Code & License Appeals Board
Tuesday, December 1, 2026
3:00 pm
439 S 6th St
Business License Revocation
Hybrid Meeting
Council Chambers
Agenda

Public Comment Instructions:

- To comment at the meeting, citizens can register by calling or emailing the City Clerk's Office by noon on the day of the meeting or register at the hearing. Instructions to access the virtual meeting app or dial-in will be provided upon registration. Call 610-655-6205 or e-mail **council@readingpa.gov**
- Public comment for meetings will also be accepted in writing by noon on the day of the meeting through an e-mail to **council@readingpa.gov**. The message must clearly be marked as Public Comment. The comment received in writing will be read into the record at the meeting.
- Those speaking should limit their comments to no longer than 3 minutes

Join from PC, Mac, iPad, or Android:
https://readingpa.zoom.us/j/89689191062?pwd=gvXXHmBzkFa6QR81EYHHO9dl3zUijt.1
Passcode:969784
Phone one-tap: +16465588656

I. Call to Order – M. Cianciosi, Chair

- **Business License Revocation –**
- **Continuation of Appeal for unpaid fines, fees and work orders at 528 N 10th St.**

II. Introduction of Board Members Present

III. Public Comment – 3-minute limit

IV. Business License Revocation 439 S 6th St, Nathaniel Tejada

§ 339-209. License revocation.

A. Basis for revocation. Any business privilege license issued by the City pursuant to the provisions of this Part may be revoked for good cause by the issuing authority upon a finding that the following conditions exist:

(6) The license was issued by mistake or is in violation of any of the provisions of this Part.

V. Presentation by Administration

VI. Testimony from Property Owner

VII. Deliberation

VIII. Decision

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READING EAGLE

Campaign No.	195125
Today's Date	11/20/2026
P.O. Number	
Sales Rep	

bill-to

CITY OF READING - LINDA
ATTN: ACCOUNTS PAYABLE
READING, PA 19601
Tel: 610 655-6076
Account No: 336188

advertiser

CITY OF READING - LINDA
ATTN: ACCOUNTS PAYABLE
READING, PA 19601
Tel: 610 655-6076
Account No: 336188

Campaign Summary

Description	Code & License Appeal Board Meeting
Start Date	11/24/2026
End Date	11/24/2026
Currency	

Cost Summary

Total	**$143.18**

Preview - Content may appear in color online but may be printed in black and white.

City of Reading
Code & License Appeal
Board Meeting
Business License
Revocation 439 S 6th St
Tuesday, December 1,
2026, 3 pm

The City of Reading City Council Code & License Appeals Board will be meeting on Tuesday, December 1, 2026 at 3 pm to consider the City Administration's recommendation to revoke the Business Privilege License for 439 S 6th St. The Board will also be addressing the appeal filed by 528 N 10th St, which was continued until December 1st at the November 17th hearing.

The hearing will be hybrid with the login information provided on the agenda posted on the City's website readingpa.gov. The meeting will be in Council Chambers, City Hall, 815 Washington St, Reading PA for those who choose to attend in person. For additional information or to register for the meeting, please call 610-655-6204 or email council@readingpa.gov.

