

AGENDA

Smart Growth Committee

May 11th, 2016 – 7:30 pm

Committee Members: Diane LeBold (Chair)
Bill Scott
Brian Abbott

Department Head: Mike Perrone

1. Comments, suggestions, petitions by residents in attendance regarding items not on the agenda.
2. Discuss Karen Marshall – Chester County Historian – create new Historical Commission
3. Discuss Food Truck Permit Application Process
4. Discuss rental permit fees – 2016
\$38.00/Room
\$42.00/Unit
5. Discuss lamppost banners promoting Chester County Historical Society's 9-month exhibit of paintings about Humphry Marshall
6. Discuss zoning amendments to MU – Sections 112-34 & 112-36
7. Discuss Certificates of Appropriateness:
 - a. 239 E. Market Street
Install post mounted tenant directory sign in front of the property near street
Approve as presented
8. Discuss April minutes
9. Zoning Appeals:
 - a. 421 North New Street

Food Truck Permit Application Process

Operating a food truck in the Borough of West Chester requires a license, and it is unlawful to sell any goods from a food truck within the Borough without first having obtained a food vendor's license from the Borough.

Application:

Applicants must complete the Borough's "Food Truck Vending Application" and submit the Application to the Borough's Building, Housing and Codes Enforcement Department, located in the Municipal Building, 401 E. Gay Street, West Chester, Pennsylvania.

A complete Application should include the following:

- a. Non-refundable licensing and application fee (payable by certified check, money order or cashier's check);
- b. Completed Food Truck Vending Application;
- c. Copy of valid driver's license;
- d. Copy of valid certificate of automobile liability coverage;
- e. Copy of valid Business License and Tax I.D.; and
- f. Copy of valid Chester County Food Vendor's License.

Vending Fees:

The cost of the Vendor's License shall be established by Borough Council by Resolution.

The Vendor's License permitting year runs from _____ through the end of _____ the following calendar year. Application fees are not prorated.

Designated Food Truck Vending Zone:

Vending shall be allowed from food trucks parked on Church Street, south of Sharpless Street, north of West Rosedale Avenue, and Hannum Avenue in the 400 block; however, 50 feet from any residential building.

Food Truck Operating Guidelines & Regulations:

- The term "Food Truck" includes trucks and trailer hitch units used for food vending.
- Vending may occur only between 7:00 a.m. and 10:00 p.m.
- Food trucks must be parking in a parking spot designated by the Borough.
- Food trucks may not arrive before 6:00 a.m. and must be removed by 11:00 p.m. each day.
- Food trucks may not stay parked on the street overnight and must be removed from the street every night.
- A valid Chester County Food Vendor's Permit must be posted visibly at all times.
- No food truck is permitted within fifteen (15) feet of a fire hydrant.
- No food truck is permitted within 500 feet of a building with a food handler's license issued from the Chester County Health Department.
- No vending is permitted on private property.
- A person-in-charge must be present at the food truck vending site at all times.
- Food trucks may only be open to and may only serve customers from the side of the truck facing the sidewalk. Food trucks are prohibited from operating with their trucks open to the roadway.
- No tanks, generators or other equipment shall be placed within the public right-of-way.
- Temporary signs used as part of the food truck vending operation shall not exceed eight (8) sq. ft., and shall not block any sidewalks or impede any vehicular, biking or pedestrian traffic or paths.
- A food truck vending operation is subject to any and all applicable Borough Code requirements.
- Failure to comply with any directions or provisions of the Food Truck Permit Application Process and Food Truck Operating Guidelines may result in the

denial of a Food Truck Vending Application and/or revocation of a Food Truck Vendor's License.

- The failure to comply with any Food Truck Operating Guidelines may result in the following penalties:
 - First violation: fine of up to \$100
 - Second violation: minimum fine of \$100, up to \$500 and/or suspension or revocation of license
 - Third violation: revocation of license

Borough of West Chester
Food Truck Vending Application

Application is hereby made for a revocable license for food truck vending within the Borough of West Chester in accordance with all applicable Borough Codes, Ordinances, Rules, Regulations, Policies and Guidelines.

Applicant Name: _____ Business Name: _____

Applicant Address: _____

City: _____ State: _____ Zip: _____

Phone # (required): _____ E-mail address: _____

Have you previously held a Borough of West Chester Food Truck Vending License? ____

If yes, please provide prior vending location(s):

Business License #: _____ Make of Truck: _____ Model: _____

License Plate of Vehicle: _____

Goods to be sold: _____

Proposed hours of food truck vending: _____

I shall indemnify and hold the Borough of West Chester, its officers, agents and employees, free and harmless from any claims for damages to persons or property including legal fees and costs of defending any actions or suits thereon, including any appeals therefrom, which may be brought by third parties as a result of my activities which have been authorized by this license.

Applicant Name: _____

Applicant Signature: _____ Date: _____



MEMORANDUM

TO: Michael A. Cotter, Borough Manager
FROM: Michael A. Perrone, C.B.O.
DATE: April 6, 2016
RE: Rental Permit Fees - 2016

Recommendation

Borough Council approve the rental permit fees to be the same as last year.

\$42.00 per unit
\$38.00 per room

Motion

Make a motion to approve the rental permit fees for the 2016 rental housing program as follows:

\$42.00 per unit
\$38.00 per room

Background

The Borough of West Chester performs annual rental inspections on all residential rental properties in the Borough. A cost study for the rental housing program is calculated from the expenses and revenues from the previous year. The result of the cost study for 2015 is attached.

