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A G E N D A

Borough Council Meeting

August 21, 2024

Patrick McCoy, President	Member, 1 st Ward	Term Expires: 12/31/25
Nicole Scimone, Vice President	Member, 4 th Ward	Term Expires: 12/31/27
Bryan Travis	Member, 2 nd Ward	Term Expires: 12/31/27
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: 12/31/27
Lisa Dorsey	Member, 7 th Ward	Term Expires: 12/31/25

Mayor: Lillian L. DeBaptiste

Borough Manager: Sean Metrick

Public Hearing @ 5:30 PM

- 1) AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING THE CODE OF THE BOROUGH OF WEST CHESTER, CHAPTER 112, TITLED “ZONING” TO AMEND SECTION 112-202 TO ADD A DEFINITION FOR “SHORT TERM RENTAL” AND TO AMEND THE DEFINITION OF “HOTEL”; TO AMEND SECTION 112-304.C TO ADD SHORT TERM RENTAL AS A USE PERMITTED IN THE TC-TOWN CENTER DISTRICT BY CONDITIONAL USE; TO AMEND SECTION 112-603 TO ADD A NEW SUBPARAGRAPH C TO REQUIRE ONE OFF-STREET PARKING SPACE PER BEDROOM IN A SHORT TERM RENTAL WHEN LOCATED IN THE TC-TOWN CENTER DISTRICT IN A RESIDENTIAL PERMIT PARKING AREA AS ESTABLISHED IN CHAPTER 77 OF THE BOROUGH CODE; TO ADD A NEW SECTION 112-915 TO ADD STANDARDS AND CRITERIA FOR A SHORT TERM RENTAL AND TO AMEND SECTION 112-1008.A(10)(g) TO EXEMPT SHORT TERM RENTALS FROM THE CONDITIONAL USE REQUIREMENT TO ANALYZE THE IMPACT ON THE LEVEL OF SERVICE OF NEARBY INTERSECTIONS.
- 2) AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING THE CODE OF THE BOROUGH OF WEST CHESTER, CHAPTER 66, TITLED “HOUSING AND PROPERTY MAINTENANCE” SECTION 66-2 BY ADDING A NEW SUBPARAGRAPH “S” AND ADOPTING A NEW ARTICLE 11 TITLED “SHORT TERM RENTAL LICENSE”.

Borough Council Meeting at 6:30 PM

- I. Call to Order
- II. Pledge of Allegiance
- III. Announcements:
 - A. Comments from the Borough Council and the Mayor
- IV. 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.)*

V. Reports/Presentations:

A. Borough Manager's Budget Presentation

VI. Old Business:

A. **Motion to approve the August 21, 2024 Consent Agenda (see Appendix A)**

VII. New Business

VIII. Other Business:

IX. Adjournment

Appendix A: Consent Agenda:

1. Motion to amend open records request policy
2. Motion to direct the Solicitor to prepare a draft Ordinance to create a West Chester Borough Transportation Committee
3. Motion to allow 44 West Gay Street, LLC to continue to obtain monthly parking permits for three spaces at Lot #10 for the duration of its leases, with date to be identified
4. Motion to schedule a Public Hearing for September 18, 2024 for amendment to Chapter 104-67 Vehicles and Traffic (attachment)
5. Motion to approve Chester County Lease for Gay Street Lot (Lot #6) (attachment)
6. Motion to approve leasing of five vehicles beginning 2025 (attachments)
7. Motion to approve amendment to NexGen HVAC maintenance agreement (attachment)
8. Motion to approve Special Event Applications (Attachments)
 - a. Unite for HER 5k
 - b. Fiorenza's Chili Cook Off, with the inclusion of a beer/wine garden
 - c. Oktoberfest Bierhaul Townhouse, with the inclusion of a beer/wine garden
9. Motion to direct Civil Service Commission to prepare a certified list of eligible candidates for appointment as police offers; and certify that list to the Mayor.
10. Motion to direct the Solicitor to draft amendments to Chapter 112- Zoning and Chapter 97 –Subdivision and Land Development Ordinances, Preliminary Subdivision Submissions and Definitions– Building Height (attachment)
11. Motion to approve Defined Contribution 401 (a) plan amendment (attachment)

12. Motion to sponsor the West Chester Downtown Foundation Preservation Awards in the amount of \$900 (attachment)
13. Motion to approve purchasing requests (attachment):
 - a. Delaware Environmental Construction Services for \$26,115.00 (attachment)
 - b. Horgan Tree Experts for \$10,280.00 (attachment)
 - c. Univar Solutions for \$13,155.25 (attachment)
 - d. USALCO for \$12,540.00 (attachment)
 - e. Enterprise leasing schedule additions 2025 (attachment)
14. Motion to approve the July 16 and July 17, 2024 Borough Council Meeting Minutes