

**BOROUGH OF WEST READING  
PLANNING COMMISSION**

**WEDNESDAY, JULY 5, 2018**

The West Reading Planning Commission met for their regular meeting on Thursday, July 5, 2018 at the West Reading Fire Department with the following persons present: Chair Philip Wert, Oswald Herbert, Nicholas Imbesi, Jennifer Bressler, Terry Siggins, Christin Kelley, Engineer Thomas Unger, Borough Manager Cathy Hoffman and Assistant to the Manager Cynthia Madeira. Vice Chair Christopher Lincoln was unable to attend the meeting.

**Visitors:** Sukhchain Singh, Property/Business Owner  
Manjit Kaur, Property/Business Owner

Mr. Wert called the meeting to order at 7:02 p.m.

There were no public comment.

**Approval of Minutes**

Motion to approve the June 6, 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 reviewed the second land development review letter and noted the following:
  - The location and elevation of all existing property markers has been shown on the plan. However, PK nails are to be set on the property corners prior to final approval of land development plans.
  - 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. Mr. Singh indicated the discharge would be tied into an existing underground connection and will add this information to the plan.
  - The Berks County Planning Commission recently received a land development application pertaining to this project and has not yet provided comments. Comments should be received prior to final plan approval.
  - Due to a variation in plan scale from what is required by SALDO, which provides a more legible scale, the applicant should request a waiver in writing for this variation.
  - Due to a variation in the location map scale from what is required by SALDO, which provides a more legible scale, the applicant should request a waiver in writing for this variation.

Mr. Herbert noted information received from the Department of Agriculture regarding public restroom requirements. Currently only a toilet and handwash sink are required for employees.

Committee members requested revisions to the plans as noted by the engineer and resubmitted in time for the next Council meeting on July 17, 2018.

Motion to recommend to Council approval of 501 Penn Avenue Final Land Development Plans contingent upon PK nails being set on the property corners, stormwater conveyance information added to the plan, waiver in plan and map scale variations and Berks County Planning Commission

comments duly taken into account by Council if available at the time of the July Council meeting.  
**Moved** by Mr. Imbesi and seconded by Mr. Siggins. **Motion carried 6-0.**

- b. **Barrer & White Annexation Subdivision Plan** – Mr. Unger provided a brief overview of plans recently submitted to annex a parcel of land from 308 Reading Avenue, a residential property located within a R-1 Zoning District owned by Barrer & White Real Estate to 311 Penn Avenue, also owned by Barrer & White Real Estate located within the Central Business District. The proposed Parcel “A” use, which is currently a parking area utilized by 311 Penn Avenue, would be annexed land to be joined in a common deed. A full review and comment letter will be provided to the Planning Commission prior to the regular August meeting.

## Old Business

- a. **Zoning Changes:**
- i. **Sign amendments** – Mr. Unger provided additional suggestions to revise the On-Premise Sign Ordinance to accommodate larger facades. Should the Committee choose to recommend Conditional Use hearings to allow Borough Council to consider granting use of a sign larger than the specified allowable size, items to consider should include, but not be limited too:
- Building size
  - Façade size
  - Existing signage associated with the building and neighborhood
  - Building and neighborhood characteristics
  - Signage type and characteristics
  - Physical and visual impact
  - Type of material and lighting

Mr. Unger noted this option would allow negotiation of details. Committee members agreed the Conditional Use requirement would be a desirable alternative to the Zoning Hearing Board. Mr. Wert will contact the Solicitor to discuss the Committee’s intent to ensure legalities.

- 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.

Motion to recommend to Council to advertise an amendment to the Animals Ordinance to regulate the burial of dead animals. **Moved** by Mr. Imbesi and seconded by Mr. Herbert.  
**Motion carried 6-0.**

- c. **Codes Review** – Tabled until next month.

## Adjournment

Motion to adjourn the meeting at 8:04 p.m. **Moved** by Mr. Imbesi and seconded by Mr. Herbert. **Motion carried 6-0.**

Respectfully submitted,

Cynthia Madeira  
Assistant to the Manager

Cathy Hoffman  
Borough Manager