed at any time.

Certification of adoption. The undersigned certifies that the above Resolution was adopted at a public meeting on February 17th, 2016.

ATTEST:

Michael A. Cotter
Borough Manager

Ellen B. Koopman
Council President



MEMORANDUM

TO: Borough Council
Mayor Carolyn Comitta

FROM: Michael A. Cotter, Borough Manager

DATE: 10 February 2016

RE: **Amendment to the AFSCME Contract**

In preparing the 2016 payroll, we came across a practice that is not noted in either the 2012-2015 CBA or the current CBA, namely the payment of \$0.45/hr for employees employed in the crew leader role. The 2009-2012 CBA has a footnote to that effect contained in the salary exhibits, but that language has not carried forward. After review with Mr. Laing, it is clear that the parties have continued this practice since its inception, and I'm inclined to view the matter as an oversight on the part of both parties.

Given this, I recommend that Council amend the contract to formally include this practice.

To that end, I propose that the following language amend Article VI, Wages, Longevity Pay and Shift Differential, by adding a new section 6, Crew Leader:

“Department of Public Works employees appointed to the position of Crew Leader, as such position is described in the Borough’s Job Description Manual, shall be paid hourly rate that is \$0.45/hr higher than the full rate for the position in which the employee is regularly employed. Department of Public Works employees appointed to the position of Temporary Crew Leader shall be paid hourly rate that is \$0.45/hr higher than the employee’s current rate of pay, for such period of time as that employee is employed as a Temporary Crew Leader. Such Temporary Crew Leader appointments shall be at a minimum for a full shift increment, in the absence of the Crew Leader.”

AFSCME’s leadership finds this language acceptable, and it is prepared to act on the amendment at its 16 February meeting.

December 18, 2015

Pamela Grossman, Parking Director
Borough of West Chester
401 East Gay Street
West Chester, Pennsylvania 19380

Dear Ms. Grossman:

This letter is being sent to request that the Borough of West Chester designate and install the requisite signage for an accessible parking space at 103 East Miner Street for my usage. (Of course, it is understood that proprietary use of the space is not guaranteed.) The requirement for the space has been necessitated by a recent change in the number of cars belonging to the occupants of the apartments at 31 South Walnut Street, such that (as a resident of 29 South Walnut Street) I am no longer guaranteed a space in the parking area behind that building. The preferred location would be the second spot east of South Walnut Street on the north side of Miner Street. This particular location would also help to resolve on-going conflicts in blocking access to the designated parking area behind the building.

Because I am the resident owner of both of the buildings and business at 29 South Walnut Street and a "Pennsylvania Person with Disability Placard" bearer, and, as the on-street parking in the area is in great demand and by permit only, and metered parking exists in the immediate adjacent areas on both Miner and South Walnut Streets, the probability of my use of the space being requested would avoid the significant inconvenience that walking relatively long distances would otherwise most often present.

To substantiate my qualifications relative to this request, I am enclosing copies of my vehicle license and the registrations for the two cars that are likely to be parked by me at the accessible parking space, and copies of my "Pennsylvania Person with Disability Parking Placard/I.D. Card" and the vehicle "hang tag". It is my understanding that you will represent this letter request to the Borough of West Chester Parking Committee and/or Council, which entity(ies) may grant my request..

In thanking you for your consideration in this matter, I remain

Very truly yours,



Charles J. Frederick, Jr.



**Borough of West Chester
Handicapped Parking Permit**

NAME: Charles Frederick Jr.

ADDRESS: 29 S. Walnut St

Reg. 100 emmer North side

PHONE NUMBER: 610-431-7899

STATE ISSUED PLACARD NUMBER: P90740L

SIGNATURE: _____

Copies of the placard, registration, ID card must accompany the application

OFFICE USE ONLY - DO NOT WRITE BELOW THIS LINE

REGISTRATION: ✓

ID CARD ✓

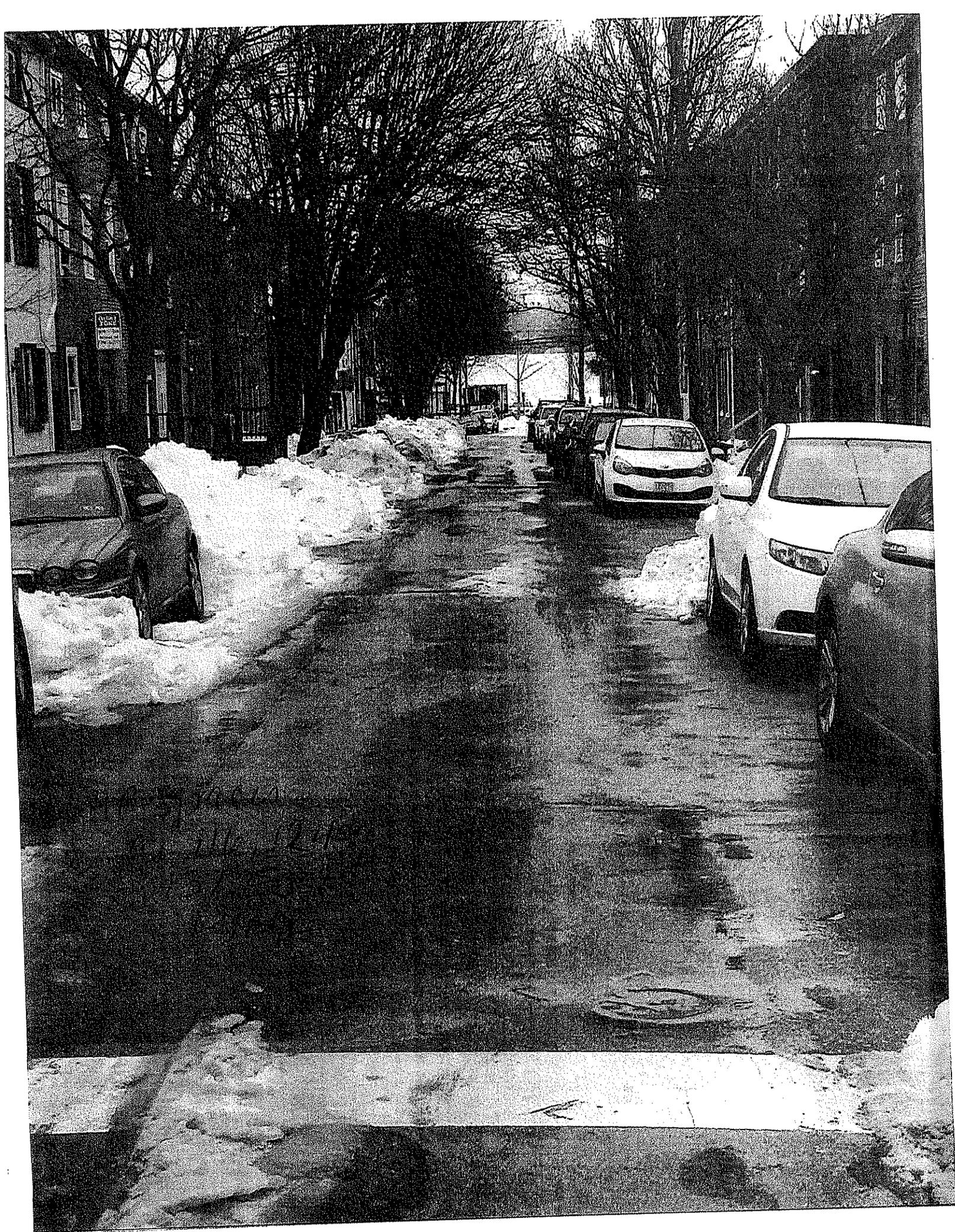
PLACARD ✓

MANAGER SIGNATURE: 

