

This meeting is being audio recorded for the public record.

14. Consider recommendation to retain Desman as the Borough's Master Parking Plan Consultant.
(Parking Committee recommendation 3-0)
15. Consider Emergency Management Plan (with minor modifications) and Resolution
(Public Safety Committee recommendation 3-0 for approval)
16. Consider filling vacancy for Communication Officer
(Public Safety Committee recommendation 3-0 for approval)
17. Consider Stormwater Billing Process recommendation
(Finance Committee recommendation 3-0 for approval)
18. Consider recommendation to advertise Municipal Building Renovation RFP.
(Public Safety Committee recommendation 3-0 approval)
19. Consider Certificates of Appropriateness:
(Smart Growth Committee recommendation approval 3-0, a-f and h-i)
 - a. 200 W. Gay Street - DePrisco
Replace existing awning on front façade, replace 3 awnings on side façade, new awnings will be solid black in color and will not contain any text.
Approved as Presented
 - b. 102-04 W. Market Street - Manito
Replace windows on 2nd and 3rd floor of market St. building façade. New wood windows will be one over one with transoms. Applicant intends to fit new window within the existing window frame.
Approve as presented
 - c. 31 W. Gay Street – Couch Tomato
Install sign on rear façade for curbside pick-up
Approve as presented
 - d. 15 W. Barnard Street - McHugh
Replace existing front door
Approve as presented with clarification that the replacement door be solid wood and six panel in design to match existing door with or without glass.
 - e. 117 W. Gay Street – Rimon's Coffee
Replace existing hanging sign
Approve as presented

This meeting is being audio recorded for the public record.

- f. 10 N. Church Street – DNB Bank
Proposing 2 acrylic pinmounted letter sets with different language to differentiate the two separate entrances
Approve with following conditions: DNB First text will remain 12” in font size, but the Wealth Management and Personal and Business Banking text be reduced to a maximum of 9” font and the “and” be changed to ampersand and the Market Street sign be centered over the white portion of the first floor façade, Church Street sign be as presented, centered on the full length of the frieze
 - h. 130 N. Church Street – Cook’s Barber Shop
Replace existing leaking roof with shingles
Approved as presented
 - i. 107 N. Church Street – Massage Zen Spa
Install double-sided hanging sign on front façade
Approved with following conditions: modification that hanging sign read “Massage” instead of “massages” and the background be painted off-white with ½” black border and mounted at least 8’ up from sidewalk.
20. Consider the Certification of Appropriateness:
- g. 27 N. High Street – Lorenzo
3 security monitoring cameras.
Approved with following conditions: 3rd floor camera on Gay Street façade be painted to match the cornice, existing camera on High Street façade be approved as is and 3rd camera on the corner be removed and a new surveillance camera be installed in the soffit over the door.
21. Consider approval of February minutes

This meeting is being audio recorded for the public record.

UPCOMING MEETINGS:

March 16th, 2016

Presentation: Pamela McClaren Retirement
 Police Awards and Recognitions
 Proposed Ordinance #3-2016
 Proposed Resolution #7-2016, EMS Plan

Tuesday	3/15/2016	Council Worksession	7:00 pm	Council Chambers
Tuesday	3/22/2016	Planning Commission Worksession	6:30 pm	Room #240
Wednesday	3/16/2016	Council Meeting	7:00 pm	Council Chambers
Tuesday	3/29/2016	Planning Commission	6:30 pm	Room #240
Monday	3/30/2016	Shade Tree Committee	6:00 pm	Room #240
Thursday	3/31/2016	HARB	7:00 pm	Room #240
Wednesday	4/6/2016	West Chester Railroad Restoration Comm.	7:00 pm	Council Chambers
Tuesday	4/12/2016	BID Board	8:00 pm	119 N. High St.
Tuesday	4/12/2016	Public Works/Recreation/ WW Committee	5:30 pm	Council Chambers
Tuesday	4/12/2016	Kaizen Committee	6:30 pm	Council Chambers
Tuesday	4/12/2016	Parking Committee	7:30 pm	Council Chambers
Wednesday	4/13/2016	Public Safety Committee	5:30 pm	Council Chambers
Wednesday	4/13/2016	Finance Committee	6:30 pm	Council Chambers
Wednesday	4/13/2016	Smart Growth Committee	7:30 pm	Council Chambers
Tuesday	4/19/2016	Council Worksession	7:00 pm	Council Chambers
Wednesday	4/20/2016	Council Meeting	7:00 pm	Council Chambers

•
•

Community-Centered Scenarios for
West Chester Borough

Gary Coutu/Dottie Ives Dewey
Department of Geography and Planning



Creating a 3-D GIS Platform to Model Redevelopment Projects

Objectives:

- Integrate **GIS data and tools** into the Borough's decision making and management process
- Create GIS-based **modeling tools** and resources for planning
- Develop a **platform** for Borough and Community **interaction and brainstorming** of development goals and planning

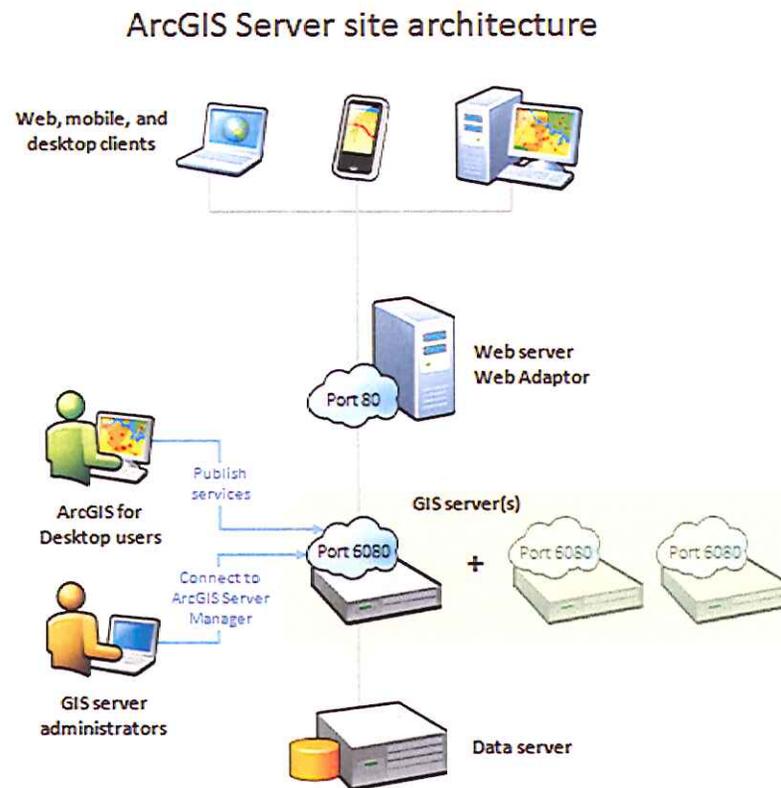
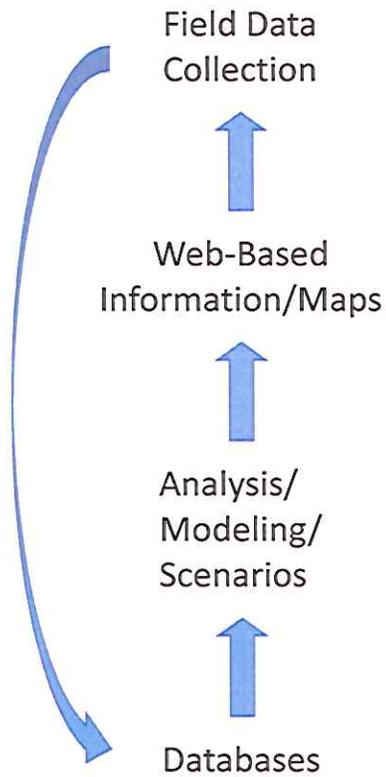
Tasks:

1. Create Geodatabase of Borough Spatial Data (2-D Model and databases)
2. Develop a 3-D simulation model for development planning
3. Design a framework/methodology for interactive planning review

ESRI-Based Platform

- **ArcGIS**- Industry standard GIS tools/software
 - **ArcGIS Pro**- Contains ArcGIS tools within an integrated 2 and 3 D environment (imports CityEngine rules for models)
 - **CityEngine**- Creates rules and templates for building and city design
 - **ArcGIS Server/ArcGIS Online**- Data server and online map creation/management
 - **ArcGIS API Web Services**- Web-based maps/interactive comments
 - **ArcGIS Collector**- Smart phone data display and collection
-

