



Smart Growth Committee Meeting  
**November 12, 2025 @ 6:30 PM**  
*This meeting is recorded for public record.*

**Committee Members:**

Nicole Scimone, Chair  
Lisa Dorsey  
Bernie Flynn

**Smart Growth Committee of Borough Council:**

**Director of Building and Housing: Aaron Flook**

**Borough Manager: Sean Metrick**

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**Smart Growth Committee Meeting:**

1. Call to Order
2. Announcements
  - A. The Borough will be collecting canned goods to benefit the West Chester Food Cupboard at Borough Hall during business hours. Please stop by to contribute. More information can be found on the Borough website.
  - B. Public Hearings Announcement:
    - i. Public meeting being held on November 19, 2025 at 6:30pm in Borough Hall amending Zoning Code 112-602.P regarding parking areas for three or more cars.
    - ii. Public meeting being held on November 19, 2025 at 6:30pm in Borough Hall amending Zoning Code 112-202 to add definitions of “alley” and “unified residential development”; section 112-304, titled permitted uses, to add unified residential development as permitted principal use by right in the TC district; to amend footnote 1 in section 112-304.A; and add a new section 112-916 to add standards for unified residential development.
    - iii. Public meeting being held on November 19, 2025 at 6:30pm in Borough Hall amending Zoning Code amending section 112-309.B to revise the dimensional requirements in the TC district.
3. Comments  
Comments, suggestions, petitions by residents, taxpayers and visitors in attendance regarding items that are not on the agenda. Please be advised there is a 5-minute time limit which is at the discretion of the Council President and/or Chair.
4. Reports
  - A. Director’s report – (attachment)

5. Old Business

- A. Motion to approve Smart Growth Committee minutes – October 8, 2025 (attachment)
- B. Discuss amending Chapter 112-314 Planned University Campus District (attachment)  
*Issue: Ordinance amendment as it relates to the College Arms student housing redevelopment*

6. New Business

- A. Discuss amendment to Chapter 112-702 - Sign Regulations (attachment)  
*Issue: Discuss amendment to allow HARB to substitute appropriate materials*
- B. Consider directing the Solicitor to attend Zoning Hearing Board (attachment)
  - 1. 436 N. Church St: Decrease allowable side yard and rear yard setback
  - 2. 304 W. Lafayette St-Seeking relief from 112-602.L. parking requirement.
- C. Motion to approve HARB applications (attachment)  
*Issue: Consider a Motion to approve the September HARB Certificate of Appropriateness*
  - 1. 2025-32: 34 S. High St-Sign and café seating barrier
  - 2. 2025-33: 123 N. Church St-Exterior renovation

7. Other Business

8. Adjournment

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

Agendas are posted to [www.west-chester.com](http://www.west-chester.com) by noon 3 business days prior to the meeting.

**NOTICE IS GIVEN** that on **November 19, 2025 at 6:30 p.m.**, prevailing time, Council for the Borough of West Chester, Chester County, Pennsylvania, will hold a public hearing as part of the regularly scheduled public meeting at the Borough of West Chester's municipal building located at 401 East Gay Street, West Chester, Pennsylvania, to consider the adoption of, and if approved, Borough Council will adopt the following ordinances with the following titles and summaries:

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 112-602.P REGARDING PARKING AREAS FOR THREE OR MORE VEHICLES.

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 112 OF THE CODE OF THE BOROUGH OF WEST CHESTER, TITLED, "ZONING", SPECIFICALLY SECTION 112- 202, TITLED DEFINITIONS, TO ADD DEFINITIONS OF "ALLEY" AND "UNIFIED RESIDENTIAL DEVELOPMENT"; SECTION 112-304, TITLED PERMITTED USES, TO ADD UNIFIED RESIDENTIAL DEVELOPMENT AS A PERMITTED PRINCIPAL USE BY RIGHT IN THE TC TOWN CENTER DISTRICT; TO AMEND FOOTNOTE 1 IN SECTION 112-304.A; AND TO ADD A NEW SECTION 112-916 TO ADD STANDARDS FOR UNIFIED RESIDENTIAL DEVELOPMENT.

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 112 OF THE CODE OF THE BOROUGH OF WEST CHESTER, TITLED, "ZONING", SPECIFICALLY TO AMEND SECTION 112-309.B TO REVISE THE DIMENSIONAL REQUIREMENTS IN THE TC TOWN CENTER DISTRICT.

The full text of the Ordinances are available on the Borough's website [www.westchester.com](http://www.westchester.com). In addition, a certified copy of the proposed Ordinances are on file at the offices of the *Daily Local News* by calling (215) 648-1066 and the Chester County Law Library, Chester County Justice Center, Suite 2400, 201 West Market Street, West Chester, Pennsylvania 19380.

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.

Kristin S. Camp, Esquire  
Borough Solicitor

***PLEASE ADVERTISE ON NOVEMBER 4, 2025 AND NOVEMBER 11, 2025***

**BOROUGH OF WEST CHESTER**  
**CHESTER COUNTY, PENNSYLVANIA**

**ORDINANCE NO.**

**AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 112 OF THE CODE OF THE BOROUGH OF WEST CHESTER, TITLED, "ZONING", SPECIFICALLY SECTION 112-202, TITLED DEFINITIONS, TO ADD DEFINITIONS OF "ALLEY" AND "UNIFIED RESIDENTIAL DEVELOPMENT; SECTION 112-304, TITLED PERMITTED USES, TO ADD UNIFIED RESIDENTIAL DEVELOPMENT AS A PERMITTED PRINCIPAL USE BY RIGHT IN THE TC TOWN CENTER DISTRICT; TO AMEND FOOTNOTE 1 IN SECTION 112-304.A; AND TO ADD A NEW SECTION 112-916 TO ADD STANDARDS FOR UNIFIED RESIDENTIAL DEVELOPMENT.**

**BE IT ENACTED AND ORDAINED**, and it is hereby enacted by authority of the Council of the Borough of West Chester that the Code of the Borough of West Chester, specifically, Chapter 112, titled, "Zoning", is hereby amended as follows:

**SECTION 1.** Section 112-202, titled, "Definitions" is amended to add the following new definitions:

**ALLEY** – Land over which there is a right-of-way, municipally or privately owned, ordinarily serving as a secondary means of access to two or more lots. "Alleys" in the Borough are typically located to the rear of a building, occasionally on the side of a building, and rarely in the front of a building.

**UNIFIED RESIDENTIAL DEVELOPMENT** – A residential land development consisting of only single-family semidetached, single-family attached, two-family detached, two-family semidetached, two-family attached, quadrplex, and/or triplex dwelling units which utilizes common architectural and design principles and shares common pedestrian and vehicular access and parking.

**SECTION 2.** The Table set forth in Section 112-304.A, titled "Principal Uses", is amended to add "Unified Residential Development" as a principal use by right in the TC Town Center District.

**SECTION 3.** Footnote [1] of Section 112-304.A is amended as follows:

[1] Residential uses are not permitted on first floor in the TC District except in a Unified Residential Development.

**SECTION 4.** A new Section 112-916 titled “Standards for Unified Residential Development” is added as follows:

§ 112-916. **Standards for Unified Residential Development.**

- A. The following standards shall apply to a Unified Residential Development which is a use permitted by right in the TC Town Center District. The standards of this Section 112-916 shall supersede conflicting or different standards set forth in this Chapter 112 applicable in the TC District.
- B. Area and bulk regulations. The following area and bulk regulations shall apply to a Unified Residential Development.
  - (1) Maximum gross tract area: three (3) acres.
  - (2) Tract location: tract must be adjacent to a lot or tract located in the NC-2, NC-3 or CS Zoning Districts; provided, however, the tract must not be located in or adjacent to a lot or tract located in the Retail Overlay District as defined in Section 112-405.
  - (3) Maximum density: 40 dwelling units per acre
  - (4) Minimum tract width at the street line of at least one street: 100 feet.
  - (5) Building setback line/front yard - minimum - zero (0) feet; maximum five (5) feet
  - (6) Side yard - minimum - five (5) feet.
  - (7) Rear yard - minimum - five (5) feet.
  - (8) Distance between exterior walls of buildings - minimum – fifteen (15) feet.
  - (9) Maximum tract building coverage: 90%.
  - (10) Maximum tract impervious coverage: 95%.
  - (11) Minimum tract green area: 5%.
  - (12) Maximum building height: 45 feet.
  - (13) Uncovered stoops and steps may project a maximum of four (4) feet into the right- of way of a dedicated street. Provided, however, in no case shall the width of the sidewalk be less than four (4) feet to maintain an accessible route for pedestrians.
- C. Design standards for a Unified Residential Development.
  - (1) Unified Residential Development shall comply with all of the requirements and design standards of Section 112-916. Applicants seeking land development approval for a Unified Residential Development shall provide conceptual architectural plans and sufficient documentation to demonstrate compliance with

all of the said requirements and design standards. The plans and documentation shall be submitted with the preliminary land development application.

- (a) The front façade of all dwelling units shall face and abut a dedicated street, a private green area, or private common open space.
- (b) Garages and parking spaces shall face alleys or private driveways located in the rear of dwelling units.
- (c) Alleys and private driveways serving more than one dwelling unit shall have a minimum of twelve (12) feet in cartway width. A minimum right-of-way width is not required for alleys constructed as part of the Unified Residential Development, and such alleys shall not be dedicated to the Borough and shall be maintained by an association of the owners of the dwelling units.
- (d) Dwelling units shall be a minimum of fifteen (15) feet and a maximum of twenty-four (24) feet from side wall to side wall.
- (e) The Design Guidelines for the West Chester Historic District, July 2002, as amended from time to time, shall be used for the design elements of the buildings, structures and the overall development, including but not limited to massing, scale, proportion, rhythm, building materials, roofs, windows, and streetscapes. Existing Borough 18<sup>th</sup> and 19<sup>th</sup> century residential buildings of a scale similar to the proposed new buildings shall be used as architectural models for the proposed new buildings in the Unified Residential Development. To the extent the Design Guidelines may be inconsistent with or contrary to the requirements of this Section 112-916, the requirements of Section 112-916 shall prevail. The preliminary land development application shall include plans, conceptual building elevations, diagrams, photographs, and other documentation to demonstrate compliance with the Design Guidelines. The preliminary plan and forgoing documentation shall be sent by the Borough to the Borough Historic Architect for review and comment and a determination of compliance with the Design Guidelines and the standards of Section 112-916.
- (f) The following specific design and material specifications shall apply:
  - [1] Vinyl or aluminum siding and fabricated plastic building components shall not be used.
  - [2] The use of window shutters is preferred. If shutters are used, each shutter must be half the width of the window opening.
  - [3] Existing brick sidewalks along streets and alleys shall be preserved to the greatest extent feasible. Repairs to and reconstruction of existing sidewalks and the construction of new sidewalks shall utilize salvaged or new red clay brick pavers. Concrete pavers shall not be utilized.

- (2) All preliminary land development plans shall be accompanied by a landscaping plan which shall be approved by Council as part of the land development decision.
- (3) Parking shall be provided as follows: two off-street parking spaces shall be provided for each dwelling unit, at least one of which shall be located inside a garage and one of which may be located directly adjacent to the dwelling unit that the space serves. Parking spaces for the same dwelling unit may be stacked behind garages or other parking spaces.

**SECTION 5. Severability.** The provisions of this Ordinance are severable, and if any article, section, subsection, clause, sentence or part thereof shall be held or declared illegal, invalid or unconstitutional by any court of competent jurisdiction, the decision shall not affect or impair any of the remaining articles, sections, subsections, clauses, sentences or parts thereof of this Ordinance. It is hereby declared to be the intent of the Borough Council that this Ordinance would have been enacted if such illegal, invalid, or unconstitutional article, section, subsection, clause, sentence, or part thereof had not been included herein.