AGENDA DATE: 2/9/14

APPROVED _____ DENIED _____

NOTES: _____



Google Maps 71 E Miner St

29 South Walnut street

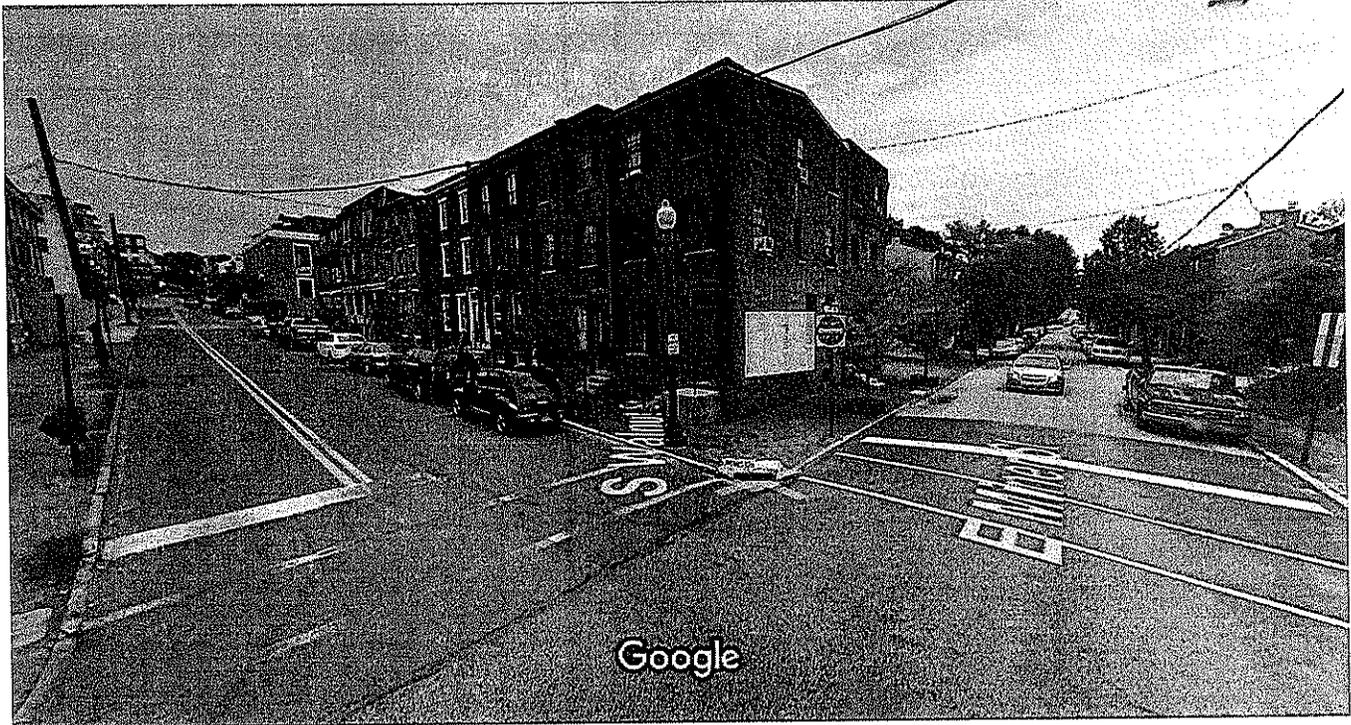


Image capture: Oct 2012 © 2016 Google

West Chester, Pennsylvania

Street View - Oct 2012





29

E.C. VAN ARSDELICK
ASSOCIATES



PARKING
BY PERMIT
ONLY
8AM-MIDNIGHT
MON-FRI

AREA L

NO
PARKING
HERE TO
CORNER

29
CEE JAY FREDERIC
ASSOCIATE
DESIGN & PLANNING CONSULTANTS
ARCHITECTS
LANDSCAPE ARCHITECTS
PLANNERS

Google Maps 100 S Matlack St

200 e miner st

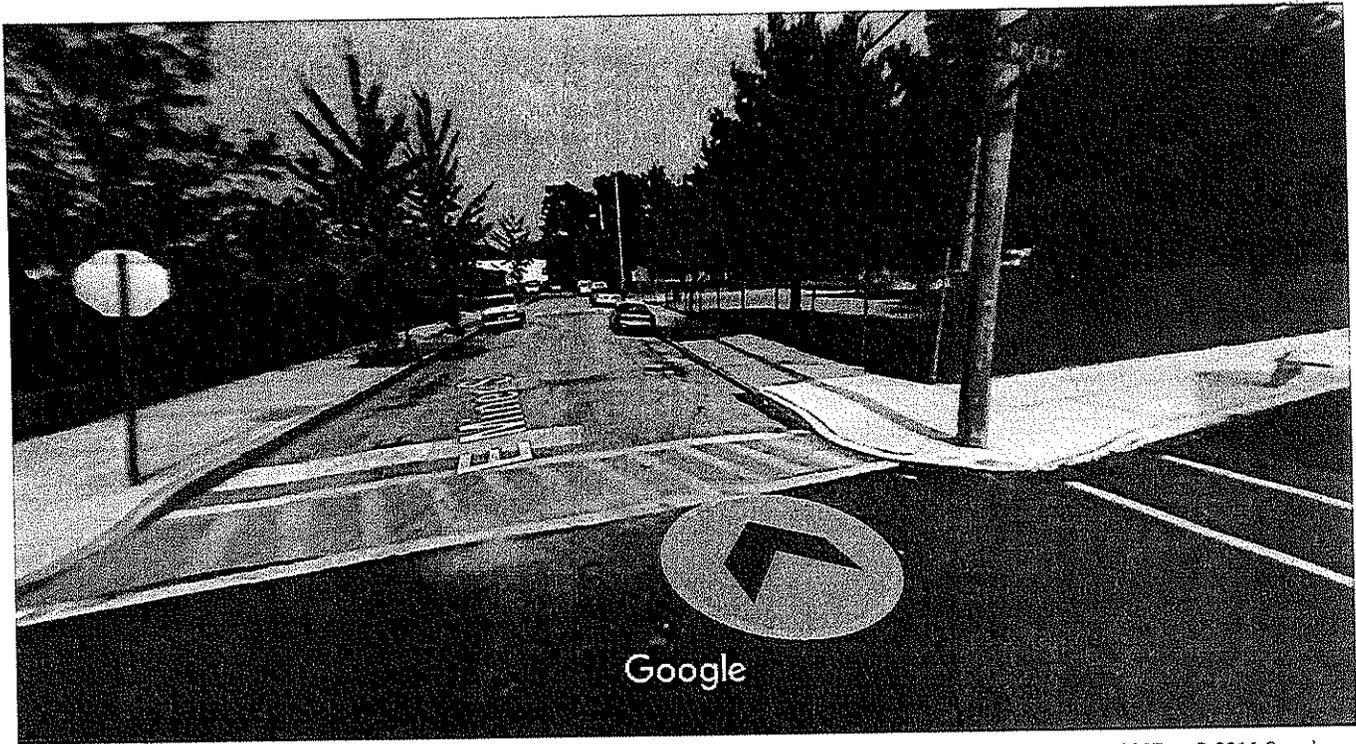
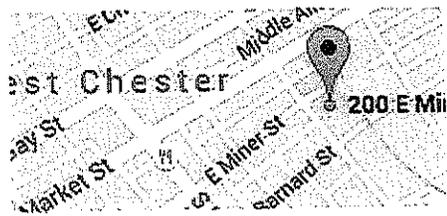


Image capture: Aug 2007 © 2016 Google

West Chester, Pennsylvania

Street View - Aug 2007



Google Maps 299 E Miner St

200 e miner st

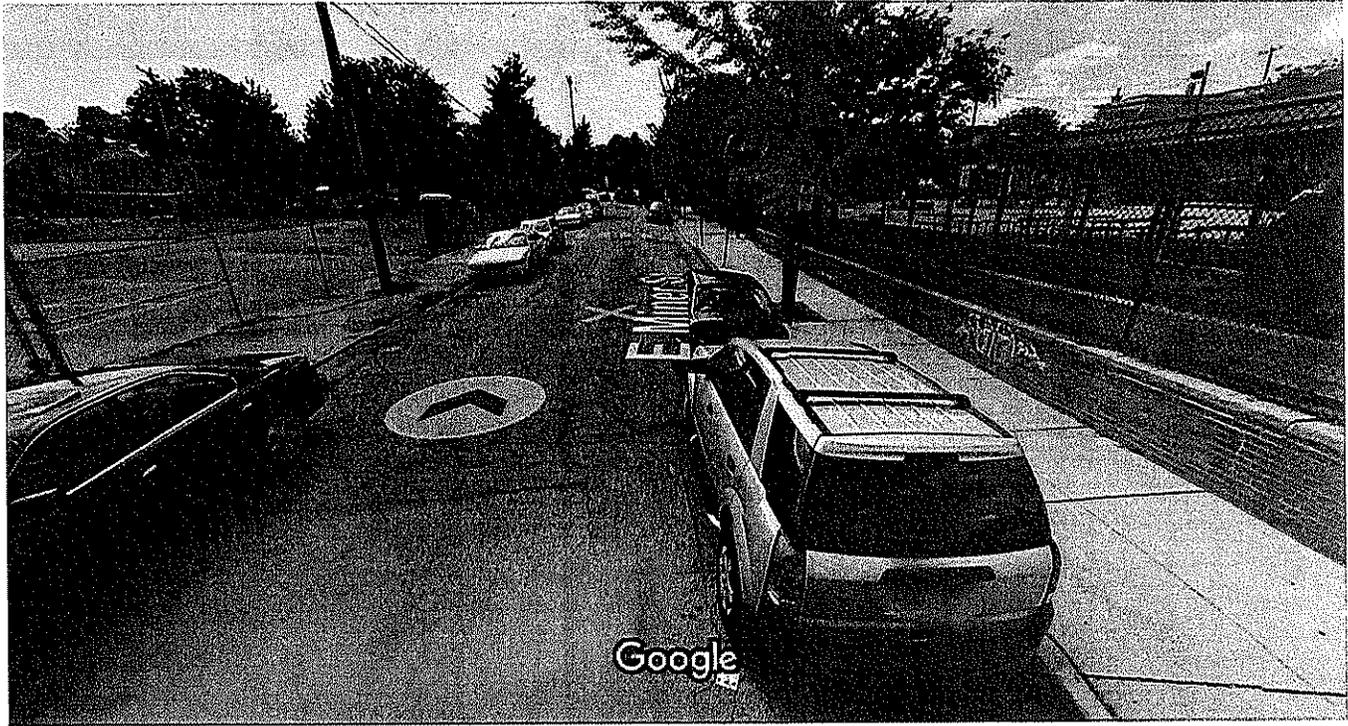
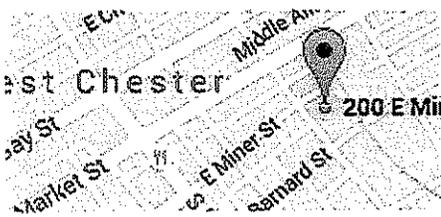


Image capture: Sep 2012 © 2016 Google

West Chester, Pennsylvania

Street View - Sep 2012



Google Maps 299 E Miner St

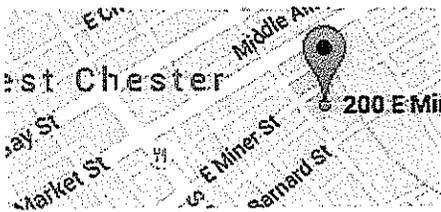
Rail Road



Image capture: Sep 2012 © 2016 Google

West Chester, Pennsylvania

Street View - Sep 2012



Reply all | Delete Junk |

Fwd: Agenda for February 9, 7pm

DD Diane Dailey <dianedailey55@gmail.com>
To: West Chester Booting Program;

Reply all |

Tue 1/19/2016 3:36 PM

You replied on 1/19/2016 4:05 PM.

APOLOGIES for entering the incorrect Permit Parking Area in my previous email.
The Area that serves my permit is Area L.
Thanks
Diane

----- Forwarded message -----

From: "Diane Dailey" <dianedailey55@gmail.com>
Date: Jan 19, 2016 3:33 PM
Subject: Agenda for February 9, 7pm
To: <Booting@west-chester.com>
Cc:

Hello Pam Grossman, I believe we spoke on Xmas eve in regard to Parking Problems in Area **A**.
At that time you offered to help and if I wanted to put an issue on the docket for the February meeting. Here I am. Will you be able to post a concern of lots of us down along South Matlack Street. Regarding the total lack of space for us to take advantage of on Thursday's, the Street Sweeping time from 8am - 11am.

I'd like to address the Parking along the West Chester Railroad. There seems to be a total lack of concern there. I witness many cars parked in that area that never move, week after week. No restrictions are posted other than the Railroad claiming parking for folks taking advantage of the ride on the Railroad, whenever that takes place.

I'd appreciate some response and hopefully a solution for this perplexing situation.
Thank you for all you've chosen to try to remedy this difficult situation on this side of the tracks.

Sincerely,
Diane Dailey
123 South Matlack Street.

Google Maps 201 E Miner St

100 South Matlack Street

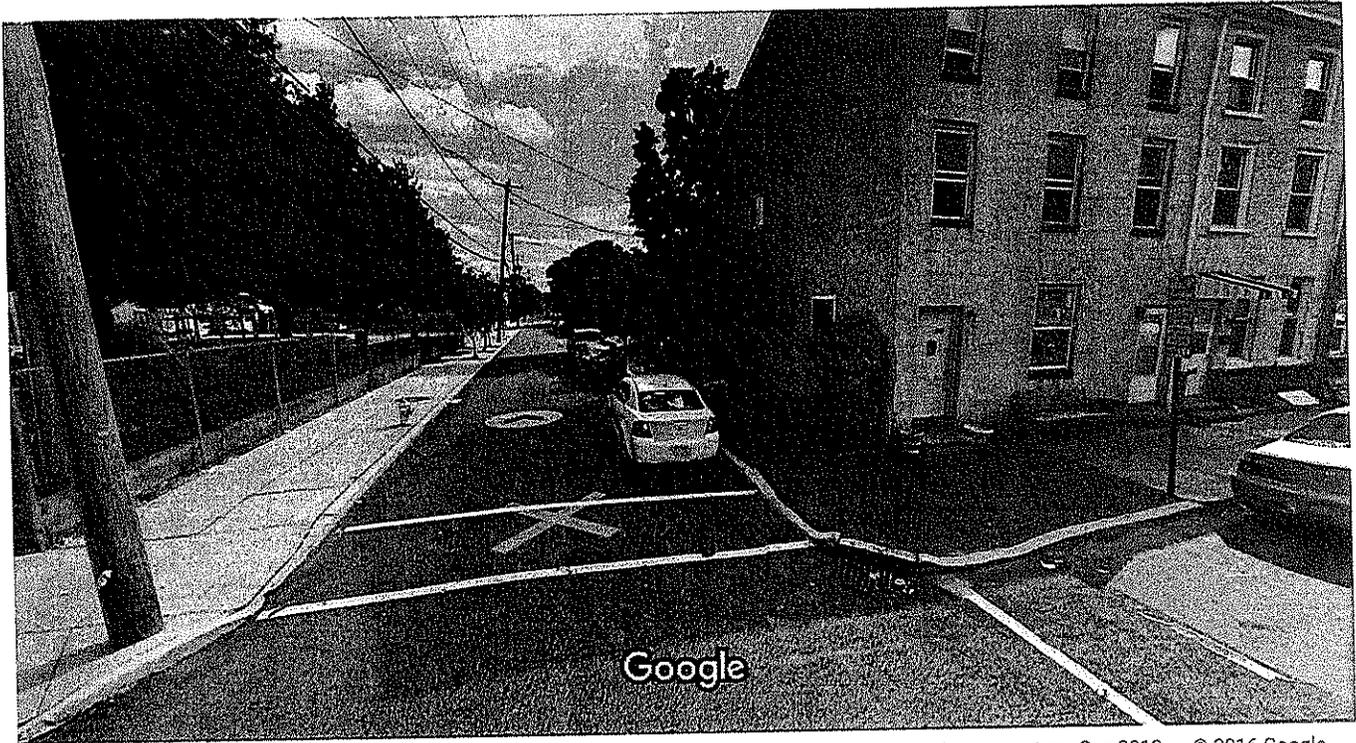
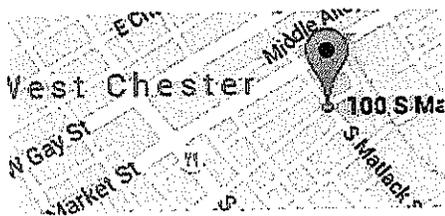


