



Parking Committee Meeting  
**June 10, 2025 @ 6:00 PM**  
*This meeting is recorded for public record.*

**Committee Members:**

Sheila Vaccaro, Chair

Lisa Dorsey

Bernie Flynn

**Director of Parking Services:** Ramsey Reiner

**Borough Manager:** Sean Metrick

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**Parking Committee Meeting:**

I. Call to Order

II. Announcements

III. Comments

Comments, suggestions, petitions by residents in attendance regarding items that are not on the agenda. Please be advised that all public comment has a 5-minute time limit.

IV. Reports

A. Garage Management Report

B. Director's report

V. Old Business

A. Motion to approve May 2025 Parking Committee meeting minutes

VI. New Business

A. Motion to approve Flash Express Pay Parking agreement

*Issue: Flash will provide one year of free payment enhancement technology for both Borough garages to allow registered parkers easy in and out access at all Flash locations.*

B. Motion to amend memorandum of understanding with Hotel Indigo for overage of allotted monthly parkers in the amount of \$7 per day per car.

C. Discuss parking satisfaction survey

D. Motion to approve updated resolution for Brandywine Valley Wayfinding Project  
*Issue: Resolution required for project*

E. Motion to approve Resolution regarding handicapped parking spaces

1. 708 S. Adams Street- add

2. 108 S. Adams Street- add

*Issue: Add Handicapped parking spaces to indicated properties*

VII. Other Business

VIII. Adjournment

Visit [www.west-chester.com](http://www.west-chester.com) for access to all attachments.

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## AGENDA

### Parking Committee of Borough Council

**Date:** Tuesday, May 13, 2025 @ 6:00 PM

**Committee Members:** Sheila Vaccaro (Not present), Chair (Patrick McCoy)  
Lisa Dorsey  
Bernie Flynn

**Staff:** Ramsey Reiner, Director of Parking Services  
Sean Metrick, Borough Manager

I. **Call to order** Patrick McCoy at 6:25 PM

II. **Announcements** None

III. **Comments, suggestions, petitions by residents in attendance regarding items not on the agenda. (Please be advised that all public comments have a 5-minute time limit.)** None

IV. **Reports**

A. **Garage Management Report** Chris Hankins stated April was higher than budgeted (large groups caught up on payments. Monthly parkers are up. Last month it was talked of a parameter in place for the night parkers. Colonial is working with Ramsey to do the same for the daytime parkers. Parkers are getting what they are paying for. Patrick McCoy asked about what type of feedback they had received from the parkers. Chris Hankins said there has not been a lot of push back since they are getting what they paid for. Patrick McCoy questioned the parameters. Chris Hankins said they are set up with a 15-minute grace period.

B. **Director's report** Ramsey Reiner stated has a new format for the Directors Report. PennDOT is allowing the Borough on street dining platforms until 2026 (Including Mercados). Bernie Flynn commented that motorcycles are parked and not paying. Ramsey said she would look at it. By July the meters will be removed. Meter monitoring will increase by \$0.30 per meter. John O'Brien is helping with notifying the businesses. We made a post card to hand out to parkers that includes lots. On street parking will be 3-hour max. You will be required to move to a lot if you are parking long term. Streets will be properly signed, and postcards will be issued to parkers. Bernie Flynn received a call about it. Questioned if you are longer than 3 hours you want parkers to Move. Ramsey stated they can move to a lot or garage where there is long-term parking. The original intention/ordinance was to have short term parking at the meters for those coming into town for dinner and quick trips. It should also help with Door Dashers. Lisa Dorsey questioned the March figure for the parking garage revenue and is higher. Ramsey said it was recouped from some of the changes when we transitioned. Bernie Flynn asked about the parking maintenance for the garages and has the new vendor point out any new issues. Ramsey stated no major concerns. She suggested an RFQ for an elevator maintenance company. Otis very expensive. Ramsey is working on fire suppression and fire safety systems to get them with the same company.

1. **Permit petition policy** Ramsey stated that it seems fine but wants to put a pause on any new permit areas.

2. **Public survey** She would like for the month of June to conduct a parking survey for residents and business owners to understand their parking needs. Parking is working on the auto renewal for all homeowners. Monica and Ramsey will work on a survey to send out. Any suggestions or questions you can contact us, and they will be added to the survey.

**V. Old Business**

- A. **Motion to approve April 2025 Parking Committee meeting minutes (attachment)** Approve 2-0

**VI. New Business**

- A. **Katie Walker, ED of West Chester Chamber of Commerce, to discuss Christmas Parade.** Katie stated they had several conversations last year regarding the bill from the borough that helps support the event. It was higher than the previous years. She discussed the cost to park for the special event parking fee. Katie would like the fee to be \$20.00 and spread to the lots as well. She would also like the fee to begin earlier in the day. She would like it to start around 2-3 PM due to parkers parking earlier and avoiding the fee. Lisa Dorsey stated that she does not know she would support the \$20.00 fee. She suggested spreading the fee to the surface lots. Bernie Flynn questioned the revenue amount. Chris Hankins suggested reservations. Bernie Flynn asked Katie if she would meet with a few council members to go over the profit loss for the Christmas Parade and she agreed to it. Bernie Flynn suggested for parkers who do not pay and receive tickets the ability to split that cost. Ramsey stated we could find a way to man the lots appropriately.
- B. **Consideration of motion to modify monthly parking hours for daily parkers from 6am-9pm to 6am-6pm.** Approved 2-0  
*Issue: Monthly parking for daytime hours extend far into the evening and should be closer to work hours. Anyone needing extra time in the Borough can use the 24/7 rate.*
- C. **Consideration of motion to award bid for Garage Membrane Project to CPS Construction Group. (attachment)** Patrick McCoy questioned if this was for all floors. Sean Metric explained the process. Approved 2-0  
*Issue: Bid for garage membrane at Bicentennial Garage to CPS Construction Group in the amount of \$167,700. Capital budget amount is \$285,000 carried over from 2024.*

**VII. Other business** Full Time Parking Officer needed. Job has been posted

**VIII. Adjournment** Patrick McCoy 7:10 PM

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## EXPRESS PAY PROGRAM AGREEMENT

**THIS EXPRESS PAY PROGRAM AGREEMENT** (this “**Agreement**”), made effective as of the date of the last signature hereto (the “**Effective Date**”), is entered into by and between FlashParking, Inc., a Delaware corporation (together with its Affiliates, “**Flash**”) and [\_\_\_\_] (together with its Affiliates, “**Customer**”).

