

**BOROUGH OF WEST READING
PLANNING COMMISSION**

WEDNESDAY, JUNE 6, 2018

The West Reading Planning Commission met for their regular meeting on Wednesday, June 6, 2018 at Borough Hall with the following persons present: Chair Philip Wert, Vice Chair Christopher Lincoln, Oswald Herbert, Nicholas Imbesi, Jennifer Bressler, Terry Siggins, Engineer Thomas Unger, Borough Manager Cathy Hoffman and Assistant to the Manager Cynthia Madeira. Christin Kelley was unable to attend the meeting.

Visitors: Sukhchain Singh, Property/Business Owner
Manjit Kaur, Property/Business Owner
Greg Ciatto, Contractor

Mr. Wert called the meeting to order at 7:00 p.m.

There was no public comment.

Approval of Minutes

Motion to approve the May 2, 2018 minutes. **Moved** by Mr. Imbesi and seconded by Mr. Herbert. **Motion carried 6-0.**

New Business

- a. **501 Penn Avenue Land Development Plan** – Thomas Unger recommended, per the Subdivision and Land Development Ordinance, the following revisions prior to any action being taken:
 - Address and telephone number of applicant added to the plans.
 - Add the total tract boundaries with dimensions, bearing, distances and area being developed.
 - Adjoining property owner names and addresses added to the plan.
 - List the correct zoning district; the subject property is located within the Central Business District.
 - The plan should reference the elevation datum used for the finished floor elevation of 99.57 feet.
 - The ownership, size and easement or right-of-way information should be shown on the plan for the existing stormwater line and associated catch basins located on and near the property.
 - The location, dimensions and ownership of all access rights-of-way should be shown on the plan.
 - Proposed structures or improvements should be shown on the property.
 - As a minimum, the applicant's engineer should indicate on the plan how the proposed building roof water will be conveyed from the site or tied into the existing stormwater conveyance system.
 - Indicate whether the proposed expansion will involve expansion to the restroom facilities and if so, would there be additional sewage flows.
 - Corrections are needed to the endorsement blocks to reflect correct language and locations for signatures.
 - Parking spaces proposed under the gas canopy will not be counted.
 - The Berks County Planning Commission will need to review and comment on this Land Development Plan prior to Final Plan approval.

- The 12-foot by 32-foot, 420 square feet addition to the retail portion of the building is to occur on the first floor only and should be noted on the plan.
- The proposed location of the expansion should be shown on the plan.

Mr. Unger stated that the plan has been reviewed for both Preliminary and Final Plan requirements.

The applicant indicated the addition is planned to increase retail space and that there will be no sale of alcohol, no increased traffic, no impact to deliveries or dumpster placement. Also, there will be no change to the private restroom area.

Committee members requested revisions to the plans as noted by the engineer and resubmitted at least two weeks prior to the next Planning Commission meeting to allow time for review.

- b. **Berks County Planning Commission Joint Comprehensive Plan** – Mr. Wert noted the minimal County of Berks Planning Commission comments to the lengthy Suburban Berks West Joint Comprehensive Plan amendment. No action is needed at this time.

Old Business

- a. **Zoning Changes:**
 - i. **Sign amendments** – Mr. Unger provided suggested revisions to the sign ordinance, which are based on façade area that would include a cap of 150 square feet for any one sign. However, this would not address exceptionally large façade's such as Vanity Fair, Narrow Fabric, A-Z or Say Cheese buildings. Mr. Unger recommended requests for relief from maximum sign dimension regulations be considered through conditional use to allow Council to decide on a case-by-case basis. Committee members agreed the conditional use requirement would be a desirable alternative to the Zoning Hearing Board. Mr. Unger requested additional time to research the existing larger façade's to the proposed façade calculations.
 - ii. **Off-Street Parking** – Systems Design Engineering provided revised language to resolve the off-street parking conflict within the Conservation District. The suggested wording is: "All parking areas, passageways, and driveways for nonresidential uses except for those surface parking areas located in the Conservation Zoning District shall be surfaced with a dustless durable, all-weather paved parking surface, shall be clearly marked for vehicle spaces, and shall be adequately drained in conformance with Borough standards prior to issuance of an occupancy permit." Committee members agreed to accept the revised language.
- b. **Burial of Animals** – Committee members agreed to amend the Animal Ordinance to include regulations allowing the burial of animals up to 20 pounds at least three-feet below the surface. Animals weighing less than five-pounds would be exempt from these regulations.
- c. **Codes Review** – Tabled until next month.

Adjournment

The meeting adjourned at 8:57 p.m.

Respectfully submitted,

Cynthia Madeira
Assistant to the Manager

Cathy Hoffman
Borough Manager