Image capture: Sep 2012 © 2016 Google

West Chester, Pennsylvania

Street View - Sep 2012



Google Maps 108 S Matlack St

100 S Matlack St.

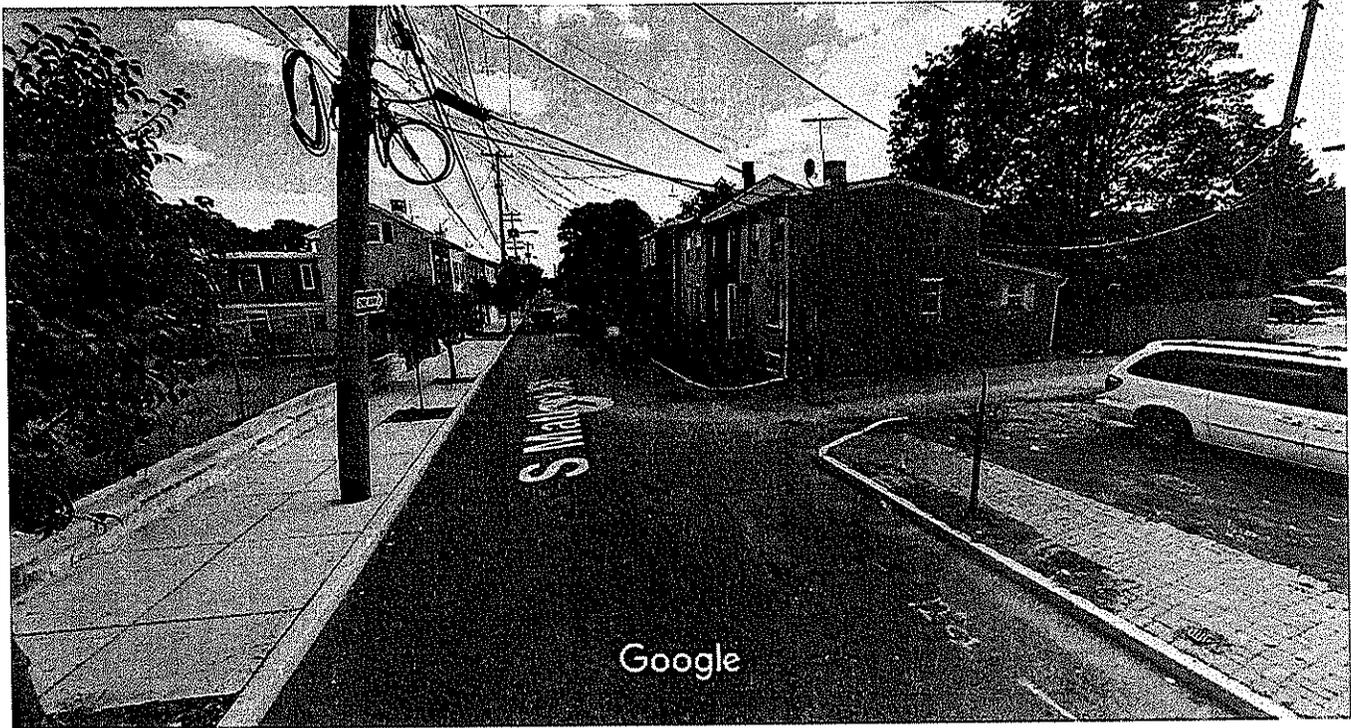
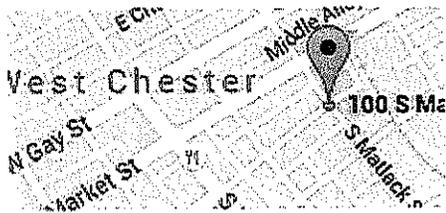


Image capture: Sep 2012 © 2016 Google

West Chester, Pennsylvania

Street View - Sep 2012



Google Maps 198 S Matlack St

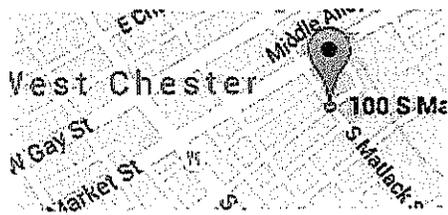
100 S. Matlack St



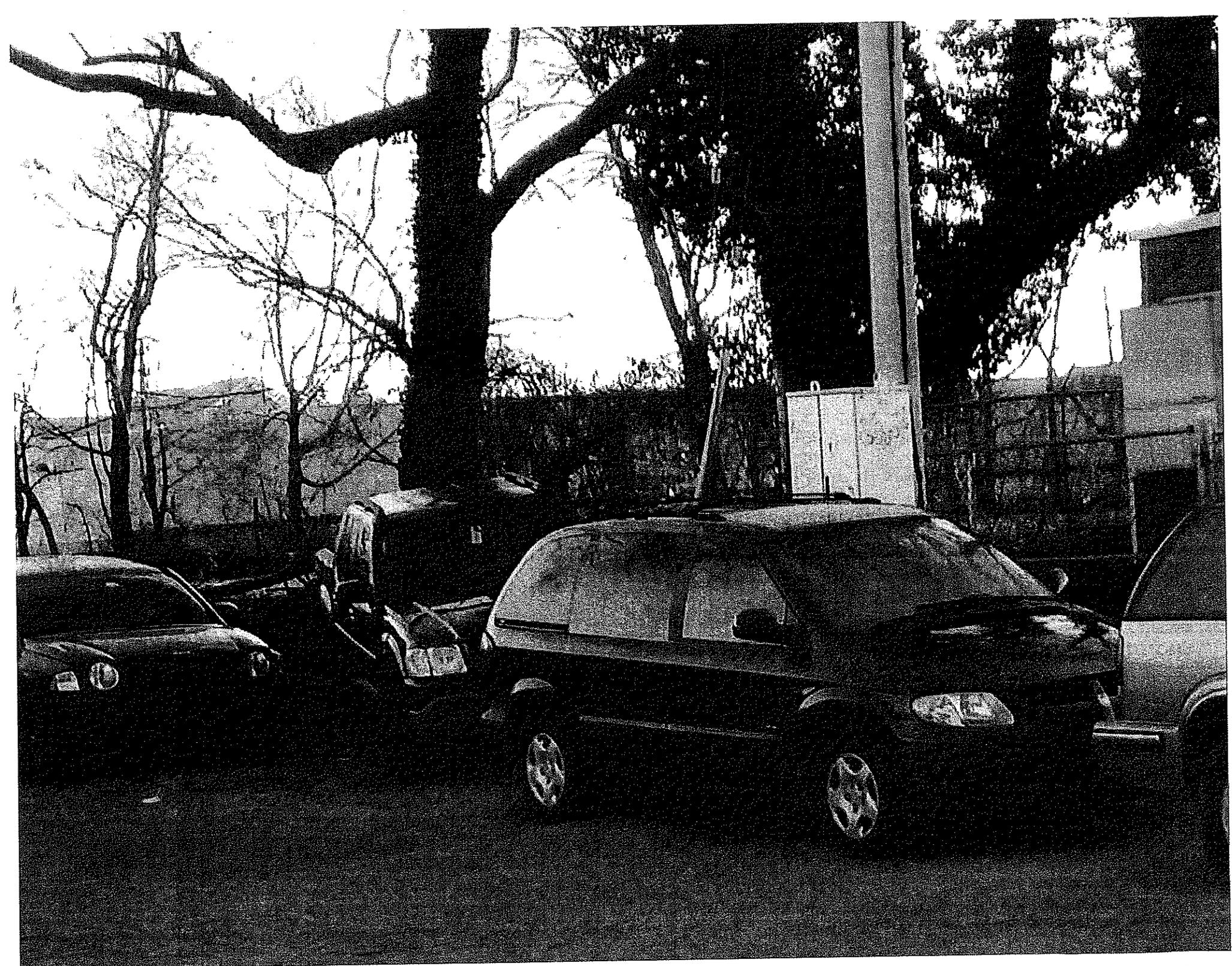
Image capture: Sep 2012 © 2016 Google

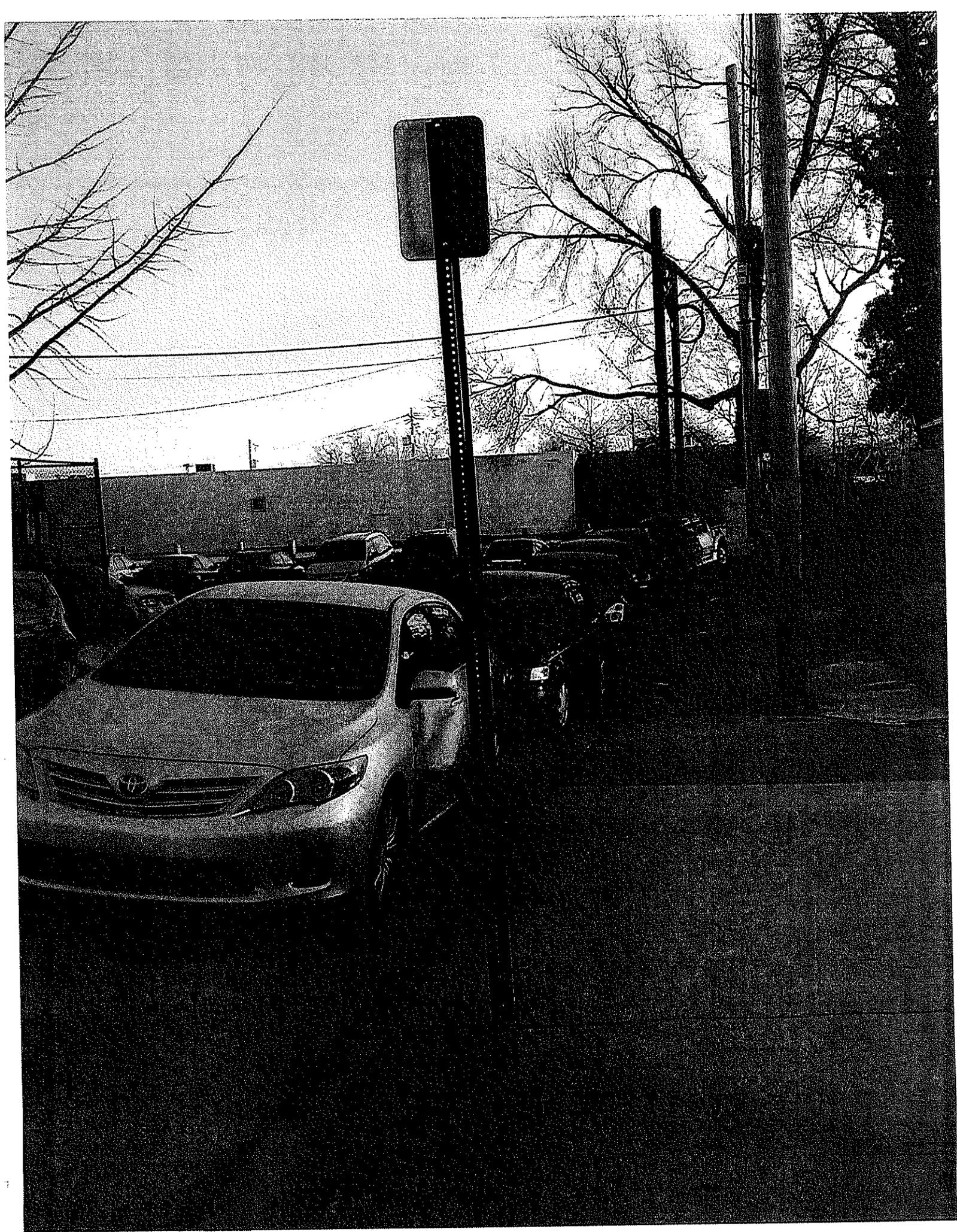
West Chester, Pennsylvania

Street View - Sep 2012











BOROUGH OF WEST CHESTER

401 EAST GAY ST

WEST CHESTER, PENNSYLVANIA 19380

(610) 696 - 4521 PHONE

(610) 436 - 1330 FAX

PARKING SERVICES & ENFORCEMENT DEPARTMENT

Pamela Grossman
Director of Parking, PS&ED

Tina
Parking Administration

Hector Mojica
Parking Enforcement Manager
Badge # 28

Beverly
Parking Administration

Melissa
Parking Administration

Parking Committee Meeting

Agenda Item:

Discuss adding Spruce Alley to Residential Parking Area A.

Background:

See attached pictures of Spruce Alley. Since the address of the actual property is on Spruce Alley, rather than a major street, the residents do not qualify for the Residential Parking Plan. The surrounding streets are within area A, but each unit has a garage and driveway in the back of the residences. Parking for guests of the residences seem to be the largest issue, since they are surrounded by Residential Permit Parking and No Parking restrictions on Matlack Street, coupled with a densely populated area.

Reply all | Delete Junk | ...



Mechanics Alley HOA Parking Petition Information

LS Landau, Scott <Scott.Landau@westpharma.com>
To: Permit Questions; 'Scott.H.Landau@icloud.com'; Pamela Grossi

Reply all |

Mon 1/25/2016 12:33 PM

Inbox

Mechanics Alley Map vi...
48 KB

Show all 1 attachment (48 KB) Download Save to OneDrive - Borough of West Chester

Hello Monica,

I hope you are doing well despite the tremendous amount of snow that we received.

In anticipation to the council meeting to present our community's petition, I have attached a map of our community and written verbiage of our issue. In addition, I would also like to highlight an issue that we would also like addressed with regards to a business (Rose Valley Restorations) located immediately across from our homes.

Mechanics Alley HOA Petition Parking

We, the Mechanics Alley homeowners, request that the council grant approval of our petition granting us the lawful rightfully as homeowners and borough taxpayers access to residentially parking permits with zone A.

Unlike the homes historically built within the borough with the main entrance (formal address) being on a named street and homes' rear facing a named Alley, our HOA community, "Mechanics Alley" was constructed within the confines of two alleyways. The front of all our units run along the east side of Spruce Alley with the rear of our units having access to the rear of our homes through Mechanics alley. Therefore, our home addressed were assigned an Alley address rather than a street address.

The Borough's Master Parking Plan does not account for such unusual variances and thus petitioning to cure our HOA community of this known defect.