Technology Platform



ArcGIS Collector

ArcGIS API Web Services

ArcGIS Online

CityEngine

ArcGIS Pro

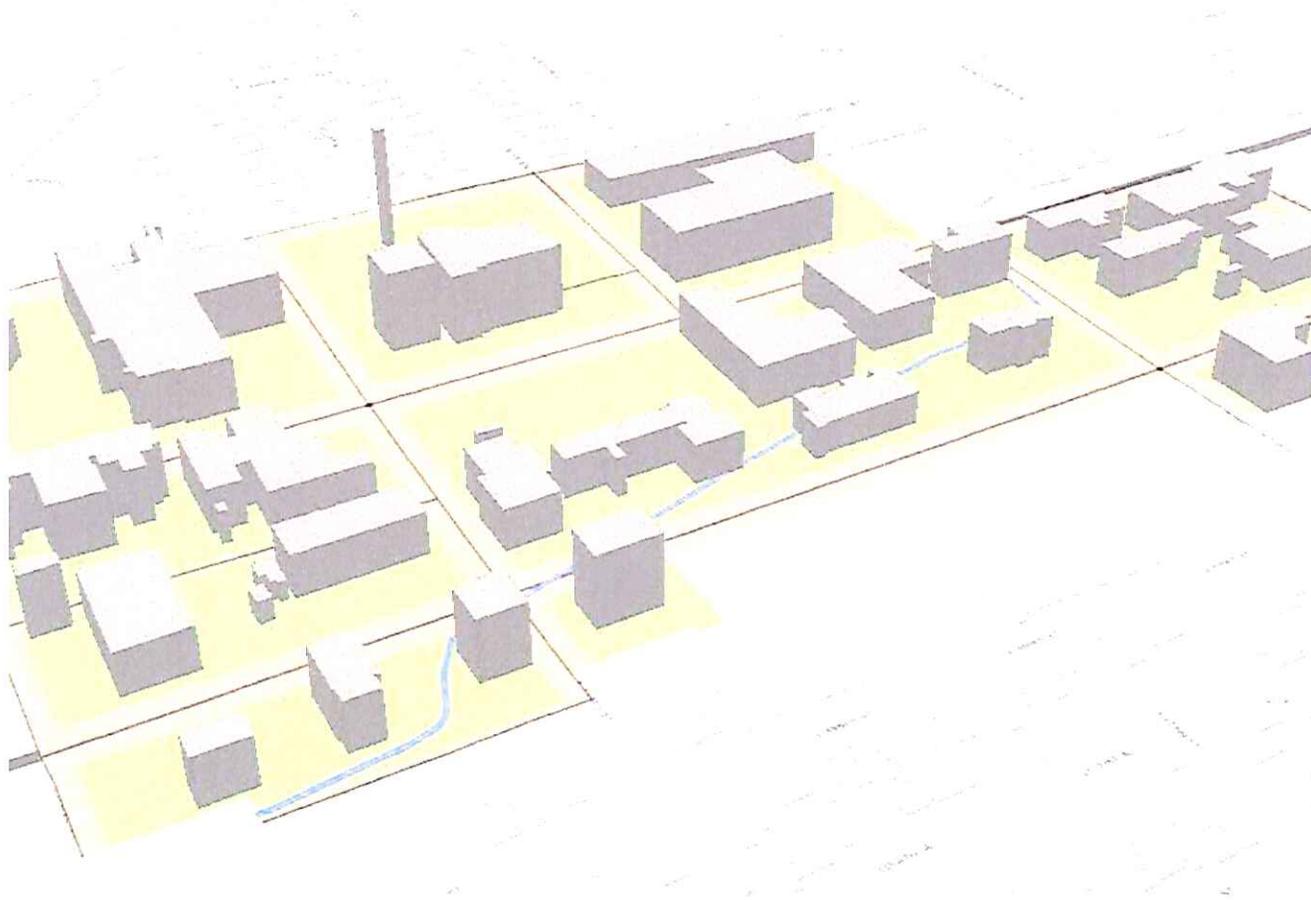
ArcGIS

ArcGIS Server

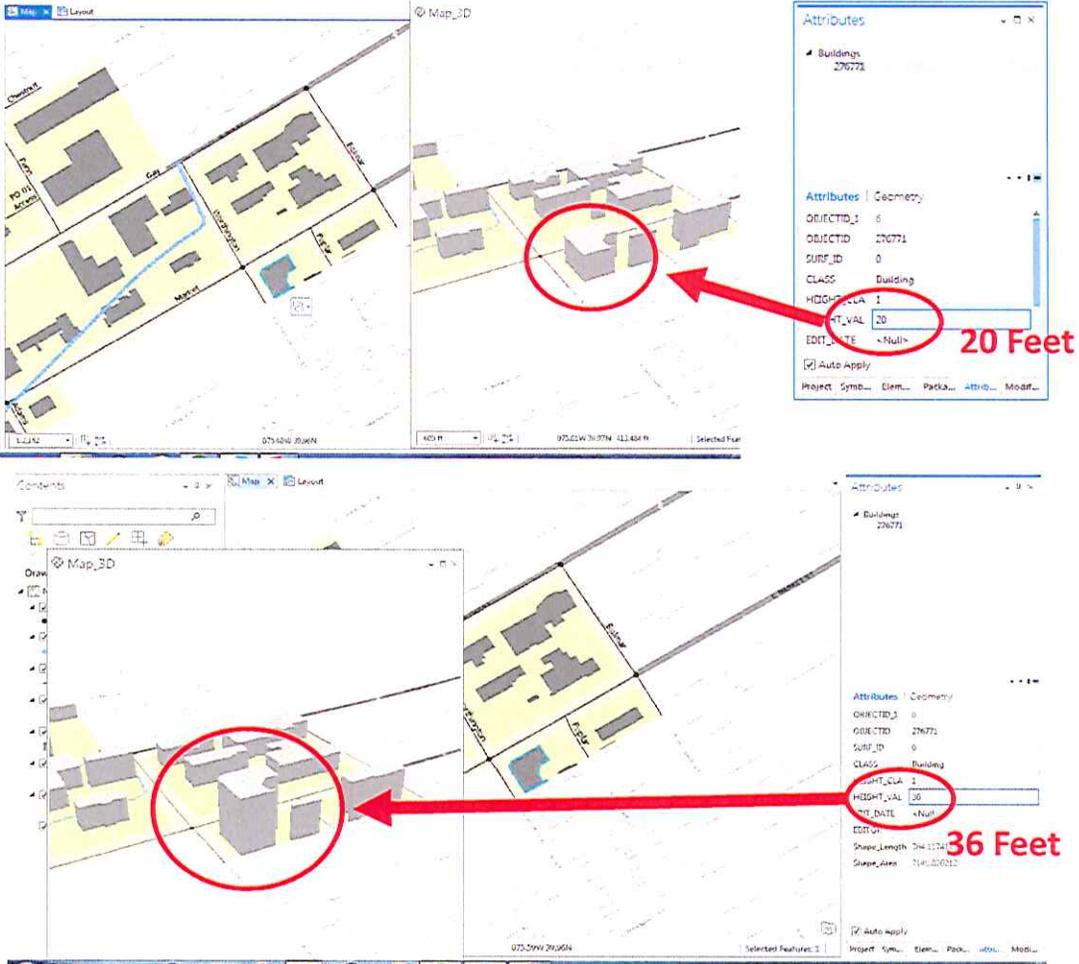
Basic GIS Map Layers: Study Area



3-D GIS Model: Study Area



On the Fly Scenario Modelling



CityEngine Modeling: (just one building...)



UNRUH TURNER BURKE & FREES

ATTORNEYS AT LAW

YEARS OF **25** SERVICE

West Chester • Phoenixville • Paoli

ANTHONY T. VERWEY
Averwey@utbf.com

March 10, 2016

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

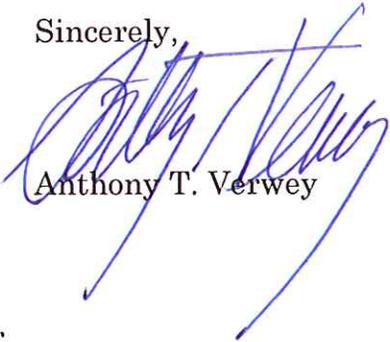
RE: D-Town Associates – Mosteller Property

Dear Borough Council:

Borough Council granted conditional use and preliminary land development approvals for the above-referenced property on June 17, 2015. While D-Town continues to diligently pursue development of this property, Section 112-113.C(10) of the Borough's Code sets forth a 12 month time limit for obtaining final approvals and permits. However, Council has the authority pursuant to that section, to grant an extension of time in which to obtain final approvals and permits. Therefore and in order to facilitate development on the corner of North Church and West Gay Streets, at the center of the Borough, D-Town respectfully requests that Borough Council grant a one year extension of time or until June 17, 2017, to obtain final approvals and permits for this property.

Thank you for your time and consideration of this request. If you have any questions, please do not hesitate to contact me.

Sincerely,



Anthony T. Verwey

ATV:lmb

cc: D-Town Associates
Michael A. Cotter, Borough Manager
Michael Perrone, Director of Housing
Kristin S. Camp, Esquire, Solicitor

MAILING ADDRESS | P.O. Box 515, West Chester, PA 19381-0515 | T: 610.692.1371 F: 610.918.1361
569778.1 OVERNIGHT DELIVERY | 17 West Gay Street, West Chester, PA 19380

www.utbf.com | A Professional Corporation

Borough of West Chester
Mac Cotter, Borough Mgr.
401 E Gay St
West Chester, PA 19380

January 19, 2016

To Whom it May Concern:

My name is Jennifer O'Brien and I am inquiring about the open position on the Parks and Recreation Commission. I currently live in the borough and am looking to get more involved with the community. West Chester has been my home for 30+ years and the parks and activities that take place in the borough have been a constant source of entertainment for me and my family. Recently, Keith Kurowski, invited me to sit in on a commission meeting in December. They are a great group of people and I think I would be able to become a helpful member of the commission too. I work in underwriting and sales and could apply these professional skills to support with the commissions goals.

My family and I are planning on being in West Chester indefinitely, and I would like to be able to contribute and enhance the parks and events that we take advantage of.

Please feel free to contact me with any questions or concerns.

Thank you and have a great day,

Jennifer O'Brien
530 West Gay St
West Chester, PA 19380
610-506-0234
Jenniferobrien08@gmail.com

Keith Kurowski

From: Frank Herron <franherdo@yahoo.com>
Sent: Friday, January 15, 2016 5:27 PM
To: Keith Kurowski; Mary Barrett
Subject: WC Parks and Rec

Keith,

I would like to continue on the Board if the Borough Council will approve! I have had a wonderful time and believe my time is being well spent to being part of our great place to live.

Thank you
Frank Herron

Frank Herron Franherdo@yahoo.com Saloon 151 151 West Gay Street, West
Chester Pa 19380 " Beer is Proof that God Loves Us" B. Franklin



MEMORANDUM

TO: Michael A. Cotter, Borough Manager
FROM: Alex Kelleher, Fleet Manager
DATE: March 1, 2016
RE: **Municibid Vehicle Sale**

Recommendation:

We ask for Council's approval for the following vehicles to be sold on Municibid:

1. 2010 Ford F150 VIN: 1FTEX1E8X AFC63228 -Accident Damage
2. 2006 Dodge Dakota VIN: 1D7HW42N965637795- Scheduled Replacement, Rust
3. 2008 Ford Expedition VIN: 1FMFK16598LA65769- Scheduled Replacement, Rust
4. 2005 Crown Victoria VIN: 2FAHP71W95X171712 -Accident Damage

ORDINANCE NO. 16 - 2015

BOROUGH OF WEST CHESTER

CHESTER COUNTY, PENNSYLVANIA

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING THE ADMINISTRATIVE CODE OF THE BOROUGH OF WEST CHESTER, WHICH IS CODIFIED IN CHAPTER 3 OF THE CODE OF THE BOROUGH OF WEST CHESTER, TO REPEAL THE ADVISORY AD-HOC COMMITTEE "BOROUGH LEADERS UNITED FOR EMISSIONS REDUCTION (BLUER)" AND TO ESTABLISH THE ADVISORY AD-HOC COMMITTEE KNOWN AS THE "SUSTAINABILITY ADVISORY COMMITTEE."

BE IT ENACTED AND ORDAINED, and it is hereby enacted by authority of the Council of the Borough of West Chester, as follows:

SECTION 1. Section 3-38.P of the Administrative Code of the Borough of West Chester, which is codified in Chapter 3 of the Code of the Borough of West Chester, and which establishes the advisory ad-hoc committee known as the Borough Leaders United for Emissions Reduction (BLUER) is hereby repealed and replaced in its entirety with the following:

"§ 3-38.P. Sustainability Advisory Ad-Hoc Committee. Pursuant to the authority in Section 3-38.A, there is hereby established for the Borough of West Chester an Ad-Hoc Committee known as the "Sustainability Advisory Committee" which shall be organized for the purposes hereinafter set forth.

- (1) The term of this Committee shall commence on January 1, 2016 and continue until Borough Council elects to abolish the same.
- (2) The Committee shall consist of a minimum of five (5) and maximum of seven (7) members appointed by Borough Council. A majority of the members of the Committee shall be residents of the Borough of West Chester, with no more than two non-resident members.
- (3) Council shall appoint three (3) members of the Committee who shall serve an initial term of two years commencing on January 1, 2016. Council shall appoint at a minimum two (2) members and at a maximum of four (4) members of the Committee who shall serve a one year term commencing on January 1, 2016. Thereafter, members of the Committee shall serve a two-year term. Members appointed to the Committee shall serve no more than two (2) consecutive terms.
- (4) The mission statement of the Committee is as follows: To increase

collaboration between Borough departments on issues regarding the economic vitality and environmental sustainability of West Chester Borough. The Committee seeks to develop initiatives aimed at increasing Borough staff knowledge, developing community partnerships, and fostering sustainable best management practices.

- (5) The responsibilities of the Committee will include, but are not limited to, developing policies in order to implement practices and achieve goals related to sustainable practices and initiatives, making recommendations to Borough Council on these practices and ways these goals can be achieved. In addition, the Committee will be responsible for reviewing land development plans to offer suggestions for implementation of green infrastructure and to promote the goals of sustainable practices. The Committee will report to the Public Works, Recreation and Waste Water Committee when necessary.

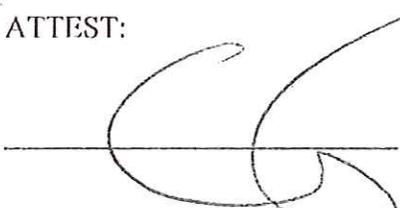
SECTION 2. SEVERABILITY. If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts 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 3. 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 4. EFFECTIVE DATE. This Ordinance shall become effective upon enactment as provided by law.

ENACTED AND ORDAINED THIS 17th DAY OF November, 2015.

ATTEST:

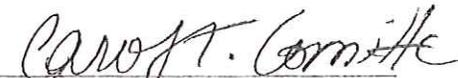


COUNCIL FOR THE BOROUGH
OF WEST CHESTER

BY:


Jordan C. Norley, President

APPROVED THIS 17th DAY OF November, 2015.


