



Parking Committee Meeting  
**March 10, 2026 @ 6:30 PM**  
*This meeting is recorded for public record.*

**Committee Members:**

Stephen Marvin, Chair  
Bernie Flynn  
Lisa Kearns

**Director of Parking Services:** Ramsey Reiner

**Borough Manager:** Sean Metrick

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**Parking Committee Meeting:**

I. Call to Order

II. Announcements

III. Comments

Comments, suggestions, petitions by residents, 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.

IV. Reports

A. Garage management report (attachment)

B. Director's report (attachment)

C. Parking Committee – *Chair Report, workplan and issues raised at prior meetings (attachment)*

V. Old Business

A. Motion to approve February 2025 Parking Committee meeting minutes (attachment)

VI. New Business

A. Request to approve extension of free parking time on-street and in lots for Gallery Walks 2026, John O'Brien, ED of Downtown West Chester. (attachment)

B. Request to approve free parking time on-street and in lots for 2026 Small Business Weekend, John O'Brien, ED of Downtown West Chester. (attachment)

*Issue: Approve free parking on-street and in lots on November 27<sup>th</sup> and 28<sup>th</sup>, 2026 for Small Business Weekend.*

C. Request to allow free parking for the America 250 Special Event on August 2<sup>nd</sup>, 2026

*Issue: Consideration of allowing for free parking for the America 250 Drone Show*

*and festival on August 2<sup>nd</sup>.*

- D. Discussion regarding Special Event Parking Fees  
*Issue: Chairperson Marvin would like to discuss the opportunity to allow for free parking at special events in the Borough of West Chester.*
- E. Motion to direct solicitor to prepare and advertise a food truck ordinance. (attachment)  
*Issue: Parking Services and Building and Housing have created an updated, more comprehensive food truck ordinance to limit parking time and to help adhere to codes.*
- F. Motion to approve changes to Chapter 104: Parking meter zones established. (104-47)  
*Issue: There are time limits established within the Borough parking areas that need to be reviewed and updated.*
- G. Residential Permit Petition Policy (attachment)  
*Issue: Consideration to update the permit areas creation policy with a data driven petition policy similar to Bethlehem Parking Authority's policy (attached).*

VII. Other Business

VIII. Adjournment

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