Linda A. Kelleher CMC
City Clerk
RE Nov 24 a-1

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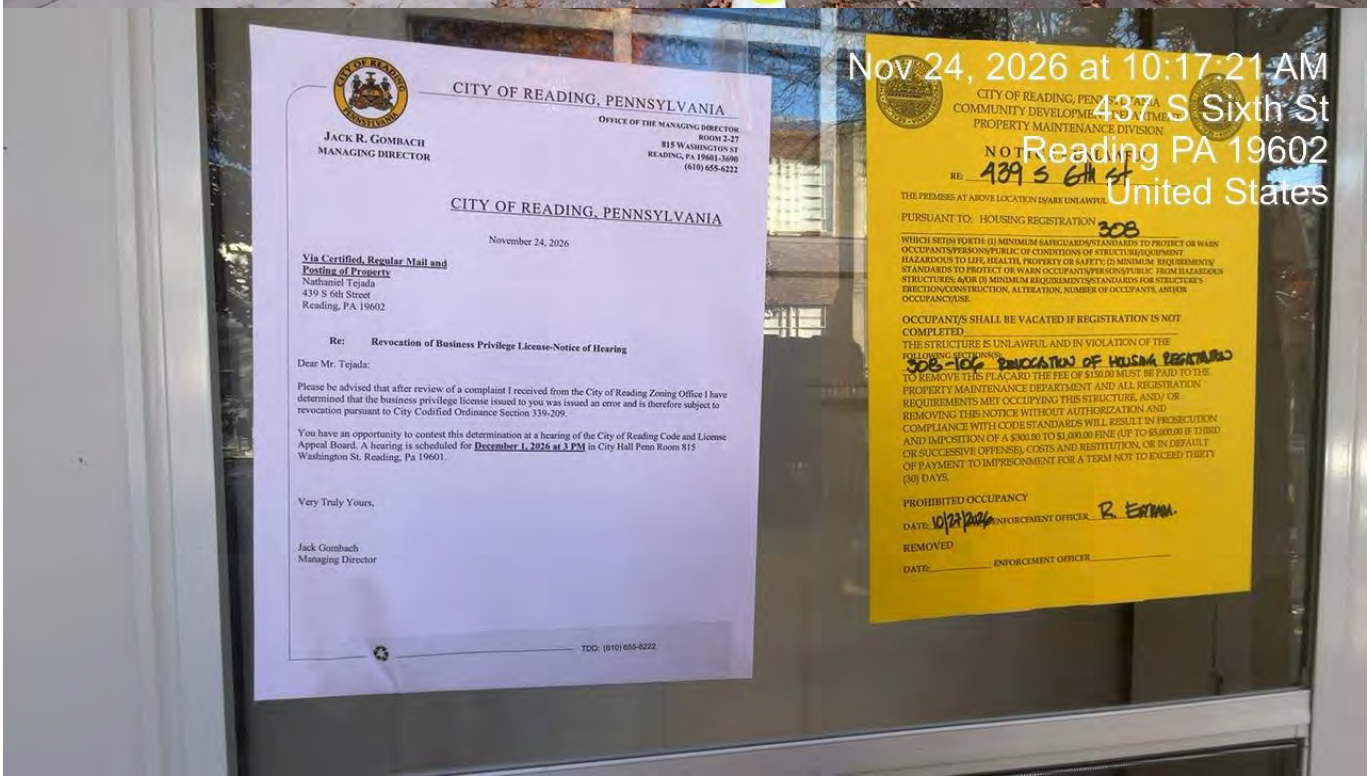
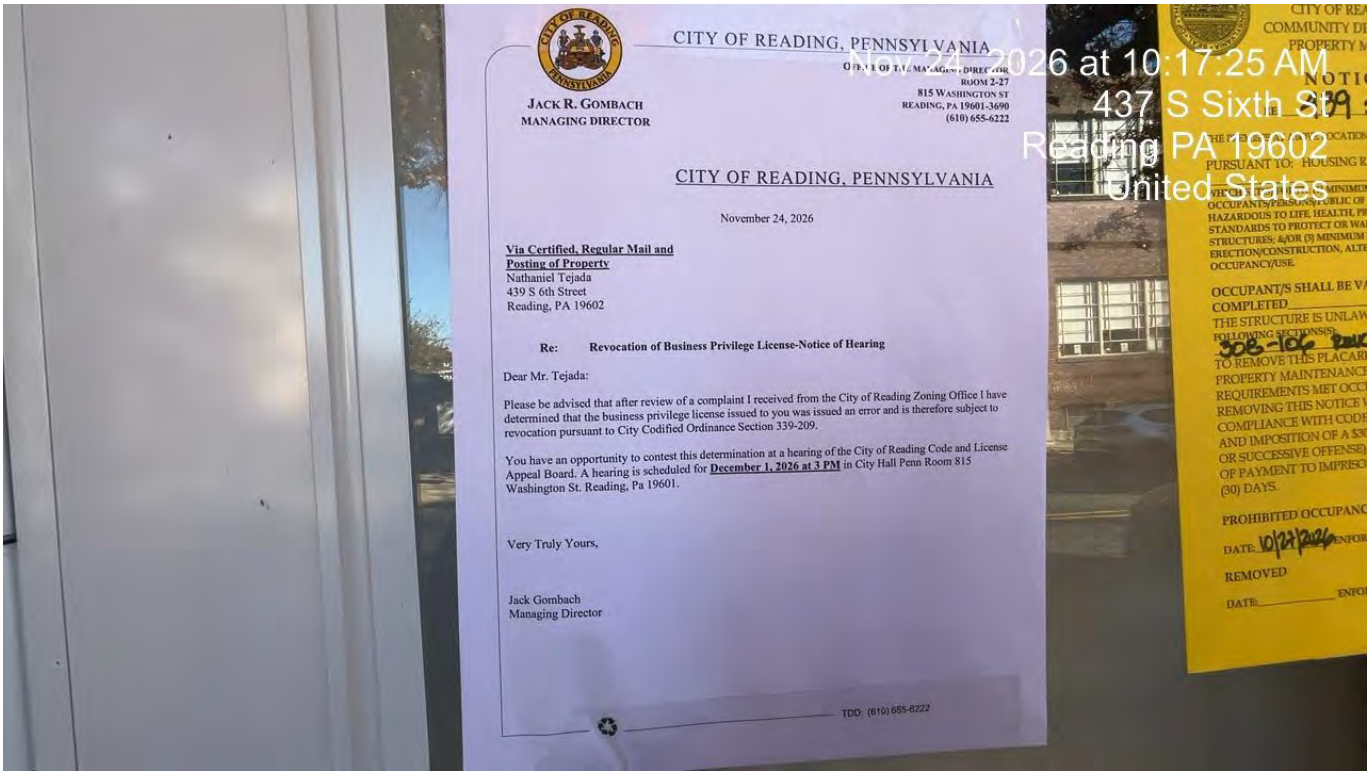
Nov 24, 2026 at 10:17:37 AM
437 S Sixth St
Reading PA 19602
United States
437
439