### RECITALS:

**A. WHEREAS**, Flash has launched its Express Pay Program (the “**Program**”) to provide certain preferred customers with Flash Vision Mark IV license plate recognition cameras (the “**Flash Cameras**”) at exclusive pricing.

**B. WHEREAS**, Customer desires to participate in the Program.

**C. NOW, THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

- 1. Obligations of Flash.** Flash will provide the following services as part of the Program:
  - (a) Flash will provide and install [ ] Flash Cameras at Customer’s site located at [ ] (the “**Site**”) at Flash’s cost and expense.
  - (b) Flash warrants that the Flash Cameras will be free from defects in materials and workmanship under normal use for a period of one (1) year from the date of installation. In the event a Flash Camera is found to be defective during this period, Flash will, at its option, repair or replace such defective Camera at its cost and expense during normal business hours.
  - (c) Flash will provide all required Express Pay related signage for motorists to pay for their parking sessions.
- 2. Obligations of Customer.** As consideration for its participation in the Program, Customer commits to the following:
  - (a) Customer will activate its applicable inventory at the Site for listing on ParkWhiz, BestParking and Flash’s third-party demand channels (the “**Reservations Services**”). Additionally, Customer will activate Flash’s express pay solution (“**Express Pay**”) at the Site. These services are subject to the agreement between the parties for the provision of Flash’s digital services (the “**Digital Services Agreement**”). Express Pay transactions shall be subject to the following fees:

<b>Fee</b>	<b>Description</b>
Base Price	The price set by Customer to park at the Site, including any applicable sales taxes.
Gross Sale Price	The amount displayed to and paid by the motorist, equal to the Base Price, minus any discounts, validations or coupons applicable to the transaction, plus the applicable Flash Transaction Fee.
Flash Credit Card Processing Fee	Four percent (4%) of the Gross Sale Price, paid by Customer to Flash.
Flash Transaction Fee	Up to 15% of the Base Price, set in Flash’s sole discretion.

Customer Proceeds	Gross Sale Price minus the applicable Flash Credit Card Processing Fee and the Flash Transaction Fee.
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- (b) Customer will allow Flash to manage and promote Customer’s digital presence on all non-proprietary demand channels outlined in Section 3 below.
- (c) Customer will cooperate with Flash to allow for the installation of the Flash Cameras and required signage.

**3. Management of Digital Listings.**

- (a) **Grant of Authority.** Customer hereby explicitly grants Flash the authority to Co-Manage Customer’s Digital Parking Listings. As used herein, “**Digital Parking Listings**” means the Customer and its Affiliates’ parking facilities’ business listings on third-party applications, websites or platforms, including but not limited to Google, Google Maps, Waze, Yelp, Bing, Apple Maps, Yahoo, Facebook and any similar applications, websites or platforms, whether in existence on the Effective Date or at any point during the Term, and “**Co-Manage**” means (i) to claim or re-claim a Digital Parking Listing if the applicable Digital Parking Listing is not in Customer’s control, or (ii) to be added as a manager for a Digital Parking Listing by Customer if the Digital Parking Listing is in the Customer’s control.
- (b) **Branding.** For the avoidance of doubt, Customer will retain control over decisions regarding branding of its Digital Parking Listings. Customer will allow Flash to include “Powered by Flash” in such branding, which shall be secondary in size and prominence to Customer’s branding.
- (c) **Promotion of Digital Listings.** Where permitted by such third-party applications, Flash will promote Customer’s Digital Parking Listings to drive bookings and improve the position of the Digital Parking Listing and its rating by passing all current and future positive ParkWhiz reviews to such Digital Parking Listing, adding photos and such other services.

**4. Confidentiality.** Each party agrees that it will not disclose to any third party any non-public, confidential or proprietary information it obtains with respect to the other party pursuant to this Agreement, including the terms of this Agreement and the Program (“**Confidential Information**”) except as expressly permitted hereunder, and shall protect such Confidential Information by using the same degree of care as it uses to protect and its own Confidential Information of similar value and sensitivity, but not less than reasonable care.

**5. Term.** The initial term of the Agreement is twelve (12) months commencing on the Effective Date (the “**Initial Term**”) and shall renew for equivalent terms upon written consent of both parties (email to be sufficient) (each, a “**Renewal Term**” and together with the Initial Term, the “**Term**”). Upon expiration of the Term, Customer may continue to utilize Express Pay and Reservations Services at the rates set forth herein and in the Digital Services Agreement. In the event that Customer opts to discontinue Reservations Services and/or Express Pay Services, Customer shall pay Flash a fee of \$25 per Flash Camera on a monthly basis in order to continue to utilize the Flash Cameras.

**6. Assignment.** Neither party may assign any of its rights or obligations under this Agreement without the prior written consent of the other party, such consent not to be unreasonably withheld; provided, that either party may (with notice but without the prior consent of the other party) assign this Agreement: (a) by operation of law or (b) pursuant to a merger or acquisition of all or substantially all of its stock or assets. This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and permitted assigns.

7. **Relationship of the Parties.** The parties are independent contractors, and, except for Section 3(a), nothing in this Agreement will be construed to constitute or appoint any party as the agent, Customer, joint venturer or representative of the other party for any purpose whatsoever, or to grant to any party any right or authority to assume or create any obligation, express or implied, for or on behalf of any other, or to bind any other in any way or manner whatsoever.
8. **Governing Law.** This Agreement, including, the performance and enforceability hereof, shall be governed by and construed in accordance with the laws of the State of Texas, without reference to the principles of conflicts of law that would cause the application of the laws of a State other than Texas and the venue of any action brought hereunder shall lie in the U.S. District Court for the Western District of Texas.
9. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be effective upon delivery and, thereafter, shall be deemed to be an original, and all of which shall be taken as one and the same instrument with the same effect as if each party had signed on the same signature page. This Agreement may be transmitted by e-mail in portable document format (“pdf”) and signatures appearing on e-mail instruments shall be treated as original signatures.