Carolyn T. Comitta, Mayor

<u>Requested by:</u>	<u>Location</u>	<u>From</u>	<u>To</u>
Radley Art Show ****	W. Gay St.	3/11/16	3/21/16
Chester county Historical Society	W. Market St.	3/20/16	4/3/16
CC Studio Tour	W. Market St.	5/17/16	5/23/16
WC Recreation	W. Gay St.	5/20/16	6/3/16
The Arc of Chester County	E. Market St.	5/23/16	5/31/16
West Chester Foundation	W. Market St.	5/24/16	6/11/16
WC Recreation	High St.	5/23/16	6/6/16
Chester county Hospital	W. Gay St.	6/4/16	6/13/16
American Helicopter	E. Market St.	6/1/16	6/20/16
Chester county Hospital	W. Market St.	6/13/16	6/27/16
WC Recreation	W. Gay St.	6/24/16	7/8/16
WC Recreation	High St.	7/5/16	7/18/16
WC Recreation	W. Gay St.	7/22/16	8/5/16
Chamber of Commerce	High St.	8/5/16	8/26/16
WC Recreation	W. Market St.	8/19/16	8/26/16
Barclay Friends	W. Market St.	8/27/16	9/12/16
WC Recreation	High St.	9/2/16	9/19/16
CC Peace Movement	E. Market St.	9/7/16	9/28/16
Chester County Hospital	W. Gay St.	9/19/16	10/3/16
Chamber of Commerce	W. Market St.	9/23/16	10/13/16
Chili Cook-off	High St.	9/25/16	10/8/16
Chester county Hospital	E. Market St.	9/29/16	10/16/16
Chester County Hospital	W. Gay St.	10/3/16	10/16/16
Brandywine Ballet	W. Market St.	10/14/16	10/24/16
WC Alumni	High St.	10/8/16	10/24/16
Chamber of Commerce	High St.	11/18/16	12/8/16
Brandywine Ballet	W. Market St.	11/28/16	12/19/16
***** - approved by MAC			



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

Hector Mojica
Parking Enforcement Manager
Badge # 28

Tina Arasin
Parking Administration

Beverly LaFrance
Parking Administration

Monica Campbell
Parking Administration

Parking Committee Meeting
March 2016

Agenda Item: Discuss adding more lease spaces in Lot 10

Recommendation: Recommend adding at least 20 additional lease spaces in Lot 10. There are 72 spaces and the ordinance states that only 25 spaces are designated for lease spaces. We have a request from Otto's BMW to lease those additional spaces

Background: Lot 10 is underutilized and Bicentennial has a waiting list for monthly spaces and Chestnut Street Garage is close to capacity. With future developments in the horizons, it makes sense to utilize the spaces we have available to us.

WEST CHESTER BOROUGH

SCALE 1: = 20'



LOT #10

PATTON ALLEY

N. CHURCH ST

VENDOR SPACES

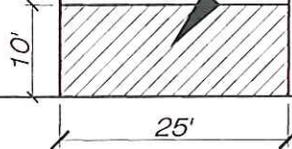
VENDOR SPACES

NOTES:
FOOD CO-OP SPACE WIDTH (10') IS BASED ON VENDING SPACE WIDTH AS DEFINED IN WCGA MARKET RULES (2007).

FOOD CO-OP SPACE DEPTH TO CONFORM WITH MARKET LAYOUT.

EXACT LOCATION OF SPACE TO BE RESERVED AND LEASED TO THE FOOD CO-OP MAY BE ADJUSTED BY MUTUAL AGREEMENT OF THE BOROUGH, THE FOOD CO-OP, AND THE GROWER'S ASSOCIATION.

WEST CHESTER
FOOD CO-OP
(OUTREACH)



W. CHESTNUT ST

Commercial Lease

Borough of West Chester – West Chester Grower's Association

This lease is made between the Borough of West Chester, herein called Lessor, and West Chester Grower's Association, herein called Lessee.

Lessee hereby offers to lease from Lessor the premises situated in the Borough of West Chester, County of Chester, State of Pennsylvania, described as the western half of Lot #10 – Chestnut Street and Church Street, upon following **TERMS** and **CONDITIONS**:

Term and Rent. Lessor demises the above premises for a term of every Saturday, 7:00 am to 1:00 pm commencing on May 1, 2015 through November 30, 2015 and two Saturdays per month during the rest of the year at the annual rental of one (1.00) dollar.

Use. Lessee shall use and occupy the premises for operation of a Growers Market. The premises shall be used for no other purpose. Lessor represents that the premises may lawfully be used for such purpose.

Care and Maintenance of Premises. Lessee acknowledges that the premises are in good order and repair, unless otherwise indicated herein. Lessee shall, at his own expense and at all times, maintain the premises in good and safe condition, and shall surrender the same, at termination hereof, in as good condition as received, normal wear and tear expected. Lessee shall also maintain in good condition such portions adjacent to the premises, such as sidewalks, driveways, lawns and shrubbery, which would otherwise be required to be maintained by lessor.

Alterations. Lessee shall not, without first obtaining the written consent of Lessor, make any alterations, additions, or improvements, in, to or about the premises.

Ordinances and Statutes. Lessee shall comply with all statutes, ordinances and requirements of all municipal, state and federal authorities not in force, or which may hereafter be in force, pertaining to the premises, occasioned by or affecting the use thereof by Lessee.

Assignment and Subletting. Lessee shall not assign this lease or sublet any portion of any premises without prior written consent of the Lessor, which shall not be unreasonably withheld. Any such assignment or subletting without consent shall be void and, at the option of the Lessor, may terminate this lease.

Utilities. All applications and connections for necessary utility services on the demised premises shall be made in the name of Lessee only and Lessee shall be solely liable for utility charges as they become due, including those for sewer, water, gas, electricity, and telephone services.

Entry and Inspection. Lessee shall permit Lessor or Lessor's agents to enter upon the premises at anytime.

Indemnification of Lessor. Lessor shall not be liable for any damage or injury to Lessee, or any other person, or to any property, occurring on the demised premises or any part thereof, and Lessee agrees to hold Lessor harmless from any claims for damages, no matter how caused.

Insurance. Lessee, at this expense, shall maintain and public liability insurance including bodily injury and property damage insuring Lessee and lessor with minimum coverage as follows: \$500,000 for each occurrence. Lessee shall provide Lessor with a Certificate of Insurance showing lessor as additional insured. The Certificate shall provide for a ten-day written notice to Lessor in the event of cancellation or material change of coverage. To the maximum extent permitted by insurance policies which may be owned by Lessor or Lessee, Lessee and Lessor, for the benefit of each other, waive any and all rights of subrogation which might otherwise exist.

Eminent Domain. If the premises or any part thereof or any estate therein, or any other part of the building materially affecting Lessee's use of the premises, shall be taken by eminent domain, this lease shall terminate on the date when title vests pursuant to such taking. The rent, and any additional rent, shall be apportioned as of the termination date, and any rent paid for any period beyond that date shall be repaid to Lessee. Lessee shall not be entitled to any part of the award for such taking or any payment in lieu thereof, but Lessee may file a claim for any taking of fixtures and improvements owned by Lessee, and for moving expenses.

Destruction of Premises. In the event of a partial destruction of the premises during the term hereof, from any cause, Lessor shall forthwith repair the same, provided that such repairs can be made within sixty (60) days under existing governmental laws and regulations, but such partial destruction shall not terminate this lease, except that Lessee shall be entitled to a proportionate reduction of rent while such repairs are being made, based upon the extent to which the making of such repairs shall interfere with the business of Lessee on the premises. If such repairs cannot be made within said sixty (60) days, Lessor, at this option may make the same within a reasonable time, this lease continuing in effect with the rent proportionately abated as aforesaid, and in the event that Lessor shall not elect to make such repairs which cannot be made within sixty (60) days, this lease may be terminated at the option of either party.

Lessor's Remedies on Default. If lessee defaults in the payment of rent, or any additional rent, or defaults in the performance of any of the other covenants or conditions hereof, Lessor may give Lessee notice of such default and if Lessee does not cure any such default within five (5) days, after the giving of such notice (or if such other default is of such nature that it cannot be completely cured within such period, if Lessee does not commence such curing within such five (5) days and thereafter proceed with reasonable diligence and in good faith to cure such default), then Lessor may terminate this lease on not less than five (5) day's notice to Lessee. On the date specified in such notice the term of this lease shall terminate, and Lessee shall then quit and surrender the premises to Lessor, but Lessee shall remain liable as hereinafter provided. If this lease shall have been so terminated by Lessor, Lessor may at any time thereafter resume possession of the premises by any lawful means and remove Lessee or other occupants and their effects. No failure to enforce any term shall be deemed a waiver.

Security Deposit. Lessee shall deposit with Lessor on the signing of this lease the sum of zero (0) dollars.

Attorney's Fees. In case suite should be brought for recovery of the premises, or for any sum due hereunder, or because of any act which may arise out of the possession of the premises, by either party, the prevailing party shall be entitled to all costs incurred in connection with such action, including a reasonable attorney's fee.

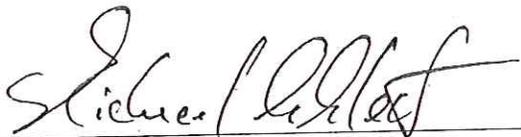
Notices. Any notice which either party may or is required to give, shall be given by mailing the same, postage prepaid, to Lessee at the premises, or Lessor at the address shown below, or at such other places as may be designated by the parties from time to time.

Heirs, Assigns, Successors. This lease is binding upon and inures to the benefit of the heirs, assigns and successors in interest to the parties.

Subordination. This lease is and shall be subordinated to all existing and future liens and encumbrances against the property.

Entire Agreement. The foregoing constitutes the entire agreement between the parties and may be modified only by a writing signed by both parties. The following Exhibits, if any, have been made a part of this lease before the parties' execution hereof:

Signed this 15th day of April, 2015.



West Chester Grower's Market
Michael Ahlert



Borough of West Chester
Michael A. Cotter, Borough Manager



Goodville Mutual Casualty Company
625 West Main Street, PO Box 489
New Hope, PA 17667-0489
www.goodville.com

**Commercial
General Liability
Policy**

Renewal Declarations

Policy Prefix CG
Policy No 339419
Mailbox: 37RL 74

Named Insured West Chester Growers
and c/o Paul Hauser
Mailing Address 251 Kimble Rd
Lincoln University PA 19352-1700

Agency name BCF Group Inc
and Address 2101 Oregon Pike Ste 300
Lancaster PA 17601-4624
(717) 560-7730

Type of Entity: Organization

Policy Period: 12:01 A.M. Standard Time at the described location from 06/01/14 to 06/01/15

Business Description: Farmer's Market.

In return for the payment of premium, and subject to all terms of this policy, we agree with you to provide the insurance as stated in this policy. This premium may be subject to adjustments. Audit premiums are due within thirty days of the audit billing date. This Declarations together with the Common Policy Conditions Coverage Part Declarations, Coverage Part Coverage Form(s) and Endorsements, if any, issued to form a part thereof, completes the above numbered policy.

Commercial General Liability Coverage

	Limits of Insurance
General Aggregate \$	1,000,000
Products/Completed Work Aggregate \$	1,000,000
Personal/Advertising Injury \$	500,000
Each Occurrence \$	500,000
Fire Legal Liability \$	50,000
Medical Payments \$	5,000

per occurrence
per person

Commercial General Liability Premiums

Class Description	Loc No	Class Code	Premium Basis	Rates		Advanced Premium	
				Premises - Operations	Products Completed Operations	Premises - Operations	Products Completed Operations
Farm Products		82700	645,000(Y)		.387		250
Open-Air Market - Operated and maintained by the Insured	1	05607	6,000(A)	6.608		396	
Additional Insured - Lessors						40	
						Other Endorsement Premium \$	21
						Total Liability Premium \$	707

Premium and Rate Legend

(Y) per \$1,000 of gross sales

(A) per 100 sq ft

Locations

Location: West Chester, Chester Co PA
Location No. 1: Corner Chestnut & Church Streets, West Chester, Chester Co PA 19380
Occupancy: Farmer's Market

Form(s) and Endorsements

Form(s) and Endorsements made part of this policy at the time of issue:

CGLYCR(0798)	CL0124(1006)	CL100(1.0)	CL1605(0606)	CL300(1.0)
GL0163(0108)	CL0215(1005)	GL0243(1005)	GL0250(0108)	GL0348(0602)
GL0936(0111)	GL0950(1299)	GL0996(1005)	GL1020(0909)	GL1022(0909)
GL1270(0606)	CL200(1.0)	GL409(1.0)	GL842(1.0)	GL894(1.0)
ML120(2.0)	SAE(0890)			

Notices:

CL10458(1208) SEPIN(0306) WRCGLN(0804)



Resolution #7 – 2016

THIS RESOLUTION, approved and adopted by the West Chester Borough Council, Chester County, Pennsylvania, on the date hereinafter set forth.