Nov 24, 2026 at 10:17:21 AM
437 S Sixth St
Reading PA 19602
United States
CITY OF READING, PENNSYLVANIA
JACK R. GOMBACH
MANAGING DIRECTOR
OFFICE OF THE MANAGING DIRECTOR
ROOM 2-27
815 WASHINGTON ST
READING, PA 19601-3690
(610) 655-6222
CITY OF READING, PENNSYLVANIA
November 24, 2026
Via Certified, Regular Mail and Posting of Property
Nathaniel Tejada
439 S 6th Street
Reading, PA 19602
Re: Revocation of Business Privilege License-Notice of Hearing
Dear Mr. Tejada:
Please be advised that after review of a complaint I received from the City of Reading Zoning Office I have determined that the business privilege license issued to you was issued an error and is therefore subject to revocation pursuant to City Codified Ordinance Section 339-209.
You have an opportunity to contest this determination at a hearing of the City of Reading Code and License Appeal Board. A hearing is scheduled for December 1, 2026 at 3 PM in City Hall Penn Room 815 Washington St. Reading, Pa 19601.
Very Truly Yours,
Jack Gombach
Managing Director
TDD: (610) 655-6222
CITY OF READING, PENNSYLVANIA
COMMUNITY DEVELOPMENT
PROPERTY MAINTENANCE DIVISION
NOTICE
RE: 439 S 6th St
THE PREMISES AT ABOVE LOCATION IS/ARE UNLAWFUL
PURSUANT TO: HOUSING REGISTRATION 308
WHICH SET(S) FORTH (1) MINIMUM SAFEGUARDS/STANDARDS TO PROTECT OR WARN OCCUPANTS/PERSONS/PUBLIC OF CONDITIONS OF STRUCTURE/EQUIPMENT HAZARDOUS TO LIFE, HEALTH, PROPERTY OR SAFETY; (2) MINIMUM REQUIREMENTS/STANDARDS TO PROTECT OR WARN OCCUPANTS/PERSONS/PUBLIC FROM HAZARDOUS STRUCTURES; &/OR (3) MINIMUM REQUIREMENTS/STANDARDS FOR STRUCTURE'S ERECTION/CONSTRUCTION, ALTERATION, NUMBER OF OCCUPANTS, AND/OR OCCUPANCY/USE.
OCCUPANT/S SHALL BE VACATED IF REGISTRATION IS NOT COMPLETED
THE STRUCTURE IS UNLAWFUL AND IN VIOLATION OF THE FOLLOWING SECTION(S):
308-106 REVOCATION OF HOUSING REGISTRATION
TO REMOVE THIS PLACARD THE FEE OF $150.00 MUST BE PAID TO THE PROPERTY MAINTENANCE DEPARTMENT AND ALL REGISTRATION REQUIREMENTS MET OCCUPYING THIS STRUCTURE, AND/ OR REMOVING THIS NOTICE WITHOUT AUTHORIZATION AND COMPLIANCE WITH CODE STANDARDS WILL RESULT IN PROSECUTION AND IMPOSITION OF A $300.00 TO $1,000.00 FINE (UP TO $5,000.00 IF THIRD OR SUCCESSIVE OFFENSE), COSTS AND RESTITUTION, OR IN DEFAULT OF PAYMENT TO IMPRISONMENT FOR A TERM NOT TO EXCEED THIRTY (30) DAYS.
PROHIBITED OCCUPANCY
DATE: 10/24/2026 ENFORCEMENT OFFICER R. Eatman
REMOVED
DATE: ENFORCEMENT OFFICER