Borough of West Chester
 Cost Study for Rental Housing Program - 2015

Personnel/ Existing Staff	2015 Actual Salaries	Annual Health Benefits	Soc. Sec W/C Insur. Pension/Unemp	Total Salary & Benefits	% Utilization in Rentals	Allocated Total Sal/Ben	Actual Addnl. Overhead	2015 Total Actual Allowed Expenses	2015 Actual Revenues	Revenues to Expenses (Deficit)/Excess
Director	\$ 95,166.24	\$ 25,623.84	\$ 21,187.56	\$ 141,977.64	15%	\$ 21,296.65				
Bldg Insp.	\$ 50,029.19	\$ 11,727.72	\$ 11,234.84	\$ 72,991.75	95%	\$ 69,342.16				
Bldg Insp.	\$ 43,775.15	\$ 11,727.72	\$ 5,740.60	\$ 61,243.47	95%	\$ 58,181.29				
Code Enf.	\$ 45,515.05	\$ 11,727.72	\$ 10,239.47	\$ 67,482.24	30%	\$ 20,244.67				
Secretary	\$ 57,376.18	\$ 25,623.84	\$ 12,854.85	\$ 95,854.87	40%	\$ 38,341.95				
	\$ 291,861.81	\$ 86,430.84	\$ 61,257.31	\$ 439,549.96		\$ 207,406.72	\$ 14,132.25	\$ 221,538.97	\$ 231,771.00	\$ 10,232.03

TOTAL UTILIZATION FACTOR			Rental Units	5,431	1,038
\$ 207,406.72	47.2%	Addnl Ovhd.	\$ Needed to Cover/Unit	\$ 40.79	4,393
\$ 439,549.96		\$ 29,950.00 Other Housing	Actual Per Unit Cost for Inspection charged in 2015	\$ 41.00	
		\$ 29,950.00	2015 Difference	\$ 1,132.03	
		47.2%			
		14,132.25			



MEMORANDUM

TO: Michael A. Cotter, Borough Manager
FROM: Michael A. Perrone, C.B.O.
DATE: April 6, 2016
RE: Zoning Amendment to Mixed Use District – Sections 112-134 and 112-36

Recommendation

Borough Council to instruct the solicitor to prepare an ordinance with the following changes to the zoning code on the attached sheet.

Motion

See recommendation

Background

The mixed use zoning district currently allows all future developments in the NC1 and NC2 districts as a permitted principal use in the Mixed Use zoning district, including multi-family dwellings as a special exception.

ARTICLE XXI
Mixed Use District
[Added 11-28-2001 by Ord. No. 15-2001]

§ 112-133. Purpose.

The Mixed Use District is designed to promote the development of residential, office, and light industrial uses as a transition from industrial to residential development in the southeast portion of the Borough.

§ 112-134. Use regulations.

A building may be erected, altered or used and land may be used or occupied, subject to the provisions of Articles XII and XXIII, for any of the following uses and for no other:

A. Permitted principal uses.

- (1) ~~Any principal permitted uses permitted in the NC-1 and NC-2 Districts.~~ *TND*
- (2) Live-work units, consisting of an office, artisan studio, or ~~personal service shop~~ on the first floor, and a dwelling unit or ~~dwelling units~~ on the second floor and above.
- (3) Offices.
- (4) Light industrial uses involving manufacturing or assembly of parts, equipment and machinery.
- (5) Flex space.
- (6) Municipal use.
- (7) Places of amusement. [Added 6-18-2003 by Ord. No. 11-2003]
- (8) Arcades. [Added 6-18-2003 by Ord. No. 11-2003]
- (9) Educational use. [Added 3-17-2004 by Ord. No. 5-2004]

*112-16 OPEN SPACE
112-18; F. DBS16W
STANDARDS*

B. Permitted accessory uses.

- (1) Accessory uses on the same lot and customarily incidental to the principal uses permitted in § 112-134A and subject to Articles XV and XVI.
- (2) Parking, in accordance with Article XIII.
- (3) Signs, in accordance with Article XIV.

C. Uses by special exception.

- (1) Any use by special exception in the NC-1 and NC-2 Districts.

*- EXCEPT MULTI-FAMILY
DWELLINGS AND
STUDENT HOMES*

D. Conditional uses.

- (1) ~~Any conditional use in the NC-1 and NC-2 Districts.~~
- (2) Retail store or shop.

§ 112-135. Height regulations.

The maximum height of all nonindustrial buildings and other structures erected, enlarged or used shall be 45 feet, except as provided in Article XV. The maximum height of any industrial buildings and structures shall be 45 feet, except as provided in Article XV; provided, however, that such building and structure height may be increased to 60 feet as a conditional use.

§ 112-136. Area and bulk regulations.

- A. ~~The area and bulk regulations for uses that are permitted in the NC-1 and NC-2 Districts shall be the same as the area and bulk regulations of §§ 112-14, 112-15 and 112-21. However, in the case of a traditional neighborhood development, the regulations of § 112-136C shall apply.~~
- B. The area and bulk regulations for offices and light industrial uses shall be the same as the area and bulk regulations of § 112-42.
- C. The area and bulk regulations for live-work units, ~~and for traditional neighborhood developments~~ shall be as follows:

Regulation	Feet or Percentage
Minimum lot area (square feet)	2,500
Minimum lot width at the building line (feet)	.20
Minimum lot width at the street line (feet)	20
Minimum front yard (feet)	0 10
Minimum rear yard (feet)	10 25
Minimum side yard	
Individual (feet)	0
Aggregate (feet)	0
Maximum building coverage (percent)	90 60
Maximum impervious coverage (percent)	95 75
Minimum green area (percent)	5 25

- D. The area and bulk regulations for retail store or shop shall be the same as the area and bulk regulations of § 112-37A.

