



Zoning Hearing Board Meeting
October 27, 2025 @ 6:00 PM
This meeting is recorded for public record.

Davis Sweet, Chair	Term Expires:
Anne M. Carroll	Term Expires:
Matthew Chominski	Term Expires:
Terrance Keenan	Term Expires:
Michael Pastino	Term Expires:
Victoria Zytkowicz, Alternate	Term Expires:

Zoning Hearing Board Meeting:

A. Notices

1. 436 N. Church St – #1032 – Rear and side yard setback relief
-Continued to November 24, 2025
2. 740 S. Matlack St – #1035 – Curbing in alley relief
3. 124 E. Chestnut St – #1036 – Application withdrawn-no hearing

Visit www.west-chester.com for access to all attachments.

Agendas are posted to www.west-chester.com by noon 3 business days prior to the meeting.



Department of Building, Housing & Code 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

NOTICE IS HEREBY GIVEN that the Zoning Hearing Board of the Borough of West Chester, Pennsylvania has scheduled a Meeting at **6:00 pm, on September 22, 2025**. The purpose of this meeting is to hear following appeal:

<i>Appeal # 1032</i>	<i>Applicant</i>	Grubb Road LLC
	<i>Site Address</i>	436 N. Church Street
	<i>Zoning District</i>	NC-2
	<i>Parcel #</i>	1-4-155

The Applicant Grubb Road LLC is requesting variance relief from Section 112-307.B of the West Chester Zoning Ordinance that requires a rear yard of 20 feet, side yards of 10 feet and a minimum lot area not less than the median value of the lots on the block face which is stated to be 0.26 acres or 11,505 square feet. The Applicant seeks a variance to allow a rear yard setback of 15.74 feet and a left side yard setback of 7.46 feet on Lot 1 per a Site Layout Plan for a proposed two (2) lot subdivision. The Applicant seeks a variance to allow a 0.206 acre or 8,958.9 square feet lot area for Lot 2 of the proposed subdivision.

In addition, the Zoning Hearing Board will hear such other relief deemed necessary per the Application.

The Application is available for public review at the Department of Building & Housing at 401 E. Gay St., West Chester, Pennsylvania or online at www.west-chester.com. All interested persons will be given an opportunity to be heard at this Public Meeting.

Those individuals with disabilities and ADA accommodations for effective participation in the meeting should call 610-692-7574 at least two days prior to the meeting. All attempts will be made for reasonable accommodations.

Yerkes Associates, Inc

MICHAEL BARBEIRI

Michael Barbeiri

Borough of West Chester Zoning Officer

BOARD EXHIBIT 2

August 5, 2025

VIA HAND DELIVERY

Borough of West Chester
Attn: Sean Metric
401 East Gay Street
West Chester, PA 19380

Re: Zoning Hearing Board Application of Grubb Road, LLC

Dear Chris:

I am submitting on behalf of my client, Grubb Road, LLC, two (2) copies of the following:

- Zoning Hearing Board Application,
- Narrative in Support of Application, and
- Site Layout Plan.

The application fee of \$500.00 is also enclosed.

Kindly list the matter for a hearing before the Zoning Hearing Board. Thank you for your courtesy in this matter.

Very truly yours,



Natalie R. Young

/cfg

Enclosures

cc: Arthur L. Sagnor, III, Esquire, Solicitor (w/enclosures) [via Electronic Mail Only]
Housing@west-chester.com (w/enclosures) [via Electronic Mail Only]



Borough of West Chester

401 East Gay Street ■ West Chester, Pennsylvania ■ 19380

Telephone: 610-692-7574 ■ Facsimile: 610-436-0009

www.west-chester.com

ZONING HEARING BOARD APPLICATION

APPEAL # _____ DATE RECEIVED _____

Property (real estate) Location 436 N. Church Street

Zoning District: NC-2 Tax Parcel: 1-4-155

I / We (name) Grubb Road LLC of 136 Grubb Road, Malvern, PA 19355 (address) request the scheduling of a hearing on it/my/our APPEAL (Application) to the West Chester Borough Zoning Hearing Board on the following grounds: (choose one or more):

Special Exception to the Borough of West Chester Zoning Ordinance of 2021 (cite Ordinance Sections), specifically:

Variance to the Borough of West Chester Zoning Ordinance of 2021 (cite Ordinance Sections), specifically:

Sections 112-307.B - See attached Memorandum.

Appeal a decision of the Zoning Officer, Specifically, the following:

Other _____

Application Received By: w. mecke

Date: 08/05/2025

NOTICE

Please see the Borough's website for the Fee Schedule for Zoning Fees. Zoning Fees are not refundable upon the Zoning Hearing scheduling and holding a hearing. A hearing will be scheduled only upon submission of a complete Application and payment of the applicable fee.



Borough of West Chester

401 East Gay Street ■ West Chester, Pennsylvania ■ 19380

Telephone: 610-692-7574 ■ Facsimile: 610-436-0009

www.west-chester.com

A) The description of the Property (real estate located in West Chester Borough) including acreage (square feet), current improvements and use:

The Property is located on the corner of N. Church Street and W. Marshall Street and consists of .3 acres (5,521.4 (+/-) s.f.).

The Property is used for multi-family housing and contains an existing four-story detached house with 6 apartment units.

B) a) Does the Applicant own the Property? Yes No

b) If "NO", who is the Owner of the Property? _____

c) If not the Owner, what is your legal authority (e.g. – equitable owner, tenant, etc.) for filing this Application on behalf of Owner? _____

C) I/We believe that the Zoning Hearing Board should approve this request because: (Please include the grounds for appeal or reasons both with respect to the law and fact in support of your relief request for the Appeal or Special Use Permit including any documents supporting your request).

See Attached Narrative

D) Has any Exception or Variance. You may also attach your explanation in a separate narrative including any documents previous application or appeal been filed with this Property?

Yes No

(E) PLOT PLAN REQUIREMENTS (Supporting Documents)

A Plot Plan of the Property must be submitted as part of this Application. The plot plan shall contain a description of this Property (lot) and show all of the information as follows:

1. Length of all Property (lot) lines.
2. Approximate acres or square feet of Property.
3. Show location of all buildings/structures on Property, their outside dimensions, the distances between buildings and the Property's boundaries.



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4. If this application is for new buildings or additions to present buildings, show these proposed buildings/additions giving outside dimensions and the distances between any new structures and existing buildings plus distances between any proposed buildings and the Property's boundaries.
5. Show any existing roads or driveways on the Property and the location of any new drives (if any) you plan to construct.
6. Show location and sizes of all existing parking spaces on the Property and additionally, if any, parking spaces you plan to construct.

NOTE: This Application must be completed in full and submitted with Supporting Documents. Two (2) copies of the Application, the Plot Plan and any supporting documents are required as part of your submission. Please also submit the Application and Supporting Documents in a PDF to Housing@west-chester.com

The Applicant certifies that the above statements contained in this Application and Supporting Documents submitted are true and correct to the best of its/my/our knowledge and belief.

Grubb Road, LLC

Name of Applicant(s)

Natalie Young
Signature Attorney-in-Fact

136 Grubb Road, Malvern, PA 19355

Address of Applicant



Phone Number

bnagle@macelree.com
nyoung@macelree.com

Email Address (if any)

Name of Applicant(s)

Date

Brian Nagle and Natalie Young

Attorney (If Represented)

MacElree Harvey, Ltd.
17 W. Miner St., West Chester, PA 19381

Address

(610) 840-0233
bnagle@macelree.com, nyoung@macelree.com

Phone or Email

Borough Use Only

Zoning Hearing Board Fee: \$500.00 Check No.: 140714 Date Received: 08/05/2025

Received By: w. mecke
Borough Employee



Borough of West Chester

401 East Gay Street ▪ West Chester, Pennsylvania ▪ 19380

Telephone: 610-692-7574 ▪ Facsimile: 610-436-0009

www.west-chester.com

Zoning Officer Review:

Signature: _____

Date: _____

BEFORE THE ZONING HEARING BOARD OF WEST CHESTER BOROUGH

IN RE: Dimensional Variance Application
of Grubb Road LLC

I. Introduction

Grubb Road LLC ("Applicant") is the owner of a 0.3-acre parcel of real property located at 436 N. Church Street, Borough of West Chester ("Borough"), Chester County, Pennsylvania (the "Property"), being UPI No. 1-4-155. The Property is in the NC-2 zoning district and is a corner lot at the corner of N. Church Street and W. Marshall Street. The Property is improved with a four-story detached house containing six apartment units. Applicant proposes to subdivide the lot to create a new lot with a proposed single-family home with a footprint of 1,200 square feet ("Lot 1") located on the rear portion of the existing lot. No alterations are proposed for existing four-story detached house containing six apartment units which would sit on the remaining portion of the existing lot after the subdivision ("Lot 2"). Applicant seeks dimensional variances from the side and rear setback requirements for Lot 1 and from the minimum lot area requirement for Lot 2, in order to allow subdivision and construction of a new single-family home on Lot 1.

II. Request for Relief

A. Variance from Rear and Side Yard Setback Requirements (Section 112-307.B)

Section 112-307.B of the Borough of West Chester Zoning Ordinance (the "Ordinance") sets a minimum setback requirement for the rear yard of 20 feet and a minimum setback for the side yard(s) of 10 feet. Applicant seeks a variance from this section to allow a rear yard setback of 15.74 feet and a left elevation side yard setback of 7.46 feet on the proposed Lot 1. The proposed left elevation side yard setback of 7.46 on Lot 1 is adjacent to the rear yard setback of 20 feet on Lot 2 – which is also owned by the Applicant. In other words, the proposal preserves 27.46 feet of yard space between the existing dwelling on Lot 2 and the proposed dwelling on Lot 1.

The Property is a corner lot fronting N. Church Street with a rear yard along W. Marshall Street containing 5,521.4 (+/-) square feet. The Applicant proposes a single-family home with a footprint of 1,200 square feet on the newly created Lot 1, which would be consistent with the size and appearance of other single-family homes within the Borough. The requested variance differs from the side yard setback requirement by 2.54 square feet and rear yard setback requirement by 4.26 square feet. In the context of a setback of 10 feet, where 7.46 feet of the setback is maintained, the variance request is de *minimis*. In viewing a side yard of 7.46 feet, next to Lot 2's adjacent rear yard of 20 feet, the public will have no ability to discern that the side yard is less than the required 10-foot setback. The same analysis would apply to the proposed rear yard, where the proposal would preserve 15.74 feet of the setback.

The Applicant, as of right, has the option to expand the nonconforming use by constructing an additional apartment structure consisting of 6,300 square feet in the rear yard space of the existing lot. However, the allowance of the requested variances would preserve 20 feet of rear yard space immediately behind the existing structure on the existing lot and would provide for a home on a new lot with similar character to other homes within the Borough.

The requested variance will not alter the essential character of the neighborhood or the NC-2 District, nor will it substantially or permanently impair the use or development of neighboring properties or be detrimental to the public welfare. To the contrary, the Applicant's proposed subdivision and home will be an attractive addition to the neighborhood and help maintain the value of neighboring dwellings. The requested variance will represent the minimum variance that will afford Applicants relief and will represent the least modification possible of Section 112-307.B of the Ordinance.

B. Variance from Minimum Lot Area Requirement (Section 112-307.B)

Section 112-307.B of the Ordinance sets a minimum lot area consistent with the median value of the lot on the block face. The median lot area along the block face is .26 acres or 11,505

square feet. The Applicant requests a variance to allow for a lot area of .206 acres or 8,958.9 square feet for Lot 2. There are 3 properties along the block face of N. Church Street between W. Lafayette Street and W. Marshall Street. The lot area of the existing lot that is the subject of this application currently consists of .3 acres or 12,890 square feet. The other two lots along the block face consist of lot areas of .26 acres or 11,505 square feet at 430 N. Church Street and .11 acres or 4,688 square feet at 428 N. Church Street. The existing lot, which contains 12,890 square feet, has the largest lot area on the block face by 1,385 square feet. If the requested variance is granted, Lot 2 would have the second largest lot area along the block face. Because the new Lot 2 would fall in between the largest and smallest lot along the block face, Lot 2 would not be inconsistent with the other lots along the block face.

