City of Chester
Deliberative Meeting Agenda

One 4th Street
Chester, PA 19013

Tuesday, May 26, 2026	2:00 PM	Council Chambers

ORDINANCES (To be Voted On):

RESOLUTIONS FOR FINAL PASSAGE (To be Voted On):

R – 62
Authorize approval for submission of an application for the Multimodal Transportation Fund (MTF) Grant, in an amount not to exceed a total of $3,000,000.00 from the Commonwealth Financing Authority (CFA) through the Commonwealth of Pennsylvania Department of Community and Economic Development for transportation and streetscape improvements along Welsh Street from Route 291 to 6th Street.

Submitted By: Richard Troutman, Chief Financial Officer
Attachment: Resolution

R – 63
Authorize approval to enter into a tri-party lease agreement between the City of Chester, DELCORA, and 9th Street Youth Community Center for renovation and use of the building located at Eyre Park, which shall be solely used as an environmental center for environmental education, conservation efforts, and tree planting, pursuant to the recommendation of the Property Review Committee.

Submitted By: Thomas Moore, Chief of Staff
Attachment: Resolution

R – 64
Authorize approval to enter into an agreement with Maria Matiaws Music, Inc., to provide the headliner performer for the 2026 Peace, Love, and Unity Festival, in an amount not to exceed Twenty Thousand Dollars ($20,000.00).

Submitted By: Fred Green, Councilman
Attachment: Resolution

R – 65
Authorize approval to accept the proposal for the purchase of a 2007 Fifteen-foot (15') Zodiac Pro9 Boat with 50 HP Yamaha Engine & 2008 Load Rite Marine Trailer, sold as-is, to Barry L. Borchers, as the highest responsible responder, in the amount of Eight Thousand Dollars ($8,000.00).

Submitted By: John-Paul Shirley, Fire Commissioner
Attachment: Resolution

Deliberative meetings are held on the second and fourth Monday of each month beginning at 2:00 PM in Council Chambers. For copies of the agenda or meeting announcements, please visit our website at www.Chestercity.com or contact the City Clerk at CNewsome@cityofchesterpa.gov to receive an email notice of the meetings.

R – 66
Authorize approval to enter into an amended Transportation Alternative Set-Aside Program Reimbursement Grant Agreement with the Commonwealth of Pennsylvania acting through the Pennsylvania Department of Transportation for the Highland Avenue Trail Project.

Submitted By: Thomas Moore, Chief of Staff
Attachment: Resolution

R – 67
Authorize approval of the application submitted by 742 W. Front Street, LLC, for the inclusion of 742 West Front Street in the Commercial LERTA program in accordance with Article 363 of the Codified Ordinances of the City of Chester, for new commercial construction, effective through December 31, 2036.

Submitted By: Thomas Moore, Chief of Staff
Attachment: Resolution

R – 68
Authorize approval to enter into a Trail Easement Agreement with the Redevelopment Authority of the City of Chester for the parcels described as 49-07-00877-00 (499 W. 13th Street) and 49-0700866-00 (W. 14th Street) for the portion of the Parker Manor Trail of the Crozer Park – Chester Creek Trail.

Submitted By: Thomas Moore, Chief of Staff
Attachment: Resolution

R – 69
Authorize approval of Change Order No. 1 from S.J. Thomas Company, Inc., for the removal of saturated roofing insulation board and the installation of new insulation board, for a change order amount of $2,516.61 and that all work performed pursuant to said Change Order shall be in accordance with the specifications and to the satisfaction of the City.

Submitted By: Thomas Moore, Chief of Staff
Attachment: Resolution

R – 70
Authorize approval of Preliminary/Final Plan to Chester Donuts LLC, to develop two fast-food restaurants with a drive-thru and parking lot at 0 East 4th Street.

Submitted By: W. Paul Fritz, Planning & Zoning Director
Attachment: Resolution

ADJOURN

R E S O L U T I O N

NO. 62 - 2026

THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That the City of Chester, Delaware County, PA, hereby approves the application submission for the Multimodal Transportation Fund (MTF) Grant, in an amount not to exceed a total of $3,000,000.00 from the Commonwealth Financing Authority (CFA) through the Commonwealth of Pennsylvania Department of Community and Economic Development for transportation and streetscape improvements along Welsh Street from Route 291 to 6th Street.