§ 112-137. Design standards.

- A. All green areas shall be in accordance with the special regulations for landscaping set forth in Article XVI.
- B. The design standards of §§ 112-15F, 112-16, and 112-17 shall apply to traditional neighborhood developments, as well as the definitions of § 112-15A.
- C. Manufacturing activities shall be restricted to completely enclosed buildings.
- D. All lighting, signage, fencing, pavements, storage, traffic and other environmental controls shall be in accordance with the provisions of Articles XIV, XV and XVI.
- E. Buildings and uses related to offices, light industrial, and manufacturing shall not create adverse impacts on adjoining residential development with respect to noise, glare, vibration, dust, odor, or other nuisances.
- F. Any outdoor storage of equipment and materials shall be screened by a six-foot high opaque fence
- G. Parking for all buildings shall be to the rear or side of buildings, not in front of buildings, except for on-street, curbside parking.

ARTICLE XXII

TRANS Transportation Corridor Overlay District
[Added 11-28-2001 by Ord. No. 15-2001]

§ 112-138. Purpose.

The purpose of the Transportation Corridor Overlay District is to promote the continued use of the SEPTA right-of-way for mass transportation use, especially for rail transportation.

§ 112-139. Applicable districts.

The Transportation Corridor Overlay District shall apply to the ID, MU and TC Districts, as shown in the Transportation Corridor Overlay District Map in the Appendix.**

§ 112-140. Special design and development standards.

- A. No development with buildings shall be permitted within the Overlay District that would prevent the operation of rail transportation or other mass transportation.
- B. No development with parking lots, fences, gates, walls, driveways, curbs, or other like structures or barriers shall be permitted within the Overlay District that would prevent the operation of rail transportation or other mass transportation.

88. Editor's Note: The Transportation Corridor Overlay District Map is on file in the Borough offices.

Application Number: 2016-19

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

PROJECT ADDRESS: 239 East Market Street

- 1) ***Date of HARB Review:*** April 28, 2016

- 2) ***Applicant's Proposal:*** The applicant proposes to install a post mounted tenant directory sign in the front of the property near the street.

- 3) ***Findings:*** The entire sign structure (posts and signage) will measure eight feet high and four feet wide. Metal posts and framework will be used and the individual tenant signs will have a beige background with green or black lettering.

- 4) ***Recommendations from HARB:***
 - Approved as presented: The Board recommends a Certificate of Appropriateness for Application 2016-19.
 - Approved with the following conditions:

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

Application Number: 2016-19

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

PROJECT ADDRESS: 239 East Market 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: CARTILLO @StonAs.com

Date application received: 4/13/2016 (Office use only.)

Application number: 2016-19

PROPERTY ADDRESS: 239 E Market St

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): StonAs, LP

Applicant's Signature: [Signature] Date: 4-11-16

Owner's name (print): Tony Starnato

Owner's Signature: [Signature] Date: 3/24/2016

*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: 4/12/16

Application number: 2016-19

SECTION #1 / SIGNS

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

Location of project (address): 239 E Market Street

Name of business (if applicable): Stan Ab

Applicant's name (please print): Stan Ab

Applicant's address (address, city, state, & zip): 433 W Market St, Ste 9
West Chester, PA 19382

Applicant's phone number (Day): 610 430 6255 (Evening): _____

Owner's name (if different from applicant's): Same

Owner's address (address, city, state, & zip): Same

Owner's phone number (Day): Same (Evening): _____

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? one
- 3) On how many facades? 1 Front Side Back
- 4) Hanging sign Building-mounted sign Other _____
- 5) Give a thorough description of the sign: Tenant Directory



6) Is there new illumination? NO Fixture type? _____
How will it be mounted? _____

7) Sign Dimensions: Height: 8' x Width: 4' 3/2" x Depth: 1 1/2"

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? Post
(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: Green, Beige