Rose Valley Restorations Spruce Alley Parking

Exacerbating our community's parking challenges is a parking variance that was stated to have been issued to Rose Valley Restorations located on 219 Mechanics Alley, directly facing the front of our community homes on Spruce alley. According to Rose Valley Restoration, the borough issued a permit to park it's vehicles within Spruce Alley. This has caused numerous issues with vehicles attempting to pass through the alley and even access our own community. Vehicles attempting to pass the parked van on Spruce Alley are forced to drive up on the community's grass / sidewalk destroying our landscape and blocking access in and out of the Spruce / Mechanics alley. We also request that the Parking Authority consider re-tracking the business on-street parking permit with Mechanics / Spruce alley for the aforementioned reasons.

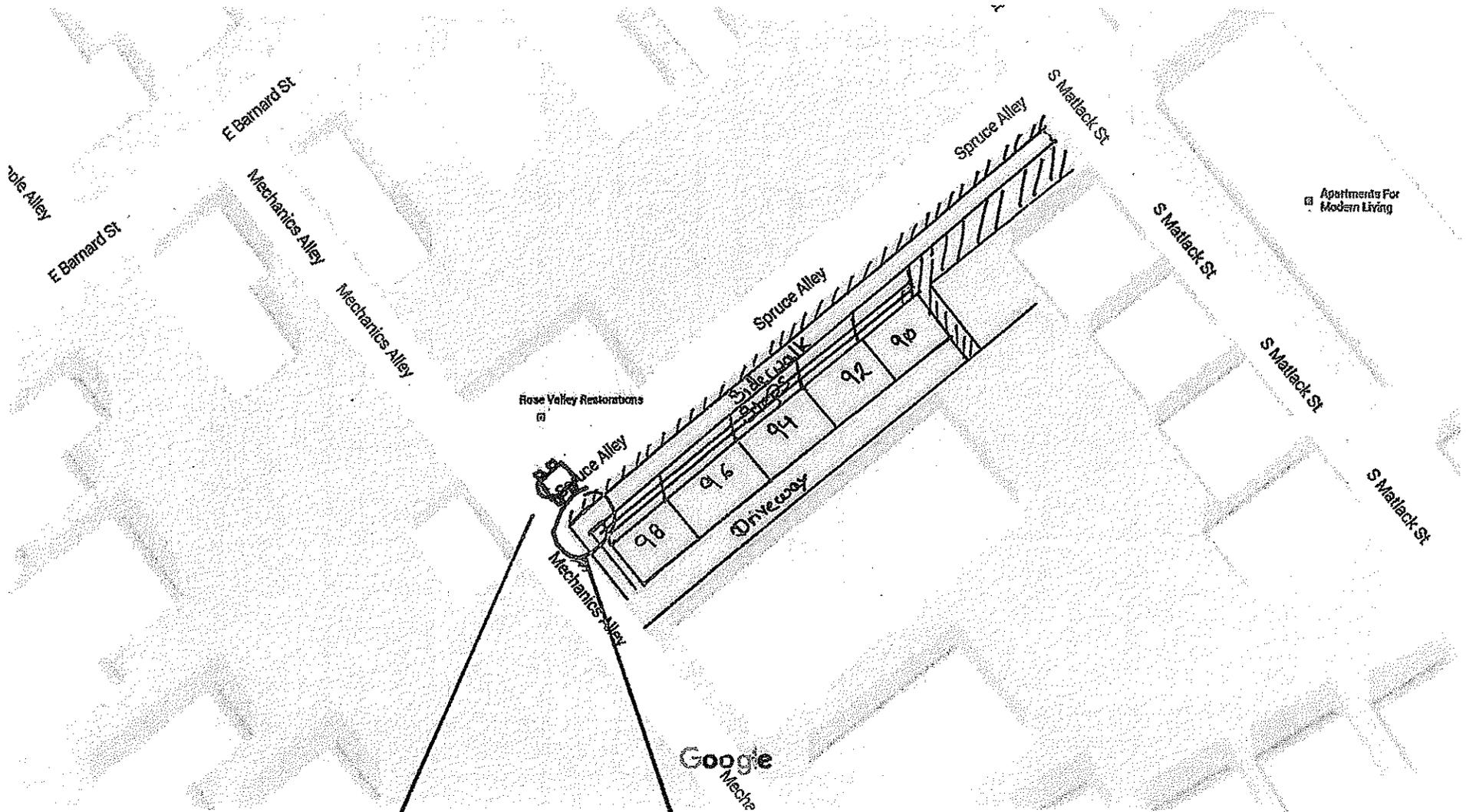
Please let me know if you need any clarification on either.

Thank You,

Scott H. Landau
Mechanics Alley HOA President
Tel: 908-672-0881
Find West on [Twitter](#) and [LinkedIn](#).

The contents of this message are confidential and may be privileged. If you have received this message in error, please permanently delete it, along with any files that may be attached to this message, without reading, printing, copying, forwarding or otherwise distributing it. Please notify the sender of the error immediately so that we can prevent it from happening again.

Google Maps Mechanics Alley

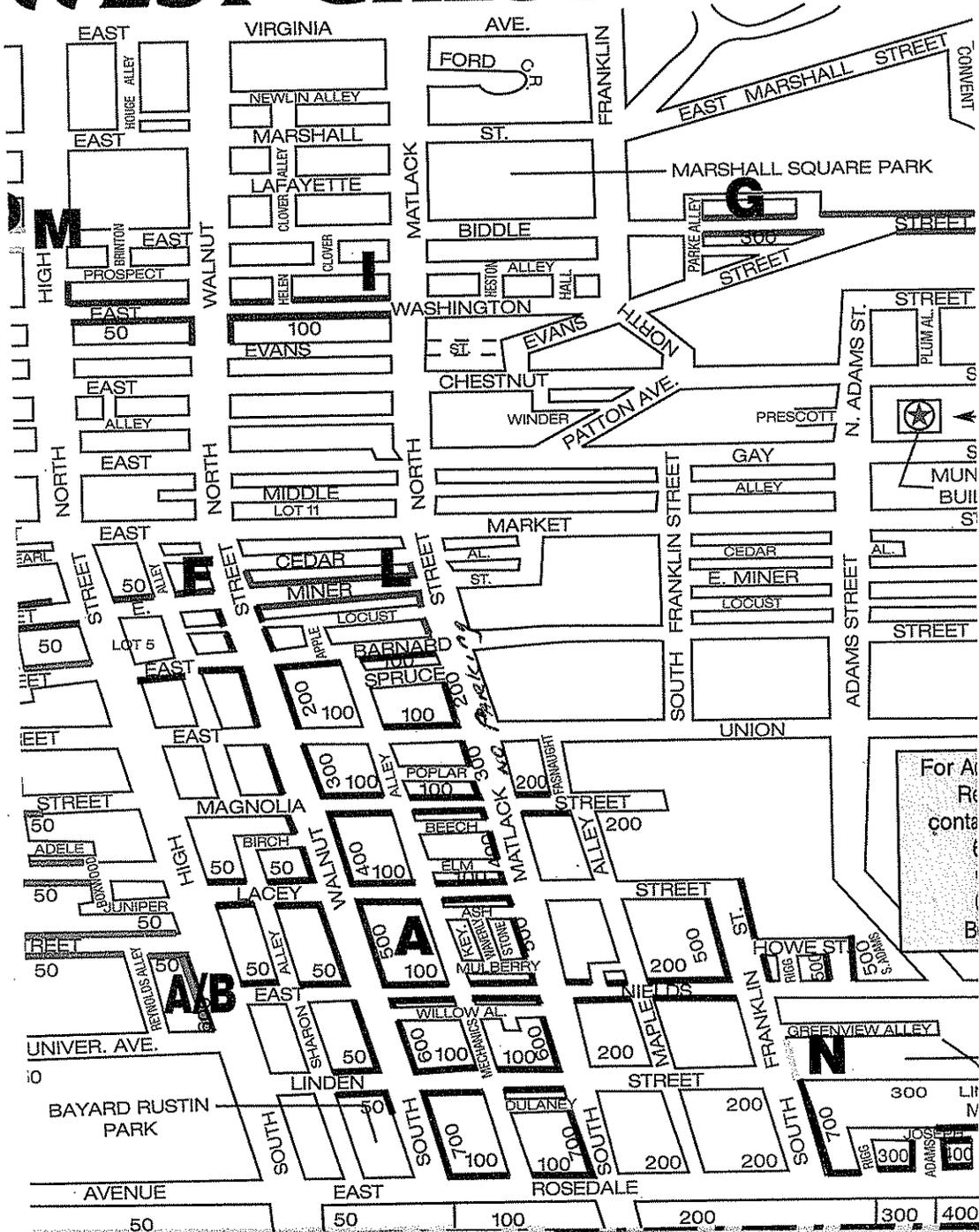


Rose Valley Restoration
Park Van location

Vehicles must drive over grass/sidewalk
- Spruce Alley & Mechanics Alley have clearly marked signs
"No Parking" in the Alley.



WEST CHESTER



*Parking 400 - 700 Block
on east side of
the street*





Reply all | Delete Junk |

200 Block South Matlack

RI Richie <famnazario@comcast.net>
To: Pamela Grossman;

Reply all |

Tue 12/8/2015 8:27 PM

You replied on 12/9/2015 1:42 PM.

My name is Richard Nazario. I live at 228 South Matlack Street and have been a lifelong resident of West Chester. I write to you to inquire as to what needs to be done in order to change our parking section form "A" to "L". Currently, the 50 block and the 100 block of South Matlack are registered as "L". I wish to extend that one more block to the 200 block.

My request comes as a result of the burden, and to be honest the nightmare, that finding parking has become. I have three little ones, a 7 year old, a 3 year old and an 11 month old. It is difficult walking a block or more away because there is no parking on your own block with a car seat, groceries and two young children. It seems as though residents from Union Street and Barnard as well as the new town homes in mechanics alley are using our street. I mean, Barnard street homes have off-street parking as well as the new condos having garages, yet they use our street. In addition, there are two other families, 222 South Matlack with a 3 year old and a 1 year old, and 232 South Matlack with a two year old, and they too suffer this same problem.

Extending the designation of "L" to our block would make the quality of life for not one (mine only) but three families so much better. Please consider this, consider helping us and direct me as to what needs to be done to get this request granted/approved.

Sincerely,

Richard Nazario

Sent from [Mail](#) for Windows 10

Google Maps 198 S Matlack St

200 S Matlack (Barnard)

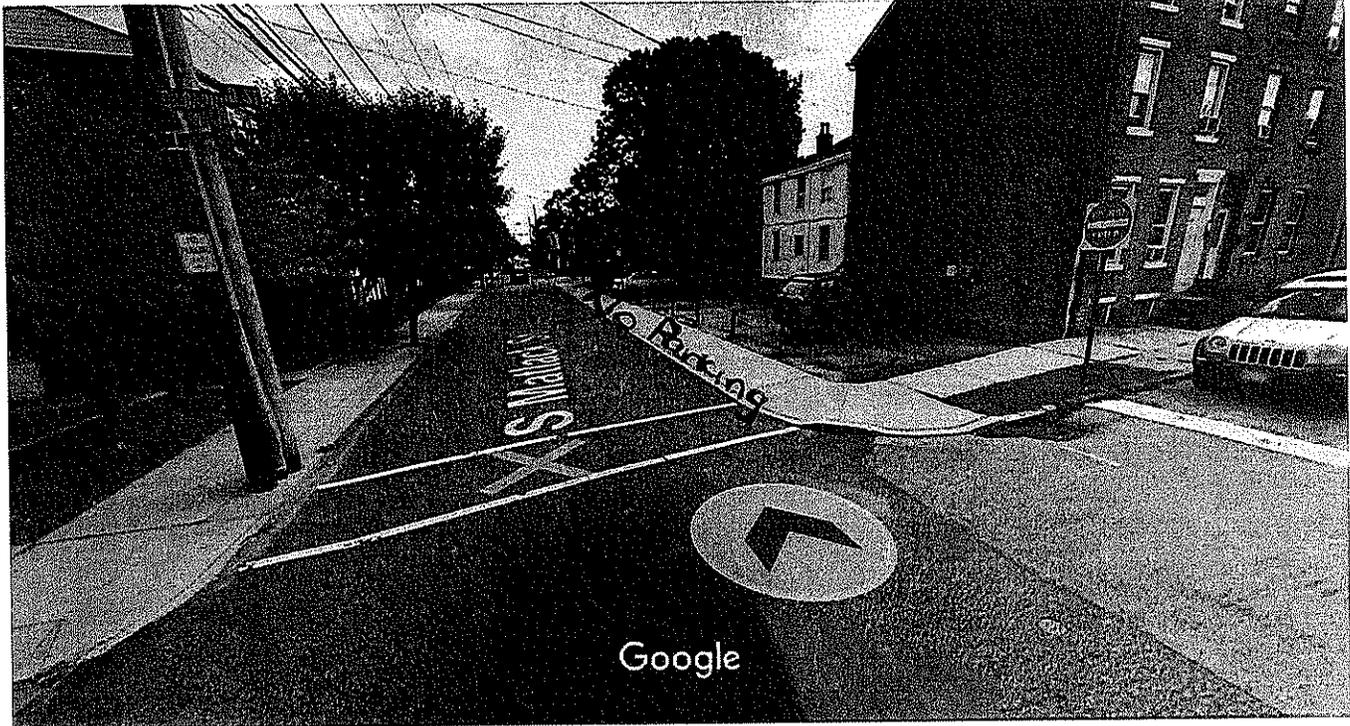


Image capture: Sep 2012 © 2016 Google

West Chester, Pennsylvania

Street View - Sep 2012



Google Maps 200 E Union St

200 smatlack (union)

