

A G E N D A

Borough Council Meeting
February 15, 2023 @ 6:30 PM

Michael Stefano, President	Member, 4 th Ward	Term Expires: 12/31/23
Lisa Dorsey, Vice President	Member, 7 th Ward	Term Expires: 12/31/25
Patrick McCoy	Member, 1 st Ward	Term Expires: 12/31/25
Nick Allen	Member, 2 nd Ward	Term Expires: 12/31/23
Brian McGinnis	Member, 3 rd Ward	Term Expires: 12/31/25
Sheila Vaccaro	Member, 5 th Ward	Term Expires: 12/31/25
Bernie Flynn	Member, 6 th Ward	Term Expires: 12/31/23

Mayor: Lillian L. DeBaptiste

Borough Manager: Sean Metrick

February 15, 2023 Public Hearings:

- 1) An Ordinance of the Borough of West Chester, Chester County, Pennsylvania, amending Chapter 112, titled “Zoning” to exempt from regulation all signs erected, altered, rebuilt, enlarged, extended, relocated or maintained by the borough within the borough or authorized by the Borough to be erected, altered, rebuilt, enlarged, extended, relocated or maintained on buildings used for municipal use within the Borough; all in accordance with the code of the borough of West Chester and the Pennsylvania municipalities planning code.
- 2) An Ordinance of the Borough of West Chester, Chester County, Pennsylvania, amending the code of the Borough of West Chester, Chapter 104, titled “Vehicles and Traffic,” Section 104-45 to add a handicapped parking space on the north side of East Miner Street at 501 East Miner Street, the west side of South Penn Street at 712 South Penn Street and the south side of West Miner Street at 120 West Miner Street; and to remove handicapped parking spaces at 428 West Chestnut Street, 703 South Adams Street and 349 East Biddle Street.

Borough Council Meeting:

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Comments, suggestions, petitions by residents in attendance regarding items that are not on the agenda
- 4) Comments by the Borough Council and the Mayor
- 5) DISCUSSION:
 - A) Boards/Commissions/Committee Appointments:

Cassandra Jones	Planning Commission
Christian Dubbs	Human Relations Commission
Rich Heiland	Human Relations Commission

6) CONSENT:

- A) Approve the appointment of Michael Galey, Esq., to the Business Improvement District Board of Directors
- B) Approve a letter of grant endorsement for Chester County Department of Facilities for exterior courthouse renovation (attachment)
- C) Approve participation in the 2023 Household Hazardous Waste Collection program. (attachment)
- D) Approve a one-year agreement with Hough Associates to prepare PA DEP 904 Recycling Performance Grant Application for CY 2022 (attachment)
- E) Instruct the Solicitor to prepare an Ordinance and schedule a public hearing on May 17, 2023 to approve the loading zone at 100 N Church Street, west side; remove the handicap parking spaces at 412 Hannum Avenue and 1 South Bradford Avenue; and, install a handicap parking space at 330 Sharpless Street
- F) Approve a Resolution to amend the fee schedule to include fees for posting no parking signs for commercial businesses: \$1.00/sign; and, \$6.25 per block and/or 15 minutes of labor time to install the sign(s); \$6.00 fee for residential parking permit guest passes, \$2.00 for replacement passes; Lot #6, Adjacent - Business Permit, \$75/space; Lot #7 - Meter \$1.50/per hour; and, Lot # 11 - Kiosk \$1.50/per hour (attachment)
- G) Approve the request from the West Chester Fire Department to add fire hydrants; and, direct the Borough Manager to send correspondence requesting the following additions (attachment)
 - 1) Add a hydrant at the corner of S High Street and E Nields Street
 - 2) Add a hydrant at the corner of S High Street and E Rosedale Avenue
- H) Approve January 2023 HARB Certificates of Appropriateness (attachment)
 - 1) **2023-01: 125 E. Market St-Peter Seelaus**
Proposed work: Exterior brick and mortar repair
Recommendation: The Board recommends a Certificate of Appropriateness for Application 2023-01 as submitted with the condition that the applicant follow the guidance on historic mortars as identified in the Design Guidelines and not damage or increase the size of the existing mortar joints.
 - 2) **2023-02: 133 E. Market St-Peter Seelaus**
Proposed work: Repair brick, brick mortar and repair
Recommendation: The Board recommends a Certificate of Appropriateness for Application 2023-02 as submitted with the condition that the applicant follow the guidance on historic mortars as identified in the Design Guidelines and not damage or increase the size of the existing mortar joints.

3) **2023-03:** **137 E. Market St-Peter Seelaus**
Proposed work: **Repair brick, brick mortar and repair**
Recommendation: *The Board recommends a Certificate of Appropriateness for Application 2023-03 as submitted with the condition that the applicant follow the guidance on historic mortars as identified in the Design Guidelines and not damage or increase the size of the existing mortar joints.*

4) **2023-05:** **40 S. High St-Benjamin Rowe**
Proposed work: **Sign & Exterior Paint**
Recommendation: The Board recommends a Certificate of Appropriateness for Application 2023-05 as submitted with the condition that the sign components be black rather than white and recommended that new paint colors be complimentary to the existing colors and limited to forms that related to the architecture of the facades.

I) Approve a Resolution to appoint delegates to the Chester County Tax Collection Committee (attachment)

J) Approve the January 17 and 18, 2023 Borough Council Meeting Minutes

7) Other Business:

a) Announce the purpose of the February 15, 2023 Executive Session

Adjournment

How to Engage in Public Comment During a Borough Council or Committee Meeting

Public Comment is heard at three different points during Borough Council meetings:

- ***BEFORE CONSIDERATION OF ITEMS ON THE AGENDA*** - The public is permitted to make public comment on any matter not on the agenda. You will have three minutes to make your statement, unless the President or Chair has announced otherwise, so please come prepared.
- ***BEFORE ACTION*** on a motion or an agenda item. Public Comment at this stage is limited to the item under discussion. As above, please keep your comments to three minutes.
- ***AFTER ACTION ON ALL AGENDA ITEMS HAVE BEEN ACTED***. Public Comment is open to any legitimate item of business that can be considered by Council or the Committee. Again, please keep your comments brief.

How to make a comment:

- The President or Chair will announce an opportunity for public comment, either on a specific issue or generally, depending on where we are in the agenda (see above).
- After you are recognized by the President or Chair, come to the microphone, and state your name and address for the record.
- You may then make your comment or ask your question. As noted above, you will have three minutes to make your statement, unless the President or Chair has announced otherwise.