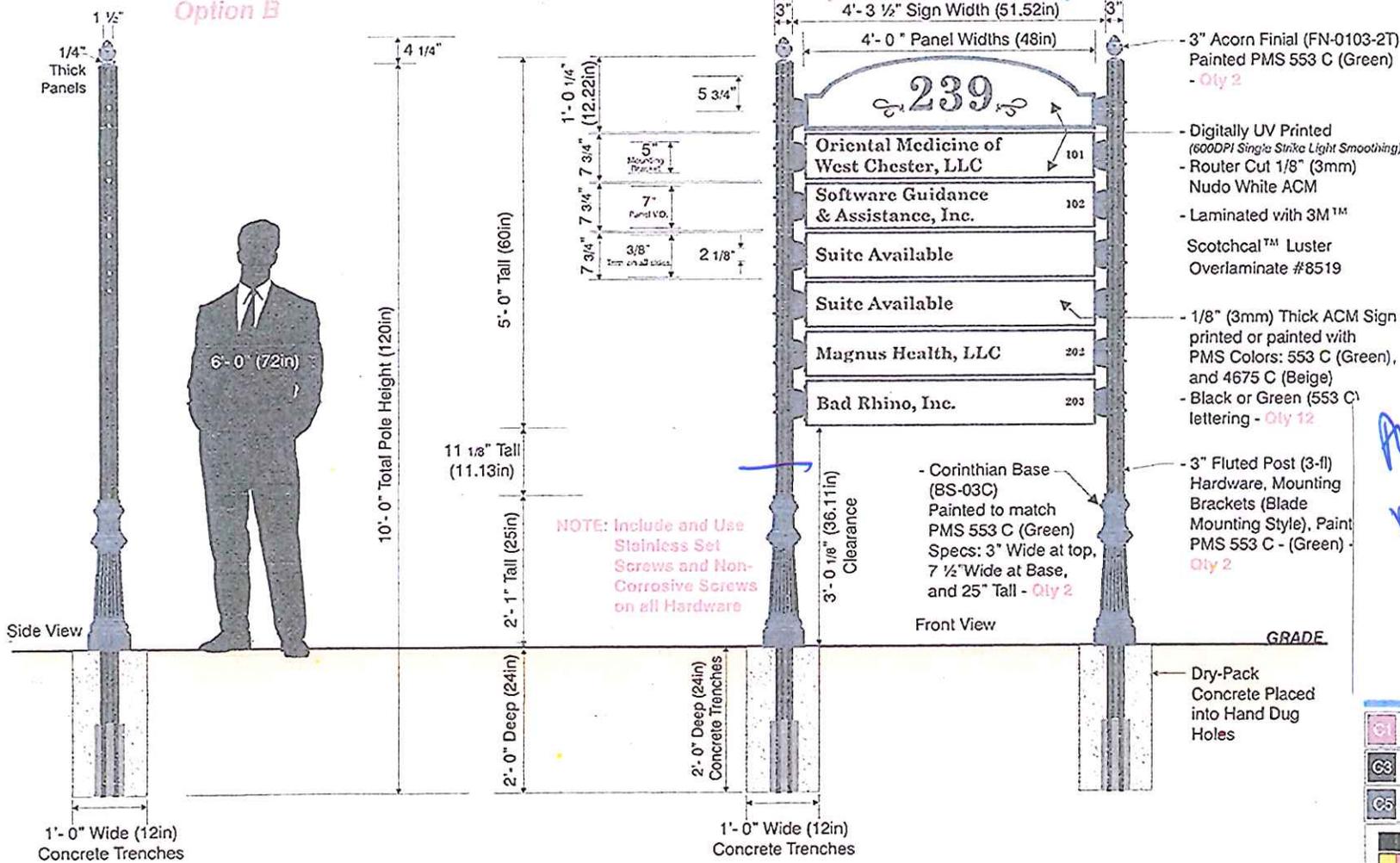
13) Message: Tenants in Building

14) Lettering style: please note that the historic preference is for any "serif" type: Contemporary Script/Block
Please be sure to attach sample of sign wording in chosen lettering style.

SINGLE-SIDED PnP with DOUBLE-SIDED HEADER | OVERVIEW

FABRICATE (1) ONE PANEL SIGN

PRESENTATION



ALL METAL

O-1 Panel Sign Specs
Scale | 1:25

Approved by _____

Date _____

C1 Pantone 1817C	C2 Pantone 4475C
G3 Black	Pantone 7533C
G5 Pantone 553C	Century Schoolbook (CS)

DRAWING FILE
W:\Stanabj
Design\003197_Post and
Panel Sign.cdr

003197



251 Boot Road
Downingtown PA 19335
TEL 610.518.5881
FAX 610.518.5244
WWW info@prosign.net

The Wheel Works
239 E. Market St.
West Chester, PA

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REV Design
7 PNO
Designed brand
new option for
client

PM By
ASM PNO
Date
02.23.16

SINGLE-SIDED PnP with DOUBLE-SIDED HEADER | PHOTO RE-IMAGE

Option B

PRESENTATION

Existing



Proposed



O-2 | Photo Re-Image

Scale | NTS

Approved by _____

Date _____

C1 Pantone 1817 C	C2 Pantone 5677 C
G3 Black	Pantone 7530 C
G5 Pantone 552 C	Abc Century Schoolbook Bold

DRAWING FILE
W:\Stanab\ Design\003197_Post and Panel Sign.cdr



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Downingtown PA 19335
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The Wheel Works
239 E. Market St.
West Chester, PA