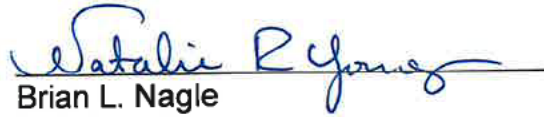
The requested variance will not alter the essential character of the neighborhood or the NC-2 District, nor will it substantially or permanently impair the use or development of neighboring properties or be detrimental to the public welfare. The requested variance will represent the minimum variance that will afford Applicant relief and will represent the least modification possible of Section 112-307.B of the Ordinance.

III. Conclusion

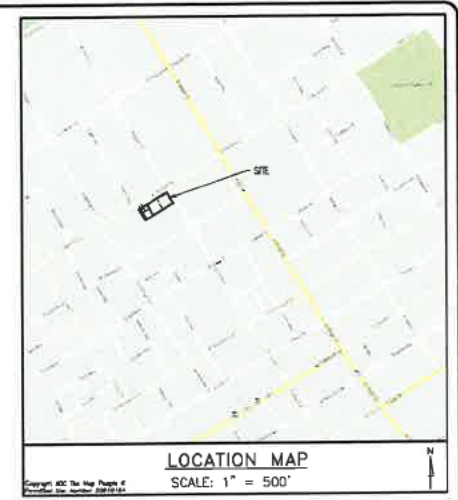
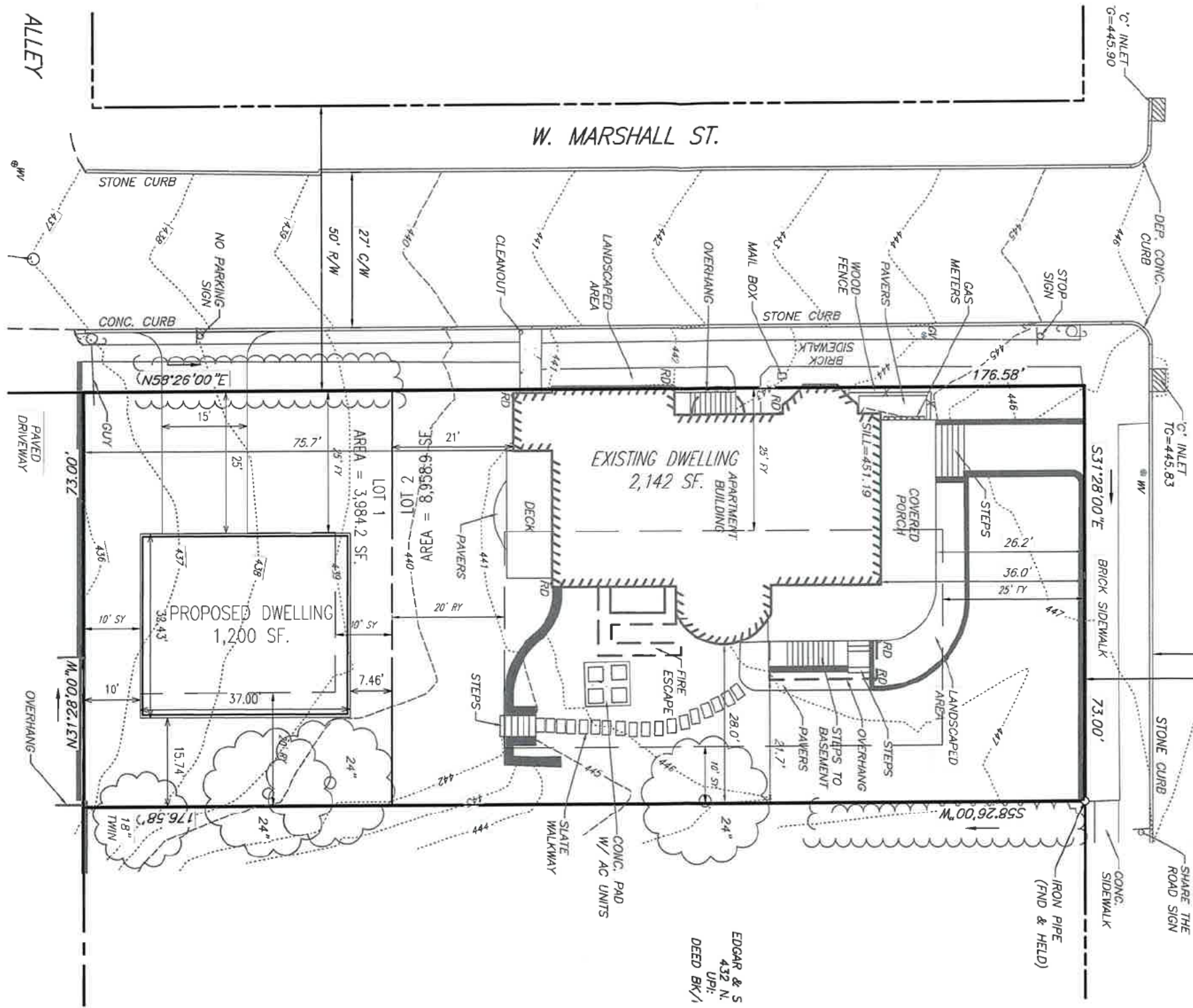
Applicant will establish compliance with the applicable variance standards and other applicable Ordinance requirements during the hearing before the Zoning Hearing Board. Applicant requests that the relief sought herein be granted, in addition to any other relief deemed necessary by the Zoning Hearing Board to effectuate the proposed addition.

Respectfully submitted,

Date: August __, 2025



Brian L. Nagle
Natalie R. Young
MacElree Harvey, Ltd.
17 West Miner Street
P.O. Box 660
West Chester, PA 19381-0660
(610) 436-0100
Attorneys for Applicants



ZONING DATA TABULATION
WEST CHESTER BOROUGH ZONING ORDINANCE
LPI: 1-4-155

CHAPTER 112, ZONING ARTICLE 8, RC-2 HIGH-QUALITY CONSERVATION DISTRICT 112-308

	BEFORE	PROPOSED LOT 1	PROPOSED LOT 2
MINIMUM LOT AREA	0.26 ACRE (1,134 SF)	0.251 ACRE (1,084.2 SF)	0.206 ACRE (895.0 SF)
MINIMUM LOT WIDTH	30 FT.	34 FT.	73 FT.
BUILDING COVERAGE	<45%	APPROX. 30.12%	APPROX. 23.81%
IMPERVIOUS COVERAGE	<80%	APPROX. 29.50%	APPROX. 42.16%
BUILDING SETBACKS			
MINIMUM FRONT YARD	25 FT.	25 FT.	0 FT.*
MINIMUM SIDE YARD	18 FT.	7.46 FT.**	26 FT.
MINIMUM REAR YARD	20 FT.	15.74 FT.**	21 FT.
BUILDING HEIGHT	<35 FT.	<35 FT.	<35 FT.

*EXISTING NON-COMFORMITY
**VARIANCE REQUIRED

SITE LAYOUT PLAN
SCALE: 1" = 10'
GRAPHIC SCALE
1 inch = 10 feet

LEGEND

—●— PROPR. PROPERTY LINE	—○— PROPR. CONTOUR	—○— PROPR. LIGHT POLE	—○— PROPR. ELEC. LINE	—○— PROPR. WATER LINE
—○— PROPR. RIGHT-OF-WAY	—○— NEW SPOT ELEV.	—○— PROPR. SIGN	—○— PROPR. UTILITY POLE	—○— PROPR. WATER LATERAL
—○— PROPR. MONUMENT	—○— PROPR. CONC. CURB	—○— PROPR. PARKING SPACES TO BE REMOVED	—○— PROPR. GAS LINE	—○— PROPR. FIRE WATER LINE
—○— PROPR. REBAR	—○— PROPR. EDGE OF PAVING	—○— PROPR. TELE LINE	—○— PROPR. GAS VALVE	—○— PROPR. WATER VALVE
—○— PROPR. EASEMENT			—○— PROPR. SAN. SEWER LINE	—○— PROPR. MIDWANT
			—○— PROPR. SAN. SEWER LATERAL	—○— PROPR. MANHOLE
			—○— PROPR. SANITARY M.H. ID	—○— PROPR. SEEPAGE BED
				—○— PROPR. STORM INLET
				—○— PROPR. STORM INLET ID
				—○— PROPR. STORM SOWER LINE

HOWELL ENGINEERING
Local Knowledge. Engineered.
Civil Engineering | Land Planning | Environmental
1250 W. Philadelphia Ave., West Chester, PA 19380
Phone: (610) 698-9102 Fax: (610) 698-9003

NO.	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		
7		
8		

SKETCH
SITE LAYOUT PLAN
OWNER: MARGARET HARVEY LTD.
PROJECT NO: 5139
ADDRESS: 435 N CHURCH STREET
WEST CHESTER BOROUGH, CHESTER COUNTY PA

DATE: 03/26/25
SCALE: 1"=10'
DRAWN BY: MF
CHECKED BY: DHS
PROJECT NO: 5139
DSD FILE: 5139 PLANS
PLOTED: 03/26/25
DWG NO: SK-1
SHEET 1 OF 1



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 • housing@west-chester.com

NOTICE IS HEREBY GIVEN that the Zoning Hearing Board of the Borough of West Chester, Pennsylvania has scheduled a Meeting at 6:00 pm on October 27, 2025. The purpose of this meeting is to hear the following appeal.

Appeal #1035

Applicant:

Edward L. and Anne R. Woods

Site Address:

740 S. Matlack Street

Zoning District:

NC-2

Parcel #:

1-13-27

The Applicants, Edward L. and Anne R. Woods, are requesting variance relief from Section 112-602 (P) 2 – (General regulations and design standards) of the West Chester Zoning Ordinance that requires any parking area shall be physically separated from any street by a raised-concrete or other approved curb, except where entrance or exit drives cross street lines. The Applicant seeks a variance to eliminate the requirement for separation of the street (alley) by a concrete curb, due to the potential for damage to equipment and vehicles it poses.

In addition, the Zoning Hearing Board will hear other such relief deemed necessary per the Application.

The Application is available for public review at the Department of Building Housing and Code Enforcement at 401 E. Gay Street., West Chester, Pennsylvania, or online at www.west-chester.com. All interested persons will be given an opportunity to be heard at this Public Meeting.

Those individuals with disabilities and ADA accommodations for effective participation in the meeting should call 610-692-7574 at least two days prior to the meeting. All attempts will be made for reasonable accommodation.

Aaron Flook

Aaron Flook

Director of Building, Housing and Code Enforcement/Zoning Officer
Borough of West Chester.



August 29, 2025

West Chester Borough Attn: Wendy Mecke
401 East Gay Street
West Chester, PA 19380

**RE: 740 South Matlack Street
Zoning Hearing Board Application**

Wendy:

Enclosed please find a Zoning Hearing Board application regarding a residential property located at 740 South Matlack Street. There is a single-family residence existing on the property along with a driveway with a stacked parking area consisting of two rows of four parking spaces. Edward L. Woods and Anne R. Woods are the Applicant/Record Owner (Applicant) of the property. The Applicant currently utilizes the dwelling as a rental property as permitted by the Borough.

The Applicant filed for a Zoning/Grading Permit in September of 2024 and recently received a conditional approval. A Zoning Plan was prepared by our office dated September 12, 2024, and last revised January 14, 2025. A Grading Permit Plan was prepared by our office dated March 14, 2025. The plans depict improvements to the driveway to improve the parking configuration along with stormwater management controls for the improvements.