**SECTION 6. Repealer.** All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of any such inconsistency.

**SECTION 7. Effective Date.** This Ordinance shall become effective upon enactment as by law provided.

ENACTED AND ORDAINED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

ATTEST:

**COUNCIL FOR THE BOROUGH  
OF WEST CHESTER**

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

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

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

\_\_\_\_\_  
Lillian L. DeBaptiste, Mayor

**BOROUGH OF WEST CHESTER**  
**CHESTER COUNTY, PENNSYLVANIA**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 112 OF THE CODE OF THE BOROUGH OF WEST CHESTER, TITLED, "ZONING", SPECIFICALLY TO AMEND SECTION 112-309.B TO REVISE THE DIMENSIONAL REQUIREMENTS IN THE TC TOWN CENTER DISTRICT.**

BE IT ENACTED AND ORDAINED, and it is hereby enacted by authority of the Council of the Borough of West Chester that the Code of the Borough of West Chester, specifically, Chapter 112, titled, "Zoning", is hereby amended as follows:

**SECTION 1.** Section 112-309, titled, "TC Town Center District", subsection "B" shall be deleted, and the following shall be added:

B. Dimensional requirements.

Lot area, minimum	2,500 square feet
Lot width, minimum	20 feet
Building setback line/front yard, minimum	0 feet *
Side yard, minimum	0 feet
Rear yard, minimum	5 feet
Height, maximum	45 feet**
Impervious coverage, maximum	95%
Building coverage, maximum	90%

\*The building setback line/front yard, minimum for buildings, structures, or parts thereof with a building height over 45 feet permitted in the HO-60 or HO-75 Height Option Overlay Districts shall be 10 feet.

\*\*Except as may be permitted in the HO-60 or HO-75 Height Option Overlay Districts.

**SECTION 2. Severability.** The provisions of this Ordinance are severable, and if any article, section, subsection, clause, sentence or part thereof shall be held or declared illegal, invalid or unconstitutional by any court of competent jurisdiction, the decision shall not affect or impair any of the remaining articles, sections, subsections, clauses,

sentences or parts thereof of this Ordinance. It is hereby declared to be the intent of the Borough Council that this Ordinance would have been enacted if such illegal, invalid, or unconstitutional article, section, subsection, clause, sentence, or part thereof had not been included herein.

**SECTION 3. Repealer.** All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of any such inconsistency.

**SECTION 4. Effective Date.** This Ordinance shall become effective upon enactment as by law provided.

ENACTED AND ORDAINED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

ATTEST:

**COUNCIL FOR THE BOROUGH  
OF WEST CHESTER**

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

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

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

\_\_\_\_\_  
Lillian L. DeBaptiste, Mayor

**ORDINANCE NO. \_\_\_\_ - 2025**

**BOROUGH OF WEST CHESTER**

**CHESTER COUNTY, PENNSYLVANIA**

**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 112-602.P REGARDING PARKING AREAS FOR THREE OR MORE VEHICLES.**

BE IT ENACTED AND ORDAINED and it is hereby enacted by authority of the Council of the Borough of West Chester as follows:

**SECTION 1.** Chapter 112 of the Code of the Borough of West Chester, titled "Zoning", Section 112-602.P shall be amended as follows:

**"§112-602.P.** In addition to the requirements set forth under § **112-602O**, the following shall apply whenever an off-street parking area has a required capacity for three or more motor vehicles:

- (1) Any such parking area shall be screened and landscaped in accordance with this chapter.
- (2) 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. In the case where the parking area abuts an alley, the Zoning Officer may waive the requirement for a curb upon recommendation from the Borough Public Works Director or Fire Department that due to the width of the alley a curb may create a potential hazard or damage to pedestrians or vehicles."

**SECTION 2. SEVERABILITY.** If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts hereof. It is hereby declared as the intent of Council of the Borough of West Chester that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included therein.

**SECTION 3. REPEALER.** All Ordinances or parts of Ordinances conflicting with any provision of this Ordinance are hereby repealed insofar as the same affects this Ordinance.

**SECTION 4. EFFECTIVE DATE.** This Ordinance shall become effective upon enactment as provided by law.

**ENACTED AND ORDAINED** THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

ATTEST:

**COUNCIL FOR THE BOROUGH  
OF WEST CHESTER**

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

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

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

\_\_\_\_\_  
Lillian L. DeBaptiste, Mayor

A photograph of a large, white, classical-style building with a prominent portico supported by four columns. The building is surrounded by greenery, including trees and bushes. A set of concrete steps leads up to the entrance. A yellow utility pole is visible on the right side of the image. The overall scene is captured in a slightly dim, overcast light.

# College Arms

October 7, 2025

# College Arms Current Conditions



W. Rosedale Ave & S. High St (South Building)



S. High St (North Buildings)



S. High St (East and North Buildings)



S. High St (Honors College)

# College Arms Current Conditions



Linden Ave & S. High St  
(Retail: Saxby's & Qdoba)



Linden Ave & Sharon Alley  
(Qdoba and DUB-C Autism Program.)



Sharon Alley – Rear view  
(North Building)

# College Arms Current Conditions



- North Building: 60 beds – offline
- South Building: 15 beds - occupied
- East Building: 22 beds – occupied
- Repair Costs to Date: \$6.5 M
- Estimated Cost to repair Structural, Mechanical, and plumbing piping in North building only (60 beds): \$14.3 M.



# College Arms Redevelopment Proposed Project

# Proposed Project Overview

- ▶ University/Affiliate Managed Student Housing
  - ▶ 3 Buildings, 84 Apartments including 13 accessible apartments with entrances facing S. High Street
  - ▶ Up to 420 Upperclassmen Students
  - ▶ Residence Life Professional Office Onsite
  - ▶ Resident Assistants (RAs) Onsite
- ▶ Retail Space
  - ▶ Approximately 7,500 SF
  - ▶ Outdoor Café Seating
- ▶ University Administrative Space
  - ▶ Approximately 7,500 SF
- ▶ Welcome Center
  - ▶ Students and Parents Facing
  - ▶ Admission Support Space
  - ▶ Presentation/Multi-purpose Space
  - ▶ Apparel Store

























**BOROUGH OF WEST CHESTER**  
**CHESTER COUNTY, PENNSYLVANIA**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 112 OF THE CODE OF THE BOROUGH OF WEST CHESTER, TITLED, "ZONING", SPECIFICALLY TO AMEND SECTION 112-314 TO LIST DIMENSIONAL REQUIREMENTS FOR THE PUC-1 PLANNED UNIVERSITY CAMPUS DISTRICT AND A NEW PUC-2 PLANNED UNIVERSITY CAMPUS DISTRICT; TO AMEND SECTION 112-304.A TO LIST PERMITTED USES FOR THE PUC-1 DISTRICT AND THE PUC-2 DISTRICT; AND TO AMEND THE ZONING MAP TO INCLUDE UPI NOS. 1-13-1, 1-13-2, AND 1-13-3 IN THE NEW PUC-2 DISTRICT.**

BE IT ENACTED AND ORDAINED, and it is hereby enacted by authority of the Council of the Borough of West Chester that the Code of the Borough of West Chester, specifically, Chapter 112, titled, "Zoning", is hereby amended as follows:

**SECTION 1.** Section 112-314.B are amended to enumerate the dimensional requirements for the re-named PUC-1 District and a new "PUC-2 Planned University Campus District" and the parking requirements as follows:

B. Dimensional requirements. The following area and bulk regulations shall apply to all uses, land, buildings, and structures within the PUC District, which District shall be comprised of the PUC-1 Planned University Campus District and the PUC-2 Planned University Campus District.

(1) PUC-1 District.

(a) Minimum Perimeter Setback: 20 feet; provided, however, that the minimum perimeter setback from Sharpless Street shall be 30 feet.

(b) Minimum building and structure separation distance: 20 feet.

(c) Minimum setbacks for surface parking lots: 20 feet as provided in § 112-314.B(1) hereinabove, except that, where the PUC-1 District abuts a residential district or residential use (even if separated by a street), the minimum setback shall be 30 feet.

(d) Maximum impervious coverage in the PUC-2: 80%.

(e) Minimum green space in the PUC-1: 20%.

(f) Maximum building and structure height: 90 feet.

(2) PUC-2 District.

(a) Minimum Perimeter Setback:

[1] High Street: 20 feet.

[2] Rosedale Avenue: 30 feet.

[3] Sharon Alley: 10 feet.

[4] Linden Street: 20 feet.

(b) Minimum building and structure separation distance: 20 feet.

(d) Maximum impervious coverage: 75%.

(e) Minimum green space: 25%.

(f) Maximum building and structure height: 50 feet.

(g) Parking requirements.

[1] 65% of parking required for a principal use may be located off of the property on which the use is located provided that such parking is within 2,500 feet of the property; the balance of required parking (up to 35%) shall be located on the subject property.

[2] Student housing/residence hall uses shall require 0.5 parking spaces per bed.

**SECTION 2.** Section 112-304.A is amended to list permitted uses in the PUC-1 and PUC-2 Districts as provided in the revised chart enclosed herein and made a part hereof.

**SECTION 3.** Section 112, "Zoning Map" is amended to include a new zoning district titled "PUC-2 Planned University Campus District", which district shall include UPI Nos. 1-13-1, 1-13-2, and 1-13-3.

**SECTION 4. Severability.** The provisions of this Ordinance are severable, and if any article, section, subsection, clause, sentence or part thereof shall be held or declared illegal, invalid or unconstitutional by any court of competent jurisdiction, the decision shall not affect or impair any of the remaining articles, sections, subsections, clauses, sentences or parts thereof of this Ordinance. It is hereby declared to be the intent of the Borough Council that this Ordinance would have been enacted if such illegal, invalid, or unconstitutional article, section, subsection, clause, sentence, or part thereof had not been included herein.

**SECTION 5. Repealer.** All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of any such inconsistency.

**SECTION 6. Effective Date.** This Ordinance shall become effective upon enactment as by law provided.

ENACTED AND ORDAINED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 202\_\_.

**COUNCIL OF THE BOROUGH OF WEST  
CHESTER**

ATTEST:

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

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

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Lillian L. Debaptiste, Mayor



**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](mailto:housing@west-chester.com)

11/7/25

## 112-702 Scope and Applicability; Restrictions and Standard Amendment

This section of the Borough of West Chester Zoning ordinance deals with specific regulations for most type of signs in all the Borough's Zoning Districts. However, there is a section 112-702.B(2)(H)[2] Ground signs which requires metal poles to be used to support the ground sign except in residential districts. After a discussion with the HARB Architect, it became clear that this may be in contradiction with the Historic Downtown District's requirements for all applications for signs to be approved by HARB. The Architect stated that Metal poles are not consistent with what may be more Historically Appropriate. To allow the use of more historically appropriate materials I suggest making an amendment to Section 112-70.B(2)(h)[2].

Example:

Current language code: 112-702.B(2)(h) Ground Signs.

[2] All poles or columns that support ground signs shall be made of metal, except for those used in residential districts, which may be made of pressure-treated timbers. All such poles or columns shall be embedded in the ground at least three feet six inches, unless otherwise so directed by the Zoning Officer.

Added Code Language: 112-702.B(2)(h) Ground Signs.

[2] All poles or columns that support ground signs shall be made of metal, except for those used in residential districts, which may be made of pressure-treated timbers. **In the Downtown Historic (HARB) District, historically appropriate materials may be substituted for the metal posts with HARB recommendation.** All such poles or columns shall be embedded in the ground at least three feet six inches, unless otherwise so directed by the Zoning Officer.



**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](http://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](http://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](mailto: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](http://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 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](http://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.



**Borough of West Chester**

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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](mailto: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 R. 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](http://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.