WITNESSETH:

WHEREAS, Section 7503 of the Pennsylvania Emergency Management Services Code, 35 Pa. C.S. Section 7101 et seq. mandates that the Borough of West Chester prepare, maintain and keep current an emergency operations plan for the prevention and minimization of injury and damage caused by a major emergency or disaster within this borough; and

WHEREAS, in response to the mandate stated above, this borough has prepared an emergency operations plan to provide prompt and effective emergency response procedures to be followed in the event of a major emergency or disaster; and

WHEREAS, this Borough has also prepared an emergency operations plan in order to reduce the potential effects of a major emergency or disaster and to protect the health, safety and welfare of the residents of this borough;

NOW, THEREFORE, we, the undersigned members of the West Chester Borough Council do hereby approve, adopt and place into immediate affect the Updated 2016 Emergency Operations Plan of the Borough of West Chester. This plan shall be reviewed on an annual basis to make certain that it conforms with the requirements of the Chester County Emergency Operations Plan.

Members of Borough Council;

By:

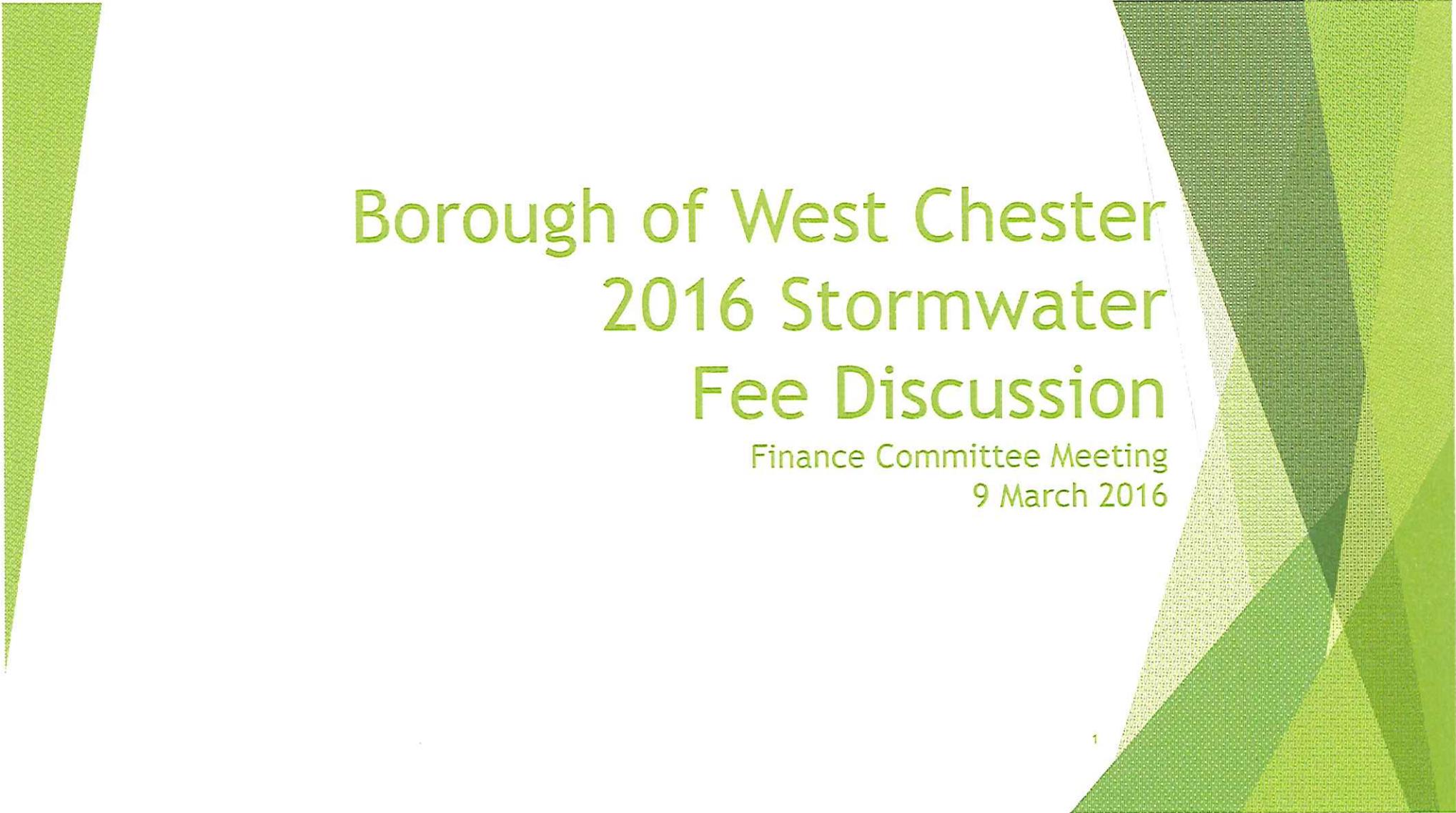
Ellen B. Koopman, President of Council

Attest:

Jordan C. Norley, Vice President, Council

Date: _____

Michael A. Cotter, Borough Manager



Borough of West Chester 2016 Stormwater Fee Discussion

Finance Committee Meeting
9 March 2016

Stormwater Fee

► What is it?

- The Stormwater fee is a fee for service
- Applied to ALL property owners based on the amount of impervious surface
 - No exclusions for tax exempt property

► What will the collected fees be committed to?

- Accounted for in the Stormwater Management Fund
- Revenue committed to stormwater pollution remediation, flooding, and stormwater infrastructure replacements/upgrades.

Administering the Program

- ▶ Rate Determination
- ▶ Credit/Rebate Program
- ▶ Billing
- ▶ Budget
- ▶ Accounts Payable and Receivable

Administering the Program

▶ Ordinance to

- ▶ Address use of funds
- ▶ Establish Rates
- ▶ Create Credit Program

▶ Policy to

- Establish Budget for Fund
- Outline Billing Framework
- Credit and Rebate Program Details
- Establish Fund structure
- Outline Responsibilities
 - Managing Contracts
 - Accounting

Administering the Program - Billing

► Billing/Invoicing Options

- Recommending mimicking WCASD Billing Format
 - Annual Invoice with Quarterly Payment Coupons
 - Allows maximum flexibility to payer
 - Lowest cost option to Borough
 - Recommending 2% Discount for Annual Payments
 - Recommending 5% Penalty for past due payments in each period

Administering the Program - Sample Invoice

berkheimer
 PO BOX 20146
 LANCASTER, PA 17602-6144
REAL ESTATE BILL ENCLOSED

WEST CHESTER BOROUGH
 ACCOUNT 0000017
 401 E GAY ST
 WEST CHESTER, PA 19380-2729

BILL NUMBER 000017
 BILL NUMBER 02480
 MAP NO. 01-05-0253.0000
LOCAL OFFICE LOCATION:
 Payments accepted at any
 Fulton Bank, PA 00000
 BERKHEIMER
 TELEPHONE: 610-699-2145

OFFICE HOURS:
 Regular Fulton Bank hours

Sol 7/1/14

2014-2015 Original NOTICE
 WEST CHESTER AREA SCHOOL DISTRICT
 Chester County, PA
 WEST CHESTER BOROUGH
 ACCOUNT 0000017
 401 E GAY ST
 WEST CHESTER, PA 19380-2729

ACCOUNT NO. 0000017
 BILL NUMBER 02480
 MAP NO. 01-05-0253.0000
 TOTAL ASSESSMENT: 242,430

Final Installment PAY ON-LINE AT WWW.HAB-INC.COM

Installment Plan	First Due or Status	Fourth Payment
	10/01/14	1,189.07
Penalty	If Paid After	Penalty Amount
10.00%	10/01/14	1,209.98

Please return this portion with Fourth payment.
 Please discard this portion if paying the full amount.

DO NOT WRITE BELOW THIS LINE

000600100000017004602014000000114070000000265162

2014-2015 Original NOTICE
 WEST CHESTER AREA SCHOOL DISTRICT
 Chester County, PA

ACCOUNT NO. 0000017
 BILL NUMBER 02480
 MAP NO. 01-05-0253.0000
 TOTAL ASSESSMENT: 242,430

Third Installment PAY ON-LINE AT WWW.HAB-INC.COM

Installment Plan	First Due or Status	Third Payment
	06/30/14	1,189.07
Penalty	If Paid After	Penalty Amount
10.00%	06/30/14	1,209.98

Please return this portion with Third payment.
 Please discard this portion if paying the full amount.

DO NOT WRITE BELOW THIS LINE

000600100000017004602014000000114070000000265162

2014-2015 Original NOTICE
 WEST CHESTER AREA SCHOOL DISTRICT
 Chester County, PA

ACCOUNT NO. 0000017
 BILL NUMBER 02480
 MAP NO. 01-05-0253.0000
 TOTAL ASSESSMENT: 242,430

Second Installment PAY ON-LINE AT WWW.HAB-INC.COM

Installment Plan	First Due or Status	Second Payment
	06/01/14	1,189.07
Penalty	If Paid After	Penalty Amount
10.00%	06/01/14	1,209.98

Please return this portion with Second payment.
 Please discard this portion if paying the full amount.

DO NOT WRITE BELOW THIS LINE

000600100000017004602014000000114070000000265162

2014-2015 Original NOTICE
 WEST CHESTER AREA SCHOOL DISTRICT
 Chester County, PA

ACCOUNT NO. 0000017
 BILL NUMBER 02480
 MAP NO. 01-05-0253.0000
 TOTAL ASSESSMENT: 242,430

First Installment PAY ON-LINE AT WWW.HAB-INC.COM

Installment Plan	First Due or Status	First Payment
	02/01/14	1,189.07
Penalty	If Paid After	Penalty Amount
10.00%	02/01/14	1,209.98

Please return this portion with First payment.
 Please discard this portion if paying the full amount.

DO NOT WRITE BELOW THIS LINE

000600100000017004602014000000114070000000265162

ASSESSMENT	PROPERTY	CLASSIFICATION	NET VALUE	TAX LIABILITY	ADDITIONAL TAXES	ADDITIONAL CHARGES	TOTAL TAX
SCHOOL PLAL, LSTATE			19,21341	242,430.00	4,562.76	4,676.29	5,143.92
TOTAL TAX				4,562.76	4,676.29	5,143.92	
UNPAID TAXES SENT TO LEONOR						01,621.75	
WEST CHESTER AREA SCHOOL DISTRICT						TOTAL ASSESSMENT	242,430
West Chester, PA						INELIGIBLE ASSESSMENT	

GENERAL INFORMATION

- If you are requesting a return envelope, include a self-addressed stamped envelope.
- There will be a 2.00 fee for unreturned checks. Make checks payable to WEST CHESTER AREA SCHOOL DISTRICT.
- ADDITIONAL TAXES: Date of payment determines acceptance of payment.
- ADDITIONAL TAXES: MAY BE PAID BY CHECK OR MONEY ORDER. BEANS ORIGINAL BILL TO THE BANK.
- If taxes are paid by Mortgage Company, please forward this bill to them.
- Taxes are due and payable and payment is required for the above items.
- PLEASE NOTE:** If delinquent payment after December 1, interest will not be accepted. Payment after December 1 must be in the form of a check or money order.
- All property taxes assessed as of December 31 will be presented to the tax collector of the county in which the property is located. Please note: All delinquent taxes are claimed for the delinquent year (December 31, 2014).
- Interest: If you are requesting a return envelope, please include a self-addressed and/or registered return envelope. This bill may include a tax production for your delinquent and/or registered property. If you are requesting the delinquent and/or registered, you have requested the return through a delinquent and/or registered envelope which has been provided under the appropriate "delinquent" bill. It is paid by the delinquent's general assembly. Delinquent taxes are not included in this bill.
- There is an exemption of taxes for other delinquents. See the following on if there is no delinquent assessment shown above. There may be a difference between this amount and the actual amount due found on the next bill.
- There may not be any tax on this bill for the delinquent year. CHECKING OR CASHING ACCOUNT BY CONTACTING OUR OFFICE AT THE NUMBER LISTED ABOVE. A THIRD PARTY FEE WILL APPLY.