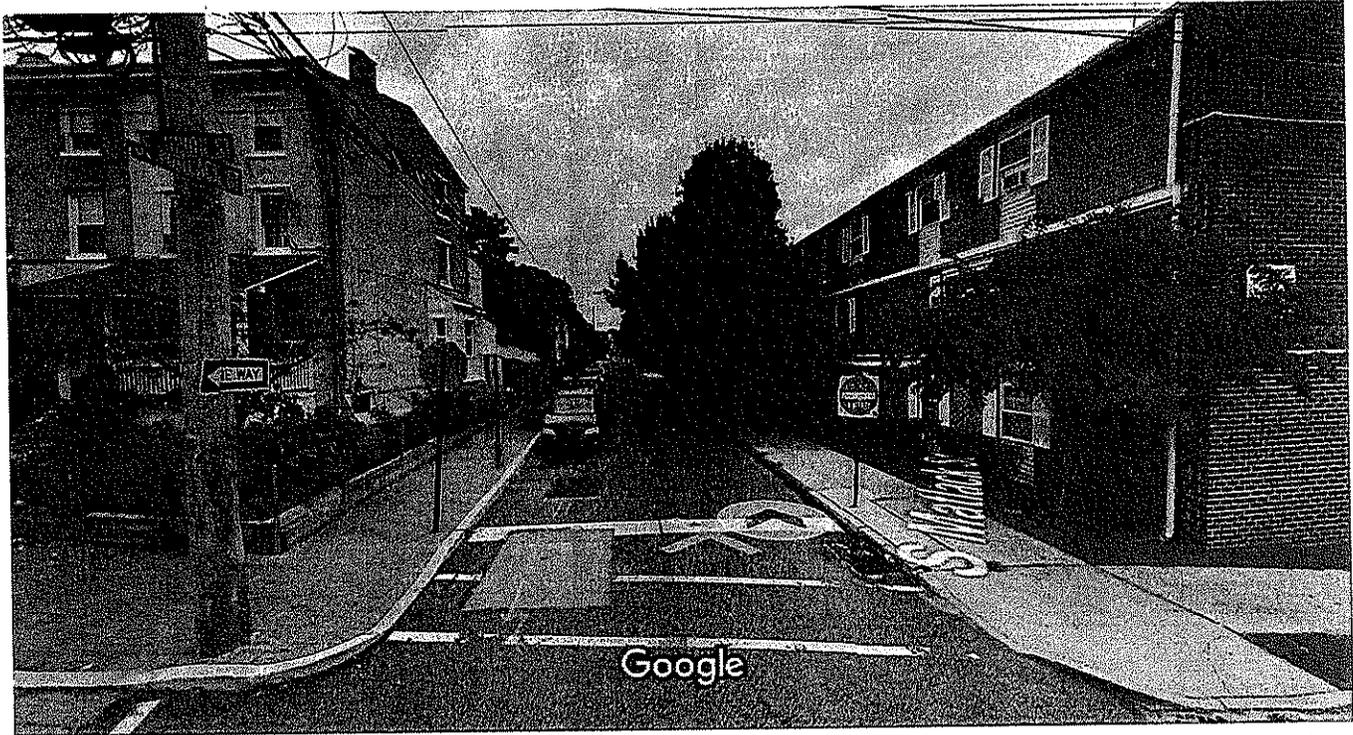
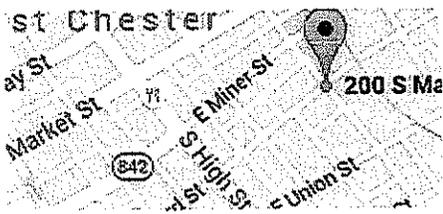


Image capture: Oct 2012 © 2016 Google

West Chester, Pennsylvania

Street View - Oct 2012



Google Maps 212 S Matlack St

200 S Matlack (from Spruce Alley)

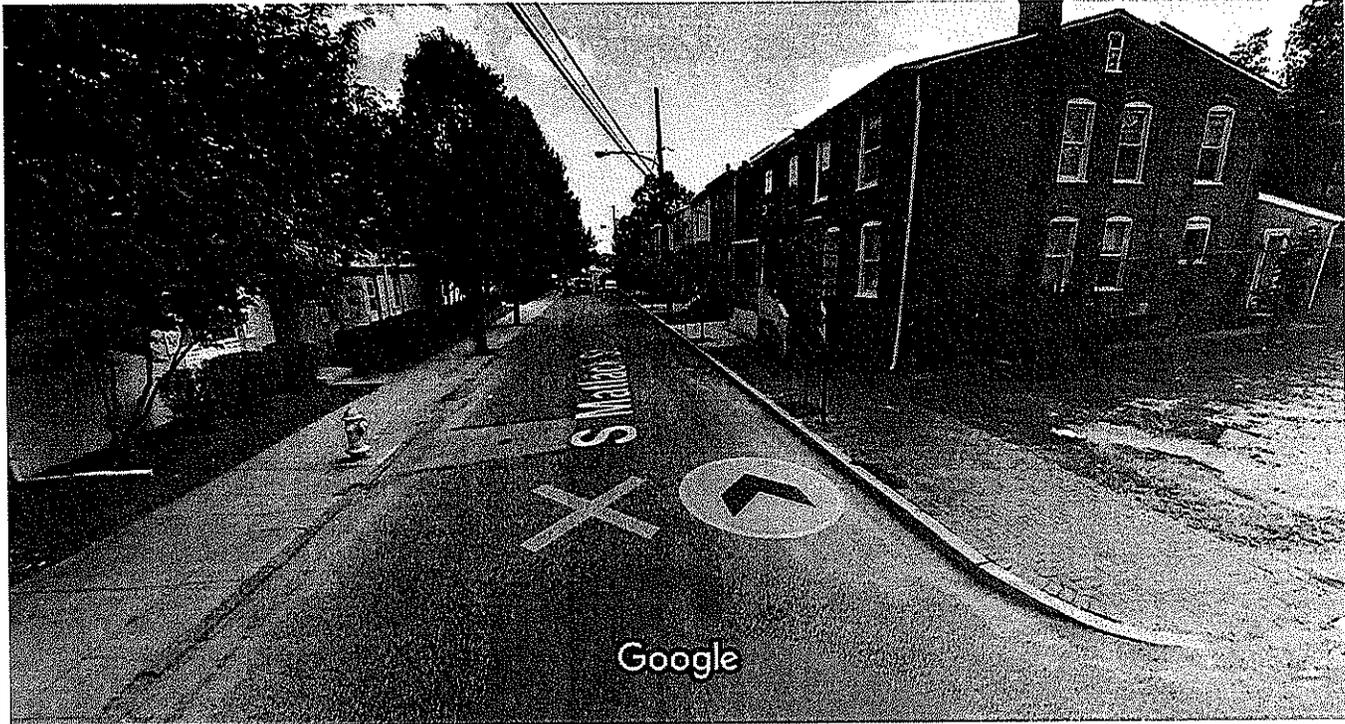
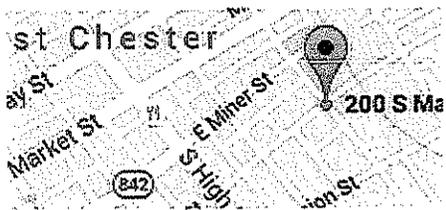


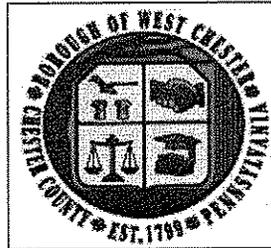
Image capture: Sep 2012 © 2016 Google

West Chester, Pennsylvania

Street View - Sep 2012



Borough of West Chester
Proposed Budget Modifications
For period ended: 31Dec15



<u>FUND</u>	<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>DEPARTMENT REQUESTING</u>	<u>REASON</u>
01	410-20	410-33	1,000.00	Mayor	reclass for Council member conference attendance
01	410-20	410-20	239.20	Police	unbudgeted - add reimbursement - attendance fee PML Annual Conference
01	410-35	410-35	40.00	Police	unbudgeted - add reimbursement - restitution
01	410-20	410-20	875.00	Police	unbudgeted - add voided check - duplicate issuance
01	410-12	410-12	190.92	Police	unbudgeted - add reimbursement - OT at DUI CC checkpoint
01	410-12	410-12	267.04	Police	unbudgeted - add reimbursement - OT at DUI CC checkpoint
01	410-35	410-35	60.00	Police	unbudgeted - add reimbursement - restitution
01	410-35	410-35	70.00	Police	unbudgeted - add reimbursement - restitution
01	410-35	410-35	23.00	Police	unbudgeted - add reimbursement - restitution
01	410-35	410-35	75.00	Police	unbudgeted - add reimbursement - restitution
01	410-35	410-35	158.50	Police	unbudgeted - add reimbursement - restitution
01	410-35	410-35	80.00	Police	unbudgeted - add reimbursement - restitution
01	410-12	410-12	505.64	Police	reimbursement for OT - DUI roving patrol
01	410-12	410-12	1,096.89	Police	unbudgeted - add reimbursement - OT at Drug Task Force CC
01	410-12	410-12	2,505.69	Police	unbudgeted - add reimbursement - OT at DUI CC checkpoint/Cops in Shops
01	410-12	410-12	1,022.28	Police	unbudgeted - add reimbursement - OT for Aggressive Driving 2015 Wave 1
01	410-12	410-12	2,600.00	Police	unbudgeted - add reimbursement - OT for Aggressive Driving 2015 Wave 3
01	410-23	410-23	606.08	Police	unbudgeted - add reimbursement back - bicycle replacement
01	410-35	410-35	278.75	Police	unbudgeted - add reimbursement - restitution
01	410-35	410-35	23.75	Police	unbudgeted - add reimbursement - restitution
01	410-12	410-12	255.20	Police	reimbursement for OT - DUI roving patrol
01	410-12	410-12	274.12	Police	reimbursement for OT - DUI roving patrol
01	410-12	410-12	1,300.00	Police	unbudgeted - add reimbursement - OT at Buckle Up PA
01	410-21	410-21	814.94	Police	unbudgeted - add reimbursement - uniforms GALLS
01	410-33	410-33	1,240.00	Admin	unbudgeted - add reimbursement - Civil Service exam fees (\$20 @ 62)

Total 15,602.00



RESOLUTION #3 – 2016
A Resolution adopting the Multi-Jurisdictional
Hazard Mitigation Plan of the County of Chester

WHEREAS, the Disaster Mitigation Act of 2000 (DMA 2000) (P.L. 106-390) provides an opportunity for states, Tribes and local governments to take a new and revitalized approach to mitigation planning; and,

WHEREAS, DMA 2000 amended the Robert T. Stafford Disaster Relief and Emergency Assistance Act (the Act) by repealing the previous mitigation planning provisions (Section 409) and replacing them with a new set of mitigation plan requirements (Section 322). This new section emphasizes the need for state, Tribal and local entities to closely coordinate mitigation planning and implementation efforts; and,

WHEREAS, Hazard Mitigation Grant Program funding available after a Presidential Disaster Declaration shall only be made to municipalities having a Federal Emergency Management Agency approved Pre-Disaster Mitigation Plan in place prior to the disaster declaration.

NOW, THEREFORE BE IT RESOLVED by the Council of West Chester Borough, Commonwealth of Pennsylvania, the adoption of the 2015 Chester County Multi-Jurisdictional Hazard Mitigation Plan.

BE IT RESOLVED this 17th day of February, 2016.

(SEAL)

ATTEST:

Michael A. Cotter
Borough Manager

President of Council
Ellen B. Koopman



MEMORANDUM

TO: Michael A. Cotter, Borough Manager
FROM: Michael A. Perrone, C.B.O.
DATE: February 1, 2016
RE: Traffic Planning and Design, Inc.

Recommendation

Borough Council consider appointing Traffic Planning and Design as the Borough professional traffic consultant.

Motion

Move to appoint T.P.D. (Traffic Planning and Design Consultants) as the Borough traffic engineer for 2016.

Background

The West Chester Borough currently uses Gilmore & Associates on a limited basis. Gilmore & Associates are civil engineers focused on stormwater management.