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REV Design
7 PNO

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new option for
client

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Date
02.23.16

003197

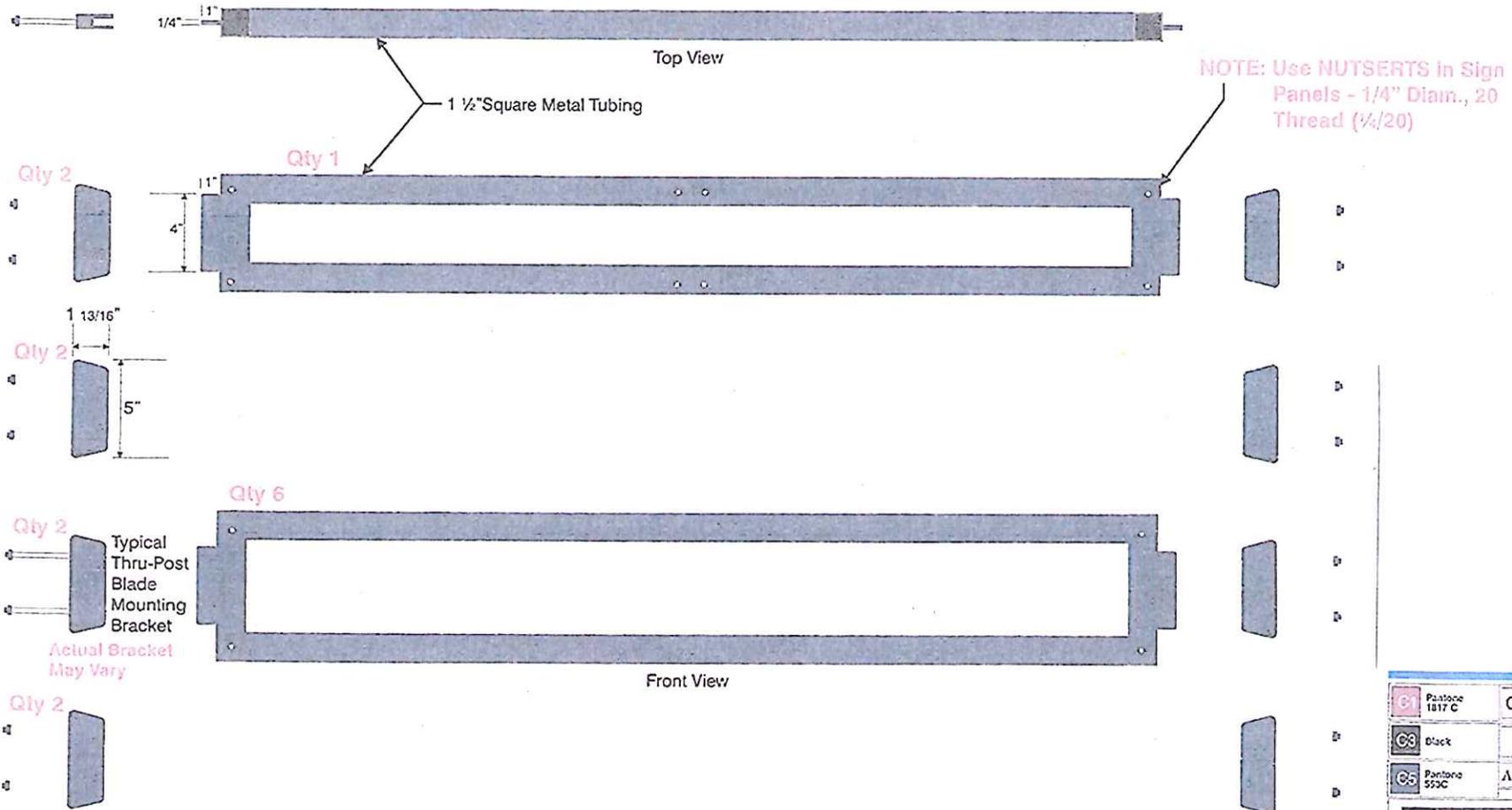
8 of 9

SINGLE-SIDED PnP with DOUBLE-SIDED HEADER | CONSTRUCTION and MOUNTING OVERVIEW

FABRICATE ALL METAL FRAMEWORK FOR SIGNAGE

Option B

PRESENTATION



O-1 | Panel Sign Specs

Scale | 1:8

Approved by: _____

Date: _____

DRAWING FILE
W:\Stanab\Design\003'97 Post and Panel Sign.cdr

003197



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REV | Design
7 PNO

Designed brand
new option for
client.