CITY OF READING, PENNSYLVANIA
JACK R. GOMBACH
MANAGING DIRECTOR
ROOM 2-27
815 WASHINGTON ST
READING, PA 19601-3690
(610) 655-6222
CITY OF READING, PENNSYLVANIA
November 24, 2026
Via Certified, Regular Mail and
Posting of Property
Nathaniel Tejada
439 S 6th Street
Reading, PA 19602
Re: Revocation of Business Privilege License-Notice of Hearing
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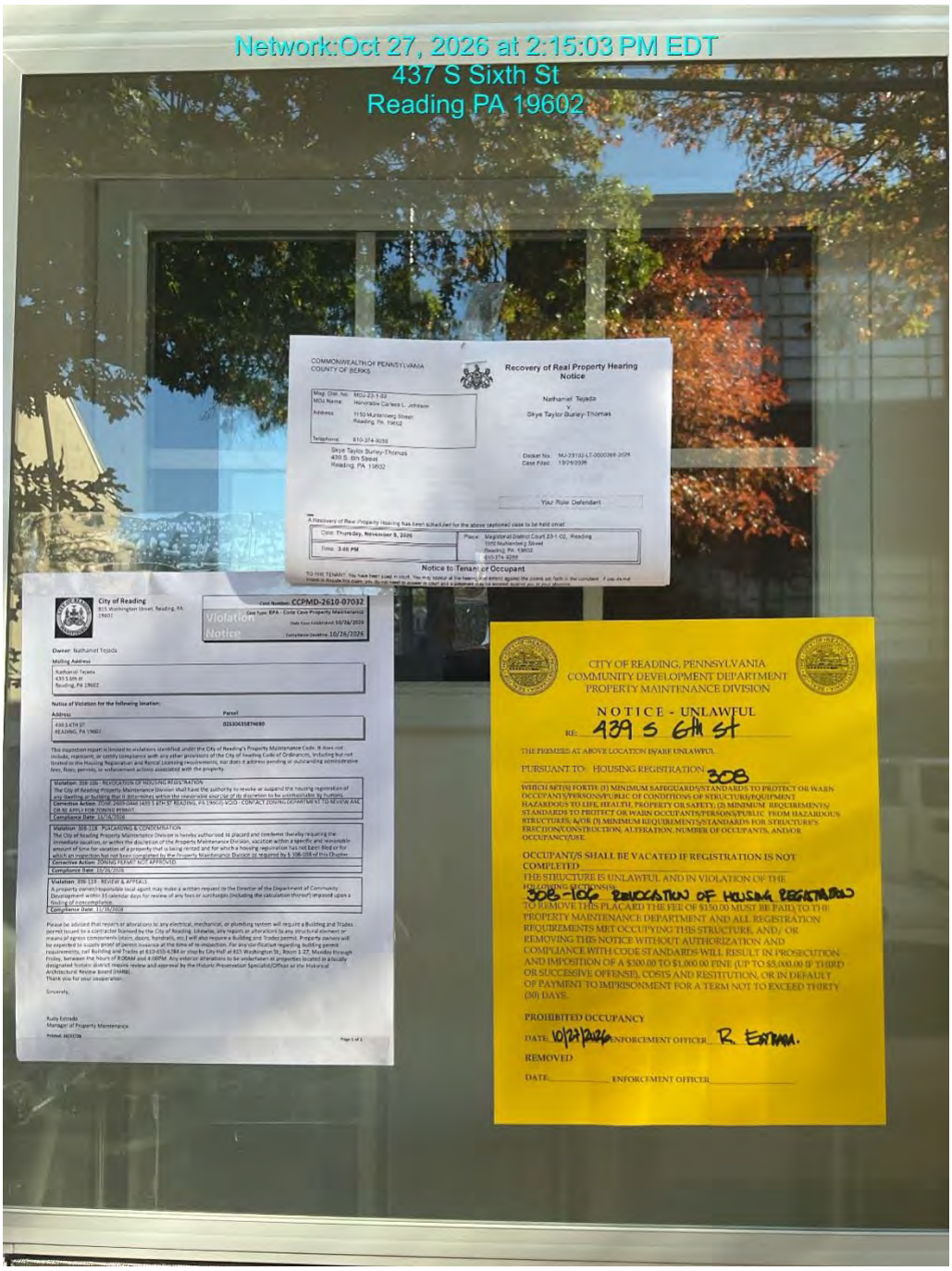
Very Truly Yours,
Jack Gombach
Managing Director
TDD: (610) 655-6222
437 S Sixth St
Reading PA 19602
United States