\*\*\*

**IN WITNESS WHEREOF**, the Parties hereto have executed this Express Pay Program Agreement as of the date set forth below.

**FLASHPARKING, INC.**

**CUSTOMER**

By:

By:

Name:

Name:

Title:

Title:

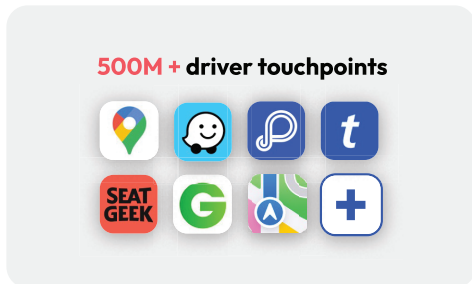
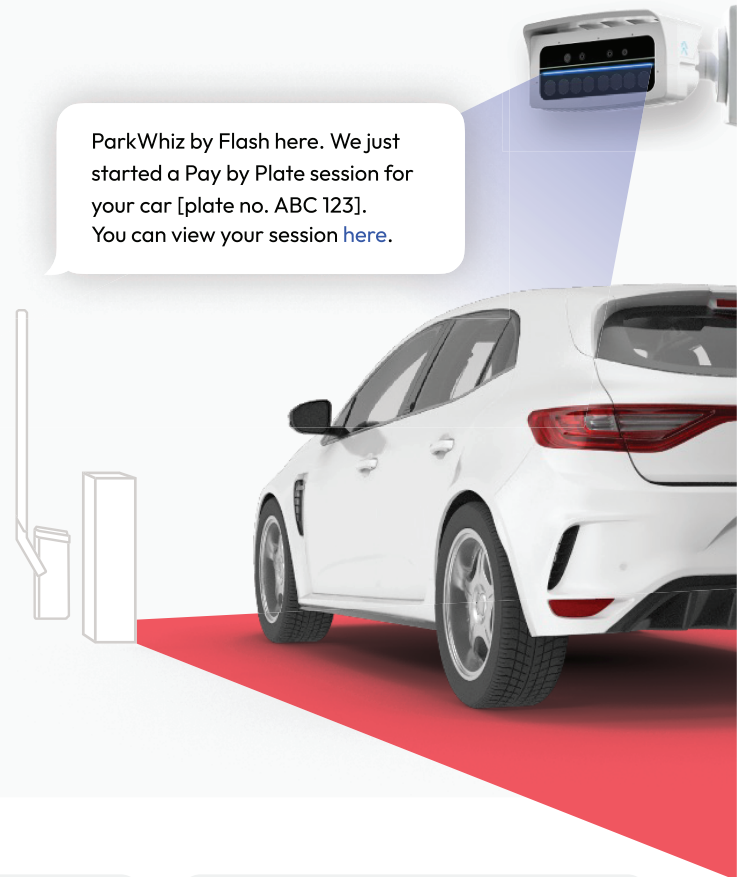
Date Signed:

Date Signed:

## EXPRESS PAY

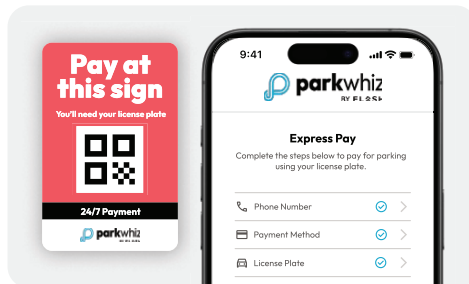
# The ultimate parking experience. Simply drive in & drive out.

Build loyalty with drivers by activating Express Pay to deliver the most seamless experience in parking. Locations with Express Pay - made possible by Flash's state-of-the-art platform - allow millions of trusted drivers to enjoy effortless entry and exit at all active locations. On-site cameras register vehicles, gates open (if required), digital payments are processed, and drivers are notified of everything via text message. The red carpet experience for parking has arrived.



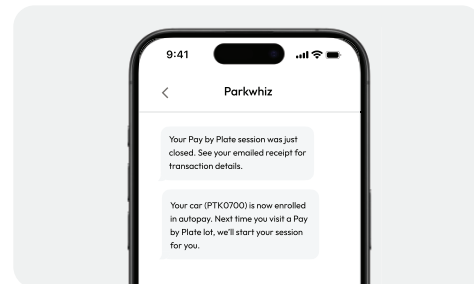
### RECOMMENDATION

Flash has embedded reservable parking in the apps drivers use every day to direct digital demand to your locations.



### REGISTRATION

Every reservation or digital payment is an opportunity for drivers to register for the Express Pay experience.



### RECOGNITION

Flash's state-of-the-art platform, with unrivaled LPR performance, allows drivers to simply drive in and out at any Express Pay-enabled location.

## Advantages of Express Pay

### SPEED

Gates vend in 2 seconds or less - perfect for events and high-traffic operations.

### RELIABILITY

Built on the foundation of ParkWhiz by Flash, which processes 1.6 million+ transactions every month.

### SECURITY

Secure third-party wallet transactions, meaning payments never fail.

### CONSISTENCY

Offer a user-friendly experience across all locations.

### REVENUE PROTECTION

Revenue capture is ensured. Unpaid drivers engaged via compliance protocols.

### TRANSPARENCY

Offer your drivers transparency and allow them to set their own wallet preferences.

## VISION

# The AI-enabled camera designed for parking

Vehicle recognition technology sits at the core of seamless parking experiences. As effortless License Plate Recognition (LPR) access becomes the standard, not the exception, you need a camera built for parking. Here it is.

## Unrivaled parking performance

Flash has set a new standard for reliability with parking-specific engineering, delivering higher capture + accuracy rates to secure revenue by reducing mismatching and leakage.

## Unprecedented resolution

48-megapixel optical sensors gather more data for every vehicle scanned, leading to higher fidelity. From smaller stacked characters on a plate to finer fonts on a temporary plate, superior resolution delivers superior accuracy.