TRAFFIC PLANNING AND DESIGN INC.

WWW.TRAFFICPD.COM

November 20, 2015

Mr. Michael A. Cotter
West Chester Borough Manager
401 East Gay Street
West Chester, PA 19380

**Qualifications for Borough Traffic
Consultant Services**

Borough of West Chester, Chester County, PA

Dear Michael:

We kindly request your consideration of Traffic Planning and Design, Inc. (TPD) as a Borough Traffic Consultant. We look forward to further developing our relationship with the Borough by providing you with engineering solutions tailored to the Borough's transportation engineering needs.

TPD has the necessary experience to serve West Chester Borough based on our comprehensive approach, accounting for operational, environmental, structural, economic, and social aspects of transportation planning and design projects. Through our active involvement with municipal and private clients' transportation projects, our project managers have become accustomed to a high level of interaction and close coordination with PennDOT, DVRPC, Chester County, the public, and the media. TPD is well-versed on all aspects of the new Transportation Bill, as well as the variety of PennDOT/DVRPC grant programs (ARLE, Green Light Go, TAP, MTF, etc.). It is this combined experience that will enable TPD to effectively advise the Borough on its unique engineering needs.

At TPD, we respect our public sector partners and base our recommendations, plans, and designs on the best interest of our clients. Our goal is to assist in reaching your goals, and play a role in your overall vision to improve the quality of life in West Chester Borough.

The attached package further demonstrates TPD's specialized experience in various capacities related to our municipal work. If you have any questions on how TPD can further serve the Borough, please contact me.

Sincerely,

TRAFFIC PLANNING AND DESIGN, INC.

Joseph Platt, P.E.
Senior Project Manager

JPlatt@TrafficPD.com
610.326.3100

Traffic Planning and Design, Inc.

Firm Profile

Founded in 1989, TPD is a transportation engineering firm that serves the Mid-Atlantic region. We are a client-focused, team-oriented firm that prides itself on providing sustainable engineering solutions for our clients, teaming partners, and ultimately, the traveling public. Working seamlessly as "One Company with Multiple Locations," TPD is able to leverage our local knowledge, continuous investment in technology, and emphasis on individual accountability to provide a high level of responsiveness and solutions appropriate for each individual project on a case-by-case basis.

We take pride in our work, as well as the "road, bridge, or trail" we've taken to get there. TPD has been recognized at a regional and national level for not only our engineering accomplishments, but our corporate practices and dedication to professional development. TPD is currently ranked the #33 Best Civil Engineering Firm to Work for in the Nation by ZweigWhite. Additionally, we have been recognized for our efforts in sustainability, as well as for our support of the National Guard and Military Reserve by the U.S. Government.

We also take our corporate citizenship seriously with numerous employees serving on several volunteer boards, and hold ranking as the #1 engineering firm in the Tri-State area by the Philadelphia Business Journal in terms of Corporate Philanthropy.

PROFESSIONAL SERVICES



Transportation Planning & Permitting



Complete Streets & Trail Design



Bridge Design & Inspection



Traffic Signal & System Design



Environmental Services & Permitting



Construction Management & Inspection



Highway Design



Expert Witness Support for Crash Investigations

LOCATIONS

Pottstown / Headquarters
2500 East High Street, Suite 650
Pottstown, PA 19464
610.326.3100

Allentown
812 W. Hamilton Street, Suite 402
Allentown, PA 18101
610.625.4242

Doylestown
253 W. State Street, Suite B
Doylestown, PA 18901
215.622.2525

Harrisburg
1426 N. Third Street, Suite 250
Harrisburg, PA 17102
717.234.1430

Philadelphia (Opening Dec. 2015)
One Penn Center @ Suburban Station
1617 JFK Boulevard, Suite 1230
Philadelphia, PA 19130
215.622.2525

Pittsburgh
1121 Boyce Road, Suite 2100
Pittsburgh, PA 15241
412.765.3717

West Chester
1025 Andrew Drive, Suite 130
West Chester, PA 19380
610.326.3100

Camden
2 Riverside Drive, Suite 506
Camden, NJ 08103
856.966.4242



JOSEPH A. PLATT, P.E.

SENIOR PROJECT MANAGER



EDUCATION

Widener University
B.S. / 2001 / Civil Engineering

REGISTRATIONS

Professional Engineer – PA, VA
PA License # PE-072525 (2005)
IMSA Work Zone Safety Specialist
IMSA Level II Traffic Signal Field Electrician
IMSA Traffic Signal Inspector

AWARDS

2015 Top Transportation Demand Management
(TDM) Professional Under 40, GVFTMA
2009 Delaware Valley Young Engineer of the Year
2008 Philadelphia Young Civil Engineer of the Year

PUBLICATIONS

Township Engineer. "Planning for Development: Funding
Road Improvements Through Transportation Impact
Fees" Pennsylvania State Association of Township
Engineers Newsletter. Vol. 20, No. 3, Third Quarter 2012

PROFESSIONAL AFFILIATIONS

Bethel Township Zoning Hearing Board, Member
Philadelphia Section of American Society of Civil
Engineers, President (2014-2015)
International Municipal Signal Association
Transportation Research Board
United States Sign Council

PERSONAL EXPERIENCE

Mr. Platt has been working with TPD for 15 years and currently serves as a Senior Project Manager overseeing the company's Municipal Services. During this time, he has developed an expertise in the planning and design of transportation infrastructure improvements projects involving grant writing, funding identification and project prioritization for municipal capital improvement projects. This experience includes the preparation and administration of municipal capital improvement plans, project scheduling and budgeting, and work order management. His experience includes the preparation of traffic impact studies, corridor studies, transportation impact fee studies, access analyses, traffic calming studies, signal design and coordination and other transportation related services. In addition, Mr. Platt has been part of several projects that involve the size and placement of on- and off-premise signs as the signs relate to transportation engineering principles and human factors. Mr. Platt has been accepted as an expert witness in the field of transportation engineering and has presented transportation engineering related information at numerous municipal and regulatory agency meetings

PROJECT EXPERIENCE

Municipal Traffic Engineering Services

Limerick Township, Montgomery County
Penn Township, Lancaster County
Skippack Township, Montgomery County
Montgomery Township, Montgomery County
West Sadsbury Township, Chester County
Phoenixville Borough, Chester County
Chambersburg Borough, Franklin County



Oaks Interchange Improvements

Upper Providence Township, Montgomery County, PA

Mr. Platt was responsible for the preparation highway design, traffic signal design for improvements along the Egypt Road corridor in Upper Providence Township, Montgomery County. The project involved approximately 1 mile of roadway widening for additional turn lanes and through lanes in both directions around the US Route 422 interchange with Oaks. As part of the project, the existing 5 signalized intersections were upgraded with state of the art communications equipment and interconnected via fiber optic cable. In addition, given the close proximity to the Philadelphia Expo Center, event management timing were developed to handle the large volumes of traffic that coincide with several of the events.

Lewis Road Corridor Improvements

Limerick Township, Montgomery County, PA

Mr. Platt served as the project manager for this Township-led roadway improvement project. Leveraging over \$1 Million in transportation impact fees, Limerick Township was able to construct significant capacity improvements for the corridor. The improvements include the addition of a through travel lane in each direction between Linfield and Cherry Lane through the Route 422 interchange area, left turn lanes at key intersections and the coordination of existing traffic signals along the corridor.

PennDOT Transportation Planning Services and Implementation

Statewide Open End Contract

Mr. Platt's responsibilities as a project engineer include assisting PennDOT with implementing the State's transportation and land use policies and long range transportation planning. He is responsible for providing technical assistance to local government including studies and ordinance development for access management, traffic impact fees, transportation partnerships, and transportation elements of comprehensive plans. One of the work orders consisted of the development of the Access Management Model Ordinances for Pennsylvania Municipalities Handbook.

Pennsylvania Route 72 Needs & Feasibility Study (I-76 to Route 283)

Lancaster County, PA

Mr. Platt was a project engineer on the PA Route

72 Needs Study, which fulfilled Step 3 of the PENNDOT Transportation Project Development Process. Mr. Platt's responsibilities included data collection, analyses, and transportation demand modeling, to assist in development of the project needs.

McAlevy's Fort Corridor Improvement Project

Jackson Township, Huntingdon County, PA

Mr. Platt was a project engineer on the Needs Study for PA Route 26 in McAlevy's Fort, PA. Mr. Platt's responsibilities included data collection and analyses, transportation demand forecasting, report preparation, and assisting with public involvement and agency coordination

S.R. 4026/S.R. 0422 Interchange Traffic Signal System

Limerick Township, Montgomery County, PA

Mr. Platt is a project engineer responsible for the design of five new traffic signals and the integration of one existing traffic signal to create a fiber optic closed loop traffic signal system for six intersections. This project also included emergency vehicle preemption, advanced queue detection on the S.R. 0422 off-ramps, and advanced dilemma zone detection.

Pottstown Area Closed Loop Signal System

Pottstown Borough, North Coventry Township, Lower Pottsgrove Township, Chester & Montgomery Counties, PA

Mr. Platt is a project engineer for this local let project which is developing a closed loop traffic signal system for 52 intersections with the Borough of Pottstown, North Coventry Township, and Lower Pottsgrove Township. This projects includes complete upgrades, emergency and at-grade rail preemption, as well as, developing a closed loop communication system

Highway Occupancy Permit Review Assistance

PennDOT Engineering District 6-0

Project Engineer for the review of plans sets and stormwater management for Highway Occupancy Permit Applications in Bucks, Chester, Delaware, Montgomery, and Philadelphia Counties.

Church Road Traffic Calming Study

Tredyffrin Township, Chester County, PA

TRANSPORTATION PLANNING

Phoenixville Area Regional
Comprehensive Plan – Transportation
Planning
Chester County, PA

York County Sustainable Community
Plan & Transportation Impact Fee Study
York Township, York County, PA

Valley Forge Distribution Center
*Upper Providence Township, Montgomery
County, PA*

Silver Springs Square Study
Silver Springs Township, Cumberland County, PA

East Stroudsburg Borough-wide Traffic
Study
East Stroudsburg Borough, Monroe County, PA

Exeter Township Sign Ordinance Review
Exeter Township, Berks County, PA

Phoenixville Area Regional
Comprehensive Plan – Transportation
Planning
Chester County, PA

Limerick Township Transportation
Impact Fee Study
Limerick Township, Montgomery County, PA

Mount Joy Township Transportation
Impact Fee Study
Mount Joy Township, Lancaster County, PA

Old Limestone Road Traffic Calming
Study
Upper Oxford Township, Chester County, PA

York County Sustainable Community
Plan & Transportation Impact Fee Study
York Township, York County, PA

PennDOT Transportation Planning
Services and Implementation
Statewide Open End Contract

West Goshen Township Sign Ordinance
Revisions
West Goshen Township, Chester County, PA

HIGHWAY DESIGN PROJECTS

Montgomeryville Business Campus
Montgomery Township, Montgomery County

Lafayette Square
Sadsbury Township, Chester County, PA

Londonderry Meadows
Londonderry Township, Chester County, PA

Cowan Estates
Sadsbury Township, Chester County, PA

Montgomeryville CVS
*Montgomery Township, Montgomery County,
PA*

Chik-Fil-A Restaurant
Ridley Township, Delaware County, PA

Penn Liberty Bank
East Whiteland Township, Chester County, PA

Village at Valley Forge
*Upper Merion Township, Montgomery County,
PA*

Various Rite Aid Pharmacies
*Montgomery, Delaware, Chester, and Luzerne
Counties, PA*

Sunoco Gas Station Renovations
*Lower Nazareth Township, Northampton
County*

TRAFFIC SIGNAL DESIGN

Village at Valley Forge Closed Loop
Signal System
*Upper Merion Township, Montgomery County,
PA, Tredyffrin Township, Chester County, PA*
22 signalized intersections / 7 traffic adaptive
intersections

Ellis Preserve Closed Loop Signal
System
Newtown Township, Delaware County, PA
14 signalized intersections

Route 252 & Route 30 Roadway and
Intersection Safety Improvement Project
Tredyffrin Township, Chester County, PA
5 traffic adaptive signalized intersections

LOUIS HUFNAGLE PROJECT MANAGER



EDUCATION

West Chester University
B.A. / 1999 / Geography and Planning

PERSONAL EXPERIENCE

Mr. Hufnagle recently began working with TPD and currently serves as a Project Manager in the company's Municipal Services division. Mr. Hufnagle has over 12 years of planning experience, having worked for both Chester and Delaware County Planning Departments. He has diverse experience providing municipal assistance on projects related to highways, roads, bridges, streetscapes, greenways, bicycle/pedestrian projects as well as transit related issues.

Mr. Hufnagle has participated on many project teams for both regional as well as local projects. He has assisted in the preparation of studies and developing recommendations for trails, greenways, streetscape, roadway and intersection improvements on a variety of project types. While working in Delaware County, he served as an advisor to Delaware County Council and the County Executive Director on numerous transportation projects.