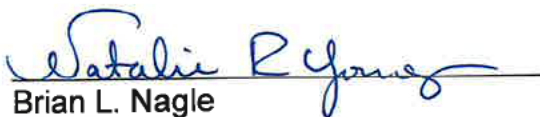
The requested variance will not alter the essential character of the neighborhood or the NC-2 District, nor will it substantially or permanently impair the use or development of neighboring properties or be detrimental to the public welfare. The requested variance will represent the minimum variance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

### **III. Conclusion**

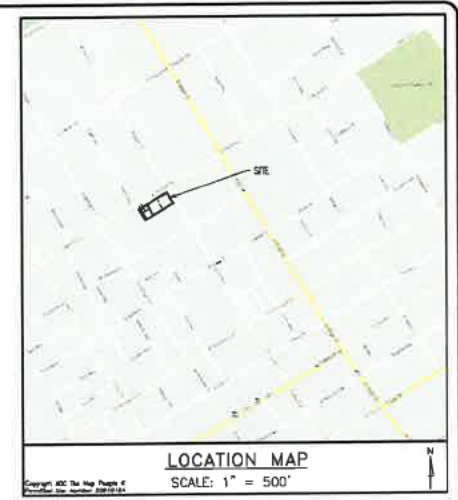
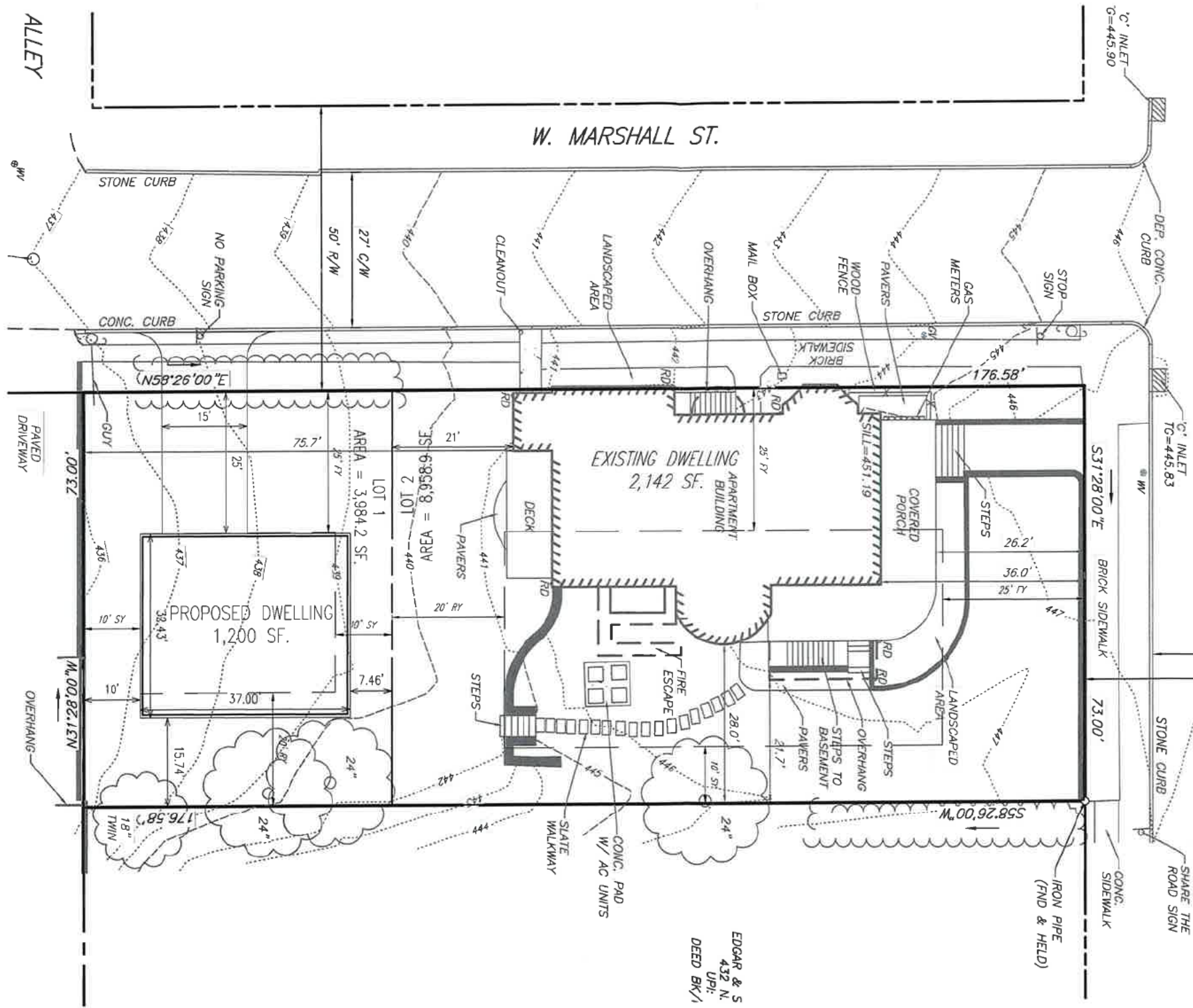
Applicant will establish compliance with the applicable variance standards and other applicable Ordinance requirements during the hearing before the Zoning Hearing Board. Applicant requests that the relief sought herein be granted, in addition to any other relief deemed necessary by the Zoning Hearing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

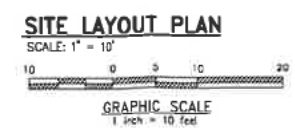


**ZONING DATA TABULATION**  
WEST CHESTER BOROUGH ZONING ORDINANCE  
LPI: 1-4-155

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	<8%	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



**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. STORM INLET
				—○— PROPR. STORM INLET ID.
				—○— PROPR. SEEPAGE BED
				—○— PROPR. SANITARY COVER
				—○— PROPR. SAN. SEWER LATERAL
				—○— PROPR. SANITARY M.H. ID.

**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: MARGAREE 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  
DWG. NO.: 5139 PLANS  
DATE: 03/26/25  
OWNER 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](mailto: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 November 24<sup>th</sup>, 2025. The purpose of this meeting is to hear the following appeal.

Appeal #1034	Applicant:	Joseph and Lisa Franklin
	Site Address:	304 W. Lafayette Street
	Zoning District:	NC-1
	Parcel #:	1-4-168

The Applicants, Joseph and Lisa Franklin, are requesting variance relief from Section 112-602.L (General regulations and design standards) of the West Chester Zoning Ordinance that requires except for properties in the TC-Town Center District and the NC-2 Neighborhood Conservation District, all parking spaces and access drives shall be at least five feet from any lot line, except for common driveways.

In addition, the Zoning Hearing Board will hear other such relief deemed necessary by 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](http://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 to provide reasonable accommodation.

*Aaron Flook*

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



# Borough of West Chester

401 East Gay Street ▪ West Chester, Pennsylvania ▪ 19380

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

[www.west-chester.com](http://www.west-chester.com)

## ZONING HEARING BOARD APPLICATION

APPEAL # \_\_\_\_\_

DATE RECEIVED \_\_\_\_\_

Property (real estate) Location 304 W Lafayette St, Wester Chester, PA, 19380

Zoning District: NC-1

Tax Parcel: 1-4-168

I / We (name) Joseph and Lisa Franklin of (address) 304 W Lafayette St. 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:

§112-602.L. - Except for properties in the TC-Town Center District and the NC-2 Neighborhood Conservation District, all parking spaces and access drives shall be at least five feet from any lot line, except for common driveways.

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other \_\_\_\_\_

Application Received By: w.mecke

Date: 10/08/2025

### 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

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[www.west-chester.com](http://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:

This lot is roughly 25'W by 105.75'L, equalling approximately 2647sf. There is currently a townhome that shares with a wall with the south west neighbor. The townhome has a walkway to the front and an existing retaining wall with steps and a fence. The existing impervious coverage is 1127sf. The new layout for the retaining walls and stairs is roughly 30sf more. The current retaining wall and fence along the alley are failing and are in need to repair.

- B) a) Does the Applicant own the Property? ( ) Yes (X) No

b) If "NO", who is the Owner of the Property? Joseph and Lisa Franklin

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

- 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 Exception or Variance. You may also attach your explanation in a separate narrative including any documents supporting your request).

In order to comply with zoning regulations for parking, majority of the back yard would need to be forfeited to have a parking space that is within 5 feet of the boundry line which would cause the need also for higher retaining and increased financial burden. Additionally, there are precedents of others along the allow with parking within the 5 feet. The need for a parking space corresponds with the installation of an EV charger for the homeowner's truck which supports clean energy movement. Lastly, the parking space would not hinder traffic on the alley nor any maintenance with the crushed stone compared to the failing retaining wall..

- ( ) See Attached Narrative

- D) Has any previous application or appeal been filed in connection with this Property?

( ) Yes (X) 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.





## Borough of West Chester

401 East Gay Street ▪ West Chester, Pennsylvania ▪ 19380

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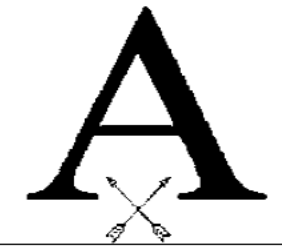
[www.west-chester.com](http://www.west-chester.com)

Zoning Officer Review:

---

Signature: \_\_\_\_\_

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



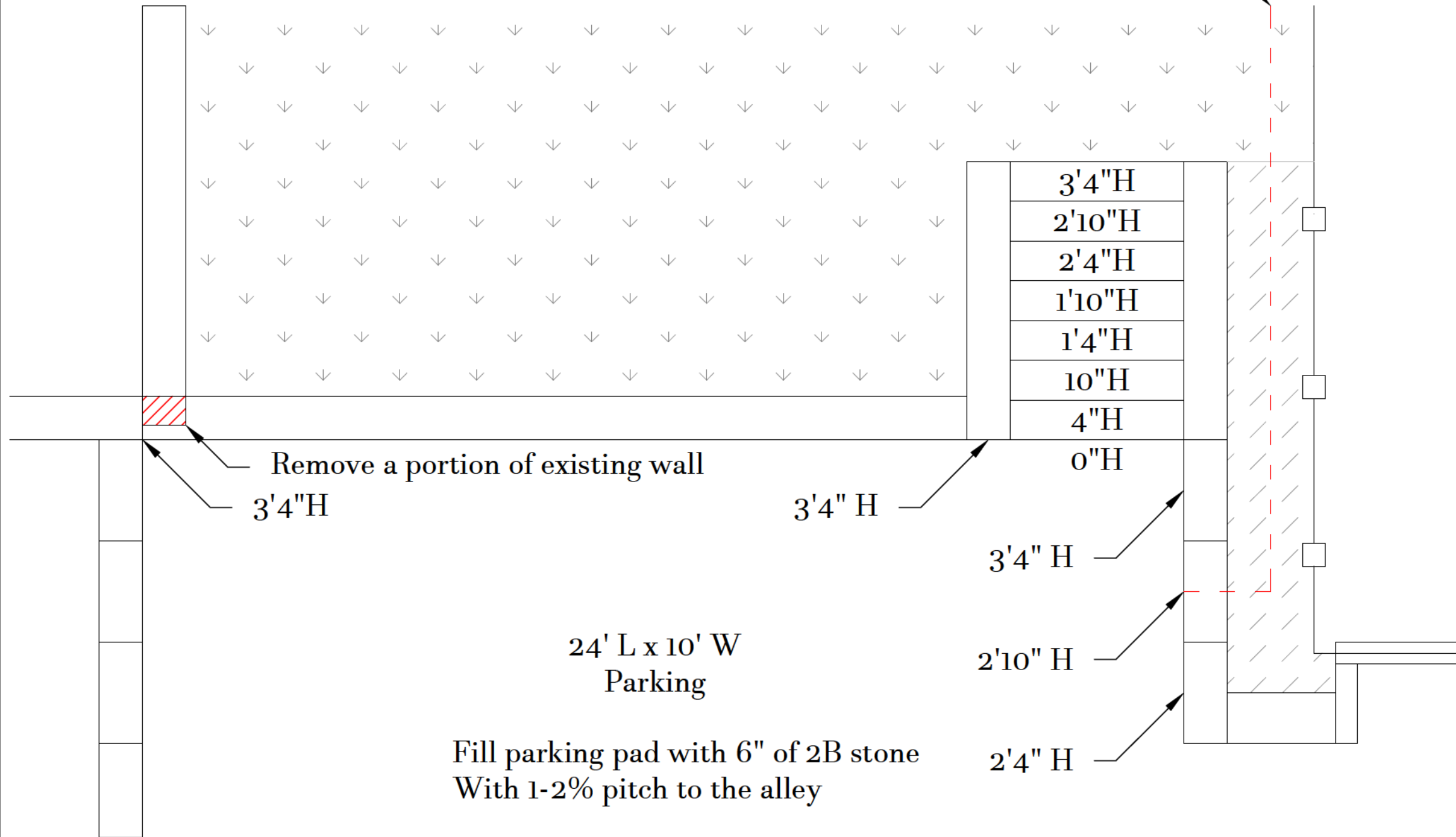
# Franklin Residence

304 W Lafayette St.  
West Chester, PA , 19380

RETAINING WALL  
Date: 08 / 22 / 2025  
Designed By: Kim Vargo  
Revision #: 3  
Scale: 3/8" = 1'-0"