## Dual illumination

Most cameras have infrared illuminators or white light illuminators. With wide variability in lighting conditions in parking, either/or simply isn't good enough. Vision has both, and they operate with 2 different sensors simultaneously.

## LPR and more

Vision detects vehicles, reads license plates, and then analyzes the vehicle to determine other characteristics such as vehicle jurisdiction, make, color, and even type. In cases where a license plate is not available, vehicles may be searched based on other characteristics.

## Seamlessly power parking experiences with Vision



Easy to install with a process that has you up and running in minutes, not hours.



Real-time visual feedback with LEDs at the front of the unit to convey operational status by color and pattern.



Reduced infrastructure requirements with POE+ units that use a single connection for power and communications.



An all-new portal to monitor system status and key performance metrics from any connected device.



Specifications	VISION
Camera Sensors	Analytics Sensors 1X 48MP White Light Paired Sensor 1X 48MP IR Light Paired Sensor Each sensor (configurable); 3840X2160@42FPS, 4000X3000@30FPS, 5312X6000@10FPS Stereo Depth Tracking Sensors 2 sensors 1280X720 (720P)
Capture Range	4-35ft (1.2-10.7M)
Dimensions	7.25"X4"X9" (18.5cmX10cmX23cm)
Weight	3.26lbs (1480g)
Illuminator	Unit contains both 740nm and WHITE lite illumination for effective use in all light conditions including total darkness.
Context Camera sensor	48 MP with Quad Bayer Coding color filtering.
Available Color(s)	White
Operating Temperature	Operating temperature -40°F to 158°F (-40°C to 70°C) ambient Storage Temperature: -40°F to 185°F (-40°C to 85°C)
On Board Vehicle Analytics	On-board AI analytics dedicated processor with 30 tera-operations per second(TOPS).On board analytics include: Vehicle plate, jurisdiction (plate state), make, color, type, and direction of travel.
Power Input	Power input PoE+ (Power over Ethernet) 802.3at : 20W, 14 W typical
Sealing	Sealing (water/dust protection) IEC 60529: IP67 ASTM B117
Still image compression	JPEG compression for ALPR and Context still images
Data Interface	Data interface LAN: 1 x 10/100/1000 Base-T Ethernet port
Video Streaming	H.264 Encoding
Mechanical Vibration	Vibration IEC 60068-2-64 ISTA 2A
Safety	IEC 62368-1
Electromagnetic immunity & emissions	Table FCC- 47 CFR 15 SP B ISED ICES-003 I7
Mounting	Pole , ceiling and wall mount included
Order SKU	TableFVR-Mark4

## **FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING**

This First Amendment to the Memorandum of Understanding is made and entered into this \_\_\_ day of June, 2025, by and between WEST CHESTER HOTEL, LLC, a Pennsylvania limited liability company having an address at \_\_\_\_\_ (“Hotel”), and the BOROUGH OF WEST CHESTER, a home rule municipality organized and existing under and pursuant to the laws of the Commonwealth of Pennsylvania having an address at 401 E. Gay Street, West Chester, PA 19381 (“Borough”).

WHEREAS, Hotel and Borough entered into a Memorandum of Understanding dated December 18<sup>th</sup>, 2024, in which Hotel ~~leased purchased~~ 55 parking spaces on an ongoing monthly basis in the Chestnut Street parking garage (the “MOU”), and

WHEREAS, Hotel and Borough desire to amend certain provisions of the Agreement;

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Hotel and Borough agree as follows:

1. **Section 2.0 Parking Rates** of the MOU shall be modified to add the following:
  - 2.3 In the event that on any calendar day, the Hotel exceeds 55 guest cars in the Chestnut Street parking garage, the Borough will charge the Hotel \$7.00 per car in excess of 55. Charges for exceeding the 55 spaces the Hotel has ~~leased purchased~~ on a monthly basis shall be billed to the Hotel in arrears and include detail for each day when the Hotel’s parking exceeded 55 ~~their~~ monthly spaces.
2. All other terms and conditions of the MOU not herein modified shall remain the same and unchanged, and by executing this First Amendment to Memorandum of Understanding, Hotel and Borough ratify and affirm all of the terms and conditions of said MOU not specifically amended herein.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to the Memorandum of Understanding on the day and year first above written.

BOROUGH OF WEST CHESTER

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

WEST CHESTER HOTEL, LLC

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Brandywine Valley  
Replacement Signage Program**

Sponsored by:  
The Chester County Convention  
& Visitors Bureau, through  
Chester County, PA

**WEST CHESTER**

**PROGRAMMING:**  
Sign Location Plan  
Message Schedule

**Revised: July 01, 2024**

merJe

MERJE | ENVIRONMENTS & EXPERIENCES  
5 W. Gay St.  
West Chester, PA 19380  
T 484.266.0648  
[www.merjedesign.com](http://www.merjedesign.com)

**1** | Sign Menu

**SPECIFICATIONS**

Refer to the Brandywine Valley Wayfinding and Signage System design intent documentation for sign type drawings, material call-outs and installation methods.

Refer to the Brandywine Valley Wayfinding and Signage System message schedule for all sign type messages, location numbers, quantities, and specific location details.

**NOTES:**

1. General sign locations are provided on these plan sheets.
2. The Message Schedule provides more detailed guidance of sign location in the Remarks column.
3. Refer to the Message Schedule for the final messages of each sign.
4. Utilize the above Legend to help determine sign types, and other details of location.

ENVIRONMENTS & EXPERIENCES

**merJE**

5 W. Gay St.  
West Chester, PA 19380  
T 484.266.0648  
[www.merjedesign.com](http://www.merjedesign.com)

DATE 08/11/23

DRAWN BY: LH

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to this office for approval prior to proceeding with fabrication. All copy shall be proofread by client and legal requirements checked by legal department.