2014-2015 Original NOTICE
 WEST CHESTER AREA SCHOOL DISTRICT
 Chester County, PA

ACCOUNT NO. 0000017
 BILL NUMBER 02480
 MAP NO. 01-05-0253.0000
 TOTAL ASSESSMENT: 242,430

PAY ON-LINE AT WWW.HAB-INC.COM
 Check one or return your payment

Name To:
 WEST CHESTER AREA SD
 PO BOX 4787
 LANCASTER, PA 17604-4787

000600100000017004602014000000114070000000265162

Administering the Program - Sample Invoice

2014-2015 Original NOTICE
 WEST CHESTER AREA SCHOOL DISTRICT
 Chester County, PA

WEST CHESTER BOROUGH
 ACCOUNT 060910-000017 3
 401 E GAY ST
 WEST CHESTER PA 19380-2729

ACCOUNT NO: 0000017
 BILL NUMBER: 02480
 MAP NO: 01-05 -0253.0000
 TOTAL ASSESSMENT: 243,430

PAY ON-LINE AT WWW.HAB-INC.COM

SEE NEXT PAGE FOR INSTALLMENTS

Check one to reflect
 your payment

DISCOUNT
 Until 05/31/14 4,582.76
 BASE AMT
 Until 10/31/14 4,678.29
 PENALTY
 After 10/31/14 3,143.32

Remit To:

WEST CHESTER AREA SD
 PO BOX 4787
 LANCASTER, PA 17604-4787

DO NOT WRITE BELOW THIS LINE

400600910000001702480201400000014562760000004678290

4/16/14 09:02:13

2014-2015 Original NOTICE
 WEST CHESTER AREA SCHOOL DISTRICT
 Chester County, PA

WEST CHESTER BOROUGH
 ACCOUNT 060910-000017 3
 401 E GAY ST
 WEST CHESTER PA 19380-2729

ACCOUNT NO: 0000017
 BILL NUMBER: 02480
 MAP NO: 01-05 -0253.0000
 TOTAL ASSESSMENT: 243,430

Second Installment

PAY ON-LINE AT
 WWW.HAB-INC.COM

Installment Plan	If Paid On or Before	Second Payment
	08/31/14	1,168.07
Penalty	If Paid After	Penalty Amount
10.00%	08/31/14	1,285.98

Please return this portion with Second payment.
 Please discard this coupon if paying the full payment.

DO NOT WRITE BELOW THIS LINE

40060091000000170248020140000001169070000001285982

Administering the Program - Billing

► Invoice Production

- Recommending Third Party Contracting for Bill Production
 - Examples: ChesCo Treasurer, Berks County Intermediate Unit, Private Printing Firm
 - Proposals to be solicited
 - Bill production, sorting, mailing services
 - Finance Staff to Manage Data
 - Finance Staff to Manage Accounting

Administering the Program - Billing

► Invoice Processing

- Recommending Payments be processed through:
 - Bank Lock Box Service (checks)
 - Bank Direct Debit or ACH Transaction
 - Credit Card Transaction (Borough website)
- Lock Box Service
 - Payer mails invoice coupon with check directly to bank for processing and posting to Borough Stormwater Account
 - Finance Staff reconciles accounts
- Finance Staff soliciting proposals for cost for Lock Box and Direct Debit

Administering the Program - Delinquent Collections

► Collections

- Recommending that Delinquent Accounts assigned to Portnoff for Collection

Administering the Program - Recommendations

- ▶ Annual Invoice with Quarterly Coupons
- ▶ 2% Discount
- ▶ 5% Penalty
- ▶ Contracted Production
- ▶ Staff Accounting
- ▶ Bank Provided Lock Box and Direct Debit Payment
- ▶ Borough Provided Credit Card payment
- ▶ Portnoff Collection Services

Where do we go from here?

▶ **Deadlines for Implementation**

- ▶ Invoice Payable October 2016
- ▶ Invoice Mailed September 2016
- ▶ Invoice Produced August 2016
- ▶ Ordinance Approved June 2016
- ▶ Production/Handling Proposals Approved May 2016
- ▶ Policy Approved May 2016
- ▶ **Invoicing Recommendations Approved April 2016**

▶ **Proposals for Contract Services**

- Lockbox and Direct Debit
- Invoice Production

▶ **Draft Policy**

▶ **Ordinance Hearings**

	Printing and Mailing	Bill Format	Bill Content	Bill Costs	LockBox set up	LockBox Services Ongoing Costs	Online Payments
Berkheimer & Assoc. Print & LockBox	Provided in house. Qualify for bulk mailing	No upfront costs if in acceptable format. View only access of accounts \$50.00/month if wanted.	Two pages: *Page one has PIF coupon and billing information and other contact info *Page two has 4 coupons (Can do up to 12 coupons)	\$2.25/bill + postage No additional fees for full administration, in cost unless you want to view accounts \$500/month	No costs if funds deposited into their account & distributed twice/week If you want to use own LockBox, then you need to get fees from them. They will issue file to B&A	\$50.00/month/login for portal access Deposit funds twice/week	Online payments arriving in 2017 We can use WCB portal and provide payment file to B&A to keep accounts current. Fees would be determined by our vendor.
	Printing and Mailing	Bill Format	Bill Content	Bill Costs	LockBox set up	LockBox Services Ongoing Costs	Online Payments
MuniBilling Print & Fulton Lockbox	Provided in house Qualify for Bulk pricing Can provide multicoupon	coupon & others suggested no price yet	Will develop bill	Initial costs \$3950.00 includes setup, training, & configuration \$975.00/month: subscription, support, maintenance, upgrades, bill processing, lockbox management	They use Fulton Bank	Estimated total \$735/month Monthly Maintenance \$135.00 Online Lockbox Image Main. \$75.00 Online Data Download Moduel \$75.00 Processing check/payment \$0.23/item Correspondence \$0.30/item Images \$0.02/item Branch payment \$0.15/item Unprocessed items \$0.30/item Daily deposit of funds	Can use Munibilling system. This allows payments, copies of bills, submission of questions or requests. Paperless billing. Fees paid by customers
	Printing and Mailing	Bill Format	Bill Content	Bill Costs	LockBox set up	LockBox Services Ongoing Costs	Online Payments
Fulton Bank Lockbox Only	Not available	Experience w/ processing this format	Able to process bills w/ this format.	Not applicable	One time setup fee \$500.00 Annual USPS fee \$323.00	Estimated total \$735/month Monthly Maintenance \$135.00 Online Lockbox Image Main. \$75.00 Online Data Download Moduel \$75.00 Processing check/payment \$0.23/item Correspondence \$0.30/item Images \$0.02/item Branch payment \$0.15/item Unprocessed items \$0.30/item Daily account credit	Online thru SmartPay Express Set up fee \$100.00 Monthly Main. \$100.00/month ACH \$75.00/month ACH \$0.10/item Credit card transaction fees based on monthly volume & amount. *access thru our website *single or recurring payments *credit/debit cards
	Printing and Mailing	Bill Format	Bill Content	Bill Costs	LockBox set up	LockBox Services Ongoing Costs	Online Payments
TD Bank Lockbox only	Not available	N/A	They can help with scan line	N/A	Prices will be determined in proposal.	Will be listed on proposal Daily deposit of funds	Not enough info provided
	Printing and Mailing	Bill Format	Bill Content	Bill Costs	LockBox set up	LockBox Services Ongoing Costs	Online Payments
BCIU Bills only	Total for year 2017 \$5,910.00	Unable to create 4 coupon bill for August 2016. They have a high demand for school tax bills. Can send individual bills then create bill for later	To be designed	One time fee \$300 Postage \$0.39 Bill Handling/Postage Delivery \$150 Bill \$0.15/bill Login fee \$75/person	Not available Must use your own bank	NA	N/A

To: West Chester Borough Council
Re: Position Statement on Cameras Downtown

March 8, 2016

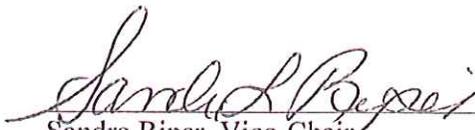
The West Chester BID Board of Directors, at its regular meeting conducted on March 8, 2016, voted to encourage the installation of cameras within the public area of downtown. This action is taken in the interest of the safety and welfare of our residents and visitors.

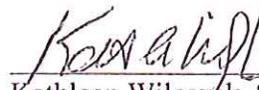
Such a position is consistent with discussions conducted with Chief of Police Scott Bohn and the testimony Sgt. John O'Donnell provided at the recent HARB meeting.

Specifically, the BID supports the property owner at 27 North High Street and his recent installation of three cameras. This is done at no cost to the community. The property owner should be commended for being a good neighbor.

The following points are asked to be taken into consideration:

- 1) Cameras recording the public realm serve the purposes of public safety. Law enforcement officers may access, when necessary, recorded information to assist in the investigation of alleged violations or accidents. As Chief Bohn wrote in his Annual Report 2015: "With the continuing success and popularity of our Business District, there continues to be significant demand for police services." This is particularly important between 10pm and 3am. Officers cannot be in all places at all times and every available resource is appreciated.
- 2) Camera equipment of the highest quality and widest range should be used. Our law enforcement officers deserve the best available equipment. Inferior equipment should not be selected simply for aesthetic reasons.
- 3) There appears to be no Borough guidelines that govern cameras within the public realm serving the public interest. Decisions on the appropriateness thus becomes viewed as subjective and arbitrary. A case in point can be found at the Borough's Chestnut Street Garage where four cameras, nearly identical to the one in question, were placed on the outside corners apparently without objection.
- 4) If this is simply an historic preservation question, then it should be noted that in this particular case and in accordance to the Secretary of Interior's Standards for Rehabilitation, no architectural features are being changed (see section 9) and the cameras have been installed "in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired" (see section 10). Further, the cameras are placed above the normal field of vision making them not distractingly visible.


Sandra Riper, Vice-Chair


Kathleen Wileczek, Secretary

Application Number: 2016-11

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
Borough of West Chester
Historical and Architectural Review Board

PROJECT ADDRESS: 27 North High Street

- 1) **Date of HARB Review:** February 25, 2016

- 2) **Applicant's Proposal:** The Applicant proposes a total of three security monitoring cameras. The purpose of the cameras is for customer safety and to protect the Applicant's investment in the building. Two building mounted cameras currently exist- one on the third floor on the Gay Street façade and another on the third floor of the High Street façade. The third camera is a moveable, color, high definition camera that has been installed on the building corner over the front door.

- 3) **Findings:** The Board objects to the appearance of the corner white front door camera stating that it is not visually appropriate for the town. The Board would be in favor of a more discrete camera. The Applicant agreed to install a smaller, more discrete immovable camera in the soffit over the front door.

Additionally, the building mounted Gay camera will be painted to match the building façade.

- 4) **Recommendations from HARB:**
 - Approved as presented:

 - Approved with the following conditions: The Board recommends a Certificate of Appropriateness for Application 2016-11 as presented with the following conditions that the third floor camera on the Gay Street façade be painted to match the cornice, the existing camera on the High Street façade be approved as is and the third camera at the corner be removed and a new surveillance camera be installed in the soffit over the door.

 - Denied:** *The applicant must make the following changes to his/her proposal and resubmit to HARB:*

Application Number: 2016-11

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
Borough of West Chester
Historical and Architectural Review Board

PROJECT ADDRESS: 27 North High Street

5) ***Borough Council's Action and Date***

- Approved per HARB recommendation:
- Denied for the following reasons:
- Approved with the following differences from HARB recommendation:

.....

Date of Action Taken: _____

Borough Manager's Signature: _____

APPLICANT'S EMAIL ADDRESS REQUIRED: _____

Date application received: 2/15/16 (Office use only.)

Application number: 2016-11

PROPERTY ADDRESS: 27 N HIGH STREET

NOTE: All projects must have the appropriate Section(s) of the Application filled out and attached to this form when it is returned and filed with the Building and Housing Office. You need not attach any Sections that do not relate to your project. Please request as many of the Section forms as you may need. Your application number will be assigned when you return these forms. Remember, your completed application, including any pictures and plans, must be filed by the deadline date on the appended schedule in order to be reviewed at the next HARB meeting.

- 1) *This application is for:* (check the appropriate boxes)
- Section #1: Sign
 - Section #2: Canopy or Awning
 - Section #3: Repair, replacement, or alteration from original (please supply photos or elevations of original) *
 - Section #4: Addition (supply architectural elevations and site drawings, as well as photos of the existing structure) *
 - Section #5: New Construction (supply architectural elevations and site drawings, as well as photos of buildings next to and around the site) *
 - Section #6: Demolition *

Note: Fill out and attach only those Sections appropriate to your project.