PM By
ASM PNO

Date
02.23.16

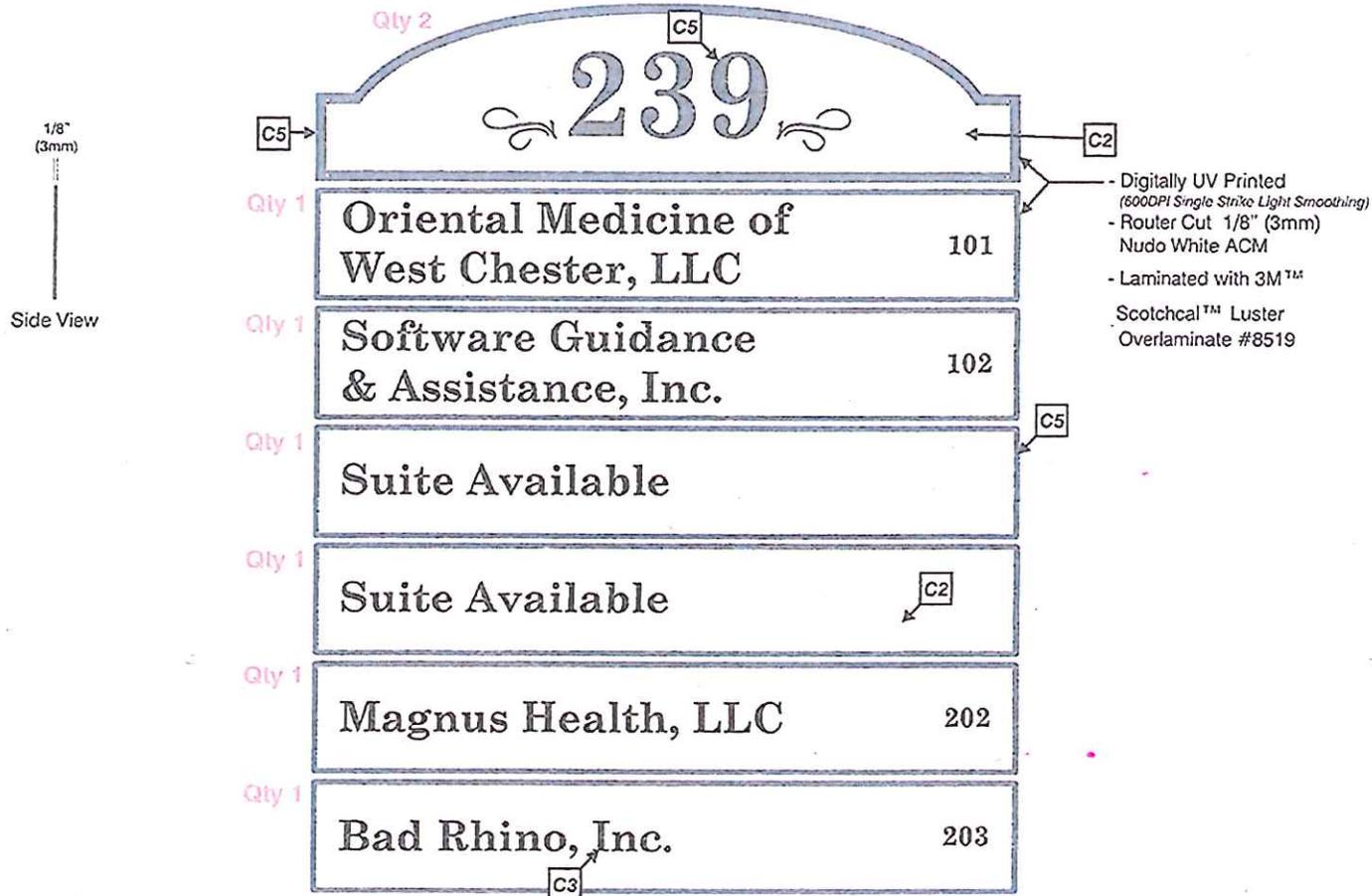
6 of 9

SINGLE-SIDED PnP with DOUBLE-SIDED HEADER | COLOR CALLOUTS

FABRICATE (8) EIGHT SINGLE SIDED PANELS & (2) TWO HEADERS for PANEL SIGN

Option B

PRESENTATION



C1	Pantone 1817 C	C2	Pantone 6675C
C3	Process Black		Pantone 7530 C
C5	Pantone 553C	Abc	Century Schoolbook Bold

O-1 | Panel Sign Specs

Scale | 1:1

Approved by _____

Date _____

DRAWING FILE
W:\Sanab\
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Panel Sign.cdr