REVISIONS 07/01/24

CLIENT / PROJECT  
**Brandywine Valley**  
Wayfinding and Signage System  
WEST CHESTER

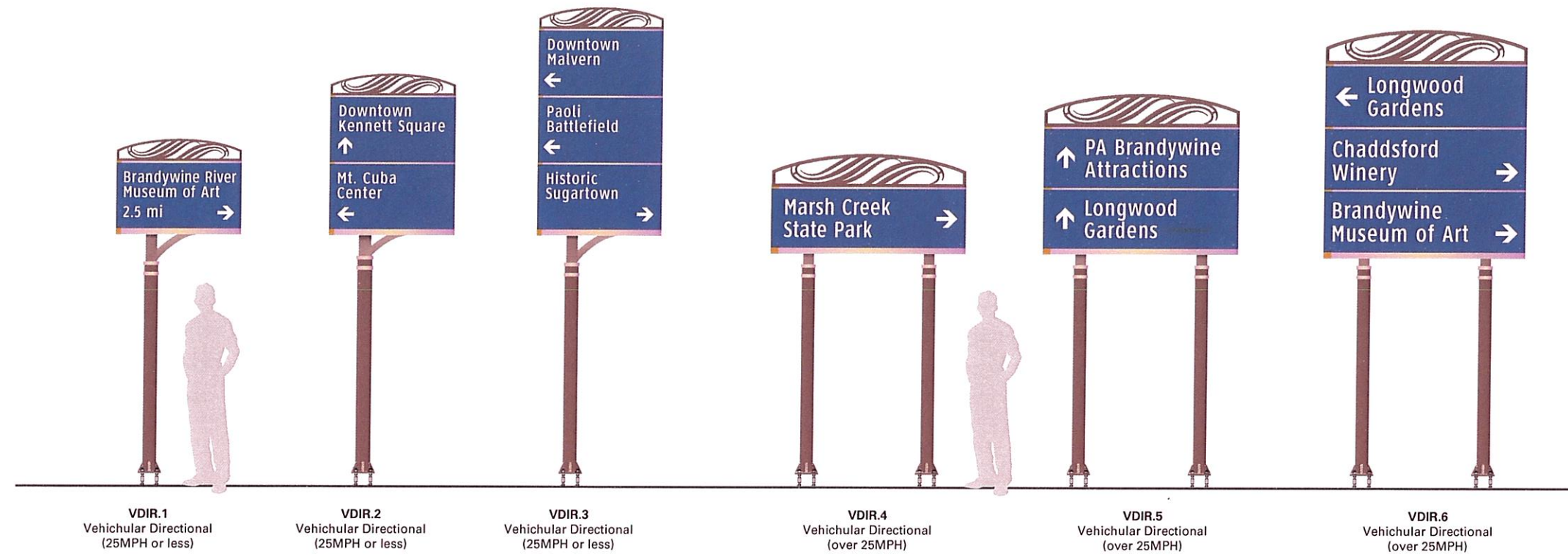
PROJECT NO.

SHEET TITLE

**Sign Menu**

SHEET NO.

**1**



**VDIR.1**  
Vehicular Directional  
(25MPH or less)

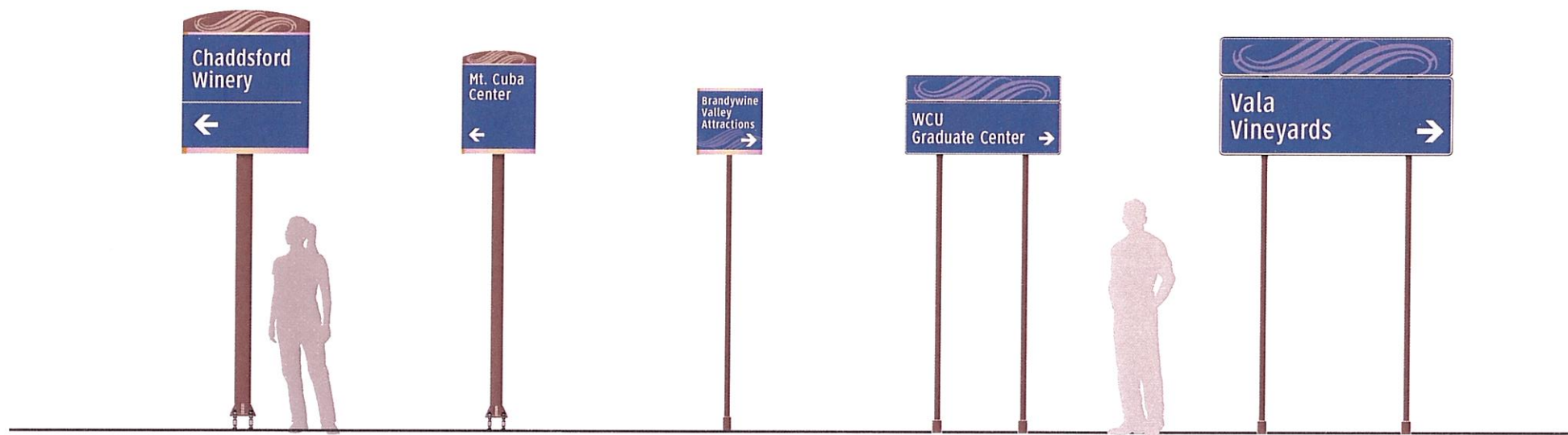
**VDIR.2**  
Vehicular Directional  
(25MPH or less)

**VDIR.3**  
Vehicular Directional  
(25MPH or less)

**VDIR.4**  
Vehicular Directional  
(over 25MPH)

**VDIR.5**  
Vehicular Directional  
(over 25MPH)

**VDIR.6**  
Vehicular Directional  
(over 25MPH)



**TRAIL.1**  
Vehicular Trailblazer  
(over 25MPH)

**TRAIL.2**  
Vehicular Trailblazer  
Residential area  
(25MPH or less)

**RES.1**  
Vehicular Sign  
Residential area  
(25MPH or less)

**VDIR.7.1, 7.2, 7.3**  
Vehicular Directional  
(25MPH or less)

**VDIR.8.1, 8.2, 8.3**  
Vehicular Directional  
(over 25MPH)

## **2** | Sign Location Plan



LEGEND	
	Destination
	BV Replacement
	TODs Replacement
	Other Replacement
	NEW SIGN
	Historic District
	Municipality
	Existing BV sign (to remove)

**SPECIFICATIONS**

Refer to the Brandywine Valley Wayfinding and Signage System design intent documentation for sign type drawings, material call-outs and installation methods.