FURTHER, grant funds shall be used for eligible project costs associated with roadway and pedestrian infrastructure improvements, including but not limited to sidewalks, ADA curb ramps, streetscape enhancements, lighting, trees, pedestrian safety improvements, subsurface and roadway repairs, and other ancillary costs necessary to support the rehabilitation and enhancement of the corridor.

FURTHER, the Chester City Council acknowledges that the Multimodal Transportation Fund Program requires a 30% local match.

EVEN FURTHER, that the City of Chester does hereby designate Mayor Stefan Roots or Chief of Staff Thomas Moore and Candice Newsome, City Clerk, as the official(s) to execute all documents and agreements between the City of Chester and the Commonwealth Financing Authority and/or the Commonwealth of Pennsylvania Department of Community and Economic Development to facilitate and assist in obtaining the requested grant.

WE HEREBY CERTIFY that this Resolution passed Council this 27th day of May, A.D. 2026.

_____
MAYOR

Attest:_____
CITY CLERK

I, Candice Newsome, duly qualified City Clerk of the City of Chester, Delaware County, PA, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Chester City Council at a regular meeting held on May 27, 2026 and said Resolution has been recorded in the Minutes of the City of Chester and remains in effect as of this date.

_____
Candice Newsome, City Clerk

R E S O L U T I O N

NO. 63 - 2026

THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That it does hereby approve entering into a tri-party lease agreement between the City of Chester, DELCORA, and 9th Street Youth Community Center for renovation and use of the building located at Eyre Park, which shall be solely used as an environmental center for environmental education, conservation efforts, and tree planting, pursuant to the recommendation of the Property Review Committee.

WE HEREBY CERTIFY that this Resolution passed Council this 27th day of May, A.D. 2026.

_____
MAYOR

Attest: _____
CITY CLERK

R E S O L U T I O N

NO. 64 - 2026

THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That it does hereby authorize the proper City official to enter into an agreement with Maria Matiaws Music, Inc., to provide the headliner performer for the 2026 Peace, Love, and Unity Festival, in an amount not to exceed Twenty Thousand Dollars ($20,000.00).

FURTHER, the contract is subject to the Solicitor's approval.

WE HEREBY CERTIFY that this Resolution passed Council this 27th day of May, A.D. 2026.

_____
MAYOR

Attest: _____
CITY CLERK

R E S O L U T I O N

NO. 65 - 2026

WHEREAS, the City of Chester Bureau of Fire submitted a Request For Proposals on Garage Fire Apparatus; and

WHEREAS, the City of Chester has complied with all of the use requirements for the site; and

WHEREAS, the proposals have been reviewed with no discrepancies found.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That it does hereby accept the proposal for the purchase of a 2007 Fifteen-foot (15') Zodiac Pro9 Boat with 50 HP Yamaha Engine & 2008 Load Rite Marine Trailer, being sold as-is, to Barry L. Borchers, as the highest responsible responder, in the amount of Eight Thousand Dollars ($8,000.00).

FURTHER, it does hereby authorize the proper City official to take all the necessary actions for the proper sale of the aforementioned.

WE HEREBY CERTIFY that this Resolution passed Council this 27th day of May, A.D. 2026.

_____
MAYOR

Attest:_____
CITY CLERK

R E S O L U T I O N

NO. 66 - 2026

WHEREAS, the City of Chester has been awarded a total of $1,475,876.00 in federal Transportation Alternative Set-Aside Program funding for the Highland Avenue Trail Project; and

WHEREAS, the City of Chester desires to enter into the amended Transportation Alternatives Program Reimbursement Grant Agreement R23060011-2 with the Commonwealth of Pennsylvania acting through the Pennsylvania Department of Transportation for the Highland Avenue Trail Project.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That it does hereby designate Thomas Moore, Chief of Staff, or Andrew Hayman, Public Works Director, as the official to execute all documents and agreements between the City of Chester and the Pennsylvania Department of Transportation to facilitate and assist in the reimbursement.

WE HEREBY CERTIFY that this Resolution passed Council this 27th day of May, A.D. 2026.

_____
MAYOR

Attest:_____
CITY CLERK

I, Candice Newsome, duly qualified City Clerk for the City of Chester, Delaware County, PA hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Chester City Council at a regular meeting held May 27, 2026, and said Resolution has been recorded in the Minutes of the City Council of the City of Chester and remains in effect as of this date.