The purpose of this application is to pursue a Zoning Variance from Section 112-602.P.(2) of the Zoning Ordinance. This section states that “any such parking area shall be physically separated from any street by a raised-concrete or other approved curb, except where entrance or exist drives cross street lines.” This variance is being requested because the curb poses concerns for safety along with property damage that includes the curb itself and equipment when plowing snow.

The submission includes PDF copies of the following:

- Grading Permit Plan Set dated March 14, 2025
- Email from the Public Works Director dated July 15, 2025



Please contact me if you have any questions about the submission.

Sincerely,
HOWELL ENGINEERING, INC.

A handwritten signature in black ink, which appears to read 'Chris Daily', is positioned above the printed name.

Christopher M. Daily, P.E.
Principal Engineer

Chris Daily

From: [REDACTED]
Sent: Tuesday, July 15, 2025 10:45 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: 740 South Matlack Street

Ramsey,

I'm requesting that this matter be placed on the Public Works Committee agenda for August (see Code section below). We can't have isolated curbs on streets that could be buried with snow that are hit by plows. People and equipment could be hurt.

I copied Sean Metrick on this email.

§ 95-13 Curb cuts; referral to Borough Council.

[Added 10-20-1993 by Ord. No. 21-1993^[1]]

The borough's Director of Public Works shall have the right to refer any application for a curb cut for its review when, in the judgment of the borough's Director of Public Works, such curb cut n safety, pedestrian safety, stormwater, zoning or other ancillary impact. The Borough Council ma traffic impact studies, stormwater runoff studies and such other information as it deems nece request. The applicant shall prepare such studies and documentation at the applicant's cost. C reviewed by the Borough Zoning Officer for conformance with the requirements of the b Development and Zoning Ordinances.

[1] *Editor's Note: This ordinance also provided for the repeal of former § 95-13, Approval of Director of P*

Thanks,

Don Edwards, Public Works Director
West Chester Borough
401 East Gay Street
West Chester, PA 19380

[REDACTED]



From: [REDACTED]
Sent: Tuesday, July 15, 2025 10:35 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: 740 South Matlack Street

Because this is a two-family home, the zoning officer interprets the code to require the following: From §112-603.B.(1) - The following types of dwelling units shall provide two off-street parking spaces per dwelling unit: single-family detached, single-family detached mobile home, single-family semidetached, single-family attached, two-family detached, two-family semidetached and two-family attached.

The zoning also states: Any such parking area shall be physically separated from any street by a raised-concrete **or other approved curb**, except where entrance or exit drives cross street lines.

The options would be to find another approved curb amenable to all parties involved, or this project would require a variance to remove the curb in its entirety.

Let me know how I can help. Unfortunately, we have to abide by the zoning and rules thereof, so I don't have wiggle room on this issue.

Ramsey Reiner
Director of Parking Services/Interim Director of Building & Housing
Borough of West Chester
401 E. Gay St
West Chester, PA 19382
[REDACTED]

CONFIDENTIAL AND PROPRIETARY: This email message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged and confidential, nor is it, unless specifically stated, intended to be relied upon by any person or persons other than the individual or entity named. If the reader is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone, return this message to the address above and delete all copies. Thank you.

From: [REDACTED]

Sent: Monday, July 14, 2025 3:42 PM

To: [REDACTED]

Cc: [REDACTED]

Subject: RE: 740 South Matlack Street

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon Ramsey,

I just wanted to provide some background on the project at 740 S. Matlack Street. We prepared grading permit plans to improve the driveway/parking area associated with the residence. The initial submission to the borough did not show a curb along Mechanics Alley. The Borough's zoning officer reviewed the plan and issued a comment stating that a curb is required along the alley in accordance with Section 112-602.P. of the Zoning Ordinance. This section requires a curb whenever an off-street parking area has a required capacity of three or more vehicles.

The rental license classifies the property as a single-family/two-family dwelling. The minimum required parking spaces for a single-family/two-family dwelling is two spaces per Section 112-603.B.(1) which falls below the three-space threshold that would require curbing. We presented these details to the Zoning Officer to avoid the installation of curb. However, he disagreed with that interpretation which is why curbing is now shown on the latest plan.

I understand that Public Works would prefer no curb along the alley, which my client would agree with. However, we have grading permit approval with the condition that a permit be issued by Public Works for the proposed work. Please advise on the best way to proceed with the project.

Thank you,
Chris



Christopher M. Daily, P.E.

Principal Engineer
Howell Engineering

Office: 610-918-9002

[Request A Quote](#) | KnowHowell.com

1250 Wrights Lane,
West Chester, PA 19380

From: [REDACTED]
Sent: Monday, July 7, 2025 6:12 AM
To: Chris Daily <cdaily@knowhowell.com>
Subject: Fwd: 740 South Matlack Street

Begin forwarded message:

From: [REDACTED]
Date: July 3, 2025 at 3:42:27 PM EDT
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: 740 South Matlack Street

The plans show curbing, so we would expect the construction to follow the plan. I am confused as to why this was submitted with curbing and approved and is now being asked for review. If zoning requires curbing, this would need a variance and a new submittal of plans.

Ramsey Reiner
Director of Parking Services/Interim Director of Building & Housing
Borough of West Chester
401 E. Gay St
West Chester, PA 19382
[REDACTED]

CONFIDENTIAL AND PROPRIETARY: This email message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged and confidential, nor is it, unless specifically stated, intended to be relied upon by any person or persons other than the individual or entity named. If the reader is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone, return this message to the address above and delete all copies. Thank you.

From: [REDACTED]

Sent: Tuesday, July 1, 2025 1:22 PM

To: [REDACTED]

Cc: [REDACTED]

Subject: 740 South Matlack Street

Ramsey/Wendy,

We were asked to look at a property owner possibly curbing along the alley for South Matlack Street. As shown in the photos below, there is no existing curb. Even Megill's new homes don't have curb along the alley. I understand that the permit for 740 South Matlack requires a curb along the alley. I suggest that this permit requirement be removed.





Don Edwards, Public Works Director
West Chester Borough
401 East Gay Street
West Chester, PA 19380



GENERAL NOTES

- 1. RECORD OWNER/APPLICANT AND MAILING/SITE ADDRESS: EDWARD L. WOODS, III & ANNE R. DIPESO N/A/ANNE R. WOODS 740 SOUTH MATLACK STREET WEST CHESTER, PA 19382

CALL BEFORE YOU DIG! PENNSYLVANIA LAW REQUIRES 3 WORKING DAYS NOTICE FOR CONSTRUCTION PHASE AND 10 WORKING DAYS IN DESIGN STAGE-STOP CALL

ONE CALL NOTE NO SCALE

ACT 287 SERIAL NUMBER: 20250730780 HOWELL ENGINEERING DOES NOT GUARANTEE THE ACCURACY OF THE LOCATIONS FOR EXISTING SUBSURFACE UTILITY LINES, STRUCTURES, ETC.

- UTILITIES NOTED: COMPANY: WINSTREEM ENTERPRISE/WHOLESALE ADDRESS: 4005 N RODNEY PARKWAY RD LITTLE ROCK, AR 72112

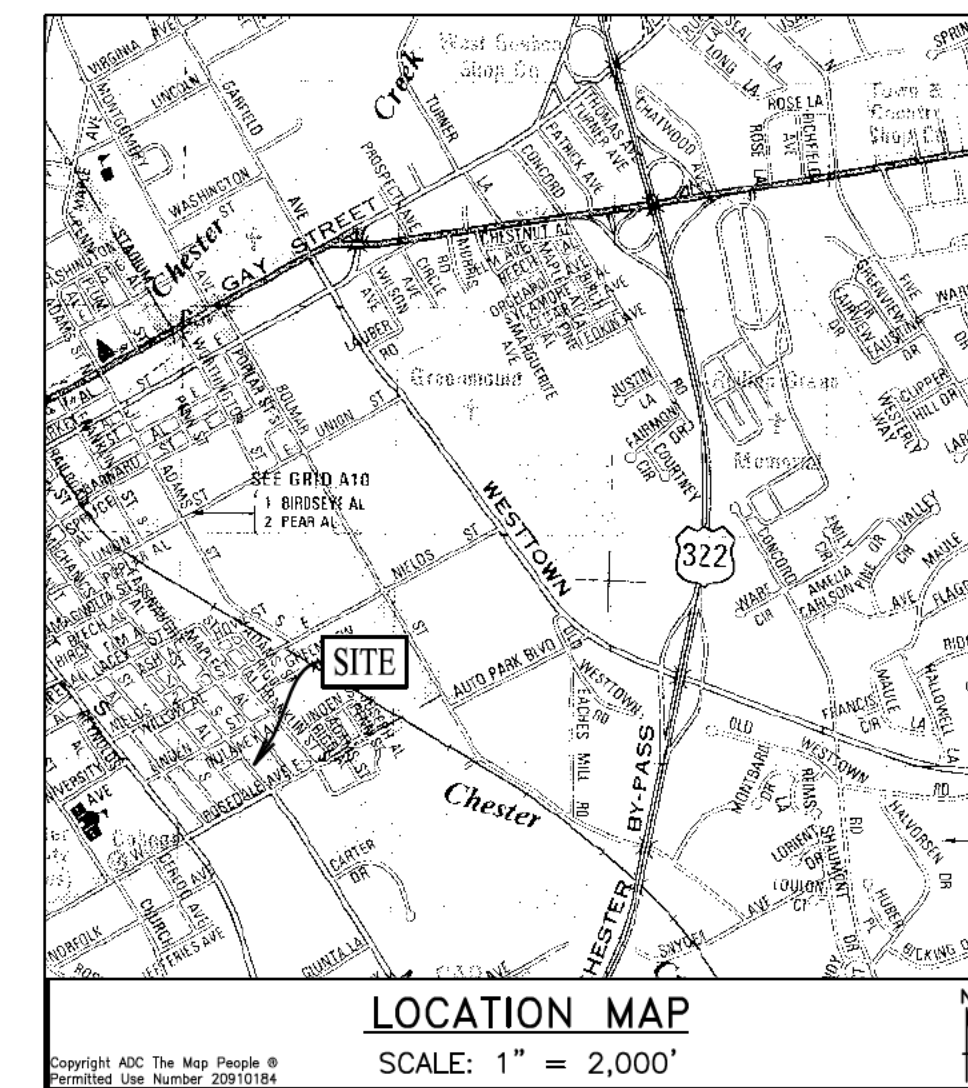
STORMWATER NOTE:

REFERENCE THE STORMWATER MANAGEMENT REPORT PREPARED FOR 740 S. MATLACK ST., AS PREPARED BY HOWELL ENGINEERING, DATED MARCH 14, 2025 FOR STORMWATER MANAGEMENT CALCULATIONS ASSOCIATED WITH THIS PROJECT.