Sheet: 1 of 3

Run a 2" conduit at 24" deep for EV Charger



Remove a portion of existing wall  
3'4" H

24' L x 10' W  
Parking

Fill parking pad with 6" of 2B stone  
With 1-2% pitch to the alley

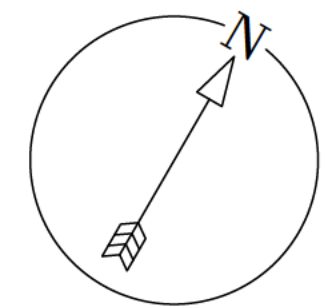
- 3'4" H
- 2'10" H
- 2'4" H
- 1'10" H
- 1'4" H
- 10" H
- 4" H
- 0" H

3'4" H

3'4" H

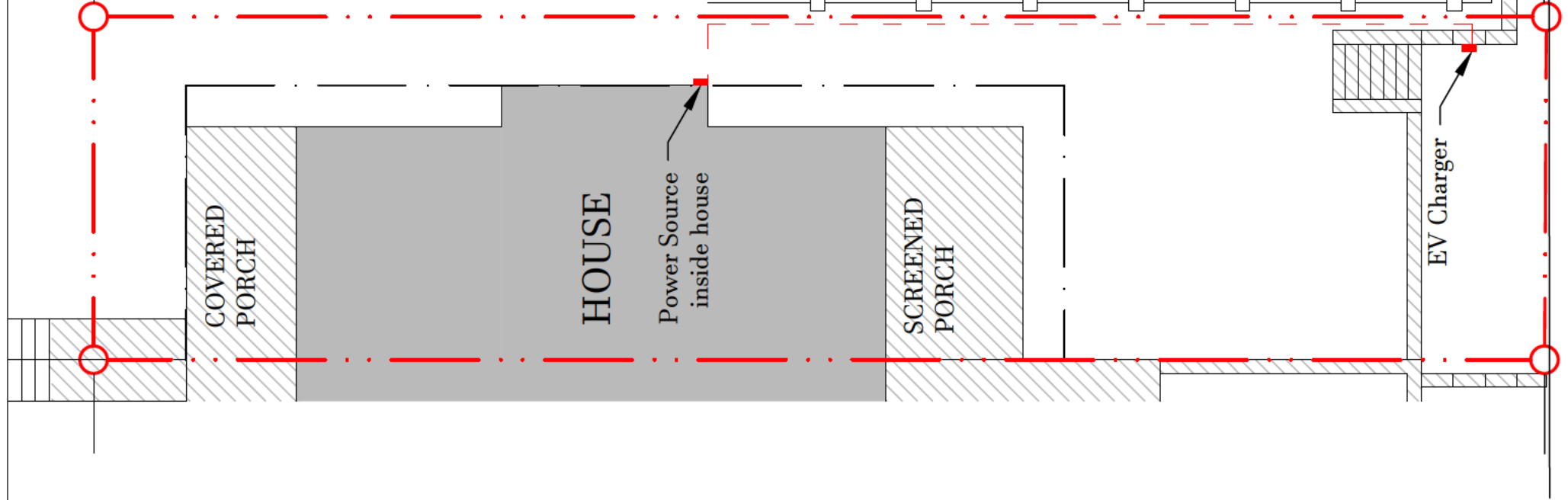
2'10" H

2'4" H



W Lafayette St.

Sidewalk



Ebbs Alley

Zoning District: NC-1 /Block Class: C

Lot size: 2647 s.f.

Building Coverage: square feet: 776 s.f. / %: 29.3%

Impervious Coverage: square feet: 1127 s.f. / %: 42.6%

Setbacks

Front yard: Existing Adjacent ~10'

Side yard: Existing Adjacent ~5'

Rear yard: 35'

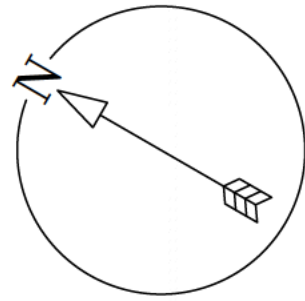
HOUSE

COVERED PORCH

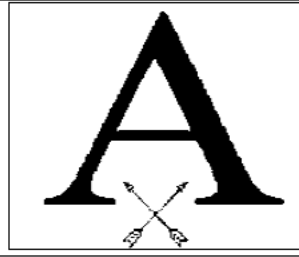
SCREENED PORCH

Power Source inside house

EV Charger



Arrowwood Landscape Design



# Franklin Residence

304 W Lafayette St.  
West Chester, PA , 19380

PERMIT PLAN

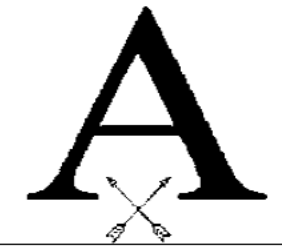
Date: 08 / 22 / 2025

Designed By: Kim Vargo

Revision #: 3

Scale: 3/32" = 1'-0"

Sheet: 2 of 3

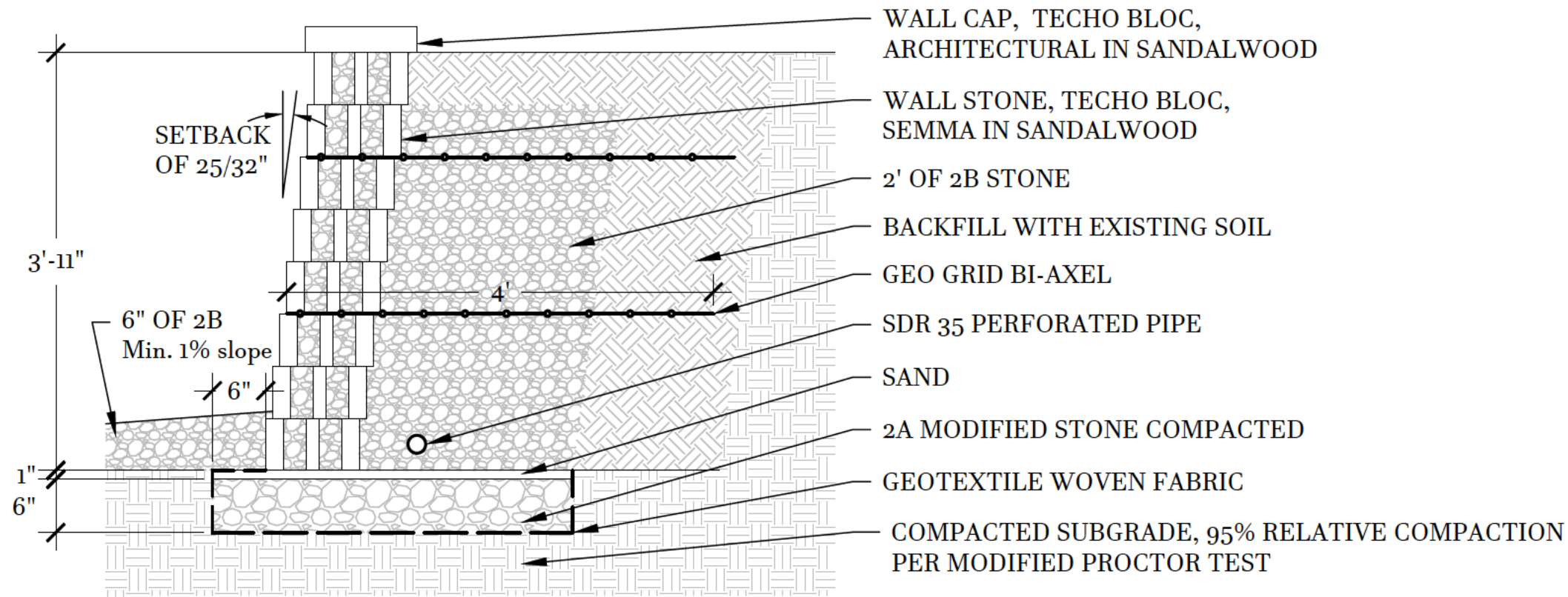


# Franklin Residence

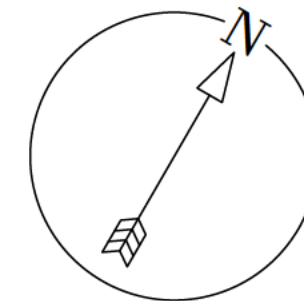
304 W Lafayette St.  
West Chester, PA , 19380

INSTALL DETAIL  
Date: 08 / 22 / 2025  
Designed By: Kim Vargo  
Revision #: 3  
Scale: 3/4" = 1'-0"

Sheet: 3 of 3



**01** RETAINING WALL SECTION  
3/4" = 1'-0"



PROPERTY ADDRESS: 34 South High Street

APPLICANT'S EMAIL: chickenwestchestere@gmail.com

Note: All projects must have the appropriate sections completed in its entirety and attached to this form. *Only attach the applicable sections.* The application number will be assigned by the Building & Housing Department.

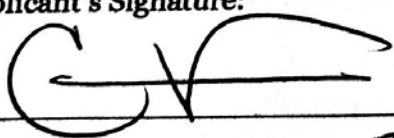
- 1) This application is for (check all appropriate boxes):
  - Section #1 - Sign
  - Section #2 - Canopy or Awning
  - Section #3 - Repair, replacement or alteration from original
  - (please supply photos or elevations of original)
  - Section #4 - Addition
  - (supply architectural elevations and site drawings, as well as photos of the existing structure)
  - Section #5 - New Construction
  - (supply architectural elevations and site drawings, as well as photos of buildings next to and around the site)
  - Section #6 - Demolition

- 2) Please indicate which items you are submitting with your application form. Do not submit originals, since they will be kept by the HARB for its official archives:
  - Color or B/W Sketches
  - Old or Historic Photographs
  - Plot or Site Plans
  - Architectural Elevations
  - Photographs of the current existing site showing where changes are to be made, location of buildings and streetscape.

**All sketches, elevations, and plans must be signed by the preparer(s)**

The owner of this property and the applicant agree to conform to all applicable findings of the Borough of West Chester Historical and Architectural Review Board.

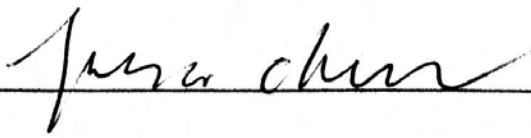
Applicant's name (print): Carlos Vargas

Applicant's Signature: 

Date: 9/12/25

Owner's Name (print): Jason Chen

Date: 9/13/25

Owner's Signature: 

Date: 9/13/25

**Note:** Check with the Building and Housing office of the Borough of West Chester to see if you need a building permit as well as a Certificate of Appropriateness **before** you begin your project

**SECTION #1 - SIGNS**

(Attach a separate Section #1 for each of the signs you want to install)

**Instructions:** Provide color or black and white sketches of each sign and its message. Also show the proposed location and proportion to building façade. Attach photos of the streetscape and adjacent buildings.