[CITY SEAL]

_____
CITY CLERK

R E S O L U T I O N

NO. 67 - 2026

THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That it does hereby approve the application submitted by 742 W. Front Street, LLC, for the inclusion of 742 West Front Street in the Commercial LERTA program, in accordance with Article 363 of the Codified Ordinances of the City of Chester, for new commercial construction, effective through December 31, 2036.

WE HEREBY CERTIFY that this Resolution passed Council this 27th day of May, A.D. 2026.

_____
MAYOR

Attest: _____
CITY CLERK

R E S O L U T I O N

NO. 68 - 2026

WHEREAS, the City of Chester (City) wishes to develop the Crozer Park section of the Chester Creek Trail to provide a safe transportation option for pedestrians and bicycle riders; and

WHEREAS, the Chester Economic Development Authority (CEDA) has been awarded a grant in the amount of $250,000.00 for the development of the Chester Creek Trail in Crozer Park and the City has been awarded a grant in the amount of $500,000.00 from the Green Ways Municipal Grant Program administered by the County of Delaware for the Crozer Park section of the Chester Creek Trail; and

WHEREAS, Delaware County, the City, and CEDA have entered into a Tri-Party Agreement in connection with the Green Ways grant whereby CEDA is designated as the responsible entity for Greenways grant management and development of this Trail section, and the City is designated as the responsibility entity for maintenance and periodic inspection of the Crozer Park section of the Chester Creek Trail; and

WHEREAS, a portion of the construction for the trail will be located on property owned by the Redevelopment Authority of the City of Chester (CRA) and as a condition of the grant, the County requires the CRA to convey a perpetual trail easement over such portion of property.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That it does hereby approve entering into a Trail Easement Agreement with the Redevelopment Authority of the City of Chester for the parcels described as 49-07-00877-00 (499 W. 13th Street) and 49-0700866-00 (W. 14th Street) for the portion of the Parker Manor Trail of the Crozer Park – Chester Creek Trail.

FURTHER, that the Mayor is hereby authorized to execute the Agreement and to take such steps that may be necessary to implement the intent of this Resolution.

WE HEREBY CERITFY that this Resolution passed Council this 27th day of May, A.D. 2026.

_____
MAYOR

Attest: _____
CITY CLERK

R E S O L U T I O N

NO. 69 -2026

WHEREAS, Chester City Council accepted the quote from S.J Thomas Company, Inc., for the Chester City Hall Police Department Repairs, American Rescue Plan Act (ARPA) Project #36, in the total amount of $210,776.23; and

WHEREAS, there is a need for additional services to be added to the scope of work, increasing the contract amount.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That it does hereby approve Change Order No. 1 from S.J. Thomas Company, Inc., for the removal of saturated roofing insulation board and the installation of new insulation board, for a change order amount of $2,516.61 and that all work performed pursuant to said Change Order shall be in accordance with the specifications and to the satisfaction of the City.

FURTHER, it does hereby authorize the Mayor to execute the attached Change Order No. 1, for and on behalf of the City of Chester.

WE HEREBY CERTIFY that this Resolution passed Council this 27th day of May, A.D. 2026.

_____
MAYOR

Attest:_____
CITY CLERK

R E S O L U T I O N
NO. 70 - 2026

A RESOLUTION OF THE CITY OF CHESTER, DELAWARE COUNTY, PENNSYLVANIA, GRANTING PRELIMINARY/FINAL APPROVAL TO CHESTER DONUTS LLC FOR ITS PRELIMINARY/FINAL PLAN TO DEVELOP TWO FAST-FOOD RESTAURANTS WITH A DRIVE-THRU AND PARKING LOT AT O EAST 4th STREET, CHESTER, PA.