2) *Please indicate which items you are submitting with your application form. Do not submit originals, since these will be kept by the HARB for its official archives.*

- Color or B/W sketches
- Plot or site plans
- Old or historic photographs
- Architectural elevations
- Photographs of the current existing site showing where changes are to be made, location of buildings, and streetscape.

All sketches, elevations, and plans must be signed by the preparer(s).

The owner of this property and the applicant agree to conform to all applicable findings of the Borough of West Chester Historical and Architectural Review Board.

Applicant's name (print): ROBERT W. PATERSON

Applicant's Signature: [Signature]

Date: 02.09.16

Owner's name (print): GIUSEPPI PIZZIZI

Owner's Signature: _____

Date: 02.16.16

*Note: Check with the Building and Housing Office of the Borough of West Chester to see if you need a building permit as well as a Certificate of Appropriateness before you begin your project.

APPLICANT'S EMAIL ADDRESS REQUIRED: _____

Date application received: 2/15/16 (Office use only.)

Application number: _____

PROPERTY ADDRESS: 27 N. HIGH STREET

NOTE: All projects must have the appropriate Section(s) of the Application filled out and attached to this form when it is returned and filed with the Building and Housing Office. *You need not attach any Sections that do not relate to your project.* Please request as many of the Section forms as you may need. Your application number will be assigned when you return these forms. Remember, your completed application, including any pictures and plans, must be filed by the deadline date on the appended schedule in order to be reviewed at the next HARB meeting.

1) *This application is for:* (check the appropriate boxes)

- Section #1: Sign
- Section #2: Canopy or Awning
- Section #3: Repair, replacement, or alteration from original (please supply photos or elevations of original) *
- Section #4: Addition (supply architectural elevations and site drawings, as well as photos of the existing structure) *
- Section #5: New Construction (supply architectural elevations and site drawings, as well as photos of buildings next to and around the site) *
- Section #6: Demolition *

Note: Fill out and attach only those Sections appropriate to your project.

2) Please indicate which items you are submitting with your application form. Do not submit originals, since these will be kept by the HARB for its official archives.

- Color or B/W sketches
- Plot or site plans
- Old or historic photographs
- Architectural elevations
- Photographs of the current existing site showing where changes are to be made, location of buildings, and streetscape.

All sketches, elevations, and plans must be signed by the preparer(s).

The owner of this property and the applicant agree to conform to all applicable findings of the Borough of West Chester Historical and Architectural Review Board.

Applicant's name (print): ROBERT W. PATTERSON

Applicant's Signature: [Signature] Date: 02.09.16

Owner's name (print): GIUSEPPI PULIZZI

Owner's Signature: [Signature] Date: 02.16.16

*Note: Check with the Building and Housing Office of the Borough of West Chester to see if you need a building permit as well as a Certificate of Appropriateness before you begin your project.

Date application received: 2/15/2016

Application number: 2016-11

SECTION #1 / SIGNS

(Attach a separate Section #1 for each of the signs that you want to install.)

Location of project (address): 27 N. HIGH STREET
Name of business (if applicable): LORENZO & SONS PIZZA
Applicant's name (please print): ROBERT W. PATTERSON
Applicant's address (address, city, state, & zip): 110 E. LANCASTER AVE
ARDMORE, PA 19003
Applicant's phone number (Day): 610-649-7500 (Evening): 610-633-7500
Owner's name (if different from applicant's): GIUSEPPE PUZZI
Owner's address (address, city, state, & zip): 4741 MACCREGOR DRIVE
SCHWENKVILLE PA 19473
Owner's phone number (Day): 215-668-5917 (Evening): SALE

~~Instructions: Provide color or B/W sketches of each sign and its message, and also show its proposed placement and proportion to the building façade. Also attach photos of the streetscape and adjacent buildings.~~

- 1) Are you replacing an existing sign? NO
 - 2) How many signs do you wish to install? 1
 - 3) On how many façades? 1 Front Side Back
 - 4) Hanging sign Building-mounted sign Other: NA
 - 5) Give a thorough description of the sign: NA
 - 6) Is there new illumination? _____ Fixture type? _____
How will it be mounted? _____
 - 7) Sign Dimensions: Height: _____ x Width: _____ x Depth: _____
 - 8) If a hanging sign, what is the height from the sidewalk to the bottom of the sign? _____
(Current Borough code requires 8'-0" minimum to bottom of sign)
 - 9) How will this sign be mounted? _____
(Please note: any attachment to a masonry façade must be done through the mortar joints, NOT into the masonry.)
 - 10) If a hanging sign, describe the hanging bracket: _____
 - 11) If a hanging sign, is this an existing bracket? _____
 - 12) Colors: _____
 - 13) Message: _____
 - 14) Lettering style: please note that the historic preference is for any "serif" type: _____
- Please be sure to attach sample of sign wording in chosen lettering style. NA

Date application received: _____

Application number: _____

SECTION #3 / REPAIR, REPLACEMENT, OR ALTERATION

(Attach a separate Section #3 for each of the repairs, replacements, or alterations you want to make.)

Location of project (address): 27 N. HIGH STREET

Name of business (if applicable): LORENZO & SONS PIZZA

Applicant's name (please print): ROBERT W. PATTERSON

Applicant's address (address city, state, & zip): 110 E. LANCASTER AVE
ADDONORE, PA 19003

Applicant's phone number (Day): 610.649.7500 (Evening): 610.633.7500

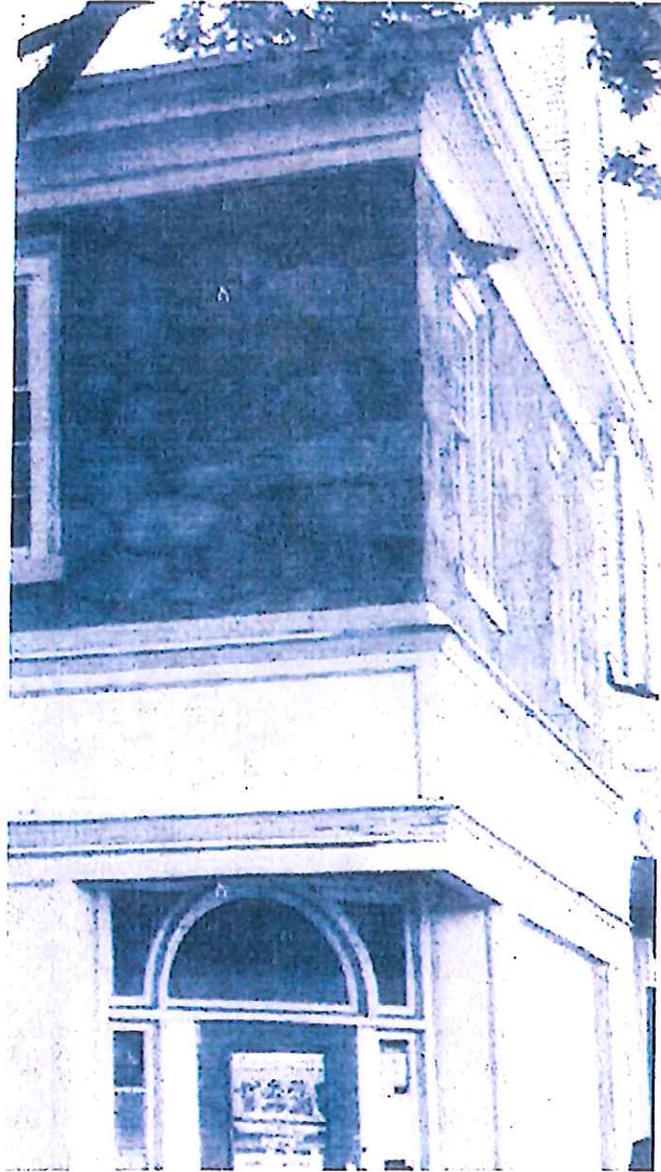
Owner's name (if different from applicant's): GIUSEPPE PULIZZI

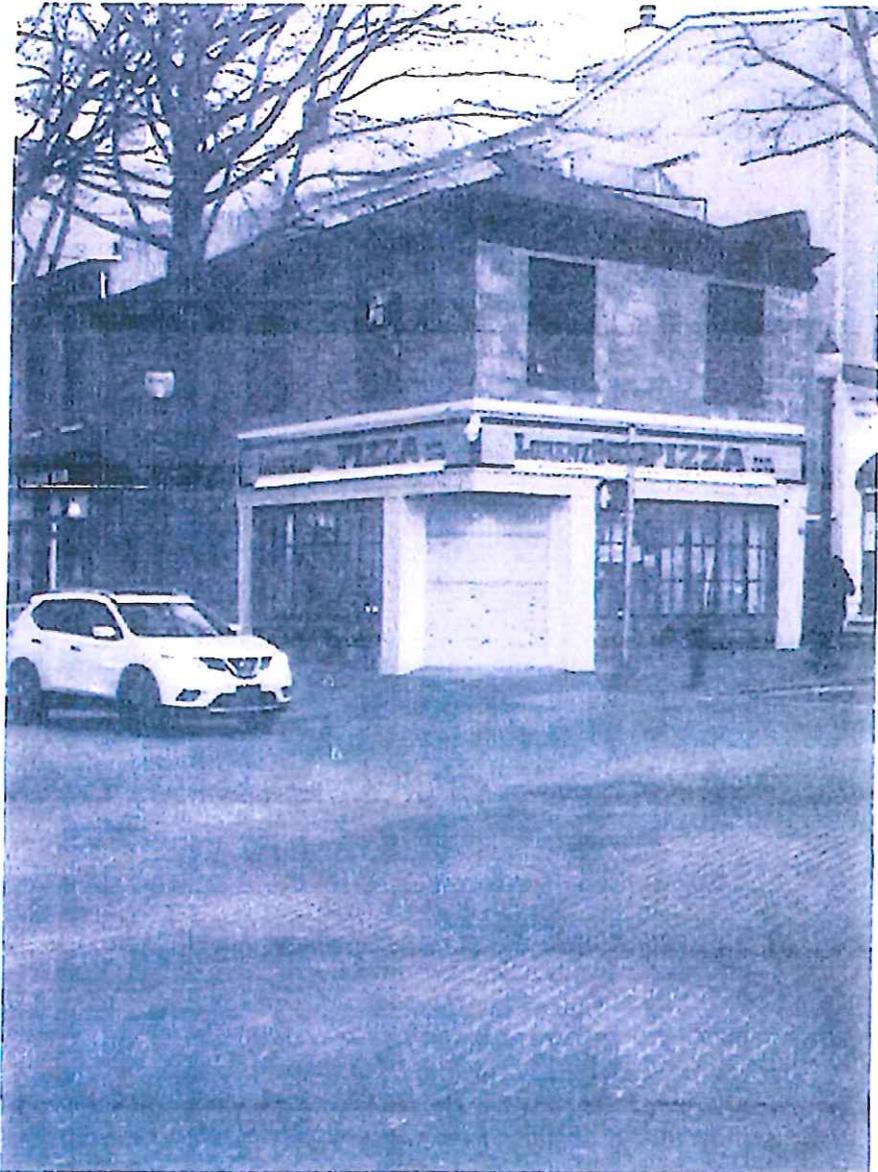
Owner's address (address, city, state, & zip): 421 MARGARET DRIVE
SCHWENKSVILLE PA 19473

Owner's phone number (Day): 215.668.5917 (Evening): same

Instructions: Provide clear photographs showing the location of each proposed improvement, including photos of streetscape and the adjacent buildings. Provide architectural elevations and/or photographs clearly showing the location of the proposed work. Provide material specifications and manufacturer's pamphlets on the replacement materials proposed.