RECEIVING SURFACE WATERS

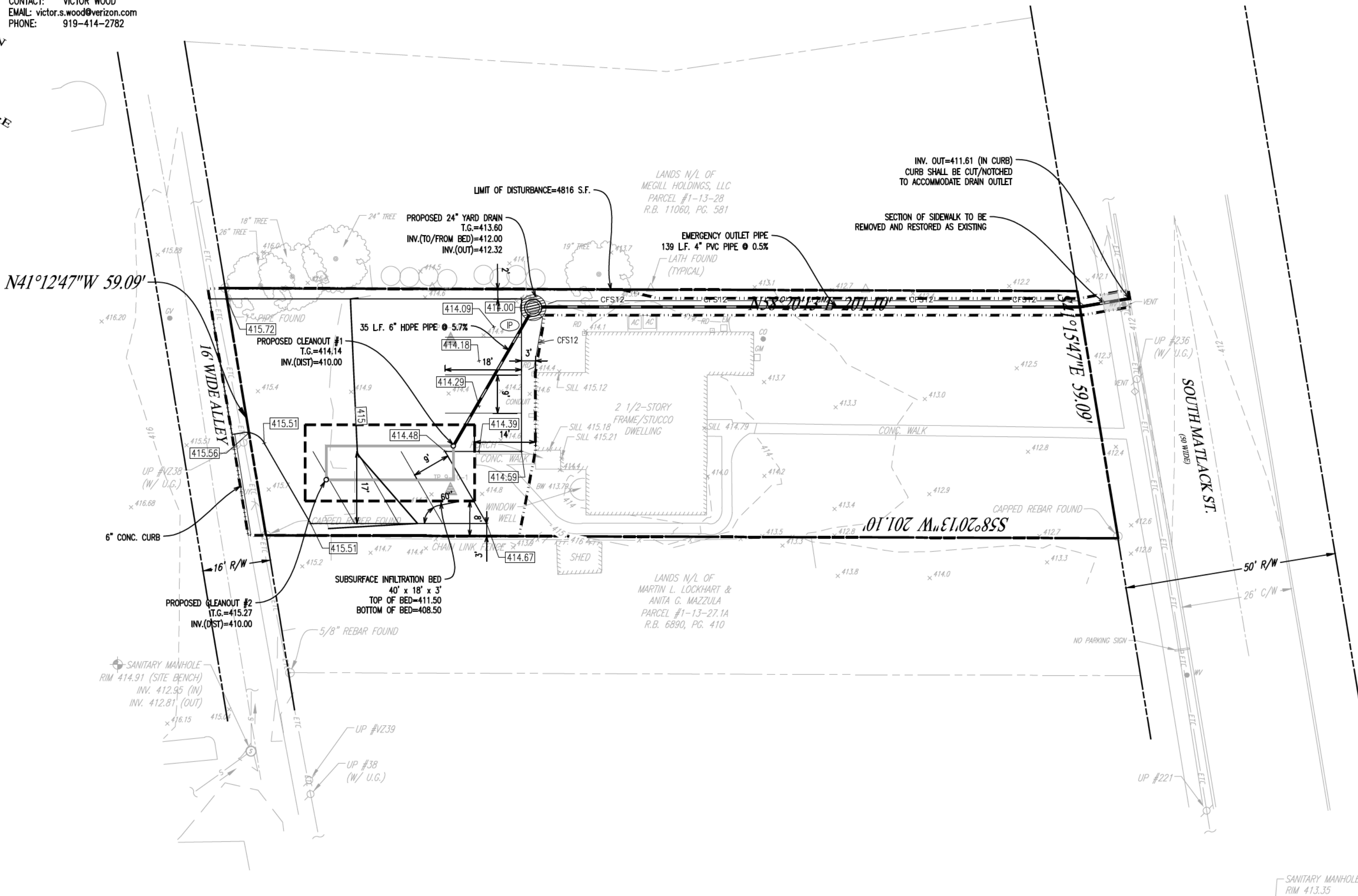
*THE PENNSYLVANIA TITLE 25, CHAPTER 93 CLASSIFICATION FOR THE RECEIVING WATERS OF THE COMMONWEALTH

GOOSE CREEK IN THE CHESTER CREEK WATERSHED: A TROUT STOCKING (TSF) AND MIGRATORY FISHES (MF) WATER COURSE



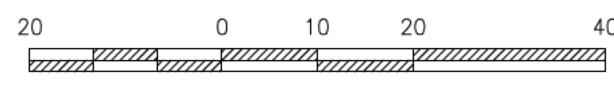
CONSTRUCTION SEQUENCE:

- 1. STAKE LIMITS OF DISTURBANCE. LIMITS OF DISTURBANCE MUST BE STAKED PRIOR TO THE START OF ANY EARTH DISTURBANCE.



GRADING PERMIT PLAN

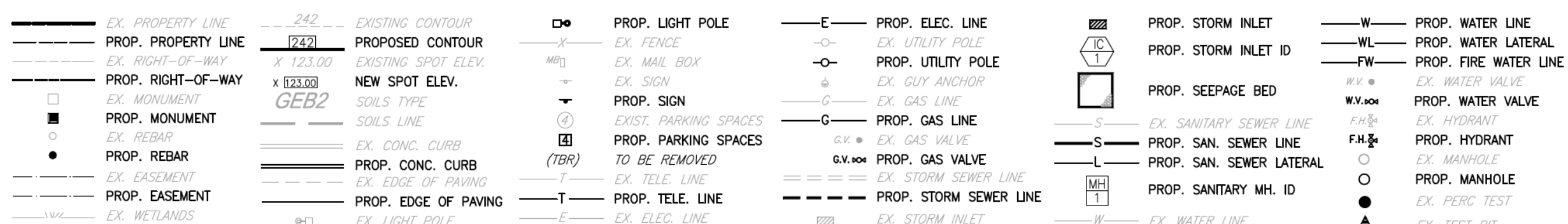
SCALE: 1"=20'



SOIL TYPE(S)

UWB - URBAN LAND- GLADSTONE COMPLEX, 0 TO 8 PERCENT SLOPES

LEGEND



EROSION CONTROL LEGEND

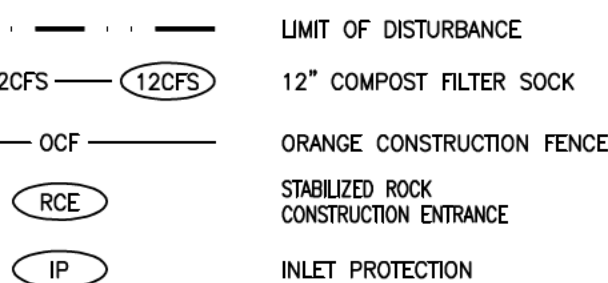


Table with 2 columns: IMPERVIOUS TABULATION (ZONING) and EXISTING IMPERVIOUS. Rows include DWELLING, DRIVEWAY, WALKWAY, CONCRETE, WALL, and TOTAL EXISTING.

ZONING DATA TABULATION

WEST CHESTER BOROUGH ZONING ORDINANCE NC-2 NEIGHBORHOOD CONSERVATION 2 SECTION 208-26 AREA, BULK AND HEIGHT REGULATIONS RELATED TO DWELLINGS

Table with 3 columns: MIN. LOT AREA, MIN. LOT WIDTH, MIN. FRONT YARD, etc. Rows compare REQUIRED, EXISTING, and PROPOSED values.

STORMWATER MANAGEMENT OPERATION & MAINTENANCE STATEMENT

UNDER AND SUBJECT, NEVERTHELESS, TO THE FOLLOWING CONDITIONS AND RESTRICTIONS: FOLLOWING THE CONSTRUCTION OF THE DWELLING AND OTHER EARTHMOVING ACTIVITIES, THE PROPERTY OWNER SHALL CONSTRUCT THE PERMANENT STORMWATER MANAGEMENT FACILITIES AS SHOWN ON THE STORMWATER MANAGEMENT PLAN PREPARED BY HOWELL ENGINEERING, DATED MARCH 14, 2025 AND APPROVED BY WEST CHESTER BOROUGH, THEREAFTER.

INFILTRATION BED MAINTENANCE AND OPERATION:

INSPECTION: UNDERGROUND INFILTRATION SYSTEMS SHALL BE INSPECTED BY THE HOMEOWNER QUARTERLY AND AFTER RAINFALL EVENTS (1")

MAINTENANCE: REMOVE ANY ACCUMULATED SEDIMENT AND DEBRIS FROM THE YARD DRAIN SUMP. UNBLOCK ROOF CONNECTIONS AND OVERFLOW PIPES AS NECESSARY AND REPAIR ANY DISCONNECTED ROOF LEADERS.

I HEREBY ACKNOWLEDGE THAT ANY REVISION TO THE APPROVED DRAINAGE PLAN, AND/OR ALTERING OR REMOVAL OF ANY STORMWATER CONTROLS OR BMP MUST BE APPROVED BY THE MUNICIPALITY, AND THAT A REVISED EROSION AND SEDIMENT CONTROL PLAN MUST BE SUBMITTED TO THE BOROUGH FOR A DETERMINATION OF ADEQUACY.

(SIGN) (PRINT) (DATE) PROPERTY OWNER

PROPERTY OWNER ACKNOWLEDGEMENT

I HEREBY ACKNOWLEDGE THAT ANY REVISION TO THE APPROVED SWM SITE PLAN SHALL BE SUBMITTED TO AND APPROVED BY THE BOROUGH, AND THAT A REVISED EROSION AND SEDIMENT CONTROL PLAN SHALL BE SUBMITTED TO, AND APPROVED BY, THE CONSERVATION DISTRICT OR BOROUGH (AS APPLICABLE) FOR DETERMINATION OF ADEQUACY PRIOR TO CONSTRUCTION OF REVISED FEATURES.

(SIGN) (PRINT) (DATE) PROPERTY OWNER

ENGINEER CERTIFICATION

I, CHRISTOPHER M. DALY, P.E., ON THIS DATE 03/14/2025, HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE THAT THE SWM SITE PLAN MEETS ALL DESIGN STANDARDS AND CRITERIA OF THE BOROUGH OF WEST CHESTER STORMWATER MANAGEMENT ORDINANCE.

CHRISTOPHER M. DALY, P.E. LICENSE NO. PE083065

INFILTRATION TESTING NOTE

INFILTRATION TESTING PERFORMED BY HOWELL ENGINEERING. HOWELL ENGINEERING MAKES NO GUARANTEES, REPRESENTATIONS OR WARRANTIES ON INFILTRATION CAPABILITY OF THE SOILS OTHER THAN IN THE IMMEDIATE AREAS THAT HAVE BEEN TESTED AT THE TIME OF TESTING.

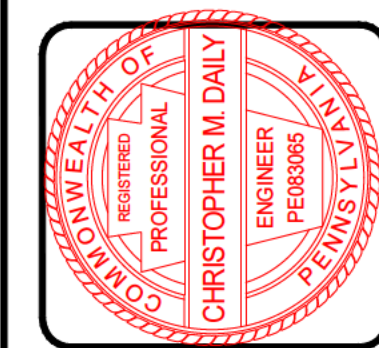
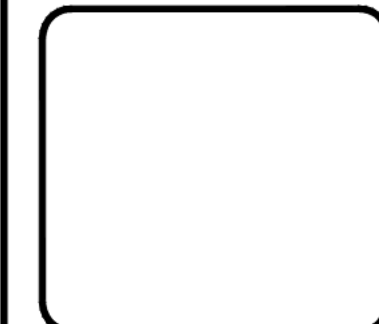
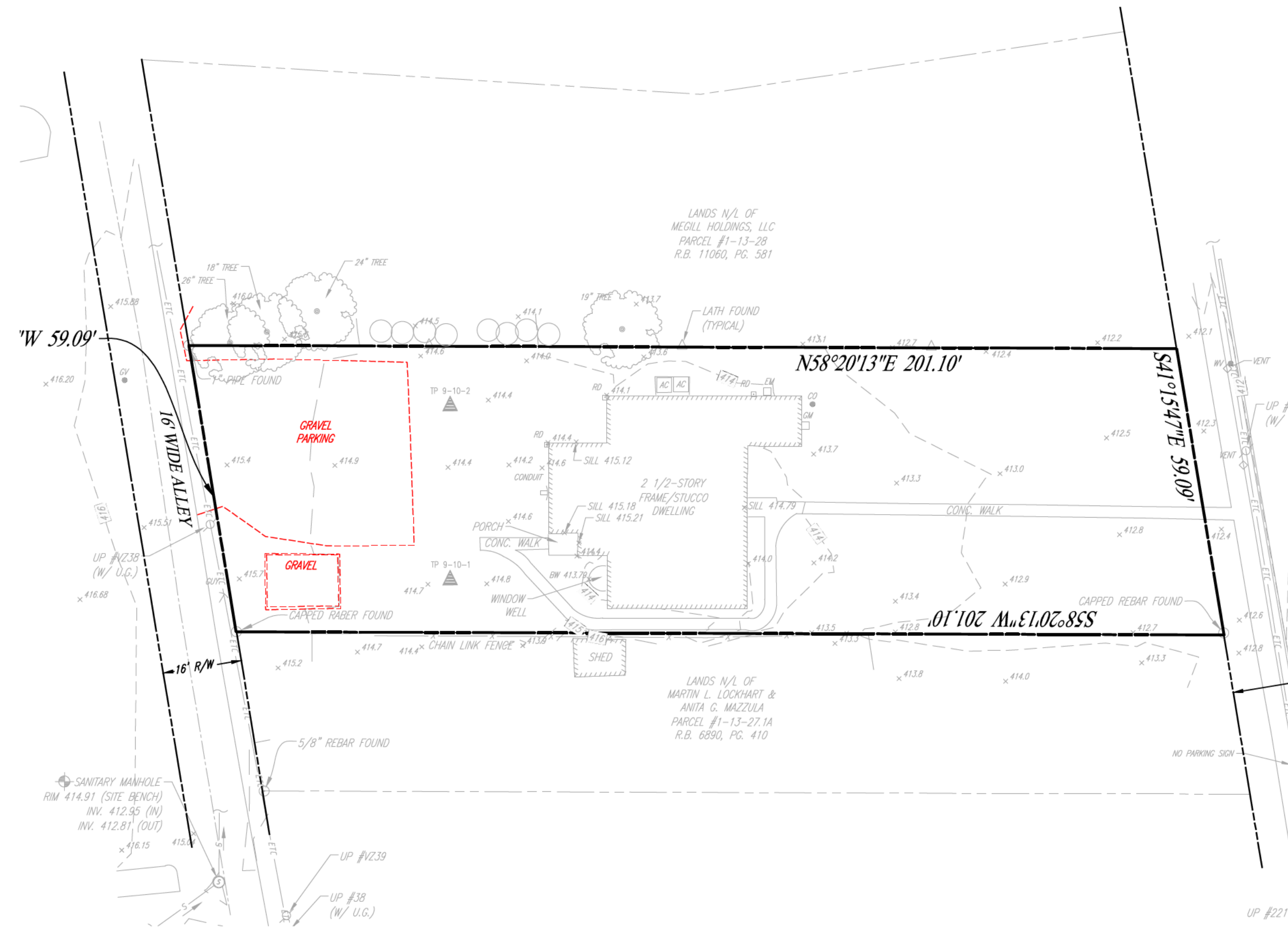