WHEREAS, Act 247 of 1968, The Pennsylvania Municipalities Planning Code, empowers the governing body of a municipality to regulate subdivisions and land developments within the municipality; and

WHEREAS, the City of Chester is desirous of orderly and appropriate land use and development to protect the health, safety, and welfare of City residents; and

WHEREAS, Chester Donuts, LLC ("Applicant") has submitted a Preliminary/Final Plan to develop two (2) fast-food restaurants (total floor area 4,157 SF) with a drive-thru and parking lot at 0 East 4th Street based on plans prepared by Van Cleef Engineering Associates, LLC dated August 21, 2025 and last revised Apri 15, 2026 consisting of 23 sheets (hereafter referred to as the "Plan"); and

WHEREAS, the Plan proposes: two (2) fast-food restaurants (total floor area 4,157 SF) with a drive-thru and parking lot; 30 parking spaces (including 2 ADA parking spaces and 2 electric vehicle charging stations); 4,157 SF (5%) of building coverage; 32,600 SF (43%) of impervious coverage; storm sewer collection inlets, two (2) infiltration basins; and an infiltration Bioretention basin with a total proposed limit of disturbance of 1.55 acres; and

WHEREAS, the Applicant is working with the City of Chester Planning & Zoning Department to change the address of the subject property from 0 East 4th Street to 701 East 4th Street.

WHEREAS, the City Engineer, Colliers Engineering and Design, Inc. reviewed the Plan and related submissions and based upon their review, issued a review letter dated May 7, 2026; and

WHEREAS, the City of Chester Planning Commission also reviewed the Plan at its public meeting on May 13, 2026, recommending Plan approval subject to their comments; and

WHEREAS, the Delaware County Planning Commission also reviewed the Plan and provided a review letter dated September 19, 2025, stating general support for the proposed project subject to their comments; and

WHEREAS, Applicant now desires Council to consider granting approval of its Plan pursuant to Section 508 of the Municipalities Planning Code.

NOW, THEREFORE, BE IT RESOLVED by Chester City Council, that the Preliminary/Final Plan for the development two (2) fast-food restaurants with a drive-thru and parking lot at 0 East 4th Street, Chester, PA, as prepared by Van Cleef Engineering Associates, LLC and last revised April 15, 2026, is hereby **GRANTED PRELIMINARY/FINAL APPROVAL** subject to Applicant's compliance with the conditions and waivers set forth in Attachment "A" of this Resolution, attached hereto, incorporated herein, and made a part of this Resolution as if set forth herein in full.

NOW, THEREFORE, BE IT FURTHER RESOLVED that this Resolution with approvals and conditions as contained herein does not and shall not authorize the construction of improvements or buildings exceeding those shown on the Plan. Furthermore, this Resolution with approvals and conditions as contained herein shall be rescinded automatically upon Applicant's or Applicant's agent's failure to accept, in writing, all conditions herein imposed within thirty (30) days of receipt of this Resolution, such acceptance to be evidenced by Applicant's or Applicant's agent's signature below.

APPROVED and **RESOLVED** this _____ day of _____, 2026

Seal: **City of Chester**

By:_____
Stefan Roots, Mayor

Attest_____
Candice Newsome, City Clerk

THE UNDERSIGNED HEREBY REPRESENTS THAT HE/SHE IS AUTHORIZED ON BEHALF OF THE APPLICANT TO AGREE, AND HEREBY AGREES TO THE ABOVE PRELIMINARY/ FINAL LAND DEVELOPMENT PLAN APPROVAL RESOLUTION:

APPLICANT: Chester Donuts, LLC

By: _____ Date *:* _____
Name :
Title :

Attest:
By:_____ Date:_____
Name:
Title:

ATTACHMENT "A"

A. Conditions of Plan Approval.

1. Prior to the signing of Plan and their being recorded, Applicant shall, unless otherwise waived herein, revise the Plan to resolve and comply to the satisfaction of the City all issues set forth in the City Engineer, Collier's Engineering and Design, Inc., Review Letter dated May 7, 2026, the entire contents of which are incorporated herein by reference.

2. Prior to the issuance of any permits, Applicant and Landowner shall enter into a Stormwater Management and Facilities Agreement and Easement, prepared by the City Solicitor, providing that the stormwater facilities are to be the responsibility of the owner of the property on which they are located, and shall be maintained by the owner, provided however that the City retains the right to maintain the stormwater facilities at its sole option with the costs thereof borne by the property owner.

3. Prior to the issuance of any permits and if determined to be necessary by the City in its sole discretion given the Project's scope, the Applicant shall enter into a Financial Securities Agreement prepared by the City Solicitor, providing for financial security in the form of an irrevocable letter of credit or other financial security approved by the City Solicitor from a federal or commonwealth-chartered lending institution chosen by the party posting the financial security, provided that said lending institution is authorized to conduct such business within the Commonwealth.