Refer to the Brandywine Valley Wayfinding and Signage System message schedule for all sign type messages, location numbers, quantities, and specific location details.

- |                                       |   |
|---------------------------------------|---|
| 1 Downtown West Chester               | 42 Chester Co Conf. & Visitors Bureau   |
| 2 Downtown Kennett Square             | 47 People's Light                       |
| 3 Downtown Malvern                    | 48 Brandywine Battlefield Park          |
| 6 St. Peters Village                  | 49 Treehouse World                      |
| 7 Historic Sugartown                  | 40 Chester County Historic Society      |
| 8 Historic Waynesborough              | 41 Hopewell Furnace Nat'l Historic Site |
| 9 Lukens Historic District            | 43 The Mill at Anselma                  |
| 10 Historic Yellow Springs            | 44 Paoli Battlefield                    |
| 12 Jenkins Arboretum & Gardens        | 45 Valley Forge Nat'l Historic Park     |
| 18 Longwood Gardens                   | 46 Chadds Ford Winery                   |
| 17 Welkinweir                         | 47 Galer Estate Vineyard & Winery       |
| 19 American Helicopter Museum         | 48 Paradox Winery                       |
| 20 Brandywine River Museum of Art     | 49 Penns Woods Winery                   |
| 24 Nat'l Iron & Steel Heritage Museum | 50 Va La Vineyards                      |
| 25 French Creek State Park            | 51 Herrs Factory Tour                   |
| 26 Marsh Creek State Park             | 53 Ice Line                             |
| 28 Hibernia County Park               | 54 United Sports Complex                |
| 29 Nottingham County Park             | 55 Downtown Downingtown                 |
| 31 Warwick County Park                | 61 Kreutz Creek Winery                  |
| 35 Brandywine Airport                 | 63 Historic Marshalton                  |
| 36 Westlake Tree Farm                 | 64 WCU Graduate Center                  |

- NOTES:**
- General sign locations are provided on these plan sheets.
  - The Message Schedule provides more detailed guidance of sign location in the Remarks column.
  - Refer to the Message Schedule for the final messages of each sign.
  - Utilize the above Legend to help determine sign types, and other details of location.

ENVIRONMENTS & EXPERIENCES

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[www.merjedesign.com](http://www.merjedesign.com)

DATE	08/11/23	CLIENT / PROJECT	<b>Brandywine Valley</b> Wayfinding and Signage System
DRAWN BY:	LH		WEST CHESTER
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to this office for approval prior to proceeding with fabrication. All copy shall be proofread by client and legal requirements checked by legal department.		PROJECT NO.	
REVISIONS	07/01/24	SHEET TITLE	<b>Sign Location Plan</b>
		SHEET NO.	<b>SL.1</b>

### **3** | Message Schedule

SIGN MESSAGE SCHEDULE

MERJE | ENVIRONMENTS AND EXPERIENCES  
 5 W. Gay St. West Chester, PA 19380  
 484.266.0648  
 www.merjedesign.com

Client: **Brandywine Valley**  
 Project: **Wayfinding & Signage**

Submittal: **Secondary\_V2**  
 Date: **July 01, 2024**

Phase:	Location No:	Sign Type:	Qty:	City / Area:	Sheet No:	Message:	Comments:
1	241	VDIR.3	1	West Chester		< Downtown West Chester < Chester County History Center West Chester University >	
Mounting		Longitude				-75.600540	
Removal No:		Latitude				39.955590	
1	242	VDIR.2	1	West Chester		Downtown West Chester > Chester County History Center >	Replace existing BV wayfinding sign
Mounting		Longitude				-75.611483	
Removal No:		Latitude				39.950540	

## 4 | Location Photos

COMMENTS:

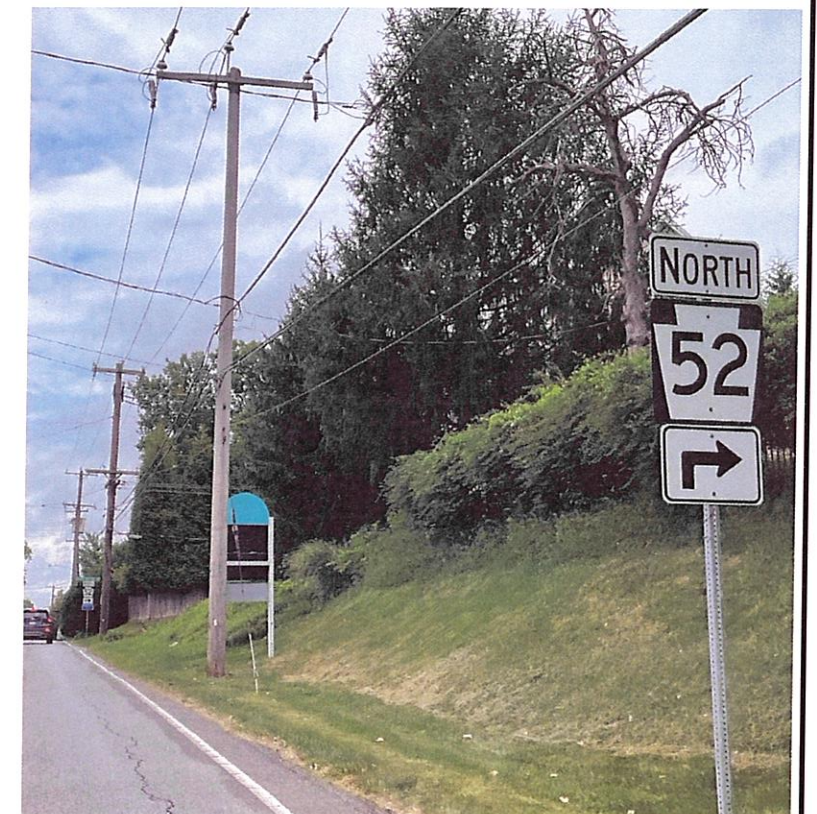
Locate 15 ft West of edge of bush  
West Chester Borough



LOCATION NO. 241
SIGN TYPE: VDIR.3
PLAN SHEET: SL.1

COMMENTS:

Replace BV sign  
West Chester Borough



LOCATION NO. 242
SIGN TYPE: VDIR.2
PLAN SHEET: SL.1

COMMENTS:

COMMENTS:

LOCATION NO.
SIGN TYPE:
PLAN SHEET:

LOCATION NO.
SIGN TYPE:
PLAN SHEET:

REVISIONS		
DATE	BY	DESCRIPTION
07/01/24		

ENVIRONMENTS & EXPERIENCES

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5 W. Gay St.  
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[www.merjedesign.com](http://www.merjedesign.com)

FABRICATOR
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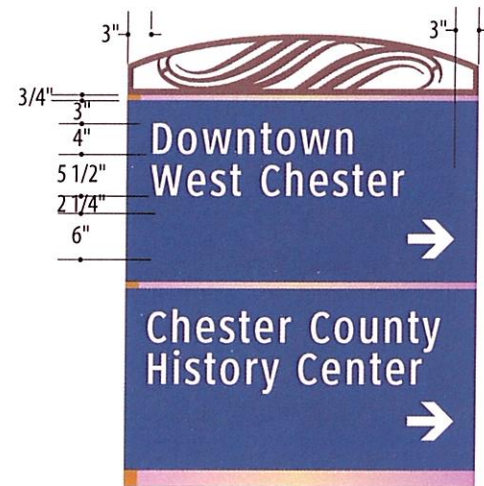
CLIENT / PROJECT

**Brandywine Valley, PA**  
Replacement Wayfinding Program  
Vehicular Locations

DATE: August 24, 2023
DRAWN BY:
SHEET NO.

**LP.1**

## **5** | Graphic Layouts



Location 242

1 Graphic Layouts: VDIR.2  
SCALE: 1/2" = 1'-0"



Location 241

2 Graphic Layouts: VDIR.3  
SCALE: 1/2" = 1'-0"

**SPECIFICATIONS**

- NOTES:
1. General sign locations are provided on these plan sheets.
  2. The Message Schedule provides more detailed guidance of sign location in the Remarks column.
  3. Refer to the Message Schedule for the final messages of each sign.
  4. Utilize the above Legend to help determine sign types, and other details of location.

ENVIRONMENTS & EXPERIENCES

**merJe**

5 W. Gay St.  
West Chester, PA 19380  
T 484.266.0648  
[www.merjedesign.com](http://www.merjedesign.com)

DATE 08/11/23	CLIENT / PROJECT <b>Brandywine Valley</b> Wayfinding and Signage System WEST CHESTER
DRAWN BY: LH	PROJECT NO.
<small>These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. This office must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to this office for approval prior to proceeding with fabrication. All copy shall be proofread by client and legal requirements checked by legal department.</small>	SHEET TITLE <b>Graphic Layouts</b>
	SHEET NO. <b>GL.1</b>
REVISIONS 07/01/24	

**BOROUGH COUNCIL OF THE BOROUGH OF WEST CHESTER**  
**CHESTER COUNTY, COMMONWEALTH OF PENNSYLVANIA**

RESOLUTION NO 2025-

**AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR FABRICATION, INSTALLATION AND MAINTENANCE OF WAYFINDING SIGNS WITHIN PENNSYLVANIA DEPARTMENT OF TRANSPORTATION RIGHTS-OF-WAY WITHIN THE BOROUGH OF WEST CHESTER IN ACCORDANCE WITH THE BOROUGH OF WEST CHESTER WAYFINDING PROGRAM AND FURTHER AUTHORIZING THE EXECUTION OF ANY AND ALL DOCUMENTS IN FURTHERANCE OF THE ADMINISTRATION OF AGREEMENT**

**WHEREAS**, The Borough of West Chester desires to undertake a Wayfinding Program (“Program”) consisting of design, planning, fabrication and installation of signs (“Signs”) for the benefit of businesses, cultural institutions, recreation areas, public facilities, destinations of interest and other attractions (“Destinations”) located in the Borough of West Chester; and,

**WHEREAS**, the Borough desires to install certain Signs in Pennsylvania Department of Transportation (“PennDOT”) rights-of-way located within the Borough of West Chester; and,

**WHEREAS**, to permit the Borough of West Chester to install certain signs in PennDOT rights-of-way, and to define the relationships, duties and obligations of PennDOT and the Borough of West Chester relative to the Program, West Chester Borough and PennDOT desire to enter into an Agreement, substantially in the form of the Community Wayfinding Program Fabrication, Installation and Maintenance Agreement attached hereto as Exhibit A (the “Agreement”), which may be amended and/or supplemented from time to time.

**NOW, THEREFORE, BE IT RESOLVED**, that Borough Council of the Borough of West Chester hereby authorizes the West Chester Borough Council President execute the Agreement as approved by PennDOT and found to be satisfactory by the Borough Solicitor and also execute any and all documents in furtherance of the administration of the Agreement.

Approved at the public meeting of the West Chester Borough Council held on June 18, 2025

**RESOLUTION NO.**

**BOROUGH OF WEST CHESTER**

**CHESTER COUNTY, PENNSYLVANIA**

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF WEST CHESTER TO ESTABLISH THE PARKING SPACES IN THE BOROUGH THAT ARE RESERVED FOR HANDICAPPED PARKING PURSUANT TO CHAPTER 104 OF THE BOROUGH CODE TITLED, "VEHICLES AND TRAFFIC."**

**WHEREAS**, Chapter 104 of the West Chester Borough Code, titled, "Vehicles and Traffic", Section 104-45.1 declares that no person shall park or leave unattended a vehicle at any place specifically reserved for handicapped parking, unless the parked vehicle has a state-issued plate or placard (displayed conspicuous manner) for a handicapped person or severely disabled veteran; and

**WHEREAS**, Borough Council desires to designate the specific locations on public streets where parking spaces shall be reserved and limited to parking for handicapped individuals;