Table with 3 columns: NO., DATE, DESCRIPTION. Rows 1-8.

GRADING PERMIT PLAN table with columns: CLIENT, PROJECT, LOCATION.

Table with columns: DATE, SCALE, DRAWN BY, CHECKED BY, PROJECT NO., CAD FILE, PLOTTED, DRAWING NO., SHEET.

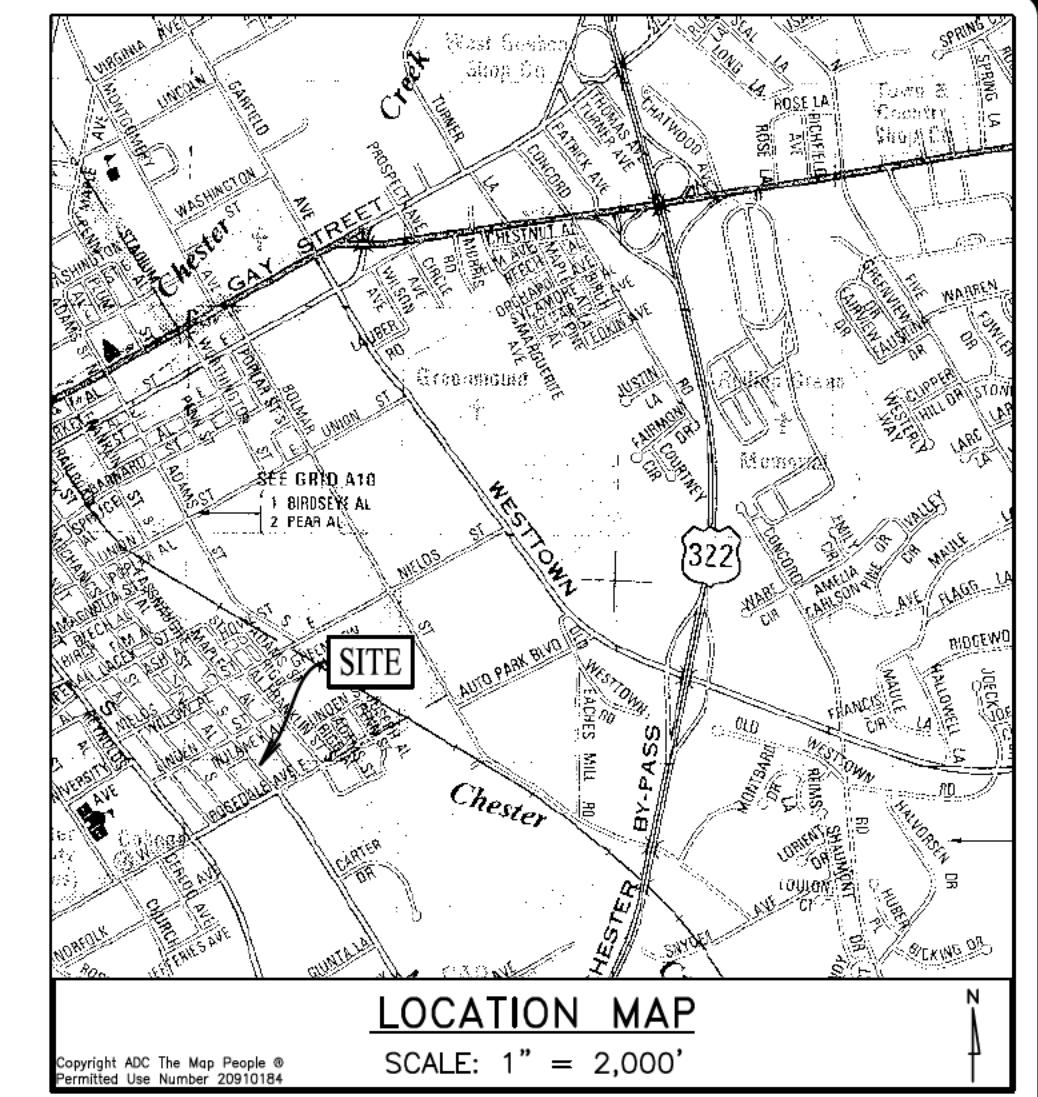


EXISTING CONDITIONS AND DEMOLITION PLAN

SCALE: 1" = 20'

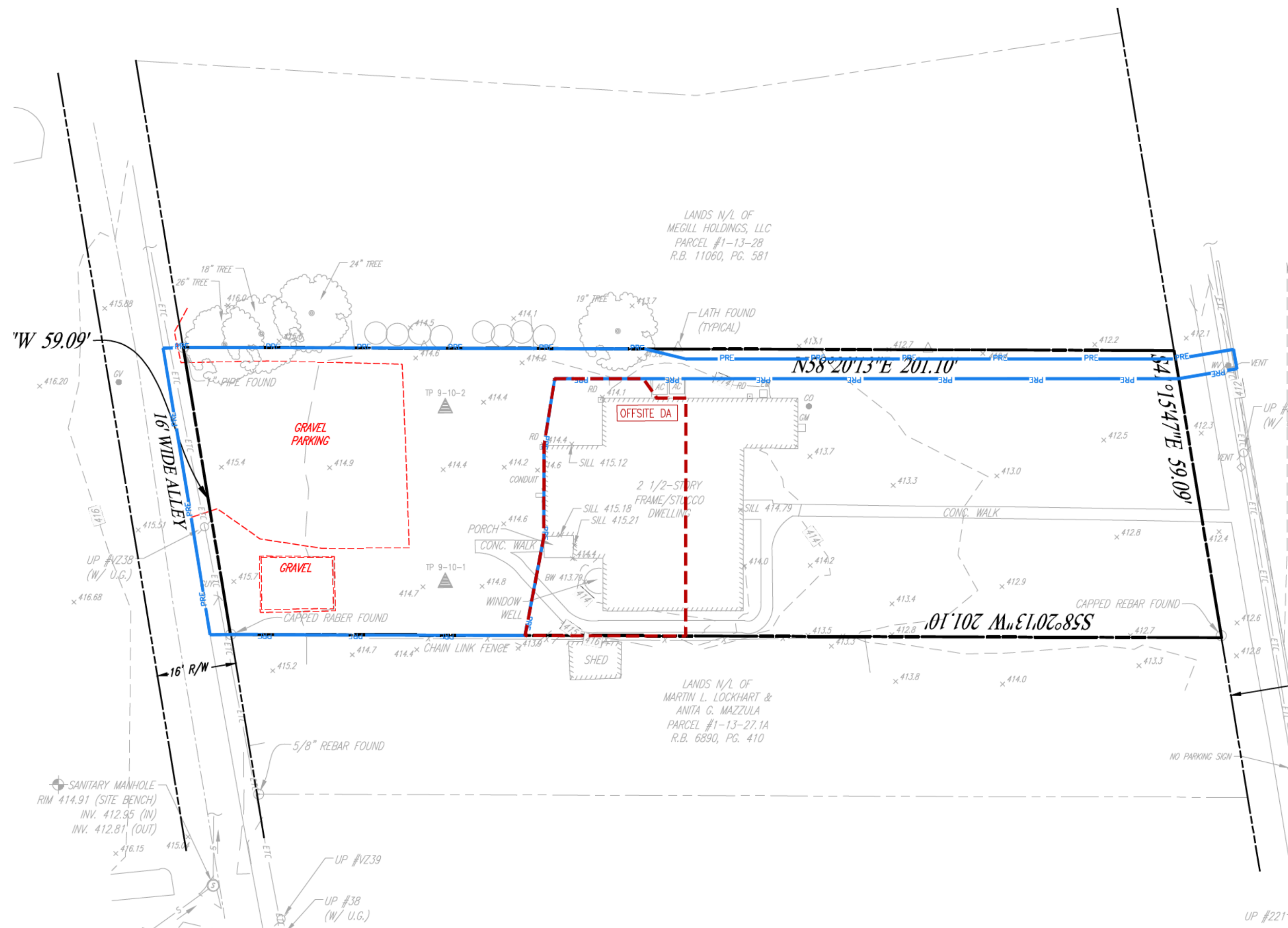


GRAPHIC SCALE
1 inch = 20 feet



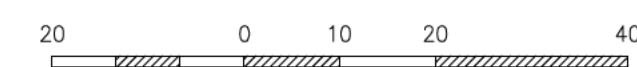
LOCATION MAP

SCALE: 1" = 2,000'

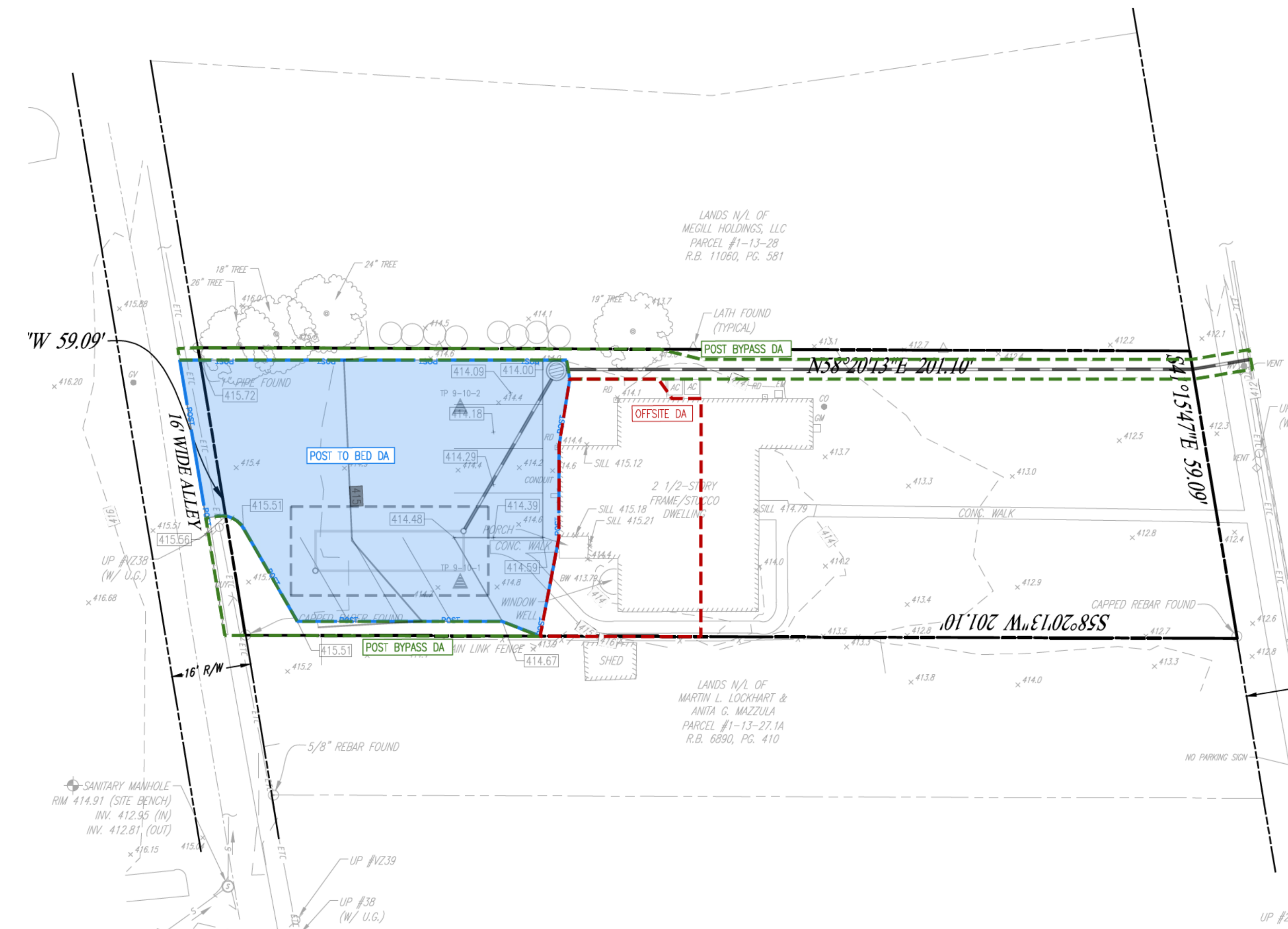


PRE-DEVELOPMENT DRAINAGE AREA

SCALE: 1" = 20'



GRAPHIC SCALE
1 inch = 20 feet

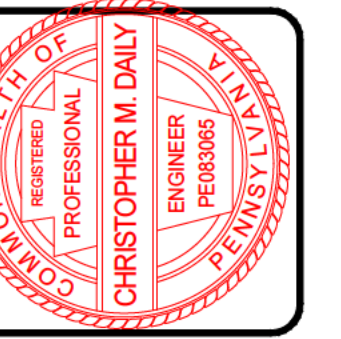


POST-DEVELOPMENT DRAINAGE AREA

SCALE: 1" = 20'



GRAPHIC SCALE
1 inch = 20 feet



REV.	DATE	DESCRIPTION
8		
7		
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GRADING PERMIT
DRAINAGE AREA PLAN
CLIENT: EDWARD WOODS III
PROJECT: 740 S. MATLACK ST.
LOCATION: 740 S. MATLACK ST.
WEST CHESTER BOROUGH, CHESTER COUNTY, PA

DATE:	03/14/2025
SCALE:	1"=20'
DRAWN BY:	GPF
CHECKED BY:	CMD
PROJECT NO.:	4997
CD FILE:	4997 PL.dwg
PLOTTED:	03/14/2025
DRAWING NO.:	C01.2
SHEET:	02 of 04

STORMWATER INFILTRATION BED CONSTRUCTION SPECIFICATIONS

- PRIOR TO ANY SITE DISTURBANCE, THE PROPOSED INFILTRATION BED LOCATION SHALL BE PROTECTED FROM DISTURBANCE/COMPACTION WITH ORANGE CONSTRUCTION FENCING.
- PRIOR TO CLEARING, GRUBBING AND BED CONSTRUCTION, PERIMETER SEDIMENT CONTROL DEVICES MUST BE INSTALLED. ONCE PERIMETER CONTROLS ARE IN PLACE, AREA OF INSTALLATION SHALL BE CLEARED, GRUBBED, AND STRIPPED OF TOPSOIL TO REMOVE TREES, VEGETATION, ROOTS AND OTHER OBJECTIONABLE MATERIAL.
- HEAVY EQUIPMENT AND TRAFFIC SHALL BE RESTRICTED FROM TRAVELING OVER THE PROPOSED LOCATION OF THE INFILTRATION BED TO MINIMIZE COMPACTION OF THE SOIL. EXCAVATION OF THE INFILTRATION FACILITY SHALL BE PERFORMED BY EQUIPMENT THAT WILL NOT COMPACT THE BOTTOM OF THE INFILTRATION FACILITY.
- THE BOTTOM AND SIDES OF ALL INFILTRATION BEDS SHALL BE UNDISTURBED OR UNCOMPACTED SUBGRADE SCARIFIED TO A DEPTH OF SIX (6) INCHES.
- 100% OF THE SITE MUST BE UNIFORMLY STABILIZED PRIOR TO THE INFILTRATION BED RECEIVING SITE RUNOFF.
- ONLY CLEAN AGGREGATE WITH DOCUMENTED POROSITY THAT IS FREE OF FINES WILL BE PERMITTED. ALL STONE TO BE USED FOR INFILTRATION DEVICES SHALL BE CLEAN WASHED AASHO #57 PER THE PA BMP MANUAL.
- THE TOP, BOTTOM, AND SIDES OF THE INFILTRATION BED SHALL BE COVERED WITH A NONWOVEN GEOTEXTILE FABRIC OR APPROVED EQUAL. USE A MINIMUM 12-INCH OVERLAP BETWEEN FABRIC PIECES.
- IF ANY UNFORESSEEN ISSUES ARE ENCOUNTERED DURING THE CONSTRUCTION OF THE SUBSURFACE INFILTRATION BED INCLUDING BUT NOT LIMITED TO GROUNDWATER, AN ALTERNATIVE DESIGN SHALL BE FORWARDED TO THE TOWNSHIP ENGINEER FOR CONSIDERATION AND APPROVAL PRIOR TO INSTALLATION OF THE SYSTEM.

STORMWATER INFILTRATION NOTES

- COMPACTION IS TO BE MINIMIZED IN THE AREAS DESIGNATED FOR INFILTRATION.
- INFILTRATION BED FILTER FABRIC AND STONE SHOULD BE KEPT CLEAN OF SOIL/SEDIMENT DURING THE INSTALLATION PROCESS. IF INSPECTION INDICATES THAT SOIL SEDIMENT HAS ENTERED THE INFILTRATION BED, APPROPRIATE MEASURES (I.E. CLEANING THE SOIL/SEDIMENT FROM THE FABRIC, STONE, BED ETC. AND OR REPLACEMENT OF THE FABRIC AND STONE) SHOULD BE ADDRESSED.
- ALL STONE FOR THE CONSTRUCTION OF THE STONE INFILTRATION BED SHOULD BE UNIFORMLY GRADED AND CLEAN WASHED AGGREGATE.
- THE BOTTOM OF THE INFILTRATION BED SHALL BE UNDISTURBED OR UNCOMPACTED SUBGRADE.

EROSION AND SEDIMENTATION CONTROL NARRATIVE

THE PURPOSE OF THIS NARRATIVE AND THE EROSION CONTROL ASPECTS OF THE PLANS ARE TO PREVENT THE ACCELERATED EROSION OF EXPOSED SITE SOILS DURING CONSTRUCTION AND TO RETAIN ON SITE ALL SEDIMENT PRODUCED BY CONSTRUCTION ACTIVITIES. THIS WILL BE ACCOMPLISHED BY STRICT ADHERENCE TO THE FOLLOWING NOTES, SEQUENCE OF CONSTRUCTION, AND EROSION AND SEDIMENT CONTROL DETAILS SHOWN ON THE PLAN.

EROSION AND SEDIMENTATION CONTROL NOTES:

- THE PERMITTEE(S) SHALL BE RESPONSIBLE FOR THE PROPER CONSTRUCTION, STABILIZATION AND MAINTENANCE OF ALL EROSION AND SEDIMENT CONTROLS AND RELATED ITEMS INCLUDED WITHIN THESE PLANS UNTIL THE SITE IS PERMANENTLY STABILIZED.
- AN AREA SHALL BE CONSIDERED TO HAVE ACHIEVED FINAL STABILIZATION WHEN IT HAS A MINIMUM UNIFORM 70% PERENNIAL VEGETATIVE COVER OR OTHER PERMANENT NON-VEGETATIVE COVER WITH A DENSITY SUFFICIENT TO RESIST ACCELERATED SURFACE EROSION AND SUBSURFACE CHARACTERISTICS SUFFICIENT TO RESIST SLIDING AND OTHER MOVEMENTS. IMMEDIATELY AFTER EARTH DISTURBANCE ACTIVITIES CEASE, THE OPERATOR SHALL STABILIZE ANY AREAS RESTORED BY THE ACTIVITIES. DURING NON-GERMINATING PERIODS, MULCH MUST BE APPLIED AT THE SPECIFIED RATES. DISTURBED AREAS WHICH ARE NOT AT FINISHED GRADE AND WHICH WILL BE RE-DISTURBED WITHIN 1 YEAR MUST BE STABILIZED IN ACCORDANCE WITH THE TEMPORARY VEGETATIVE STABILIZATION SPECIFICATIONS. DISTURBED AREAS WHICH ARE AT FINISHED GRADE OR WHICH WILL NOT BE RE-DISTURBED WITHIN 1 YEAR MUST BE STABILIZED IN ACCORDANCE WITH THE PERMANENT VEGETATIVE STABILIZATION SPECIFICATIONS.
- STORMWATER RUNOFF FROM UNSTABILIZED AREAS DURING THE CONSTRUCTION PROCESS IS TO BE RESTRICTED FROM ENTERING THE ON-LOT INFILTRATION BED.
- MULCH WITH MULCH CONTROL NETTING OR EROSION CONTROL BLANKETS MUST BE INSTALLED ON ALL SWALES AND DISTURBED SLOPES 3:1 OR GREATER.
- TEMPORARY AND PERMANENT GRASSES OR OTHER SUITABLE STABILIZATION MEASURES SHALL BE ESTABLISHED ON THE SIDES OF ALL EARTHEN BASINS WITHIN 15 DAYS OF CONSTRUCTION.

MAINTENANCE DURING CONSTRUCTION:

- AREAS THAT CONTAIN SOIL SHALL BE CHECKED VERY CAREFULLY TO ENSURE THAT JOINT BETWEEN THE SOD STRIPS ARE TIGHT AND SECURE. WHERE JOINT SEPARATION IS IN EVIDENCE, A CAREFUL INSPECTION OF EACH JOINT SHALL BE MADE TO DETERMINE WHETHER THE JOINT IS OCCURRING. IF IT IS, THE STRIPS SHALL BE BOLDED UP, THE SUBSURFACE SHALL BE FILLED AND GRADED AS REQUIRED, AND THE SOD STRIPS SHALL BE RE-LAID WITH TIGHT JOINTS AND PEGGING.
- SEEDED AREAS THAT HAVE WASHED AWAY SHALL BE FILLED AND GRADED AS NECESSARY AND THEN RESEED. A BURLAP OR STRAW COVER WILL BE APPLIED TO RETAIN THE SEED UNTIL IT HAS HAD A CHANCE TO ROOT PROPERLY.
- THE ABOVE PROCEDURE SHALL BE REPEATED AFTER EACH SIZEABLE STORM UNTIL NO MORE SIGNS OF EROSION ARE EVIDENT. AT MONTHLY INTERVALS THEREAFTER, INSPECTIONS AND NECESSARY CLEANING WILL BE DONE.
- AFTER SLOPES AND SWALES ARE ESTABLISHED, WEEKLY INSPECTIONS SHALL BE MADE TO DETERMINE THE DURABILITY OF THE STABILIZATION MEASURES. AN INSPECTION OF ALL FACILITIES WILL BE MADE AFTER EVERY STORM TO DETERMINE THEIR RESISTANCE TO DRIVING RAIN.
- SHOULD UNFORESSEEN SOIL EROSION TAKE PLACE DURING CONSTRUCTION, THE CONTRACTOR SHALL TAKE ADEQUATE STEPS TO RESOLVE THE SITUATION IN ORDER TO PROTECT THE ADJACENT ROADWAY AND PROPERTIES.

SEED MIX SPECIFICATIONS

GRASS SEED: ALL SEED SHALL BE FRESH, NEW CROP SEED SHALL BE LABELED IN ACCORDANCE WITH THE U.S. DEPARTMENT OF AGRICULTURE'S RULES AND REGULATIONS UNDER THE FEDERAL SEED ACT IN EFFECT ON THE DATE OF INVITATION FOR BIDS. ALL SEED SHALL BE FURNISHED IN SCALED STANDARD CONTAINERS, BEARING THE WARRANTY OF THE SUPPLIER AND CERTIFYING AS TO THE KIND, PERCENT BY WEIGHT, PURITY AND GERMINATION. THE GRASS SEED SHALL CONTAIN THE PERCENTAGES OF VARIETIES AND SHALL BE OF THE QUALITY INDICATED BY THE PERCENTAGES OF PURITY AND GERMINATION INDICATED ON THE LIST FURNISHED WITH THE APPLICABLE PLAN. SEED MIX SHALL BE AS SPECIFIED. SPREAD AT THE RATE OF 4 LBS. PER 1000 SQ. FT. MINIMUM FOR SLOPES 3:1, IF GREATER, USE 5 LBS. PER 1000 SQ. FT.

PERMANENT SEEDING DATES MARCH 1 TO JUNE 1, AND AUGUST 1 TO OCTOBER

NAME	GRASS SEED	
	PARTS BY WEIGHT	% PURITY GERMINATION
KENTUCKY BLUE GRASS	35%	95% 85%
PENSTAR OF PENNINE PERENNIAL RYEGRASS	35%	95% 90%
PENNLAWN RESCUE ANNUAL RYEGRASS	15%	95% 85%
	15%	90% 80%

VARIETIES: MULCH: SHALL BE HAY WHICH IS FREE OF WEEDS AND SEEDS, NOT MOLDY OR ROTTEN, AND SHALL BE APPLIED AT ALL CRITICAL SLOPE AREAS AT A RATE OF 3 TONS PER ACRE.

KENTUCKY BLUEGRASS SOD (IF CALLED FOR): SOD SHALL BE GROWN UNDER SUPERVISION OF THE BUREAU OF PLANT INDUSTRY PENNSYLVANIA DEPARTMENT OF AGRICULTURE OR SHALL BE COMPOSED OF ONLY GLUE TAG CERTIFIED SEED.

