

**BOROUGH OF WEST READING
PLANNING COMMISSION**

WEDNESDAY, AUGUST 7, 2019

The West Reading Planning Commission met for their regular meeting on Wednesday, August 7, 2019 at Borough Hall with the following persons present: Chair Philip Wert; Terry Siggins, Jennifer Bressler, Oswald Herbert, Daniel Horman, Christin Kelley; Borough Manager Cathy Hoffman and Borough Secretary Cynthia Madeira.

Visitors: Nicholas Imbesi

Mr. Wert called the meeting to order at 6:15 p.m.

There was no public comment.

Approval of Minutes

Motion to approve the June 5, 2019 minutes. **Moved** by Mr. Siggins and seconded by Mrs. Bressler. **Motion carried 6-0.**

New Business

- a. **Transient Retail Ordinance** – Commissioners reviewed revisions to this draft ordinance and determined clarification was needed for the denial of licensing associated with criminal charges.

Motion to recommend approval to Council for an amendment to the Transient Retail Ordinance with noted revisions. **Moved** by Mr. Horman and seconded by Mr. Siggins. **Motion carried 6-0.**

- b. **Rental Occupancy Fees** – Commissioners reviewed information provided regarding expenses incurred to implement the rental occupancy program and the current fee schedule. Options such as an hourly rate, and reduction to the annual base fee with charges assessed for reinspection were discussed. Due to difficulty in determining a fair rate for apartment units versus single-family residential units it was decided to research other local municipality fee schedules.

- c. **Noise Ordinance** - Review of the existing noise ordinance regarding trash collection timeframes indicated a discrepancy between the ordinance and the current municipal trash collection contract. Commissioners agreed that an amendment to the ordinance is needed. Enforcement of these regulations were discussed and determined that the entire chapter is to be enforced by the Police Department.

Motion to recommend approval of an amendment to the Noise Ordinance to standardize the prohibition of trash collection between the hours of 10:00 p.m. and 6:00 a.m. **Moved** by Mr. Herbert and seconded by Mr. Siggins. **Motion carried 6-0.**

- d. **Rental Ordinance** – Commissioners continued their review of the draft rental ordinance amendment beginning at Chapter 355-13 Disruptive Conduct. It was determined that clarification was needed from the Police Chief as to the ability of a Code Enforcement Officer to investigate and report on disruptive conduct incidents. Chief Powell will be requested to attend a future Planning Commission Meeting for further discussion.

Adjournment

Motion to adjourn the meeting at 8:06 p.m. by Mr. Horman and seconded by Mrs. Bressler. **Motion carried 6-0.**

Respectfully submitted,
Cynthia Madeira
Borough Secretary