- 1) Which element(s) do you wish to change? Doors Windows Roofing Gutters CAMERAS
 Walls Steps Sidewalk Fence Trim Railing Porch or balcony
 Other (Specify) _____
- 2) On how many facades? _____ Front Side Back
- 3) What was the old material? E. CAMERA
- 4) What is the proposed new material? N. CAMERA, DIFFERENT LOCATION
- 5) How will it be installed? SCREW MOUNTED
- 6) Are you reusing any historic materials? NA
- 7) If so, what and how? _____
- 8) What were the old dimensions? Height: _____ x Width: _____ x Depth: _____
- 9) What are the new dimensions? Height: _____ x Width: _____ x Depth: _____
- 10) What were the old colors? _____
- 11) What do you propose for the new colors? _____
- 12) Why do you want to make these changes? LIFE - SAFETY







4R



Recycling



gelato dolci espresso bar **SPRAZZO**

SPRAZZO

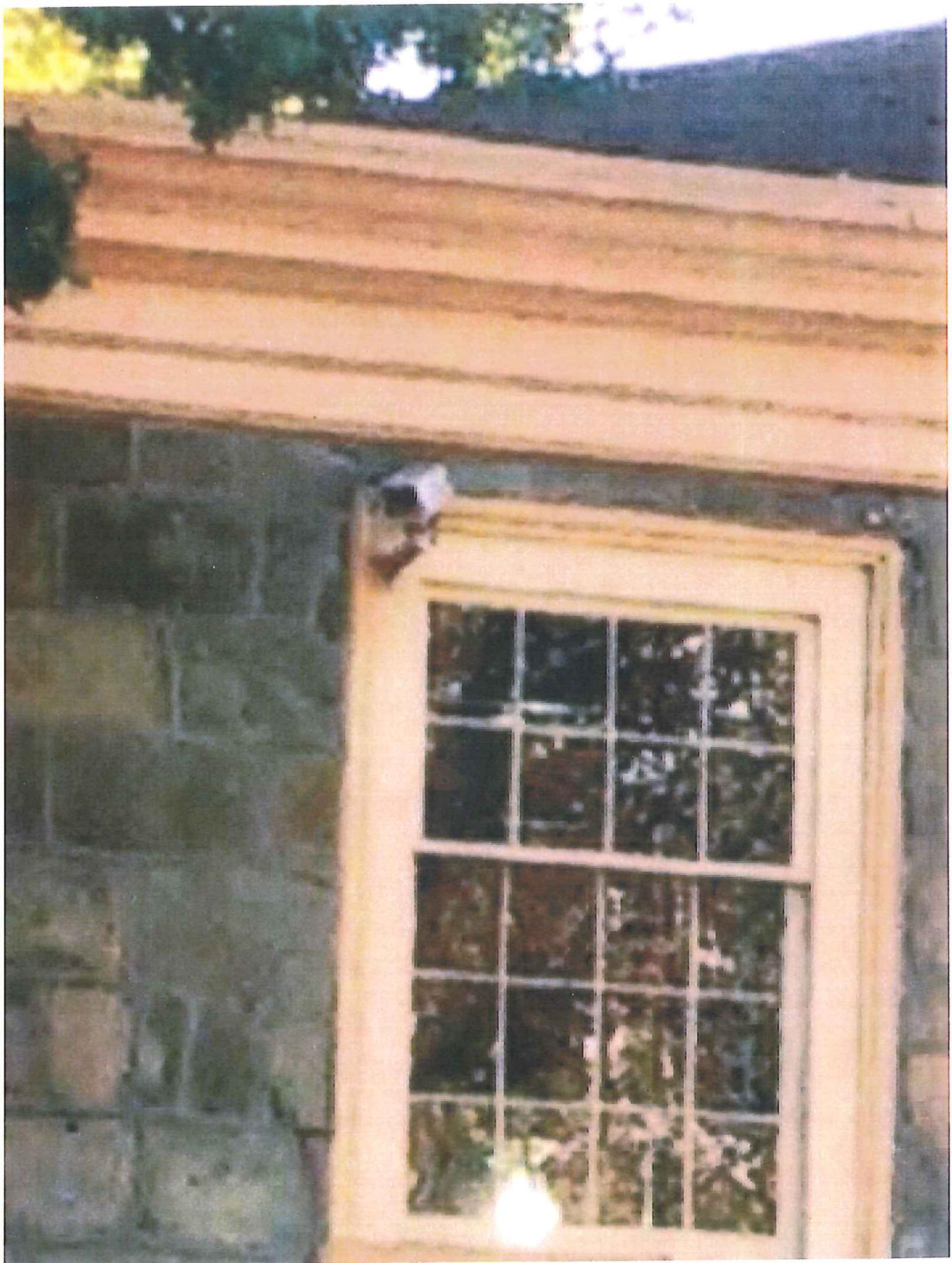
dolci espresso bar

ONE WAY

PIZZA
LORE
SCONS
PIZZA
15 00-1041



CLARK





Judy Benes

From: Malcolm Johnstone <mjohnstone@wcbid.com>
Sent: Thursday, March 03, 2016 3:48 PM
To: Judy Benes; Ellen Koopman
Subject: Cameras on Lorenzo's structure
Attachments: Camera-2.jpg; Camera-3.jpg; Camera-4.jpg; Camera-5.jpg; Camera-10.jpg; Camera-11.jpg; Camera-12.jpg

Hello Judy --

Ellen Koopman as me to send you the attached are images of the cameras on the structure at Lorenzo's, 27 N High St (Camera-2 to Camera-5).

Images Camera-10 to Camera-12 are shots each from the three attached camera. The last shot is the center camera zoomed to Church Street. This is for the Smart Growth Committee meeting.

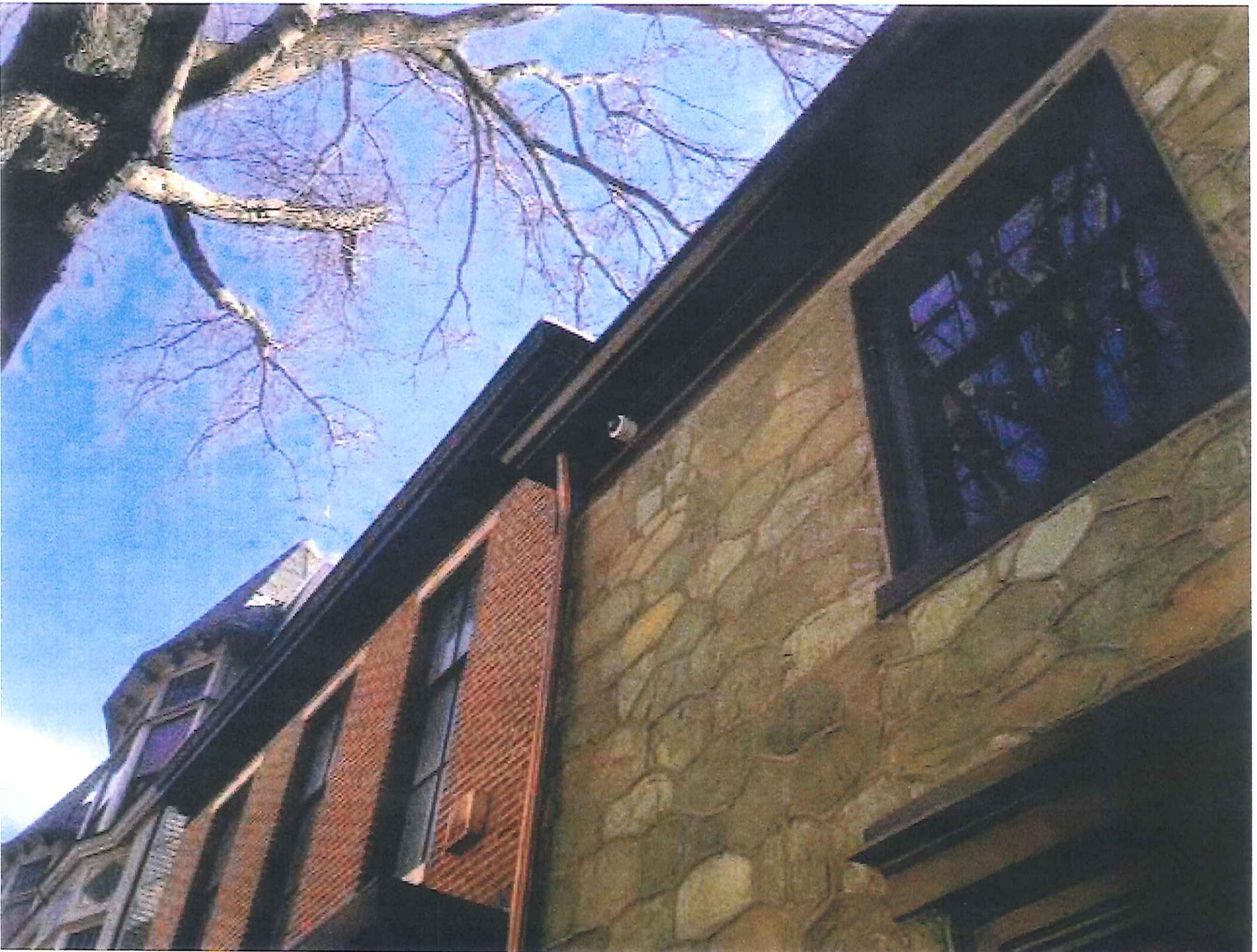
Call me with questions.

Malcolm

--

Malcolm Johnstone, Executive Director
West Chester BID
119 North High St
West Chester PA 19380
610-738-3350
mjohnstone@wcbid.com

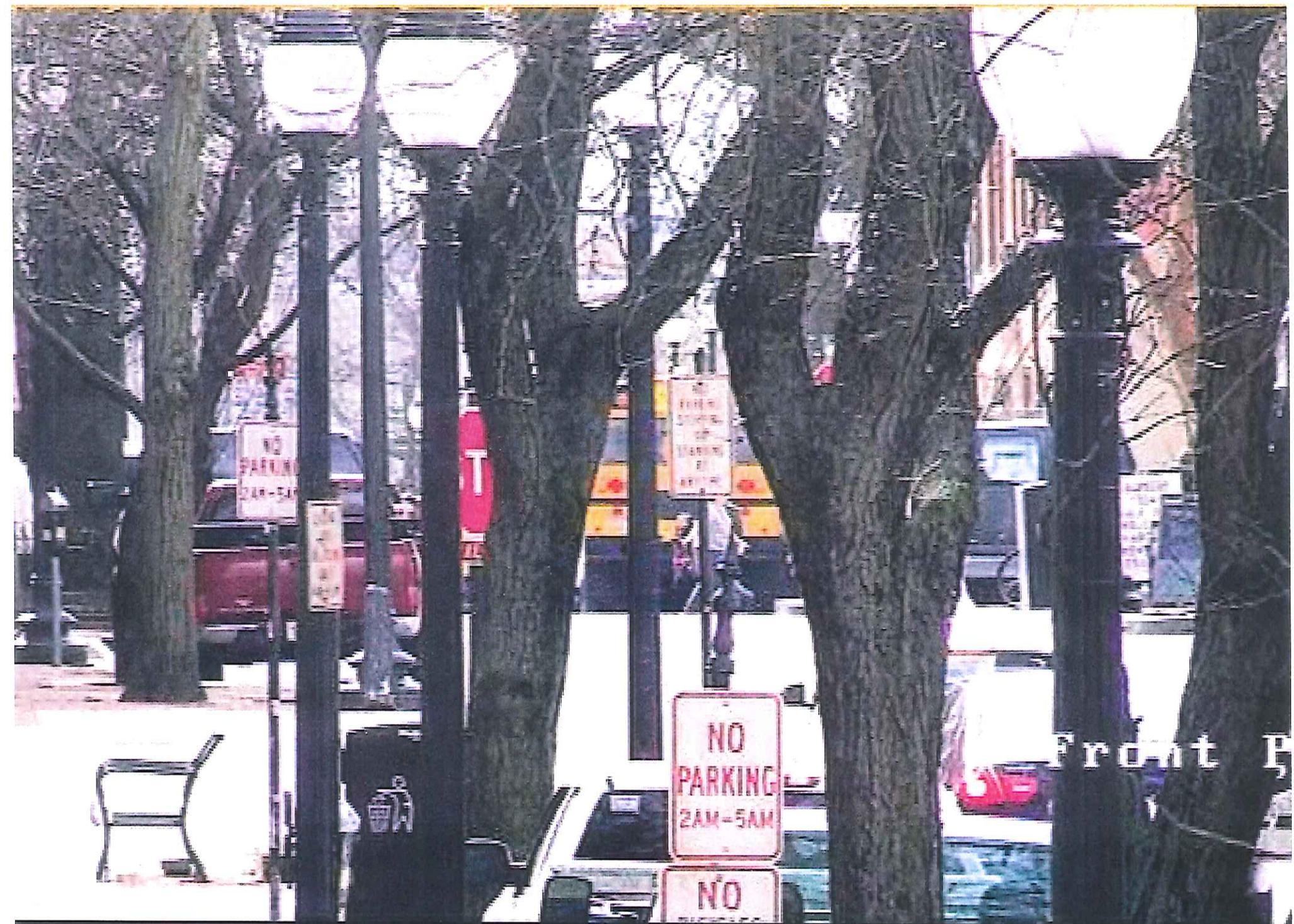
www.DowntownWestChester.com





PIZZA EST. 1970

L'ORNERIA



Front PTZ Cam (Clear)