Network:Oct 27, 2026 at 2:15:03 PM EDT
437 S Sixth St
Reading PA 19602
COMMONWEALTH OF PENNSYLVANIA
COUNTY OF BERKS
Recovery of Real Property Hearing Notice
Notice to Tenant or Occupant
City of Reading
Violation Notice
CCPMD-2610-07032
CITY OF READING, PENNSYLVANIA
COMMUNITY DEVELOPMENT DEPARTMENT
PROPERTY MAINTENANCE DIVISION
NOTICE - UNLAWFUL
RE: 439 S 6th St
PROHIBITED OCCUPANCY
REMOVED

City of Reading
815 Washington Street Reading, PA 19601
(877) 727-3234

BUSINESS LICENSE CERTIFICATE

Business Name:	Nathaniel Tejada	**Business Type(s):**	199 RENTAL PROPERTIES
Business Location:	439 S 6TH ST READING, PA 19602	**Mailing Address:**	439 S 6TH ST READING, PA 19602
Owner:	Nathaniel Tejada		
License Number:	BPL-003173-2026	**License Type:**	Business Privilege License
Issued Date:	9/22/2026	**Classification:**	Rental
Expiration Date:	12/31/2026	**Fees Paid:**	$55.00

TO BE POSTED IN A CONSPICUOUS PLACE

PAID
SEP 22 2026
Initial:

City of Reading
815 Washington Street, Reading, PA 19601

Case Number: CCPMD-2610-07032
Case Type: RPA - Code Case Property Maintenance
Violation Notice
Date Case Established: 10/26/2026
Compliance Deadline: 10/26/2026

Owner: Nathaniel Tejada

Mailing Address

Nathaniel Tejada
439 S 6th st
Reading, PA 19602

Notice of Violation for the following location:

Address	Parcel
439 S 6TH ST READING, PA 19602	**02530635874680**

This inspection report is limited to violations identified under the City of Reading's Property Maintenance Code. It does not include, represent, or certify compliance with any other provisions of the City of Reading Code of Ordinances, including but not limited to the Housing Registration and Rental Licensing requirements, nor does it address pending or outstanding administrative fees, fines, permits, or enforcement actions associated with the property.

Violation: 308-106 - REVOCATION OF HOUSING REGISTRATION
The City of Reading Property Maintenance Division shall have the authority to revoke or suspend the housing registration of any dwelling or building that it determines within the reasonable exercise of its discretion to be uninhabitable by humans.
Corrective Action: ZONE-2609-0446 (439 S 6TH ST READING, PA 19602)-VOID - CONTACT ZONING DEPARTMENT TO REVIEW AND OR RE APPLY FOR ZONING PERMIT.
Compliance Date: 11/16/2026

Violation: 308-118 - PLACARDING & CONDEMNATION
The City of Reading Property Maintenance Division is hereby authorized to placard and condemn thereby requiring the immediate vacation, or within the discretion of the Property Maintenance Division, vacation within a specific and reasonable amount of time for vacation of a property that is being rented and for which a housing registration has not been filed or for which an inspection has not been completed by the Property Maintenance Division as required by § 308-108 of this Chapter.
Corrective Action: ZONING PERMIT NOT APPROVED.
Compliance Date: 10/26/2026