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REV Design
7 PNO

Designed brand
new option for
client

PM By
ASM PNO

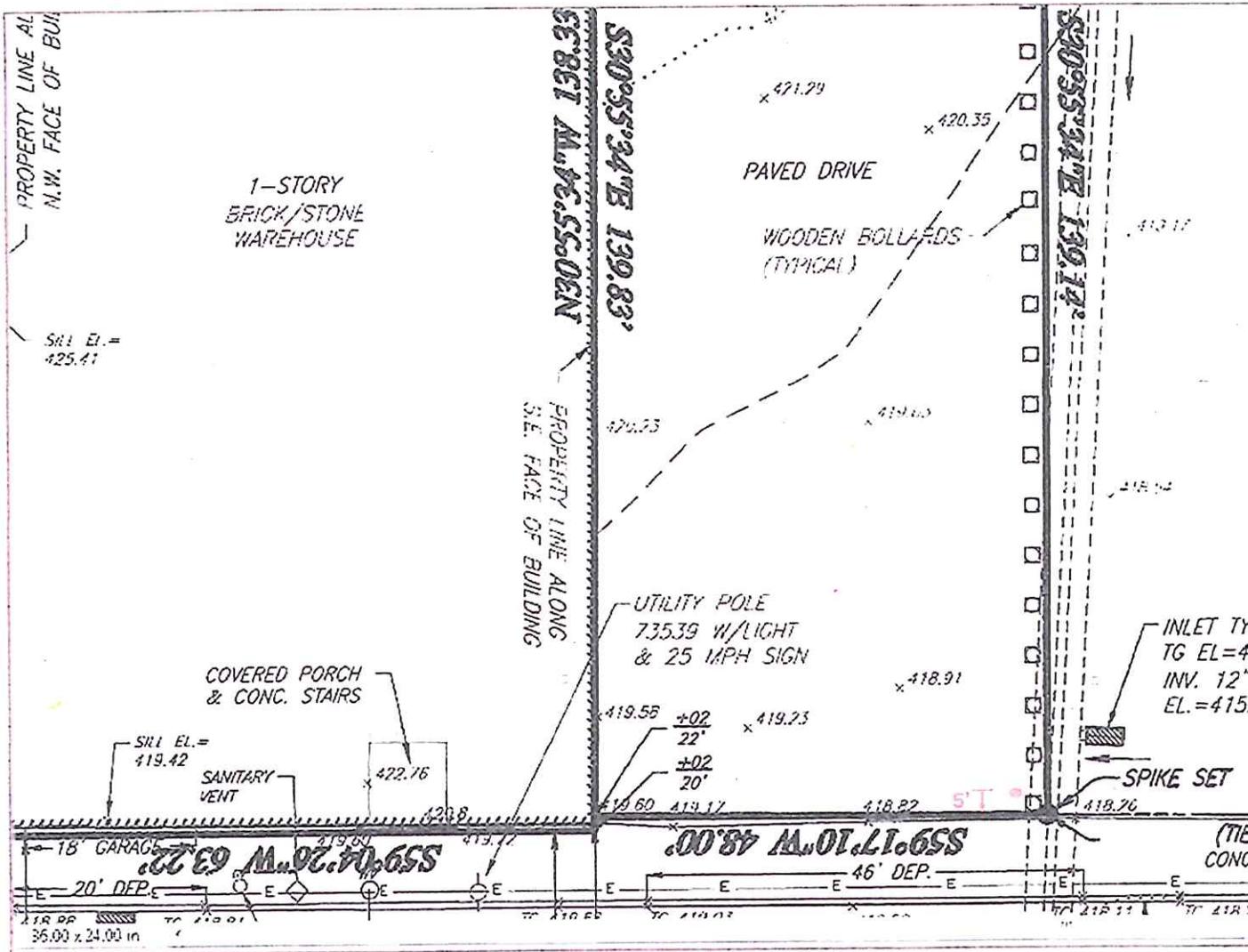
Date
02.23.16

003197

5 of 9

SINGLE-SIDED PnP with DOUBLE-SIDED HEADER | EXPLODED VIEW

PRESENTATION



C1 Pantone 1817 C	C2 Pantone 6775C
CC Black	Pantone 7530 C
CS Pantone 553C	Abel Century Schoolbook Bold

O-2 Photo Re-Image
Scale | NTS

Approved by _____

Date _____

DRAWING FILE
W:\Stanabl
Design\003197_Post and
Panel_Sign.cdr

003197



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REV Design
7 PNO
Designed brand
new option for
client

PM By
ASM PNO
Date
02.23.16

9 of 9

AGENDA

Smart Growth Committee

April 13th, 2016 – 7:30 pm

Committee Members: Diane LeBold (Chair)
Bill Scott
Brian Abbott

Department Head: Mike Perrone

1. Comments, suggestions, petitions by residents in attendance regarding items not on the agenda.

N/A

2. Discuss 632 S. Matlack St., - 5-unit townhouse development

Mike Perrone provided an overview of the townhouse development. Tom Mohr, Esquire who represents the developer, Chris Dulin, reviewed the plan and answered questions by the Committee. No major issues were raised, and the Committee took no action on the sketch plan.

3. Discuss proposed ordinance – Chapter 97-33, “Sidewalks”

Tabled

4. Discuss Food Truck Permit Application Process

The Committee members discussed this item, and the consensus was an ordinance is needed. Staff was instructed to add additional areas in the Borough that could possibly be used as food truck locations and to contact West Chester University to inform them the ordinance was being prepared and ask for their input. (next months agenda)

5. Discuss rental permit fees – 2016

Council discussed this item.

6. Discuss 125 E. Union Street – Property maintenance and code violation remediation recommendation

Mike Perrone provided backup information regarding the police activity and history of the property over the past 2 years. The Committee recommended 3-0 to Council to instruct the Solicitor to seek a search warrant to enter onto the property, to board it up and to remove all occupants if the notice of violation is not complied with.

7. Discuss zoning amendments to MU – Sections 112-34 & 112-36

Tabled

8. Discuss Certificates of Appropriateness:

- a. 133 East Market Street
Brick and Mortar repair on front façade
Approved as presented
- b. 6 South Church Street
Install building mounted sign on side façade
Approved as presented – note: sign will be fastened into mortar joints on brick wall
- c. 30 North Church Street
Install wrought iron fence on front sidewalk to accommodate curbside seating
Approved as presented
- d. 112 South Church Street
Install range hood ventilation duct on side façade
Approved with conditions: news exterior exhaust vent with clarification and conditions that the vent and brackets be painted to match the subdued tones of the brick and all be anchored to mortar joints
- e. 136 East Gay Street
Connect and enclose alleyway between front and rear buildings; finish expanded restaurant space and construct one story addition in rear.
Approved as presented: note, the following are to be used: wood window trim, six panel wood door, wood handrail, clarification that stucco finish be used versus presented siding

The Committee recommended 3-0 to Council to approve all applications and issue certificates of appropriateness.

9. Discuss proposed ordinance – Chapter 112 & 97, Traffic Impact

Mike Perrone provided background regarding the ordinance. Mac Cotter and Joe Platt answered questions, and minor edits were made. The Committee recommended 3-0 to Council to set a date to advertise the ordinance.

Zoning Appeals:

- a. Appeal # 912 - University Student Housing;
 - 1. Allegheny Hall, 121 W. Rosedale Avenue
 - 2. Brandywine Hall, 709 S. New Street
 - 3. Commonwealth Hall, 715 S. New Street
- b. Appeal # 913 – Christopher Dulin – 632 & 634 S. Matlack
- c. Appeal # 914 – Glenn Ammons – 429 N. Walnut St.

No action taken



MEMORANDUM

TO: Michael A. Cotter, Borough Manager
FROM: Michael A. Perrone, C.B.O.
DATE: May 2, 2016
RE: 421 North New Street – Zoning Variance

Recommendation

Simple application for shed installation. Do not have solicitor appear.

Motion

N/A

Background

Applicant is proposing to install a shed on the property line and is asking for a variance from Section 112-88;J



Department of Building, Housing & Codes Enforcement

Regulations for the Protection of Public Health, Safety and Welfare

401 East Gay Street • West Chester, Pennsylvania 19380
610-696-1773 • fax: 610-692-7958 • web: www.west-chester.com

May 2, 2016

NOTICE IS HEREBY GIVEN that the Zoning Hearing Board of the Borough of West Chester, Pennsylvania has scheduled a Meeting at **5:30 pm, June 13, 2016** to be held in Room 240, 401 East Gay Street, West Chester, Pennsylvania. The purpose of this meeting is to hear the following appeal(s).

