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Borough Council Meeting
November 20, 2024 @ 6:30 PM

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 Hearings scheduled for November 20, 2024 @ 6:30 PM:

1) Short Term Rental; Chapter 112; Chapter 66

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.D TO ADD SHORT TERM RENTAL AS A USE PERMITTED IN THE TC-TOWN CENTER DISTRICT BY SPECIAL EXCEPTION; TO AMEND SECTION 112-603 TO ADD A NEW SUBPARAGRAPH D 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 REQUIREMENT TO ANALYZE THE IMPACT ON THE LEVEL OF SERVICE OF NEARBY INTERSECTIONS.

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".

2) Adopt the 2025 Budget

Borough Council Meeting:

I. Call to Order

II. Pledge of Allegiance

III. Announcements:

A. Announce purpose of November 20, 2024 Executive Session

B. Announce vacancies for Borough of West Chester Boards/Commissions/Committees:

1. Historic Architectural Review Board - 1
2. Human Relations -1
3. Civil Service Commission -1
4. Library Board - 1

5. Committee to Reestablish Rail Service to West Chester – 4
6. Sustainability Advisory Ad-Hoc Committee - 1
7. Recreation Commission - 1
8. Transportation Advisory Committee – 5 to 7

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. Comments by the Borough Council and the Mayor

VI. Reports/Presentations:

VII. Old Business:

A. Discuss approving the filing of writs of execution and listing for sheriff's sale and free and clear sale by Portnoff for unpaid property tax, sewer and stream protection fees

B. Discuss approving the Civil Service Commission Policy and Procedures (attachment)

C. **Approve the November 20, 2024 Consent Agenda:**

1. Approve October 15th and 16th, 2024 Borough Council meeting minutes

2. Approve the reappointment of the following Board/Committee/Commission members:

Historic Architectural Review Board (HARB)	<i>Philip Yocum</i>
Planning Commission	<i>Matthew Clapp</i>
Zoning Hearing Board	<i>Michael Pastino</i>
West Chester Library Board	<i>Christopher Hazley Mary Brooks Andrea Moore</i>
Recreation Commission	<i>Jen O'Brien Chantale Fieldhouse</i>
BID Authority Board	<i>Tyrone Taylor</i>
Sustainability Advisory Committee	<i>Abbey Cadden Barbara Clarke</i>
Community Campus Committee	<i>Marty Nebel - 2W Caleb Wolfram - 4W Kane Bender</i>
Pension Committee	<i>Jeff Kitchen</i>

3. Motion to approve the Resolution approving the final Land Development Plan for 250 E. Market Street (attachments)

4. Direct Solicitor to schedule a public hearing on January 15, 2025 amending Chapter 97, SALDO; and, Chapter 112, Zoning relative to “Height of Building” (attachment)
5. Motion to approve HARB applications (attachment)
 - a. 2024-29- 313 N. High St/Detached Garage-Revised Plan
 - b. 2024-41- 2 W. Gay St/Sign
 - c. 2024-42- 28 W. Market St/Exterior Stair Replacement
 - d. 2024-43-388 Heston Alley/Carriage House Renovation
6. Motion to direct the Solicitor to amend the Transportation Advisory Committee Ordinance and schedule a public hearing on December 18, 2024 (attachment)
7. Motion to approve Resolution amending parking permit area “D” (attachment)
8. Motion to approve the request from the Hotel Indigo to install signage for 25 parking spots in the Chestnut Street Garage at \$125/month per spot (attachment)
9. Motion to approve draft Ordinance 104-45 and Resolution, handicap parking, and schedule a public hearing for December 18, 2024. (attachment)
10. Motion to award the RFP for West Chester Borough garage management to Colonial Parking
11. Motion to approve submitting draft Goose Creek PRP and TMDL to PA DEP for approval (attachment)
12. Motion to approve Taylor Run Stream Restoration Bid (attachment)
13. Motion to approve 2025 Tree Planting Bid (attachment)
14. Motion to approve 2025 Tree Maintenance Bid (attachment)
15. Motion to approve 2025 Custodial Services Bid (attachment)
16. Motion to approve 2025 Traffic Signal Maintenance Bid (attachment)
17. Motion to approve 2025 Street Signage Bid (attachment)
18. Motion to approve 2025 Landscaping Bid (attachment)
19. Motion to reject 2025 Materials Bid (attachment)
20. Motion to approve 2025 Rain Garden Maintenance Bid (attachment)
21. Motion to approve Special Events Permit: *Stanleys Dream Run* (attachment)
22. Approve grant resolution DCED Local Share Account Fund (attachment)

23. Motion to approve purchasing requests:
 - a. Hewlett Packard Financial Services for \$14,984.84 (attachment)
 - b. Abel Recon Storm Sewer Relining Project near Hoopes Park \$196,000 (attachment)
 - c. PlateLogiq for \$11,200.00 (attachment)
 - d. Munibilling- 2025 Stream Protection billing for \$18,014.40 (attachment)
 - e. Munibilling- 2025 Real Estate Tax billing for \$17,100.00 (attachment)

VIII. Other Business:

- A. Borough Council Photo op to announce \$750,000 grant secured for the Goose Creek sanitary sewer conveyance improvements

IX. Adjournment