Violation: 308-119 - REVIEW & APPEALS
A property owner/responsible local agent may make a written request to the Director of the Department of Community Development within 15 calendar days for review of any fees or surcharges (including the calculation thereof) imposed upon a finding of noncompliance.
Compliance Date: 11/16/2026

Please be advised that repairs or alterations to any electrical, mechanical, or plumbing system will require a Building and Trades permit issued to a contractor licensed by the City of Reading. Likewise, any repairs or alterations to any structural element or means of egress components (stairs, doors, handrails, etc.) will also require a Building and Trades permit. Property owners will be expected to supply proof of permit issuance at the time of re-inspection. For any clarification regarding building permit requirements, call Building and Trades at 610-655-6284 or stop by City Hall at 815 Washington St., Room 1-27, Monday through Friday, between the hours of 8:00AM and 4:00PM. Any exterior alterations to be undertaken at properties located in a locally designated historic district require review and approval by the Historic Preservation Specialist/Officer or the Historical Architectural Review Board (HARB).
Thank you for your cooperation.

Sincerely,

Rudy Estrada
Manager of Property Maintenance

Printed: 10/26/26

November 5, 2026

Jack Gombach
Managing Director
815 Washington St
Reading PA 19601

Re: Business Privilege License Rental # BPL-003173-2026 – 439 S 6th St

To whom it may concern:

We are requesting the revocation of the Business Privilege License BPL-003173-2026 for the rental property at 439 S 6th St, Reading PA 19602 owned by Nathaniel Tejada. The rental property at 439 South 6th St, Reading PA 19602 is being rented as a rooming house, which is a non-permitted use. A business privilege license was issued to Mr. Tejada due to an oversight and therefore it should be terminated. According to City of Reading ordinance, 339-209, it allows for the cancelation of the rental license because of an error.

Please review the information and consent to the revocation of the Business Privilege License for this business BPL-003173-2026. Should you have any questions or concerns, feel free to contact me.

Respectfully,

Myriam Cedeno-Kalbach

Myriam Cedeno-Kalbach
Municipal Aide Professional
City of Reading Citizens Service Center
Se habla Español

CC.: Carmen Gonzalez – CSC Manager

From: Elizabeth Koczot <Elizabeth.Koczot@readingpa.gov>
Sent: Tuesday, October 27, 2026 11:02 AM
To: Shaundia Brown <Shaundia.Brown@readingpa.gov>; Patricia Vasquez <Patricia.Vasquez@readingpa.gov>; Jack Gombach <Jack.Gombach@readingpa.gov>
Cc: Elen Velasco-Rosales <Elen.Velasco-Rosales@readingpa.gov>
Subject: 439 S 6th St

Good afternoon,

Skye Thomas visited the Zoning Office and spoke with our secretary, Elen, regarding illegal room rentals and her eviction from the above subject property.
Skye advised that she had visited both PMI and CSC to inquire about the property's Housing Registration and Business Privilege License and to request that they be revoked. She was informed that the property owner only has a permit authorizing the rental of the entire house.
This property was discussed during a meeting yesterday, 10/26/26, with Tony Veloz of (CD) and Rudy Estrada, PMI Manager regarding the issuance of BPL'S & Housing registrations without zoning and how to create an SOP to prevent these from continuing.
As we discussed the issue at hand we used this property as an example. The original application was submitted under a permit request for room rentals but was subsequently voided by the applicant. However, the application number was later used to obtain a Business Privilege License and Housing Registration. The BPL and Housing registration was issued without staff checking to see that this was in a void status.
During the meeting, Rudy stated that he could initiate the due process necessary to void the Housing Registration. He issued the attached violation notice on October 26, 2026, and advised that it would be posted at the property and mailed to the owner on October 27, 2026.
I explained to Skye that the authority to revoke the Business Privilege License rests with our Managing Director. I advised her that I would follow up by email with the Managing Director to request consideration of revocation under these circumstances.
Before leaving, I asked Skye whether there was anything further we could do to assist her. She was satisfied with our conversation, indicated that she had no further requests, and left the office.
Skye's contact information is included in the attached email should further follow-up be necessary.

Thank you.

Elizabeth Koczot
Zoning Officer
City of Reading
815 Washington Street, Room 1-25
Reading PA 19601
Elizabeth.Koczot@readingpa.gov
610-655-8927

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