4. Prior to the issuance of any permits and if determined to be necessary by the City in its sole discretion given the Project's scope, the Applicant shall enter into a Development Agreement with the City prepared by the City Solicitor.

5. The Project shall be developed in strict accordance with the content of the notes on the Plan and the terms and conditions of this Resolution and any subsequent conditions or requirements as may be set forth in a future land development resolution.

6. The costs of accomplishing, satisfying and meeting all the terms and conditions and requirements of the Plan, Notes to the Plan, and this Preliminary/Final Land Development Approval resolution shall be borne entirely by Applicant and shall be at no cost to the City.

7. To the extent applicable, Applicant shall provide the City Planning and Zoning Department and the City Engineer with at least seventy-two (72) hours of notice prior to the initiation of any demolition, grading, or ground clearance in connection with the Independent Living Facility so that the City may certify that all appropriate permits have been obtained and all appropriate erosion and sedimentation control facilities (if any) have been properly installed and also that snow fencing or other types of boundary markers (if any) acceptable to the City have been installed to protect such facilities proposed not to be eliminated during the construction of the fast-food restaurants.

8. Consistent with Section 509(b) of the Pennsylvania Municipalities Planning Code (as amended) the payment of all applicable fees and the recording of the Plan must be

accomplished within ninety (90) days of the date of this Resolution unless a written extension is granted by the City. The final plan or record plan shall not be signed or recorded by the City until the applicable fees have been paid. In the event the fees have not been paid and the final plans have been recorded within ninety (90) days of the date of this Resolution (or any written extension thereof), this contingent Preliminary/Final Land Development Approval shall expire and be deemed to have been revoked.

9. The terms and conditions of this Resolution shall run with the land and shall apply to any assignee, transferee, or other successor in interest in the Property or the development of the Project. This Resolution or a memorandum of this Resolution may be recorded against the Property by the City, or a subdivided portion of the Property, at the City's sole discretion, to which the then-current landowner of the Property shall be deemed to have consented to such recording. Regardless of whether this Resolution is recorded, the City shall have the right to enforce any violations of the conditions of this Resolution as a violation of the City's Subdivision of Land Development Ordinance and/or pursuant to Section 616.1 of the Pennsylvania Municipalities Planning Code.

10. The Applicant and future owner shall comply with all other applicable City ordinances, County, State and Federal rules, regulations and statutes, and shall be responsible for obtaining all other permits from regulatory authorities having jurisdiction over this project.

11. The Applicant shall obtain all necessary federal, state, or local permits or approvals before commencing any work requiring such permit or approval including, but not limited to, sewage facilities/ planning module approval from Pennsylvania DEP.

12. Any prior land development approvals granted for this Tract that have not yet been developed or constructed shall be null and void.

13. Applicant's acceptance of the conditions as set forth herein as referenced in the Resolution.

B. Waivers. The Applicant has requested the following waivers from the City's Subdivision and Land Development Ordinance pursuant to a written waiver request. An indication that a waiver was granted reflects that the City has determined that the Applicant has sufficiently established that the literal enforcement of the provision waived will exact undue hardship because of peculiar conditions pertaining to the land in question, and that the waiver is not contrary to the public interest or otherwise contrary to the purpose and intent of the City Code, as demonstrated and explained by appearances of the Applicant before the Board at public meetings and through the waiver request letter(s) submitted. A lack of indication of the decision on the waiver after the City has executed this Resolution shall be interpreted to mean that the waiver was granted, unless the minutes of the associated City meeting reflect otherwise:

1. A waiver from Section 502.A of the Subdivision and Land Development Ordinance, to permit the application to be reviewed as a combined Preliminary/Final Land Development Plan in lieu of separate Preliminary and Final submissions.
Granted ✓____ Denied _____

2. A waiver from Section 1015.A of the Subdivision and Land Development Ordinance, which requires the repair and replacement of existing sidewalks along the frontage of the property. The Applicant proposes to limit sidewalk and curb improvements to areas directly impacted by the proposed development, including driveway entrances and ADA access improvements along Hinkson Street.

Granted ✓____ Denied _____