Location of project: 34 South High St.

Name of business: Chicken West Chester

Applicant's name: Carlos Vargas

Applicant's address: [REDACTED]

Applicant's phone number: [REDACTED] Applicant's email: Kennelt Chicken@gmail.com

Owner's name: Jason Chen (Chen Properties LLC)

Owner's address: [REDACTED]

Owner's telephone number: [REDACTED]

- 1) Are you replacing an existing sign? no
- 2) How many signs do you wish to install? 1 board sign. Decals on door and window glass
- 3) On how many facades? 2  Front  Side  Back
- 4)  Hanging Sign  Building-mounted  Other
- 5) Give a thorough description of sign: 3' x 1' board with logo on each side. Decals on door and window glass
- 6) Is there new illumination? no Fixture Type? \_\_\_\_\_  
How will it be mounted? \_\_\_\_\_
- 7) Sign Dimensions: Height: 1' x Width: 3" x Depth: 1"
- 8) If a hanging sign, what is the height from the sidewalk to the bottom of the sign? 8'  
(Borough Code requires 8'-0 minimum to bottom of sign)
- 9) How will this sign be mounted? existing arm bracket  
(please note: any attachment to a masonry façade must be done through the mortar joints, NOT into the masonry).
- 10) If a hanging sign, describe the hanging bracket: black metal arm bracket
- 11) If a hanging sign, is this an existing bracket? yes
- 12) Colors: black, white, red
- 13) Message: \_\_\_\_\_
- 14) Lettering style: please note that the historic preference is for any "serif" type: curative + Print

Please be sure to attach sample of sign wording in chosen lettering style

DATE APPLICATION RECEIVED: 10/15/2025

APPLICATION NUMBER: 2025-32

**SECTION #3 - REPAIR, REPLACEMENT OR ALTERATION**

(Attach a separate Section #3 for each of the repairs, replacements or alterations you wish to make)

**Instructions:** Provide clear photographs showing the location of each proposed improvement, including photos of streetscape and the adjacent buildings. Provide architectural elevations and/or photographs clearly showing the location of the proposed work. Provide material specifications and manufacturer's pamphlets on the replacement materials proposed.

Name of business: Chicken West Chester

Applicant's name: Carlos Vargas

Applicant's address: [REDACTED]

Applicant's phone number: [REDACTED]

Owner's name: Jason Chen (Chen Properties LLC)

Owner's address: [REDACTED]

Owner's telephone number: [REDACTED]

1) Which element do you wish to change:  Doors  Windows  Roofing  Gutters  
 Walls  Steps  Sidewalk  Fence  Trim  Railing  Porch or Balcony  
 Other (specify) \_\_\_\_\_

2) On how many facades? 2  Front  Side  Back

3) What was the old is the material? none

4) What is the proposed new material? wrought iron

5) How will it be installed? Contractor

6) Are you using any historical materials? no

7) Is so, what and how? Na

8) What were the old dimensions? Height: \_\_\_\_\_ x Width: \_\_\_\_\_ Depth: \_\_\_\_\_

9) What are the new dimensions? Height: 40" x Width: 24' Depth: 1 1/4"

10) What were the old colors? Na

11) What are the new colors? black

12) Why do you wish to make these changes? Barrier for proposed seating for Chicken West Chester.





# Signage

---

Door Glass 5'5" x 2'6" Decals will cover about half of the glass

Window Glass 6' x 3' Decals will cover 1/4 of glass

Wooden Sign 3' x 1'



**72" railing. 32" high wrought iron**

**\$25**



# Grand patio

[Visit the Store](#)

4.6 ★★★★★ (4,646)

Grand Patio Premium Frame Patio Bistro Set, Folding Outdoor Patio Furniture Sets, 3 Piece Patio Set of Folding Patio Table and Chairs, Red

**50+ bought** in past month



**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**

*Borough of West Chester*  
Historical and Architectural Review Board

PROJECT ADDRESS: 34 S. High Street

- 1) **Date of HARB Review:** *October 30, 2025*
- 2) **Applicant's Proposal:** *Sign / Door Decal & Railing for café seating*
- 3) **Findings:**

*The applicant, Carlos Vargas, was present and described the proposed 3-part project as follows:*

- *Hanging Sign - Provide a projecting, 1' H x 3' W double-sided, hanging sign, mounted from an existing bracket above the building's front door. The message on the sign is "Chicken – West Chester." Red and black text on a white background.*
- *Window Decals – Provide Decals on the interior face of the entrance door and storefront glass window. The busy message includes the name of the business, phone number, menu items, and a large scan code symbol on the door.*
- *Curbside Café Railing – A metal railing with twisted spindles. No railing location drawings were provided to the HARB members for review.*

*The HARB reviewed the application as follows:*

- *Hanging Sign - The new hanging sign on the existing bracket was deemed appropriate. The white background color was recommended to be off white. The applicant stated he would use light grey, which the HARB endorsed.*
- *Window Decals - The HARB stated since the decals are on the interior of the glass door and window, they are not subject to HARB review/approval. However, the HARB did comment that the depicted decal signage was quite busy and overwhelmed the small 10-foot wide storefront.*
- *Curbside Café Railing – The HARB commented there was insufficient information on the railing to review and render a final decision. The twisted metal railing illustrated was deemed inappropriate. They recommended the applicant to revise the railing design to be similar to existing café railings in the downtown. Because the storefront is very narrow (10-foot wide), the application needs to include an accurate location plan of the sidewalk and railing; and full photographs of the subject building and the adjacent buildings to illustrate the context.*
  - *On the HARB's recommendation, the applicant requested the café railing portion of the application to be tabled.*

4) **Recommendations from HARB:**

*The Board recommends Approval of a Certificate of Appropriateness for Application 2025-32 as submitted, with the following clarifications:*

1. *The hanging sign design is approved as presented, with the background color to be revised from start white to light grey.*
2. *The door and window decals on the inside face of the glass do not require HARB approval.*
3. *The café railing has been tabled and is not included in this recommendation for approval.*

Application Numbers: [2025-32](#)

**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**  
*Borough of West Chester*  
Historical and Architectural Review Board

PROJECT ADDRESS: [34 S. High Street](#)

**5) Borough Council's Action and Date**

- Approved per HARB recommendation:
- Denied for the following reasons:
- Approved with the following differences from HARB recommendation:

.....

Date of Action Taken: \_\_\_\_\_, 2025

Borough Manager's Signature:

main | contacts | contractors | submittals | details | workflow | fees | conditions | inspections | other requirements | notes

Current processing time is 35 days (In review 35 days)

**Project Name:** KOOMA.RENOVATIONS Add Note

**Project Description:** Existing Restaurant renewal.

<b>Permit Number:</b> COA-25-0021	<b>Applicant:</b> Yao
<b>Initial Application Number:</b> REFERENCE-25-0965	<b>Primary Contact:</b> Yao <span style="font-size: small;">i</span>
<b>Permit Type:</b> CERTIFICATE OF APPROPRIATENESS- REPAIR	<b>Primary Contractor:</b>
<b>Status:</b> <span style="border: 1px solid black; padding: 2px;">UNDER REVIEW</span>	<b>Last Activity:</b> 09/26/2025 08:49
<b>Process State:</b> Technically Complete	<b>Last Inspection Date:</b>
<b>Parent Permit:</b> <input type="text"/>	<b>Initiated:</b> <span style="border: 1px solid black; padding: 2px;">09/25/2025</span> <span style="font-size: small;">📅</span>
<b>Assigned To:</b> <span style="border: 1px solid black; padding: 2px;">User</span> <span style="border: 1px solid black; padding: 2px;">WENDY MECKE</span>	<b>Submitted:</b> <span style="border: 1px solid black; padding: 2px;">09/25/2025</span> <span style="font-size: small;">📅</span> <span style="font-size: small;">🕒 Application is 36 days old</span>
<b>Fast Track:</b> <input type="checkbox"/>	<b>Completed:</b> <span style="border: 1px solid black; padding: 2px;">09/26/2025</span> <span style="font-size: small;">📅</span> <span style="font-size: small;">✅ 3 of 3 submittals received, 3 of 3 submittals accepte</span>
<b>Applied for Online:</b> <input checked="" type="checkbox"/>	<b>Approved:</b> <span style="border: 1px solid black; padding: 2px;"></span> <span style="font-size: small;">📅</span> <span style="font-size: small;">👉 2 of 3 (67%) steps approved.</span>
	<b>Ready:</b> <span style="border: 1px solid black; padding: 2px;"></span> <span style="font-size: small;">📅</span> <span style="font-size: small;">✅ \$0.00 paid (100%), \$0.00 due.</span>
	<b>Issued:</b> <span style="border: 1px solid black; padding: 2px;"></span> <span style="font-size: small;">📅</span>
	<b>Finalized:</b> <span style="border: 1px solid black; padding: 2px;"></span> <span style="font-size: small;">📅</span> <span style="font-size: small;">✅ No inspections.</span>
	<b>Closed:</b> <span style="border: 1px solid black; padding: 2px;"></span> <span style="font-size: small;">📅</span> <span style="font-size: small;">✅ \$0.00 deferred fees due.</span>
	<b>Expires:</b> <span style="border: 1px solid black; padding: 2px;">03/25/2026</span> <span style="font-size: small;">📅</span> <span style="font-size: small;">Exp Override: <input type="checkbox"/></span>


**Site Address**

**Site Address:** 123 N CHURCH ST 🗺️ Verify Address and Coordinates

**Site City:** WEST CHESTER **Latitude:**

**State:** PA Site Zip: 19380 **Longitude:**

**Inspection Area:**

 <a href="#">Replace Photo</a>	<b>Contractor:</b> No	<b>Active:</b> <input checked="" type="checkbox"/>	
	<b>First Name:</b> <span style="border: 1px solid black; padding: 2px;">Yao-Chang</span>	<b>Middle Name:</b> <input type="text"/>	<b>Last Name:</b> <span style="border: 1px solid black; padding: 2px;">Huang</span>
	<b>Display Name:</b> <span style="border: 1px solid black; padding: 2px;">Yao</span> <span style="font-size: small;">✎</span>		
	<b>Primary Phone:</b> <span style="border: 1px solid black; padding: 2px;">2676791407</span>	<b>Primary Email:</b> <span style="border: 1px solid black; padding: 2px;">design@skyardlab.com</span>	
	<b>Portal Access Code:</b> <span style="border: 1px solid black; padding: 2px;">*VQAQY-SPXQ1</span>		

**Mailing Address**

555 Hollow Road  
Wayne, PA 19087






























[Edit Address](#)