PROJECT EXPERIENCE

Project Manager, Chester Creek Trail, Phase 1
Middletown & Aston Townships, Delaware County, PA

Mr. Hufnagle was responsible for overseeing the preliminary engineering and Final Design for Phase 1 of this multi-use trail in Delaware County. His responsibilities included coordination with PennDOT on multiple issues including Shared Use Path Agreement, Trail structure agreement Third Party bridge reviews for non-NBIS bridges as well as programming construction funding. PennDOT also required a value engineering exercise in which both parties agreed to design modifications that saved over \$500,000 dollars in construction without compromising the design of the trail. This project included coordination with SEPTA for numerous issues including the rail salvage operation, bridge inspection requirements, fencing issues related to their transmission lines, and ensuring that the design of the trail was done in accordance with the terms of the lease with Delaware County. Mr. Hufnagle also had to coordinate with the



Townships for Shared Use Path Agreements, Stormwater Management Operation and Maintenance agreements, and Traffic Signal Agreements.

Community Traffic Safety Project *Delaware County, PA*

Mr. Hufnagle applied for and received a grant through PennDOT's Bureau of Maintenance and Operations on behalf of Delaware County to improve the safety of roadway and travel conditions. He worked closely with the Delaware County Transportation Management Association implementing these strategies to reduce fatalities throughout the County of both motorists as well as bicyclists and pedestrians.

East Coast Greenway *Tinicum Township, Eddystone Borough, Ridley Township, Chester City, Trainer Borough, Marcus Hook Borough, Delaware County, PA*

Mr. Hufnagle was the primary representative for the East Coast Greenway for all segments throughout the County. He assisted in the engineering of the Trainer segment which became the first segment of the Greenway completed in the County. Mr. Hufnagle also worked closely with Marcus Hook Borough, The ECG Alliance and PennDOT to design a segment that worked within funding constraints, and satisfied both the Borough's desire to revitalize the downtown district, yet still fulfilled the ECG's requirements. In Tinicum Township, Mr. Hufnagle worked closely with Tinicum Township and PennDOT on engineering efforts to create a side path adjacent to PA Route 291. He also worked with the Clean Air Council and the Heinz Wildlife refuge to identify and create a connection between the Refuge and the Greenway. Mr. Hufnagle administered a grant funded through the William Penn Foundation to conduct title searches for several parcels along the PA 291 corridor to be potentially used for the Greenway, and worked with Chester City in identifying potential solutions for the greenway through the City.

PA 320 Sproul Road Signal Retiming Initiative *Springfield & Marple Townships, Delaware County, PA*

Mr. Hufnagle worked with the Townships and several consultants implementing new traffic signal timings along this highly congested

corridor. The results were profound resulting in improved levels of service and greatly reduced travel times.

Transportation Elements of Comprehensive Plans *Prospect Park, Glenolden, Chester Heights, & Media Boroughs, Delaware County, PA*

Mr. Hufnagle's responsibilities as a County Planner included writing the transportation elements of numerous municipal comprehensive plans. He was primary author of the comprehensive plan sections related to transportation issues including, roadways, parking, bridges, bicycle and pedestrian facilities and access to transit. He identified issues and discussed improvements, as well as identified funding sources for the improvements.

I-476 Hard Shoulder Running *Delaware County, PA*

Mr. Hufnagle was on the steering committee and participated in the analysis of whether it was feasible to pursue shoulder utilization to accommodate through traffic on I-476. It was determined that there was adequate shoulder width and clearance through overhead structures to continue analysis on converting the congested four-lane section to use the hard shoulder during peak hour use. Mr. Hufnagle worked with the Regional Planning Commission to determine the next steps to implement this improvement.

DVRPC Committee Participation *Delaware County, PA*

Mr. Hufnagle was the County liaison on several Regional Planning Commission Committees including the Regional Safety Task Force, Transportation Operations Task Force, Incident Management Task Force, Goods Movement Task Force, Congestion Management Program and the Regional Technical Committee.

TIP Programming *Delaware County, PA*

Mr. Hufnagle worked with various municipalities in Delaware County to help secure TIP funding through the Delaware Valley Regional Planning Commission. He sent letters to municipalities seeking information regarding their transportation needs and when appropriate worked with DVRPC to help program and secure those funds. Mr. Hufnagle also was tasked with this responsibility for Delaware County when

programming County Bridges on the TIP and worked closely with the County's bridge engineers to develop cost estimates and sources of funding.

Municipal Assistance

Various Municipalities throughout Delaware and Chester Counties

Mr. Hufnagle provided assistance to municipalities on transportation related issues. In Delaware County, this included making recommendations for improvements, forming and guiding steering committees on specific topics, providing technical assistance to local governments, developing and implementing studies, and developing rough cost estimates for projects. Mr. Hufnagle provided overall guidance on any issue related to the road network, bridges, bike/pedestrian facilities, greenways, streetscapes, and multi-use trail projects. In Chester County, his responsibilities were more focused on Roadway and bridge projects.

PA Act 247 Reviews

Delaware County, PA

Mr. Hufnagle reviewed subdivision and development plans for consistency with the County and Municipal Comprehensive Plans. He provided comments and recommendations regarding the transportation components of the plans for better conformity with Municipal and County goals.



Municipal Transportation Engineering Expertise

Review, Planning and Design Expertise for Municipalities across the Mid-Atlantic Region

REVIEW SERVICES

Traffic Impact Studies
Parking & Internal Circulation
Highway Occupancy Permit (HOP) Plans
Truck Access & Circulation
Trip Generation Studies
Traffic Signal Permit Plans
Construction Oversight/Inspection
Bridge/Culvert Review & Inspection
NBIS Bridge Inspections
Expert Testimony

TRANSPORTATION PLANNING

Corridor/Municipal Wide Studies
Transportation Impact Fee Studies
Traffic Calming
Point of Access Studies
Needs & Feasibility Studies
Transportation Master/Comprehensive Plans
Parking Studies
PennDOT Publication 212 Studies

MUNICIPAL DESIGN

Bridge/Culvert/Retaining Walls
Intersection/Roadways
Interchanges
Traffic Signal Systems
Trails
Streetscapes
Design/Build
PennDOT Local Lead Project Management & Design
ARLE Grant Administration & Related Services

MUNICIPAL REPRESENTATION

TPD provides traffic engineering services for over 40 municipalities throughout the Commonwealth of PA:

Berks County

Boyertown Borough
City of Reading
Saint Lawrence Borough*
West Reading Borough

Bucks County

Bensalem Township*
East Rockhill Township*
Middletown Township*
Quakertown Borough
Warminster Township

Montgomery County

Abington Township
Limerick Township*
Lower Pottsgrove Township
Montgomery Township*
Plymouth Township*
Skippack Township*

Franklin County

Chambersburg Borough
Washington Township*

Snyder County

Selinsgrove Borough

Washington County

Peters Township*

Lancaster County

Manheim Borough*
Mount Joy Township
Penn Township*
West Earl Township

Cumberland County

Lower Allen Township
Upper Allen Township*

Lehigh County

City of Allentown

Westmoreland County

Municipality of Murrysville*

Chester County

Birmingham Township
East Fallowfield Township
East Marlborough Township*
East Pikeland Township*
London Grove Township*
Phoenixville Borough
Sadsbury Township
South Coventry Township
West Whiteland Township*
West Sadsbury Township

Monroe County

East Stroudsburg Borough
Mount Pocono Borough*

Northampton County

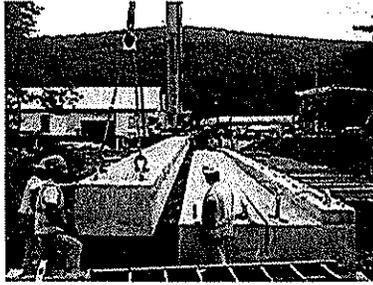
City of Easton Forks Township
Lower Nazareth Township
Palmer Township

York County

Fairview Township
Peach Bottom Township
York Township

*TPD is the appointed Municipal Traffic Engineer

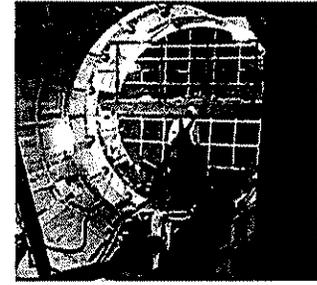




>> Schuylkill County Bridge #106



>> Brandywine Trail



>> Knowles Avenue Pedestrian Underpass

Construction Services Expertise:

Ensuring a Seamless Transition from the Design Phase to Project Completion

INCREASED KNOWLEDGE

TPD's Construction Services team is proactive about obtaining the latest construction-related qualifications and training. TPD's core group of construction inspectors have obtained the following certificates and training experience:

CERTIFICATIONS

- » NICET (Levels II – IV)
- » NECEPT / PennDOT Concrete Field Technician
- » NECEPT / PennDOT Bituminous Field Technician
- » CDS / NextGen Operator
- » ACI Concrete Field Testing Technician
- » IMSA Work Zone Safety Specialist
- » IMSA Traffic Signal Inspection

PENNDOT TRAINING

- » Introduction to Documentation
- » District Winter Schools
- » Material Sampling & Field Testing
- » ECMS II – Wave 5
- » SharePoint
- » Soils & Foundations Workshop
- » Hot Mix Asphalt Construction
- » Advanced Construction Management
- » CPM Schedule Monitoring
- » Managing Highway Contract Claims
- » Geosynthetics Engineering
- » Construction Cost Estimating

SELECT PROJECT EXPERIENCE

TPD has provided Construction Services for the following projects:

- Schuylkill County Betterment, Schuylkill County, PA
- Shiloh Road Relocation, Berks County, PA
- SR 61 Grand Street Phase II, Berks County, PA
- Washington Township Boulevard Bridge, Franklin County, PA
- Knowles Avenue Pedestrian Underpass, Delaware County, PA
- Tredyffrin Township Sidewalks, Chester County, PA
- Federal Safe Routes to School, Jonestown Borough, PA
- Elizabethtown Regional Traffic Signal Synchronization, Lancaster County, PA
- Edge Hill Road Improvements, Montgomery County, PA
- Huntingdon Pike Traffic Signal Upgrades, Montgomery County, PA
- Marshallton Streetscapes & Traffic Calming, Chester County, PA
- Colonial Road Bridge over Swamp Creek, Montgomery County, PA
- Pottstown Pedestrian Underpass, Montgomery County, PA
- Brandywine Trail, Chester County, PA
- Falls Township Connector Trail, Bucks County, PA
- Main Street Streetscape Phase II, Montgomery County, PA
- County Bridge #106, Mill St. over the Schuylkill River, Schuylkill County, PA
- Bethlehem Township Roadway Improvements, Northampton County, PA
- Lewis Road Corridor Improvements, Montgomery County, PA
- Oaks Area Developments Roadway Improvements, Montgomery County, PA
- Route 422 Corridor Improvements, Berks County, PA
- South Bethlehem Greenway, Phase III, Northampton County, PA
- Applebrook Vehicular Bridge, Chester County, PA
- Lansdowne Gateway Trail, Delaware County, PA
- City of Camden LED Traffic Signal Upgrades, Camden County, NJ
- Battleship New Jersey Repaving, Camden County, NJ





» Shiloh Rd Relocation, Maintenance & Resurfacing



» Colonial Rd. Bridge over Swamp Creek



» Schuylkill County Betterment

Construction Services Expertise:

Ensuring a Seamless Transition from the Design Phase to Project Completion

CONSTRUCTION SERVICES

- » Construction Management and Administration
- » Construction Oversight/Inspection
- » Scheduling
- » Traffic Signal Inspection
- » Bidding and Contract Document Preparation
- » Shop Drawing Review
- » Bidding Services
- » Payment and Change Order Review and Processing
- » Cost Estimates and Quantity Takeoffs
- » Project Constructability Review

OVERVIEW

TPD's Construction Services (CS) Team is comprised of fully-qualified and certified individuals throughout the firm's eight office locations. The Team possesses specialized construction oversight and inspection expertise, design experience, and highly developed management systems to provide our clients with a complete project resource.

Our inspectors have experience with roadway, structures, streetscape, and trail construction projects. This experience includes federally funded, locally-sponsored, and state projects.

The CS Team is led by Anthony Dougherty, P.E., who has over 20 years of experience in transportation engineering. As Principal-in-Charge of the CS Team, Mr. Dougherty manages the company's construction projects, functioning as the main point of contact, providing our clients with superior customer service. Additionally, Andrew Stasek, P.L.S. serves as a resource to the TPD CS Team. Mr. Stasek is a 40-year PennDOT veteran, with vast knowledge of construction techniques. He previously held the position of Assistant District Construction Manager at PennDOT, managing major projects such as the \$550 million, 32-mile I-78 project through the Lehigh Valley. Our experience and knowledge of the discipline enables TPD's CS Team to complete projects efficiently and to the satisfaction of our clients.



Traffic Signal System Expertise:

Certified Professionals Providing Innovative, Safe Signals Solutions

SIGNALS KNOWLEDGE

TPD is proactive about obtaining the latest traffic signals technologies knowledge and serving as industry experts by hosting and participating in training sessions. Recently, TPD panelists have participated in multiple traffic signals training seminars, including the following:

LEADING

- » Moderator: PennDOT District 6-0 "Signals ADA Summit," the incorporation of ADA ramps with new signal pole foundations and pushbutton locations, particularly in design/build projects, 2011.

LEARNING

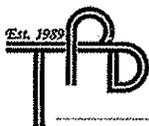
- » Rhythm Engineering "GroupSync Pennsylvania," regional two-day conference on the topic of traffic adaptive signals, covering its application to State and local municipal projects, challenges and issues with traffic adaptive signal systems, user expectations, and a review of related PennDOT policies, 2013.
- » PennDOT District 6-0 "Interconnection and Preemption Workshop," a traffic signal and highway-rail grade crossing workshop on parameters that are critical for proper design of railroad preemption of traffic signals interconnected with highway-rail grade crossing warning systems, 2012.

PROJECT OVERVIEW

Since the firm's inception in 1989, TPD has established itself as an expert in traffic signal design, intimately familiar with the broad range of services required to successfully complete signals-related projects timely and efficiently. TPD's Traffic Signal Design Team has the manpower and specific knowledge to provide prompt response and expert service for any traffic signal modernization project. Our 15-member Traffic Signal Design Team is comprised of engineers and designers with proven expertise in every aspect of traffic signal plan review, design, structural analysis, coordination, and inspection.

In the area of traffic signal design, TPD has invested a great deal of resources to make certain that our team is fully trained in the use of Synchro and SimTraffic to efficiently and effectively develop traffic signal phasing and timing plans to minimize congestion while controlling the speed of the corridor. Our staff members are trained in the use of the most current versions of software packages used in the design and coordination of traffic signal systems. TPD's three signals managers are IMSA Level II certified and possess specialized knowledge in the differing aspects of traffic signal projects.

TPD has provided traffic signal system design services for projects ranging over 50 signalized intersections. TPD has also incorporated the use of adaptive signal control technologies and Ethernet-based fiber optic communications systems to allow for the interconnection of signals for better synchronization and information access.





Traffic Signal System Expertise: *Certified Professionals Providing Innovative, Safe Signals Solutions*

SELECT PROJECT EXPERIENCE

TPD's Signals Experts have completed designs for the following recent Traffic Signals projects:

Middlesex County Signal Upgrades (5 signals) – Middlesex County, NJ (in progress)

City of Camden LED Signal Upgrade (29 intersections) – City of Camden, Camden County, NJ

City of Scranton CBD Closed Loop Signal System (49 signals) - Lackawanna County, PA

Pottstown Area Closed Loop Signal System (61 signals) –Montgomery County, PA

Route 30 Closed Loop Traffic Signal System (24 signals) - Montgomery & Delaware Counties, PA

North Gulph Rd./Swedesford Rd. Interconnected Signal System (19 signals) – Montgomery County, PA

Elizabethtown Regional Traffic Signal System (15 signals) – Lancaster County, PA

Route 3/Route 252 Interconnected Signal System (14 signals) – Delaware County, PA

Welsh Rd. (Route 63)/Blair Mill Rd. Interconnected Signal System (12 signals) – Montgomery County, PA

Route 422 Interconnected Signal System (11 signals) – Berks County, PA

Route 11/15 Interconnected Signal System (11 signals) – Snyder County, PA

Route 1 Closed Loop Traffic Signal System (10 signals) - Delaware County, PA

Saucon Valley Rd/Route 378/Route 78 Interconnected Traffic Signal System (8 signals) – Lehigh County, PA

Bellfield Avenue Closed Loop Signal System (8 signals) – Philadelphia County, PA

Lancaster Avenue Traffic Signal Modernization (8 signals) – Philadelphia County, PA

Township Line Road Interconnected Signal System (7 signals) – Montgomery County, PA

Lancaster Avenue Interconnected Signal System (7 signals) – Chester County, PA

Route 611 Willow Grove Signal System (7 signals) – Montgomery County, PA

Route 29 Interconnected Traffic Signal System (6 signals) – Montgomery County, PA

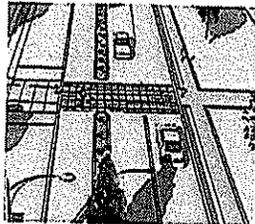
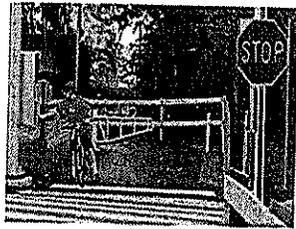
Route 29/Matthews Road Interconnected Signal System (6 signals) –Chester County, PA

Mall Boulevard (King of Prussia Mall) Interconnected Signal System (6 signals) – Montgomery County, PA

MacDade Boulevard Closed Loop Signal System (5 signals) - Delaware County, PA

Erie Avenue Interconnected Signal System (12 signals) – Philadelphia County, PA





Trails & On-Road Bicycle Facilities Expertise: *Supporting Active Transportation Alternatives for Communities*

EXPERIENCE OVERVIEW

TPD works with our local municipal clients and trail planning partners on a regular basis to provide all levels of planning and engineering for active transportation and complete streets projects throughout the Mid-Atlantic region.

TPD also supports non-profit agencies in the region, working to implement intermodal connections, complete streets solutions and active transportation (walking and biking) facilities. In addition, our Bicycle and Pedestrian lead expert serves on the Board of Directors for PA Walks and Bikes and has provided Complete Streets and Safe Routes to School Training for statewide, regional and local audiences. TPD has worked with many communities and trail partners to plan and design key on-road and off-road bicycle links throughout the region.

TPD's trail experience includes a range of projects from trail crossing treatments and on-road facilities to off-road alignments. TPD has completed various project-related tasks including:

- » Bicycle and Pedestrian Network Planning
- » Conceptual Planning and Cost Estimating
- » Public Meetings/Graphics
- » Preliminary Feasibility Studies
- » Grant Writing and Funding Source Identification
- » Environmental and Right-of-Way Impact Analysis
- » Permitting
- » Design
- » Construction Management
- » Construction Inspection

SELECTED EXPERIENCE

TPD's recent trail and on-road bicycle accommodation projects include:

Schuylkill River Trail (SRT) in Reading, PA Alternatives Analysis for Trail and Pedestrian Crossing Design for the SRT missing link along River Road from RACC to the Buttonwood Bridge

Bensalem Greenway – East Coast Greenway (ECG) Sections 6-9 Preliminary Planning and Engineering Tasks

Cross County Connector Trail at Germantown Pike, Plymouth Township, Montgomery County, PA Trail Crossing Plan, Bridge Feasibility Evaluation, Permitting Steps and Cost Estimate

Doylestown to New Hope Connector Trail Segment, Bucks County, PA Trailhead and Trail Final Design (PS&E), PennDOT Section S01

D&L Trail, Middleburg Road Obstruction, Luzerne County, PA Preliminary and Final Trail Design and PUC, DCNR and PennDOT Coordination

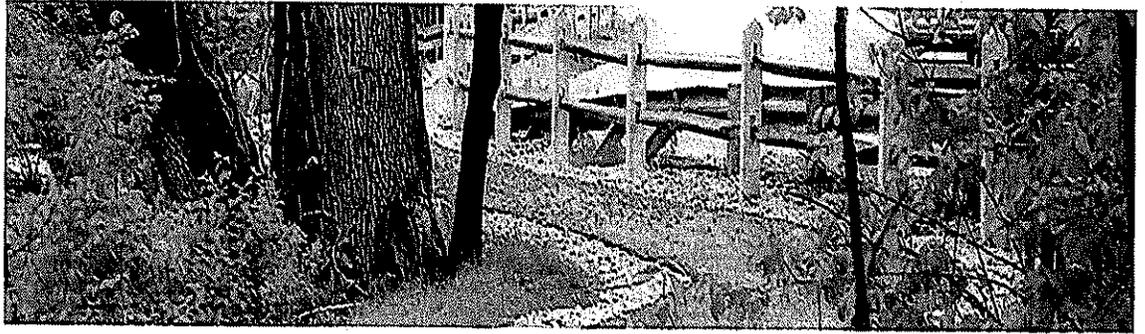
West Chester Pike, Center Bikeway Planning, Delaware County, PA Conceptual Planning, Cost Estimating, Consensus Building

Pottstown School Bicycle Routes, Montgomery County, PA Preliminary Designs and Concepts, Schedule and Cost Estimating

East Coast Greenway (ECG), Green Lane Obstruction, Bucks County, PA Preliminary Design (Final Design in process), Cost Estimating, Consensus Building

Black Rock Road Trail, Bucks County, PA Grant Writing, Planning, Preliminary and Final Design, Environmental, Permitting and Construction Inspection





Trails & On-Road Bicycle Facilities Expertise:

Supporting Active Transportation Alternatives for Communities



SELECTED EXPERIENCE

East Coast Greenway Trail, Bucks County, PA Crossing Designs, Trail Design Consultation and On-Road Design Consultation

Spring Garden Street ECG Philadelphia, PA On-Road Greenway Design Consultation

Hopewell Bigwoods Trail, Berks and Chester Counties, PA Trail Alignment and Crossing Treatment Study

Skippack Township Trail Design, Montgomery County, PA Preliminary and Final Design of Crossings & Flashing Signals at various locations along this Township-wide trail

Chester Valley Trail, Chester County, PA Design of Crossing, Construction Management & Inspection

Horsham Township Trail, Montgomery County, PA Design of Crossings & Flashing Signals

Perkiomen Trail, Montgomery County, PA Highway Occupancy Permit Review of Crossings

Pottstown Bike Lane – Road Diet, Montgomery County, PA Schuylkill River Trail Connection via Hanover Street, Road Diet including Bike Lane Design and Parking Modifications, Final Design

Market Street Lemoyne, Cumberland County, PA On-Road Bicycle Facilities Alternatives Analysis and Pedestrian Crossing Improvements, Final Design (PS&E)

Brandywine Trail, Chester County, PA Construction Management & Inspection

Falls Township Connector Trail, Bucks County, PA Construction Management & Inspection

E. Bethlehem Greenway, Phase III, Northampton County, PA Construction Management & Inspection



Traffic Planning and Design, Inc. (TPD)
Schedule of Charges for Services and Expenses - 2015-2016

TPD's charges for professional services are based on the following rates:

President	\$250	Design/Construction Manager	\$140
Senior Vice President	\$195 <small>Matthew Hammond, P.E.</small>	Sr. Construction Manager	\$125
Vice President	\$195	Construction Manager 2	\$120
Senior Project Manager 2	\$175	Construction Manager 1	\$105
Senior Project Manager 1	\$155 <small>Joseph Platt, P.E.</small>	Asst. Construction Manager	\$90
Project Manager 4	\$135	Transp. Construction Manager 2	\$90
Project Manager 3	\$130	Transp. Construction Manager 1	\$85
Project Manager 2	\$120	Transp. Constr. Insp. Supervisor 2	\$85
Project Manager 1	\$110	Transp. Constr. Insp. Supervisor 1	\$80
Design/Planning Specialist 5	\$105 <small>Louis Hufnagle</small>	Transp. Construction Inspector 3	\$75
Design/Planning Specialist 4	\$100	Transp. Construction Inspector 2	\$65
Design/Planning Specialist 3	\$95	Transp. Construction Inspector 1	\$60
Design/Planning Specialist 2	\$90	Construction Services Technician	\$55
Design/Planning Specialist 1	\$80	Environmental Services Manager	\$105
CADD Manager	\$115	Senior Analyst	\$95
CADD Designer 4	\$85	Technician	\$55
CADD Designer 3	\$70	Clerk	\$55
CADD Designer 2	\$65		
CADD Designer 1	\$60		

TPD's charges for typical expenses are based on the following:

Copies (black & white)	\$0.11 per copy
Copies (color)	\$0.33 per copy
Plan Print (22"x34", black & white)	\$0.50 per square foot
Plan Print (22"x34", color)	\$1.00 per square foot
Mylar Originals	\$5.00 per sheet
Presentation Boards	\$25.00 per board
Mileage	At current IRS-approved rate
Tolls	At cost to TPD
Meals & Lodging	At cost to TPD
Mail & Overnight Delivery	At cost to TPD
ATR Equipment	\$30 per counter per day, up to a max of \$120 per deployment
ATC Equipment (Full Intersection)	\$50 per hour
ATC Equipment (Per Lane Hour)	\$6 per lane hour per unit deployed
Trimble Geo 7X GPS Unit	\$20 per hour up to a max of \$100 per day
Noise Meter	\$30 per device per day up to a max of \$180

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