TEMPORARY SEEDING DATE: ANYTIME

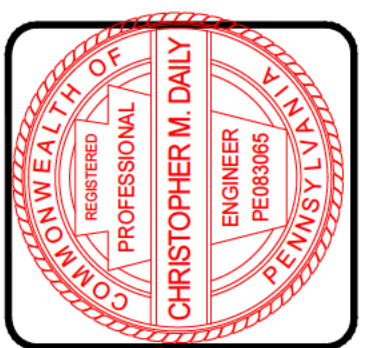
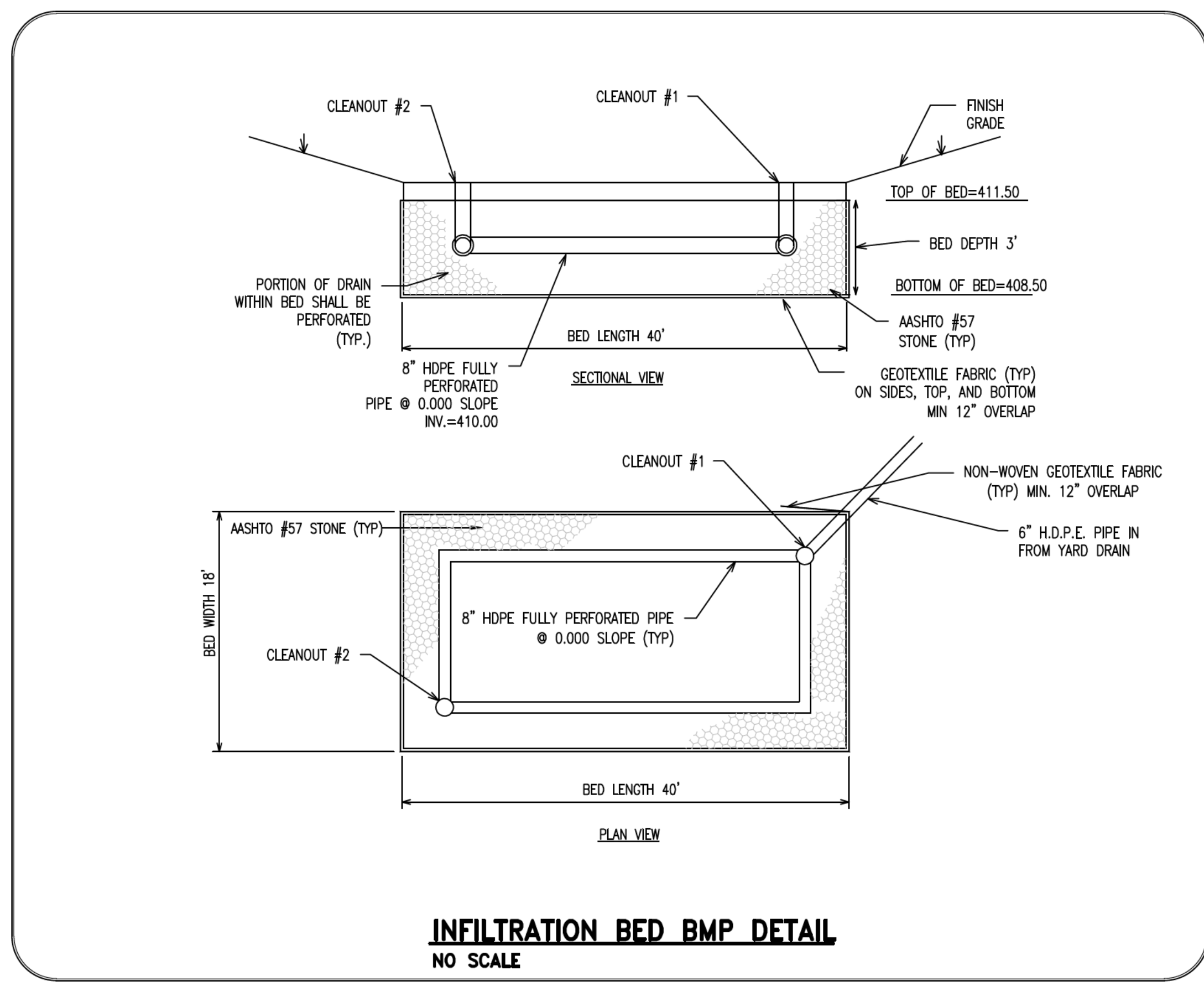
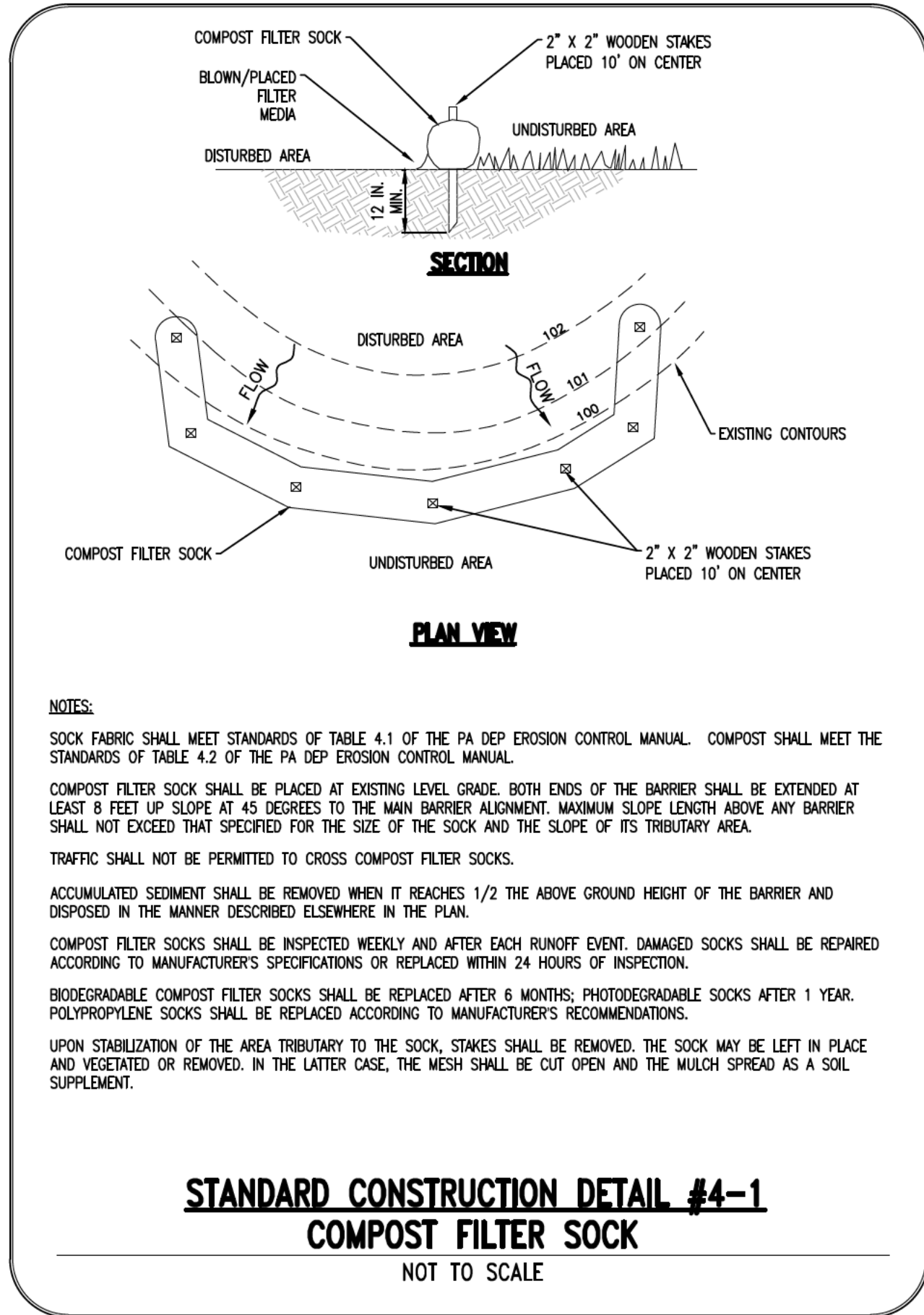
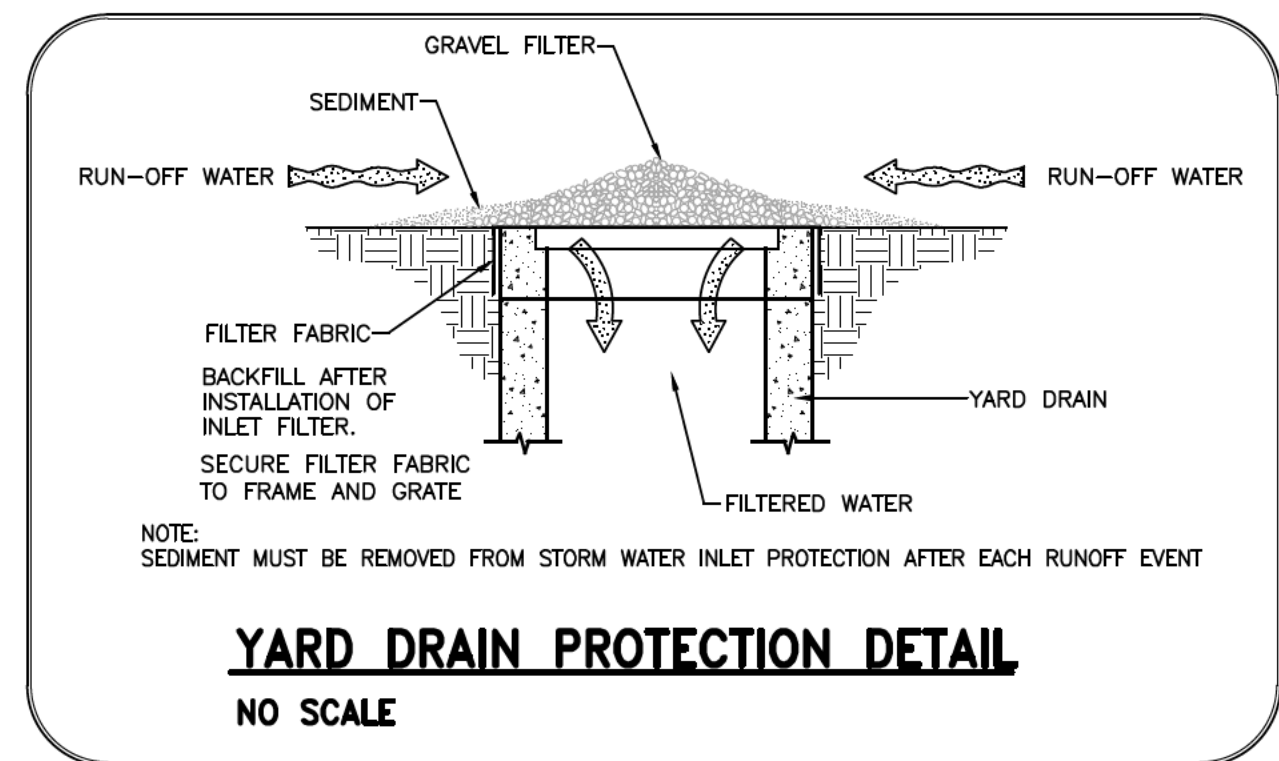
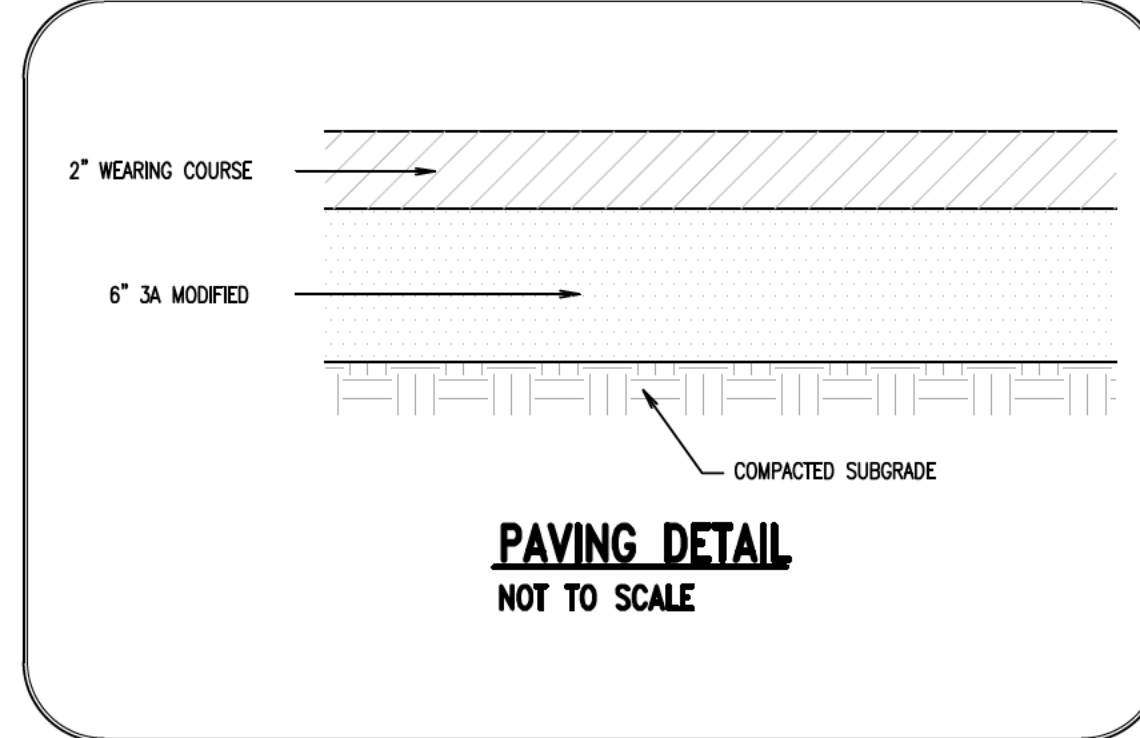
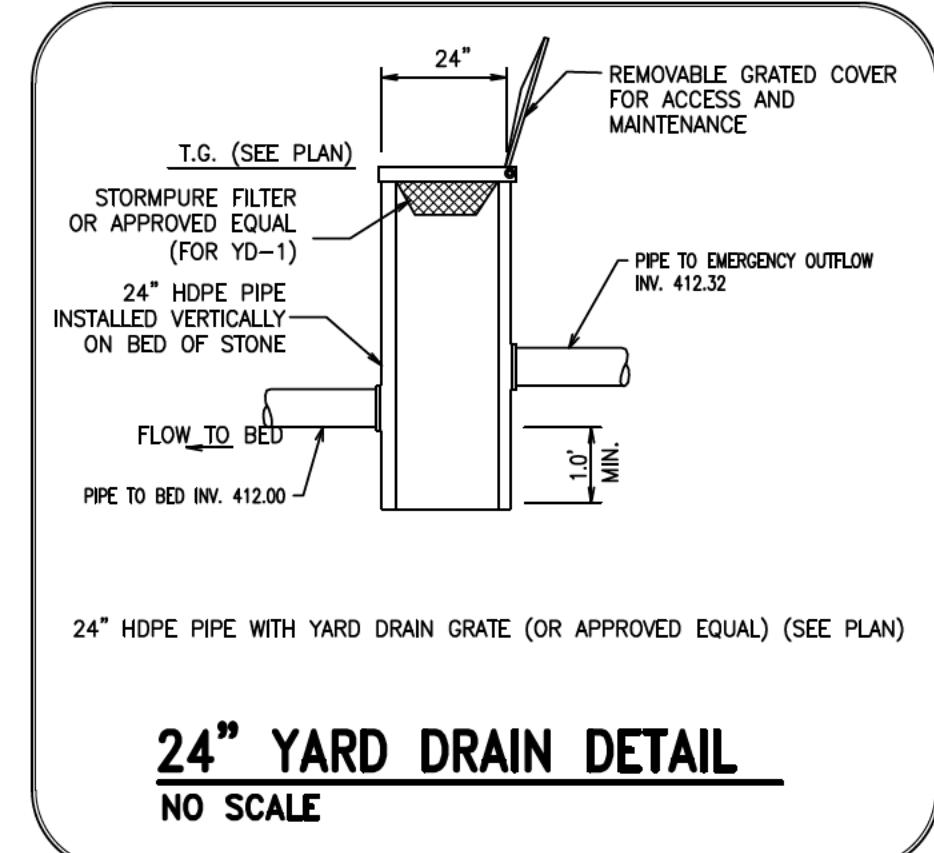
TEMPORARY SEEDING: SHALL BE ANNUAL RYEGRASS AT 40 LBS. PER ACRE. SITE PREPARATION - APPLY 1 TON OF AGRICULTURAL-GRADE LIMESTONE PER ACRE PLUS FERTILIZER AT THE RATE OF 50-50-50 PER ACRE OF WORK IN WHERE POSSIBLE. AFTER SEEDING, MULCH WITH HAY OR STRAW AT A RATE OF 3 TONS PER ACRE.

HYDROSEEDING:

- SHALL BE LIME, FERTILIZER, GRASS SEEDS, LEGUME SEEDS AND INOCULANT MIXED WITH WATER AND APPLIED AS SLURRY, AT A RATE OF 1000 GALLONS PER ACRE.
- LIME: UP TO 4000 LBS. LIMESTONE PER ACRE MIXED WITH 1000 GALLONS OF WATER PER ACRE.
- FERTILIZER: AT RATE OF 50-50-50 PER ACRE.
- INOCULANT: USE 5 TIMES RATE RECOMMENDED ON THE PACKAGE WHEN SEEDING WITH A HYDROSEEDER.

SEEDING AND MULCHING NOTES

- ANY UNDISTURBED AREA ON WHICH ACTIVITY HAS CEASED AND WHICH WILL REMAIN EXPOSED FOR MORE THAN 20 DAYS MUST BE SEED AND MULCHED IMMEDIATELY. DURING NON-GERMINATING PERIODS, MULCH MUST BE APPLIED AT THE RECOMMENDED RATES. DISTURBED AREAS WHICH ARE NOT AT FINISHED GRADE AND WHICH WILL BE REDISTURBED WITHIN 1 YEAR MAY BE SEED AND MULCHED WITH A QUICK GROWING TEMPORARY SEEDING MIXTURE AND MULCH. DISTURBED AREAS WHICH ARE EITHER AT FINISHED GRADE OR WILL NOT BE REDISTURBED WITHIN 1 YEAR MUST BE SEED AND MULCHED WITH A PERMANENT SEED MIXTURE AND MULCH.
- DIVERSIONS, CHANNELS, SEDIMENTATION BASINS, SEDIMENT TRAPS, AND STOCKPILES MUST BE SEED AND MULCHED IMMEDIATELY.
- HAY OR STRAW MULCH MUST BE APPLIED AT A RATE OF AT LEAST 3.0 TONS PER ACRE
- GRADED AREAS TO TEMPORARILY SEED AND MULCHED IMMEDIATELY FOLLOWING EARTH MOVING PROCEDURES. SEED SHALL BE ANNUAL RYE GRASS APPLIED AT A RATE OF 3 LBS. PER 1000 SQ. FT.
- ESTABLISH PERMANENT SEEDING AS SOON AS POSSIBLE AFTER FINAL GRADING IS COMPLETE. PERMANENT SEEDING SHALL BE 50% PENNLAWN RED FESCUE, 10% PENNINE PERENNIAL RYEGRASS AND 50% KENTUCKY BLUEGRASS APPLIED AT THE RATE OF 3.5 LBS. PER 1000 SQ. FT.



REV.	DATE	DESCRIPTION
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GRADING PERMIT NOTES AND DETAILS

CLIENT: EDWARD WOODS III
PROJECT: 740 S. MATLACK ST.
LOCATION: 740 S. MATLACK ST.
WEST CHESTER BOROUGH, CHESTER COUNTY, PA

DATE:	03/14/2025
SCALE:	NTS
DRAWN BY:	GPF
CHECKED BY:	CMD
PROJECT NO.:	4997
CD FILE:	4997 PL.dwg
PLOTTED:	03/14/2025
DRAWING NO.:	C01.3
SHEET:	03 of 04