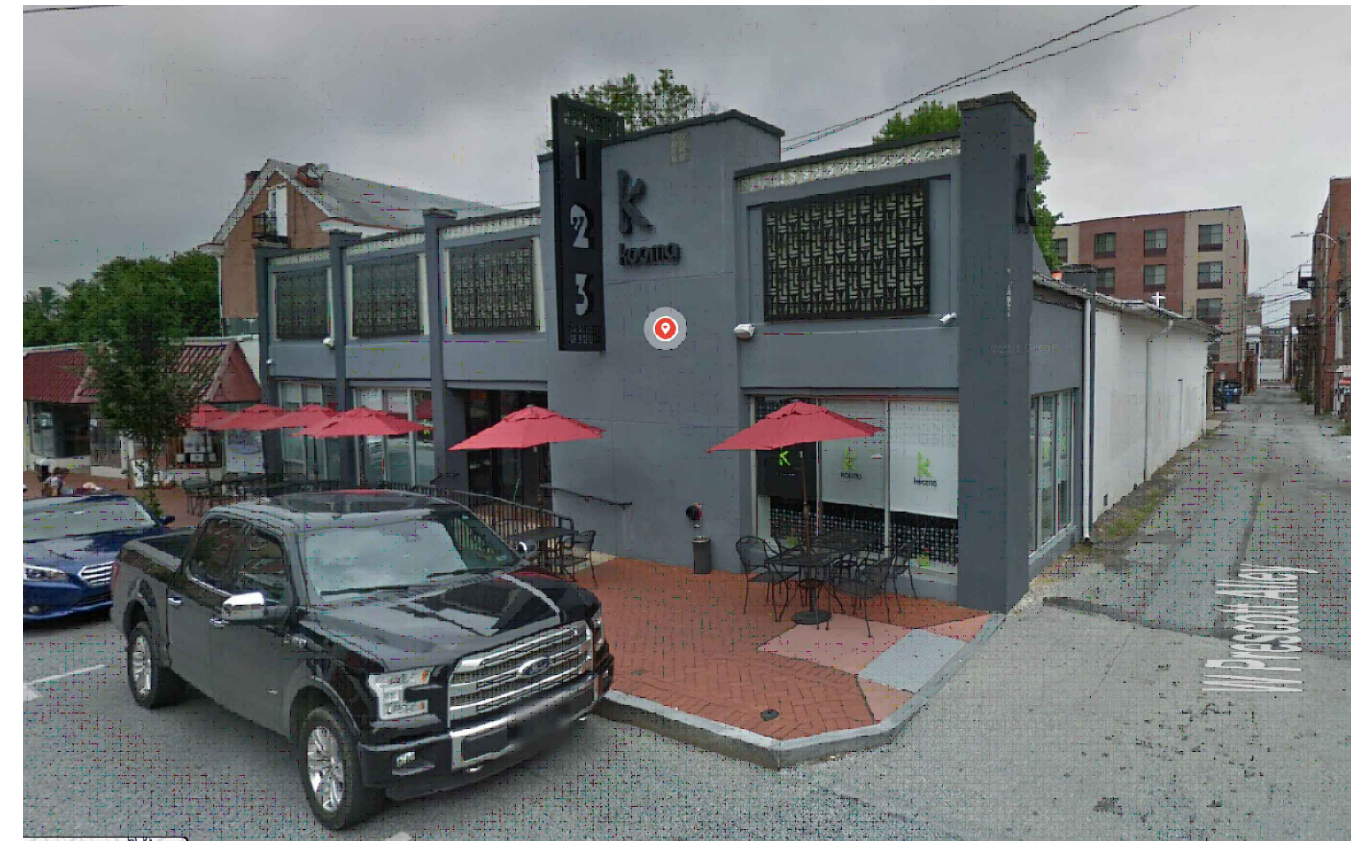
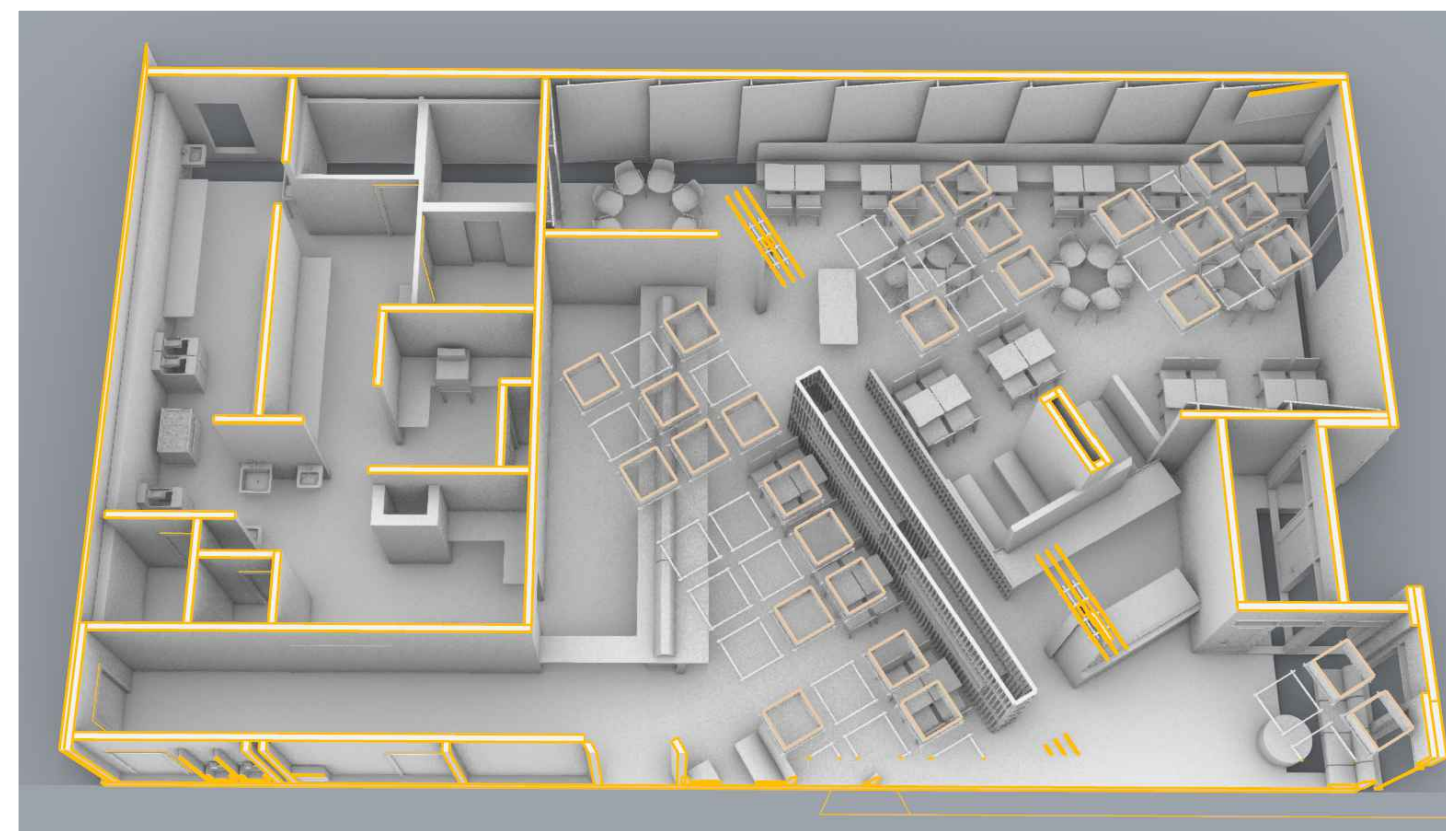
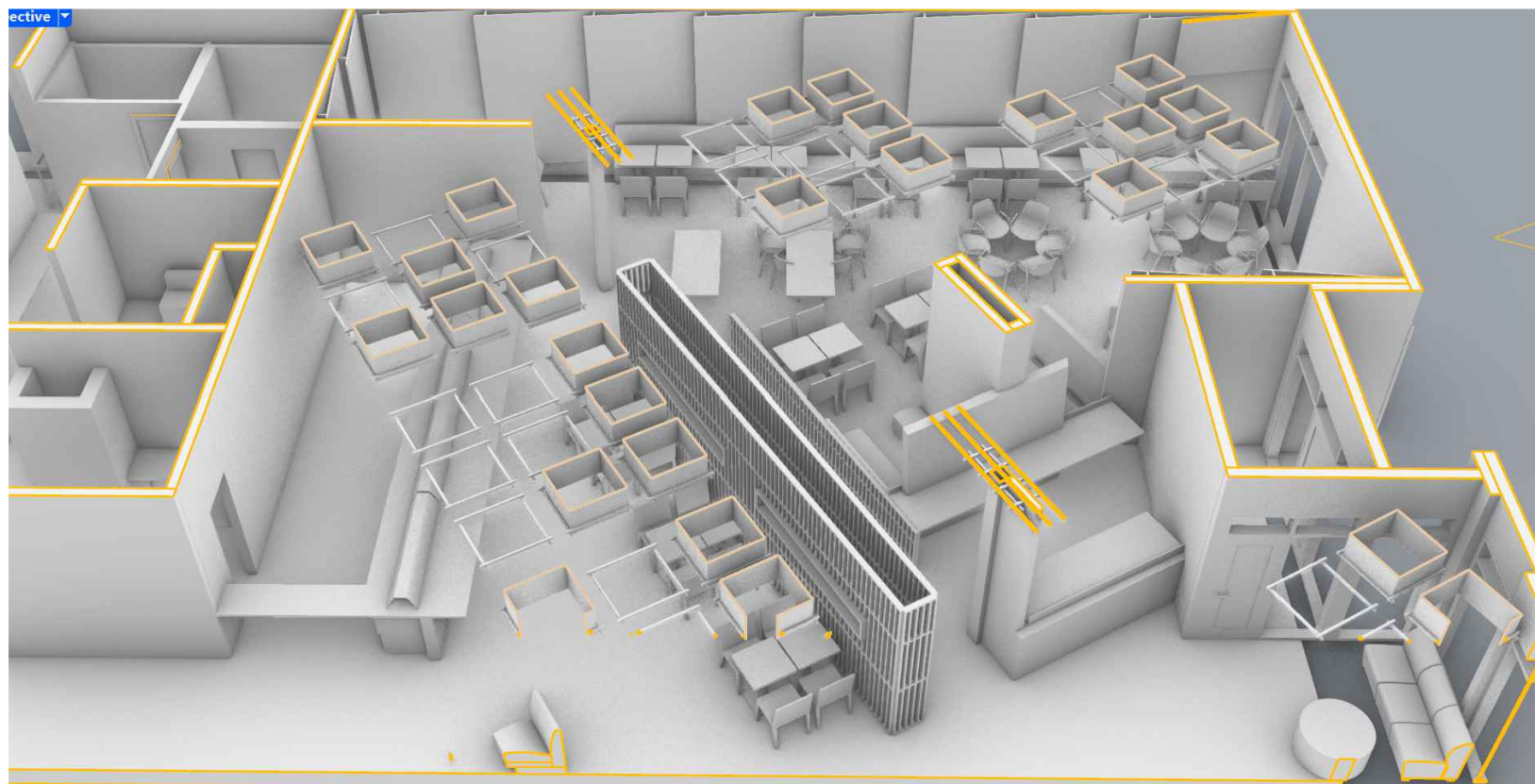
**Physical Address**

[Edit Address](#) [Copy Mailing Address](#)

Save
Reset
Close
Delete
Audit
Convert to Contractor
Associations

Permit #: COA-25-0021	Status: UNDER REVIEW	Contact: Yao	Site Address: 123 N CHURCH ST
Type: CERTIFICATE OF APPROPRIATENESS- REPAIR	Project Name: KOOMA RENOVATIONS	Contractor:	WEST CHESTER, PA 19380

