

**BOROUGH OF WEST READING
PLANNING COMMISSION**

WEDNESDAY, JUNE 5, 2019

The West Reading Planning Commission met for their regular meeting on Wednesday, June 5, 2019 at Borough Hall with the following persons present: Chair Philip Wert; Vice Chair Christopher Lincoln; Nicholas Imbesi, Terry Siggins, Jennifer Bressler, Joseph Scoboria, Oswald Herbert; Borough Manager Cathy Hoffman and Assistant Borough Secretary Cynthia Madeira.

Visitors: None

Mr. Wert called the meeting to order at 6:08 p.m.

There were no public comments.

Approval of Minutes

Motion to approve the May 1, 2019 minutes. **Moved** by Mr. Imbesi and seconded by Mr. Scoboria. **Motion carried 7-0.**

New Business

- a. **Transient Retail Ordinance** – Commissioners reviewed solicitor comments and agreed to modify the wording for special event exemptions; remove the conflict in denying licensing for felons; and elaborate more fully as to the persons who are authorized to suspend licenses. Revisions are to be made to the ordinance and forwarded to Commissioners for review and comment prior to forwarding to the solicitor.
- b. **Zoning Ordinance Changes** – Berks County Planning Commission comments were received regarding the proposed amendments to the Zoning Ordinance. Their comments noted conformity to the Berks County Future Land Use Plan; a request to forward recently adopted ordinance numbers 1067 and 1099; and no further comments that pertained to the proposed revisions.

To allow time to meet the Pennsylvania Municipalities Planning Code requirement to notify property owners located within the area being rezoned a minimum of thirty-days prior to the public hearing, it was decided to schedule the hearing on July 16, 2019 at 6:30 p.m., just prior to the July Council meeting. The solicitor will be requested to provide clarification as to the posting of property requirements for the zoning map change.

- c. **Rental Ordinance** – Commissioners continued their review of Chapters 355-9 through 355-12. The following topics were discussed:
 - **Issuance or revocation of rental occupancy permits** – It was decided to include the requirement to have all taxes owed to the municipality paid in full prior to issuing a permit; in lieu of appeals being heard by Council they will be reviewed by the Housing Review Board; and removal of placards would incur a daily fine as opposed to refusal to ever issue another rental occupancy permit.
 - **Sale or transfer of residential rental units** – It was decided to allow the transfer of rental occupancy permits for accounts in good standing.
 - **Inspections** – The reasonable time frame to inspect rental properties was revised to 8am to 5pm; cancellation of inspections less than 24-hours prior to the scheduled inspection would incur a \$25 per unit fine; reinspection of quality of life issues would incur a \$50 reinspection fee.
 - **Duties of occupants of residential rental units** – The word “International” should be inserted in front of “Property Maintenance Code”.

It was recommended to review the remainder of the proposed ordinance changes for comment during next month's meeting.

Old Business

- a. **Codes Review** – Mr. Wert requested suggestions on how to address the continuation of codes review since it has been quite a while since time has been available during Planning meetings. It was decided to address the sections one at a time and to begin with the higher priority subject of Uniform Construction Code. It was recommended to review the Hamburg Borough ordinance where the code was adopted with relative additions.

Adjournment

The meeting adjourned at 7:57 p.m.

Respectfully submitted,

Cynthia Madeira

Assistant Borough Secretary