**NOW THEREFORE**, be it **RESOLVED AND ADOPTED** by the Borough Council of the Borough of West Chester as follows:

1. The following are hereby established as handicapped parking spaces:

<b>Highway</b>	<b>Side</b>	<b>Location</b>
<del>Adams Street</del>	<del>West</del>	<del>108 South Adams Street</del>
Adams Street	East	315 South Adams Street
<del>Adams Street</del>	<del>West</del>	<del>708 South Adams Street</del>
Adams Street	East	717 South Adams Street
Adams Street	West	544 South Adams St.
<del>Adams Street</del>	<del>West</del>	<del>710 South Adams Street</del>
Barnard Street	North	407 East Barnard Street
Barnard Street	North	507 East Barnard Street
Barnard Street	South	208 West Barnard
Barnard Street	South	122 East Barnard
Barnard Street	South	202 West Barnard Street
Barnard Street	North	527 East Barnard Street
Barnard Street	North	707 East Barnard Street

Biddle Street	North	11 West Biddle Street
Biddle Street	North	125 West Biddle Street
Biddle Street	South	224 West Biddle St.
Brandywine Street	East	9 South Brandywine Street
Chestnut Street	North	235 East Chestnut Street
Church Street	East	Immediately south of Lafayette Street between signs as erected
Church Street	East	Approximately 60 feet south of University Avenue as signed
Church Street	South	200 South Church Street, Sundays only from 9:00 a.m. to 12:00 noon
Church Street	West	North of Market Street
Church Street	West	First designated parking space south of Market Street
Church Street	West	310 North Church Street
Church Street	West	North of Rosedale Avenue between signs as erected
Church Street	West	200 South Church St. Sundays only 9:00 a.m. to 12:00 p.m.
Church Street	West	510 South Church Street
Church Street	West	255 feet south of University Avenue
Courthouse Alley	West	North of Market Street and east of Church Street at sign erected
Darlington Street	East	Opposite 223 North Darlington Street
Darlington Street	West	404 North Darlington Street
Darlington Street	West	526 North Darlington Street
Darlington Street	West	North of Gay Street at sign erected
Darlington Street	West	Immediately north of Market Street between signs as erected
East Barnard Street	North	131 East Barnard Street
East Chestnut Street	North	229 East Chester Street
East Miner Street	South	522 East Miner Street
Franklin Street	East	117 South Franklin Street
Franklin Street	West	Opposite 117 South Franklin Street
Franklin Street	West	Opposite 117 South Franklin Street
Gay Street	North	407 West Gay Street
Gay Street	North	411 West Gay Street
Gay Street	North	West of High Street between signs as erected
Gay Street	North	St. Agnes Church between signs as erected
Gay Street	South	214 E. Gay Street (in front of 212 E. Gay Street)
Gay Street	South	236 East Gay Street
Gay Street	South	316 West Gay Street

Hannum Avenue	South	349 Hannum Avenue
Hannum Avenue	South	345 Hannum Avenue
High Street	East	225 North High, directly north of E. Evans Street
High Street	East	221 South High Street
High Street	West	South of Linden Street between signs as erected, 2 spaces
Hoopes Park Lane	Inside park	One dedicated space at Hoopes Park
Lacey Street	North	125 Lacey Street
Lacey Street	South	East of High Street
Lacey Street	South	30 feet east of High Street at sign as erected
Lafayette Street	South	300 West Lafayette Street
Linden Street	South	700 block of Linden Street between Srgt. Yarnall Alley and South Penn Street
Magnolia Street	South	West of Matlack Street between signs as erected
Market Street	North	515 West Market Street
Market Street	South	East of Church Street between signs as erected
Market Street	South	East of Darlington Street between signs as erected
Matlack Street	East	North of intersection with Biddle Street
Matlack Street	East	531 South Matlack Street
Matlack Street	East	737 South Matlack Street
Matlack Street	West	310 North Matlack Street
Matlack Street	West	South of intersection with Union Street
Miner Street	North	From High Street to Wilmont Mews
Miner Street	North	501 East Miner Street
Miner Street	South	132 East Miner Street
Miner Street	South	144 East Miner Street
Miner Street	North	145 East Miner Street
Miner Street	North	227 West Miner Street
Miner Street	North	333 East Miner Street
Miner Street	North	409 East Miner Street
Miner Street	North	416 West Miner Street
Miner Street	North	At the entrance to the John O. Green Park
Miner Street	South	315 West Miner Street
Miner Street	South	331 East Miner Street
Miner Street	South	418 East Miner Street
Miner Street	South	422 East Miner Street

Miner Street	South	430 East Miner Street
Miner Street	South	628 E. Miner Street
New Street	East	225 North New Street
North New Street	North	120 North New Street
North New Street	North	331 North New Street
Penn Street	West	230 North Penn Street
Penn Street	West	712 South Penn Street
Poplar Street	West	100 Poplar Street
Rosedale Avenue	North	500 Block of East Rosedale Avenue
Sharpless Street	North	209 Sharpless Street
Sharpless Street	South	330 Sharpless Street
Sharpless Street	South	408 Sharpless Street
Union Street	North	Adjacent to Everhart Park entrance
Union Street	North	137 East Union Street
Union Street	North	209 West Union Street
Union Street	South	402 West Union Street
Union Street	South	417 West Union Street
University Avenue	North	West of Reynolds Alley as designated by handicap parking meters
Walnut Street	East	North of Gay Street between signs as erected (United States Post Office)
Walnut Street	West	326 North Walnut Street
Walnut Street	West	528 South Walnut Street
Washington Street	North	225 West Washington Street
Washington Street	North	243 West Washington Street
West Miner Street	South	130 West Miner Street
Worthington Street	East	From Miner Street to Barnard Street

**RESOLVED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2025<sup>4</sup>.

ATTEST:

**COUNCIL FOR THE BOROUGH OF  
OF WEST CHESTER**

\_\_\_\_\_  
Sean Metrick, Secretary

By: \_\_\_\_\_  
Patrick McCoy, President

By: \_\_\_\_\_  
Nicole Scimone, Vice President

By: \_\_\_\_\_  
Bernie Flynn, Member

By: \_\_\_\_\_  
Lisa Dorsey, Member

By: \_\_\_\_\_  
Brian McGinnis, Member

By: \_\_\_\_\_  
Sheila Vaccaro, Member

By: \_\_\_\_\_  
Bryan Travis, Member