Name	Value
REASON FOR APPROPRIATENESS APPLICATION:*	Replacement or alteration from original  
LOCATION OF PROJECT:*	123 N Church St  
NAME OF BUSINESS:*	Kooma  
WHICH ELEMENTS DID YOU CHANGE:	Interior/exterior renovation for an existing re:  
ON HOW MANY FACADES:	<input type="text"/>  
WHAT WAS THE OLD IS THE MATERIAL:	<input type="text"/>  
WHAT IS THE PROPOSED NEW MATERIAL:	<input type="text"/>  
HOW WILL IT BE INSTALLED:	<input type="text"/>  
ARE YOU USING ANY HISTORICAL MATERIALS:	<input type="text"/>  
IF SO, WHAT AND HOW:	<input type="text"/>  
WHAT WERE THE OLD DIMENSIONS:	<input type="text"/> 
WHAT ARE THE NEW DIMENSIONS:	<input type="text"/>  
WHAT ARE THE OLD COLORS:	<input type="text"/>  
WHAT ARE THE NEW COLORS:	<input type="text"/>  
WHY DO YOU WISH TO MAKE THESE CHANGES:	<input type="text"/>  



design@skyartlab.com  
267 679 1407

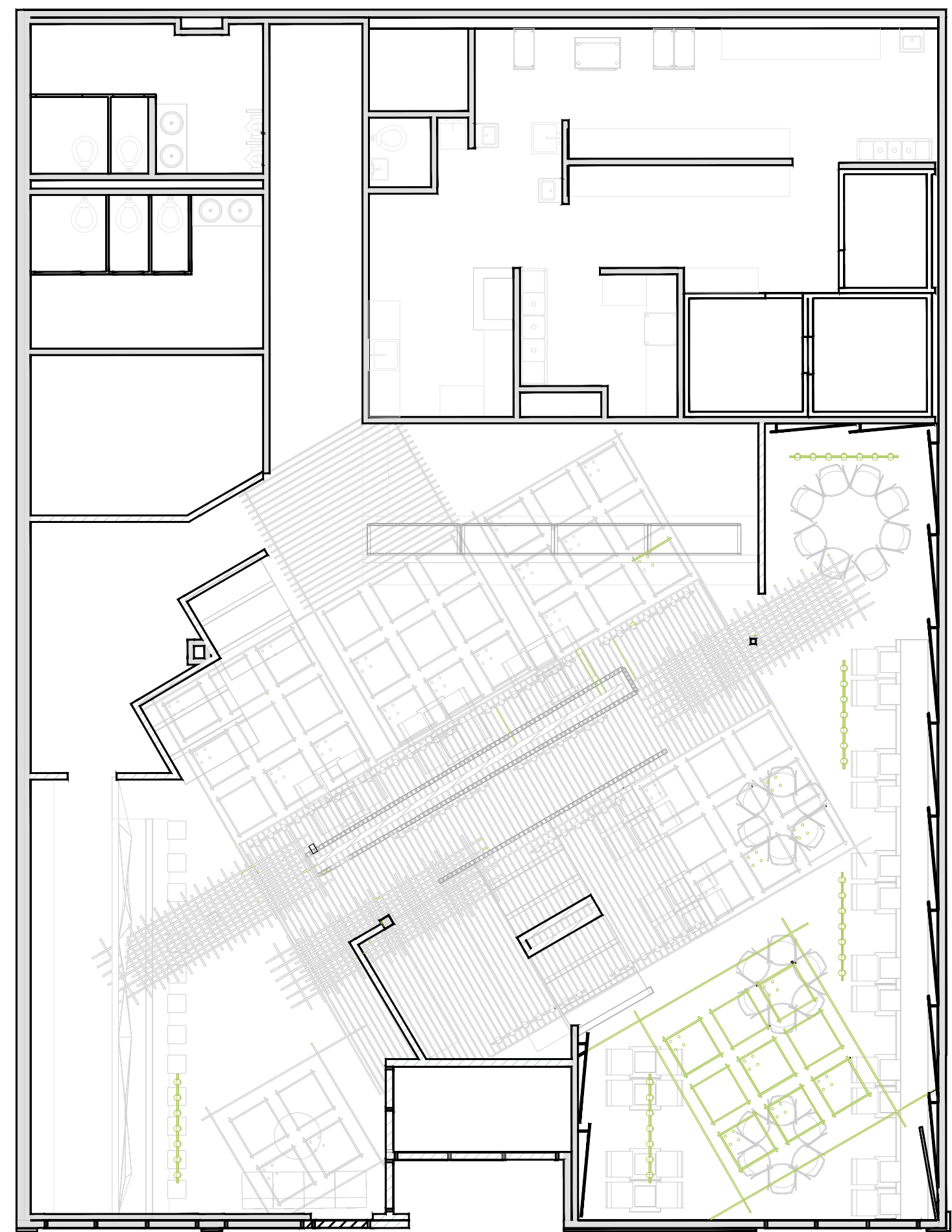
PROJECT  
123 N Church St  
WEST CHESTER,  
PA 19380