APPEAL #915

Applicant:

Caitlin Pearson

Property Address:

421 North New Street

Zoning District:

NC-2(C)

Applicant is seeking a variance to install a shed with zero side yard setback. A variance is required from Section 112-88;J.

The application(s) are available for public review at the Department of Building & Housing at 401 East Gay Street, West Chester, Pennsylvania. The above appeal(s) will not necessarily be heard in the order listed. All interested persons will be given an opportunity to be heard at this Public Meeting.

Respectfully,

Michael A. Perrone, C.B.O

Zoning Officer

MAP/dcd

Caitlin Pearson
421 North New Street
West Chester, PA 19104
484-429-0763

Department of Building, Housing, and Code Enforcement
401 E. Gay Street
West Chester, PA 19380
Ph.: 610-696-1773
Fx.: 610-692-7958

To Whom This May Concern:

Through this letter, I would like to request a variance to replace an accessory use structure (shed) that was previously along the side property line. Due to the age and the condition of the wood, the previous shed was torn down. A picture of the space is provided in attachment 1. It is proposed to replace the old structure with a new structure in the same place (along the side property line) as outlined in the diagram in Attachment 2. The property is only 18 feet wide. Therefore, to put a new shed at least 5 feet from the property line, per the accessory use structure requirements outlined in Chapter 112: Zoning, Article XV: Supplementary Regulations Applicable to All Districts, § 112-88 (J), will dramatically change the landscape of the backyard. A detailed plot plan, showing the square foot measurements as well as the percentages of the building coverage, green space, and impervious coverage including the new shed is included in Attachment 2.

The consideration for the variance is much appreciated. Please do not hesitate to contact me if further information is needed in regards to granting the variance.

Sincerely,

Caitlin Pearson

Caitlin Pearson
Homeowner
484-429-0763
Cpearson21@gmail.com





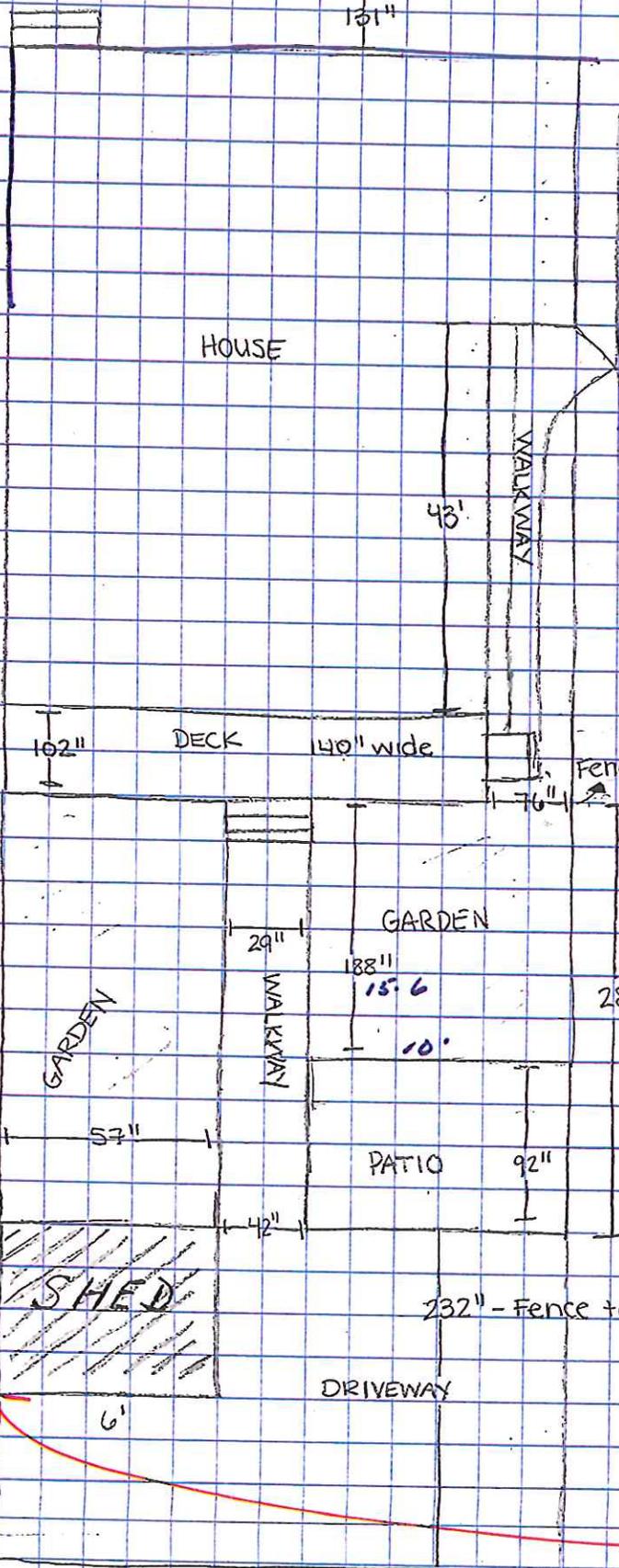
Attachment 1

Attachment 2

N. NEW ST.

421 N. NEW ST.

HC-2 (C)



288" - Deck to fence

232" - Fence to Alley

MIN. 5'-0" SIDE

SETBACK.