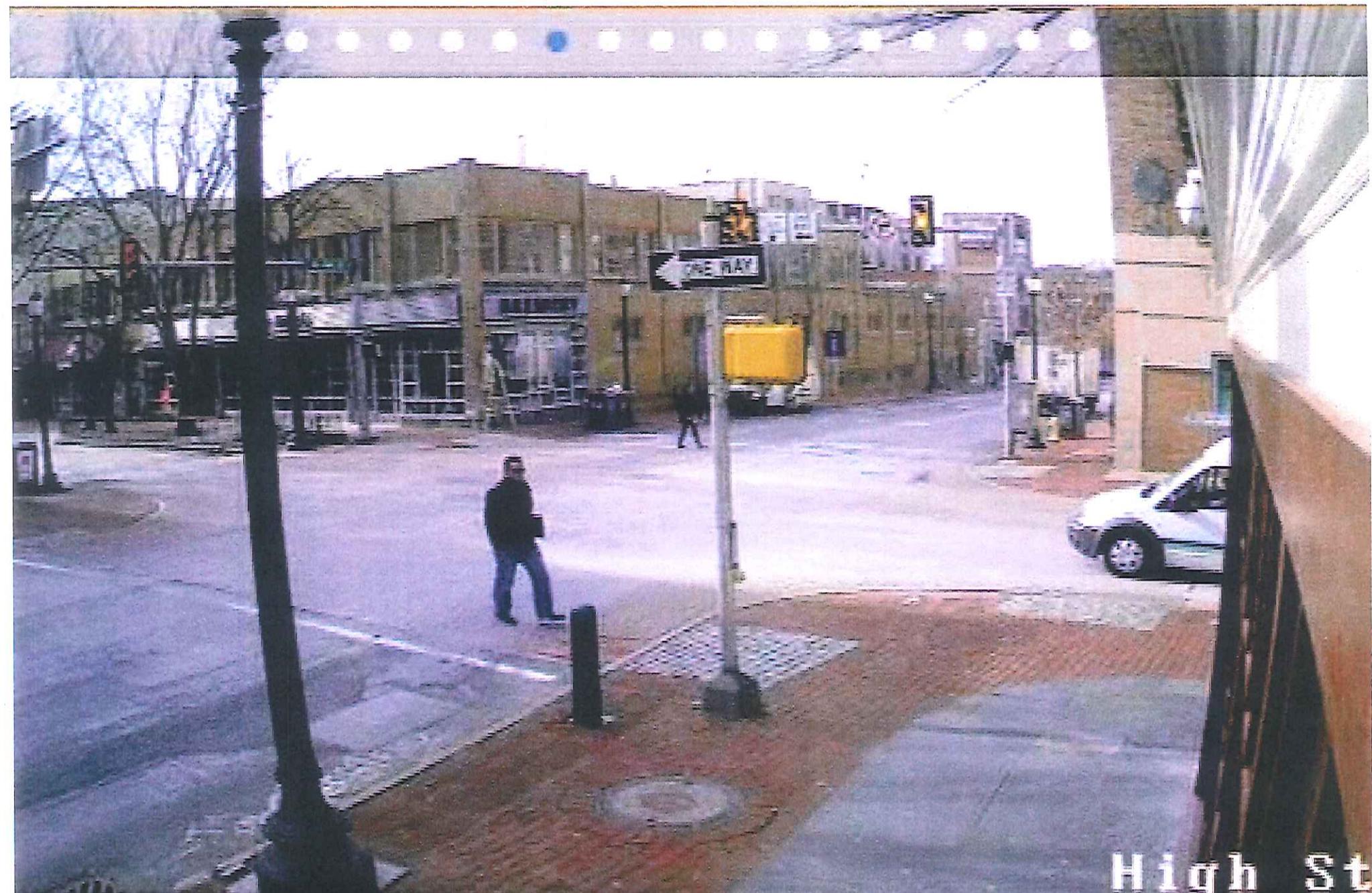
A

EST.
1970

A

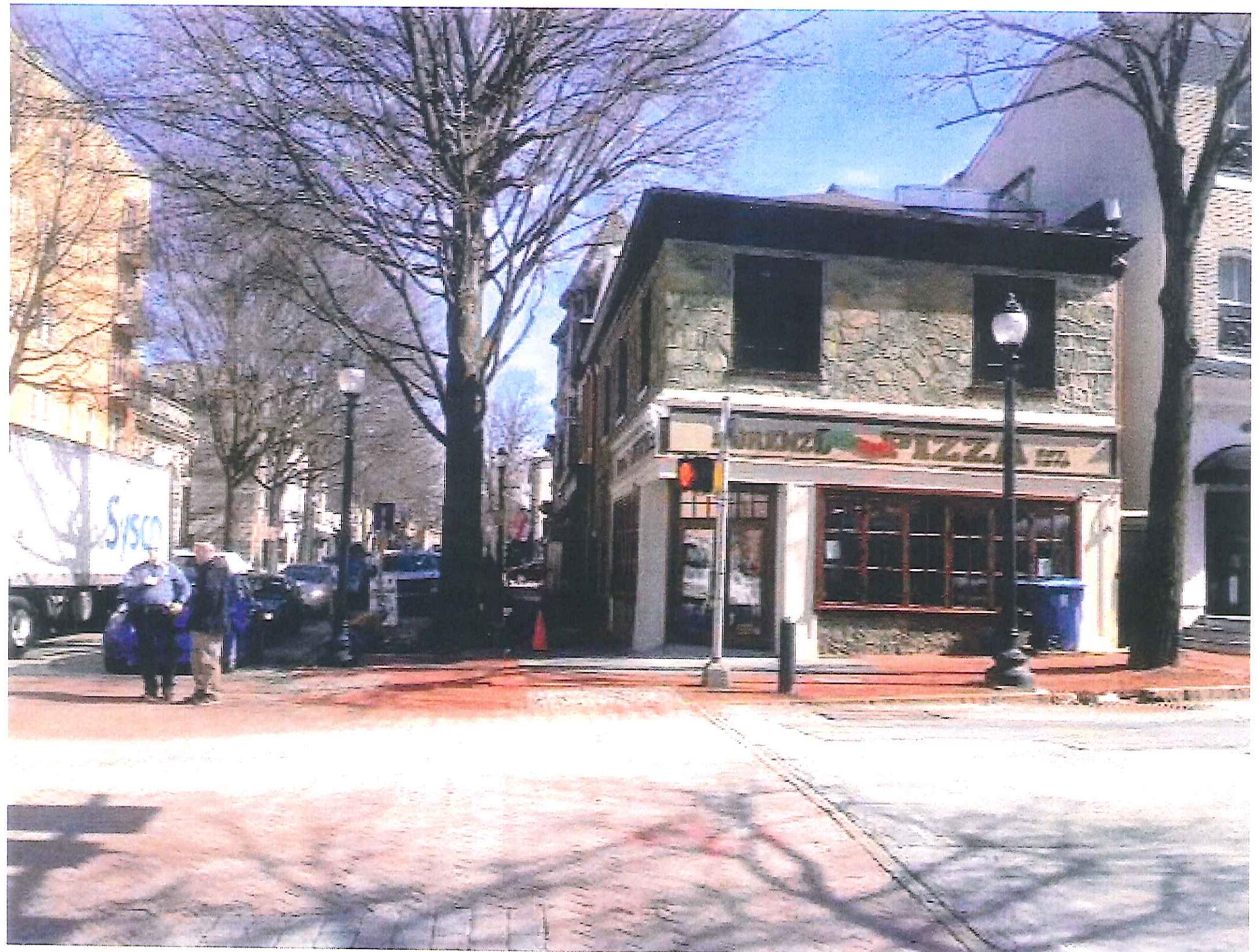
**EST.
1978**

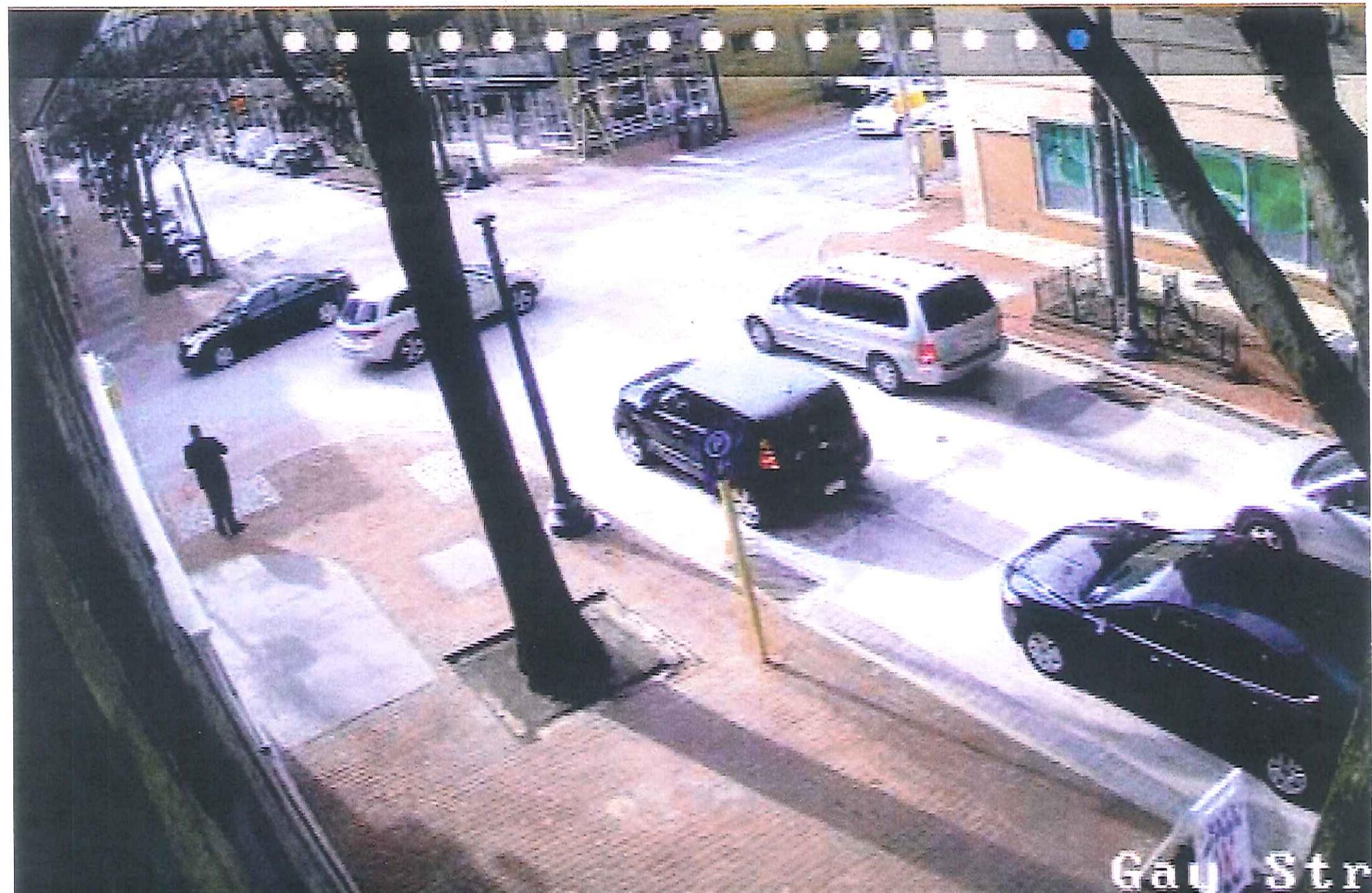




High St

High Street View (Clear)





Gay Str

Gay Street View (Clear)