CONSULTANTS

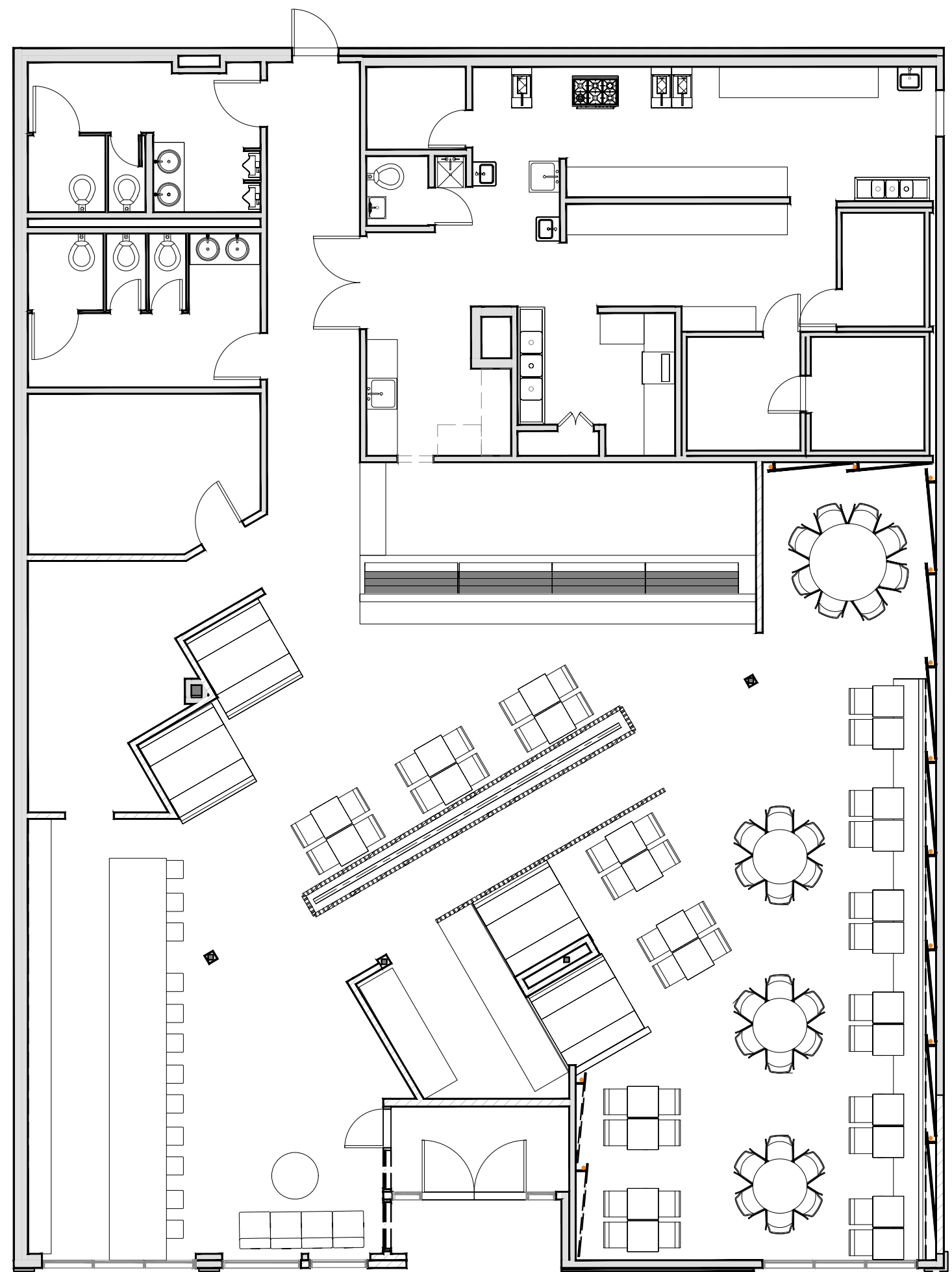
SUBMISSION  
ISSUED 2025.09.13

SEAL

HISTORICAL

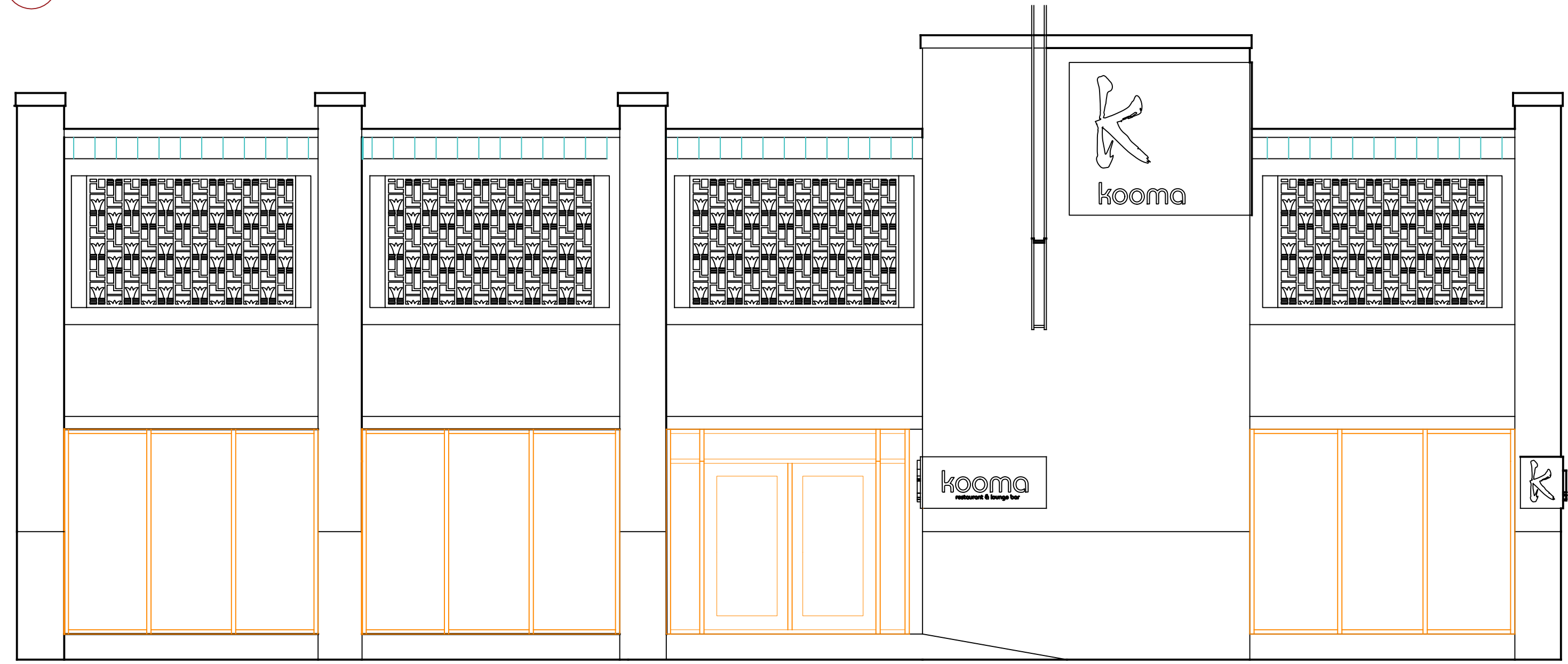


1 REFLECTIVE CEILING PLAN  
A-101 SCALE: 1" = 1/4'-0"



2 FLOOR PLAN  
A-101 SCALE: 1" = 1/4'-0"

2 FACADE CHANGES  
A-101

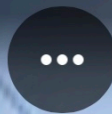


3 FRONT ELEVATION  
A-102 SCALE: 1" = 1/4'-0"

A101

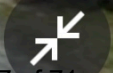
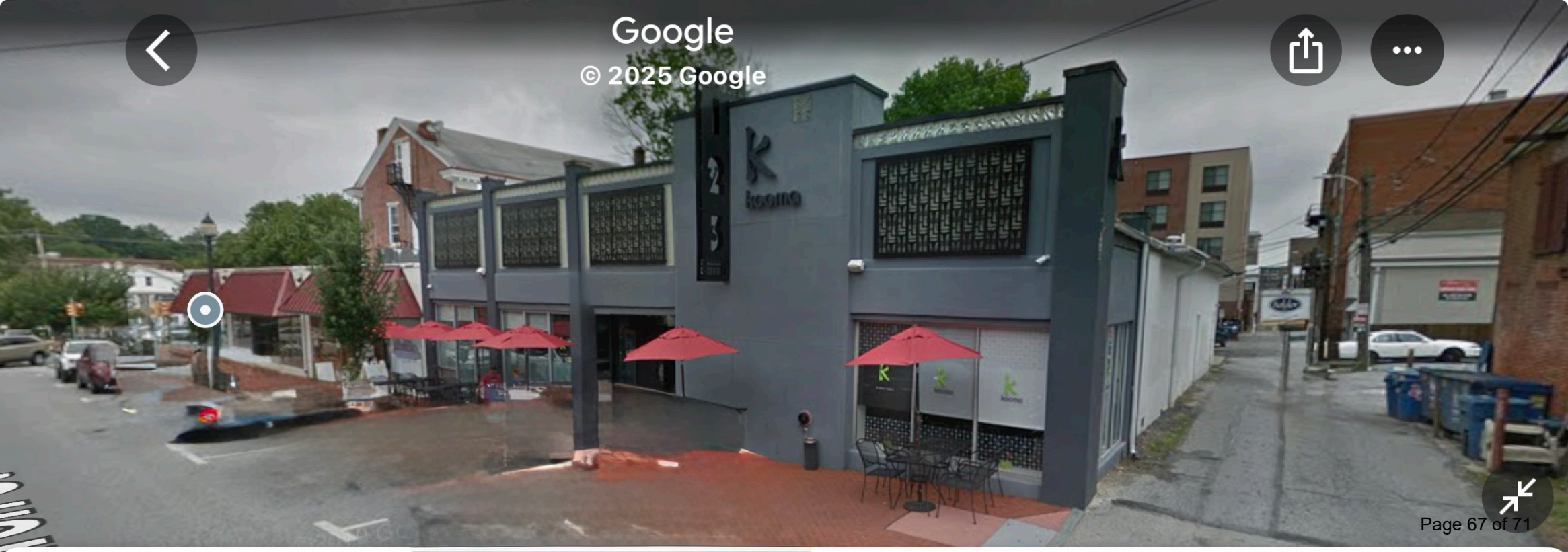


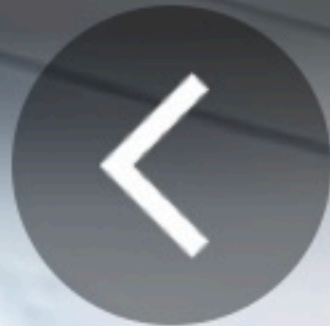
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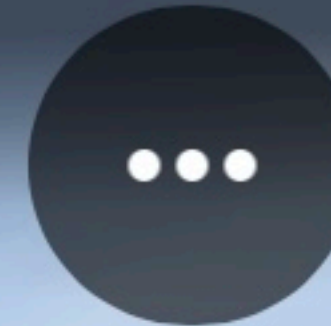


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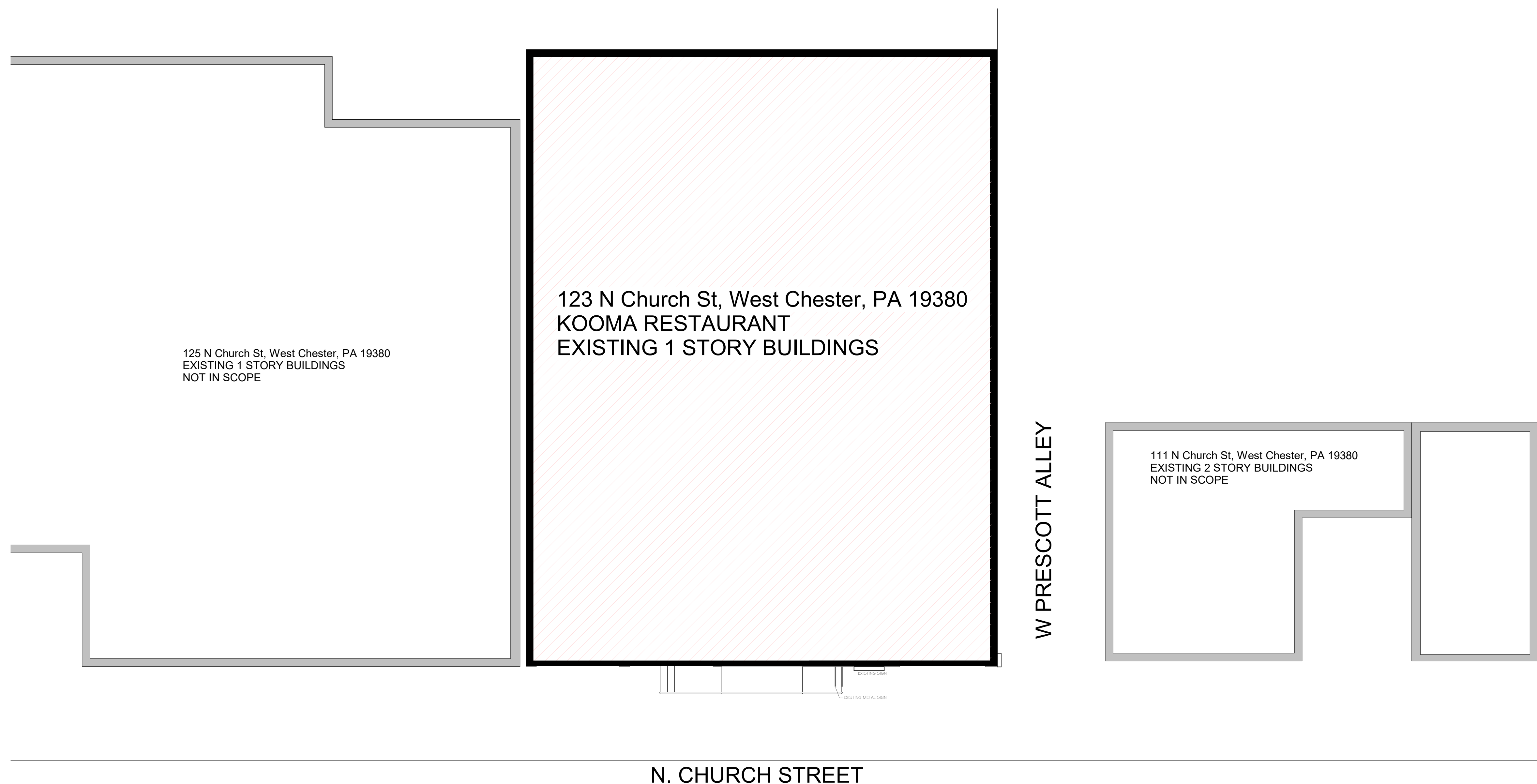




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LOCATION MAP	PROJECT INFORMATION
	<b>BUILDING ADDRESS:</b> 123 N CHURCH ST, WEST CHESTER, PA 19380
	<b>OCCUPANCY USE:</b> A-2 RESTAURANT (KOOMA)
	<b>SCOPE OF WORK:</b> INTERIOR RENOVATION FOR EXISTING RESTAURANT IN 1 STORY BUILDING. NEW LED LIGHTING FIXTURE AT EXISTING ELECTRICAL CIRCUIT
	<b>CONSTRUCTION CLASSIFICATION:</b> TYPE VB, SPRINKLERED (EXISTING)
	<b>BUILDING HEIGHTS:</b> EXISTING NO CHANGE
	<b>BUILDING AREA:</b> 4,754 SQ.FT
	<b>WORK AREA:</b> 3,095 SQ.FT
	<b>APPLICABLE CODES</b> - 2018 International Building Code (IBC) - 2018 International Existing Building Code (IEBC) - 2018 International Fire Code (IFC) - 2017 National Electrical Code (NEC) - 2018 International Plumbing Code (IPC) - 2018 International Mechanical Code (IMC) - 2018 International Energy Conservation Code (IECC) - ANSI A117.1-2009 (Accessibility)



CONSULTANTS

SUBMISSION  
ISSUED 2025.08.13

SEAL



SITE PLAN

Application Numbers: [2025-33](#)

**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**

*Borough of West Chester*  
Historical and Architectural Review Board

PROJECT ADDRESS: 123 N. Church Street

- 1) **Date of HARB Review:** October 30, 2025
- 2) **Applicant's Proposal:** Kooma Restaurant/ Exterior paint color change
- 3) **Findings:**

*The applicant, Yao Chang, was present to describe the proposed signage project. The owner of the Kooma restaurant was also present. An updated drawing A101, that included new notes on the location of black accent painting, was submitted at the meeting. Mr. Chan described the project's exterior work as follows:*

- *Exterior Painting – Repaint existing gray painted exterior masonry walls. The new color scheme will be a slightly darker gray field, with dark gray and black accents.*
- *Existing Sign - The single existing upper level sign of black wall-mounted letters will be painted white on a new black accent field. The existing sign is mounted high on the front wall adjacent to the existing metal “1-2-3” projecting vertical address banner (the banner is not counted as a business sign).*
- *New Wall Mounted Signs - Provide two new smaller wall mounted signs on the front elevation. The signs are designed in plan as ‘L’-shaped and wrap around the corners of the existing masonry piers. The size of the signs is not specified in the application, but scale as approximately 2-ft H x 6-ft L. Message is “K - kooma.” The text is white on a black background. The signs have metal back panels with raised letters. The signs are not illuminated.*
  - *One new sign is located on the main front projecting pier adjacent to the entrance door.*
  - *The second new sign is located at the southwest corner of the building.*
- *Window Alterations – The application proposes to remove and infill the south storefront window facing the south alley. The goal is to provide privacy for diners from the alley.*
- *Door Alterations – The existing entrance doors will not be altered. An interior vestibule door will be relocated. Because this is an interior alteration, it is not subject to HARB review.*

*The HARB reviewed the application as follows:*

- *Exterior painting – HARB liked the new paint scheme but does not typically review or dictate wall and trim painting.*
- *Existing Sign - The HARB agreed the repainting of the existing sign was appropriate.*
- *New Wall-Mounted Signs – The HARB agreed the design of the two new proposed signs was appropriate. The issue is that only one wall mounted sign is permitted. Since there is an existing sign, the two new signs are not permitted. The HARB suggested a new projecting blade or hanging sign would be permitted. After much discussion, the applicant requested that they be allowed to remove the existing upper level wall mounted sign and mount one new wall mounted sign adjacent to the entrance door. The HARB agreed.*
- *Exterior Window Alteration – The HARB stated the existing window could not be removed. However, the existing glass could be replaced with a frosted-type glass or have interior window film or curtains installed. The applicant agreed to that revision.*

**4) Recommendations from HARB:**

*The Board recommends Approval of a Certificate of Appropriateness for Application 2025-33 as submitted, with the following clarifications:*

- 1. The existing upper level wall-mounted sign will be removed.*
- 2. One new proposed wall-mounted, non-illuminated sign may be installed adjacent to the front entrance door as presented.*
- 3. The second proposed new wall-mounted sign at the southwest corner will not be installed.*
- 4. The existing alley-facing south storefront window frame will be retained. The glass may be replaced with frosted glazing.*

Application Numbers: [2025-33](#)

**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**

*Borough of West Chester*  
Historical and Architectural Review Board

PROJECT ADDRESS: 123 N. High Street

**5) Borough Council's Action and Date**

- Approved per HARB recommendation:
- Denied for the following reasons:
- Approved with the following differences from HARB recommendation:

.....

Date of Action Taken: \_\_\_\_\_, 2025

Borough Manager's Signature: