



CITY COUNCIL

Committee of the Whole

Monday, December 5, 2022

5:00 pm

Hybrid Meeting

Agenda

The City Council Committee of the Whole meetings are filmed and can be viewed LIVE while the meeting is taking place via the attached Zoom link and dial-in phone number, on Facebook and on the BCTV MAC Channel 99.

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://readingpa.zoom.us/j/87623643049?pwd=Z2ludlZkYVJQS01WODE0eGNZdEh2dz09>

Passcode: 629085

Or join by phone:

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US: +1 646 931 3860 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 646 558 8656 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 669 444 9171 or +1 689 278 1000 or +1 719 359 4580 or +1 720 707 2699 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799 or 888 475 4499 (Toll Free) or 877 853 5257 (Toll Free)

Webinar ID: 876 2364 3049

Passcode: 629085

I. Parking Permit for Street Projects – N. Matz 5-5:20 pm

II. Loading Zones 5:20-5:40 pm

1. Approval – K. Zeiber
2. Enforcement – N. Matz

III. Compensation for Elected Officials 5-40-6 pm

IV. Agenda Review

6-6:20

V. Executive Session on personnel and litigation 6:20-6:55 pm

Part 16
Off-Street Parking And Loading

§ 600-1601. New and existing uses.

Adequate off-street parking spaces and loading areas shall be provided for all new construction and uses where required.

A. Every parcel or lot used as a public or private parking garage, lot or loading area and all off-street parking and loading areas shall be developed, maintained and used in accordance with the provisions set forth in this section.

B. All uses shall meet the off-street parking and loading requirements set forth in this section, except that there shall be no off-street parking required for nonresidential uses in the C-C and C-R Zoning Districts.

§ 600-1602. Design and construction.

A. All parking areas shall be: adequately graded; properly drained; permanently surfaced with concrete, macadam or paving block, or other paving material approved by the City Engineer (such as porous concrete or porous asphalt); and maintained adequately. Stone, dirt and similar loose materials are not permitted, except that the City Engineer may approve crushed stone parking in specific areas of occasional and/or seasonal use and/or in public recreational areas. A lawful existing stone driveway and/or parking spaces for a single-family detached dwelling is not required to be paved, provided it is maintained in stone.

B. Where a rear or side alley exists or can be feasibly extended, vehicle parking shall be accessed from the alley, as opposed to creating a new driveway entrance onto a public street, except where required otherwise by PennDOT along a state road or where approved otherwise by the City Planning Commission. This provision shall only apply to alleys with a minimum width of 10 feet. For dwellings in the R-1 District, a minimum of 15 feet of depth of open rear yard or recreational patio space shall be maintained, such as between the dwelling and any parking space along the alley. See also limitations on the amount of front yard parking in § [600-803](#) for the R-2 District and in § [600-804](#) for the R-3 District. **[Amended 2-14-2011 by Ord. No. 8-2011]**

C. Parking areas shall be designed so that a vehicle may proceed to and from it without requiring the movement of any other vehicle, except for parking for a one-family dwelling.

D. Nonparallel off-street parking space stalls shall include a rectangular area with a minimum width of nine feet and a minimum length of 18 feet. If a lot or structure includes 40 or more off-street spaces, a maximum of 20% of the spaces may include a minimum rectangular area of 8.5 feet by 16 feet, if such spaces are marked

"compact cars only" and are distributed so that they are not the most convenient spaces on the lot or structure.

E. All off-street parallel parking spaces shall be at least 20 feet long and eight feet wide. Uses attracting large vehicles shall provide proportionately larger spaces.

F. The minimum width of aisles providing access to parking spaces shall be:

Angle of Parking (degrees)	Minimum Aisle Width For One-Way Traffic (feet)	Minimum Aisle Width For Two-Way Traffic (feet)
Parallel	12	20
1° to 34°	12	20
35° to 54°	16	22
55° to 89°	18	22
90°	22	22

Within a parking structure of two or more levels or underground parking, the above aisle widths may each be reduced by two feet.

G. All parking spaces shall be clearly defined by painted lines or wheel blocks.

H. The space between any parking area and the property line of the premises shall be landscaped with vegetative ground cover. Plant screening may also be required under § [600-1402](#).

I. See requirements for buffer strips and plant screening in §§ [600-1401](#) and [600-1402](#). See § [600-814](#) for parking setbacks in the Penn Square Overlay Zone.

J. Curbing, guardrails, a landscaped strip or anchored wheel blocks shall be installed adjacent to all public rights-of-way.

K. Curbing may be required to control stormwater runoff as determined by the Department of Public Works.

L. No part of any surface parking area for more than five vehicles shall be closer than 10 feet to any dwelling, primary or secondary school, hospital or other institution for human care. This distance may be reduced to six feet on the condition that appropriate screening is provided according to § [600-1402](#).

M. All parking areas of five spaces or more shall be adequately illuminated for security purposes between the hours of sunset and sunrise. Lighting shall not spill onto adjacent properties and shall not shine into the eyes of motorists.

N. All off-street parking areas for 10 or more vehicles shall be planted with shade trees, which shall be located to maximize the visibility of the trees and the amount of paving that is shaded in a quantity equal to not less than one shade tree for every 10 parking spaces. The species of

such trees shall be approved by the City and such trees shall have a minimum trunk diameter of two inches. The trees shall be protected from damage by vehicles by a setback from paving, curb stops, curbing or similar methods.

O. See screening requirements along a street in §§ [600-1401](#) and 600-1402. All off-street truck loading docks shall be effectively screened on any side facing a public right-of-way, and shall be screened on each side which adjoins or faces premises situated in any residential zone or premises used for residential, hospital or institutional purposes in any zone by a fence of acceptable design, wall or compact hedge. Such fence, wall or hedge shall be not less than four feet and no solid portion shall be more than six feet in height and shall be maintained in good condition and shall provide year-round screening. The City may also approve an architectural wall to serve as a screen, if the exterior design of such wall is approved in advance.

P. No parking area of more than five spaces shall exceed a slope of 5% grade.

Q. All parking areas of more than five spaces shall need approval by the Department of Public Works after a site plan is submitted.

R. All parking areas of more than 10 spaces shall be approved by the Department of Public Works and the City Planning Commission.

S. All areas between a sidewalk and the curb of a street shall be maintained in vegetation, except at approved driveway crossings. Tree grates may be used.

T. See also restrictions in the C-C and C-R District regulations regarding parking open to the general public and certain other parking. See also § [600-1008](#) regarding parking in the R-3 and C-R Districts.

From: Tami Schafer

Sent: Thursday, December 1, 2022 11:37 AM

To: Kyle Zeiber <Kyle.Zeiber@readingpa.gov>

Subject: Loading/Pickup Zones

1. We receive the application.
2. Engineering goes on location for pictures and assesses parking situation.
3. Engineering send pictures and comments to City Engineer (Tim Krall) for final decision.
4. If approved letter is sent requesting the \$80 fee. If disapproved a letter is sent to the applicant stating reason of denial.
5. When fee is received all documentation is sent to the Sign Department for creation and installation of sign.

**DEPARTMENT OF PUBLIC WORKS
 PERMIT FOR CURB LOADING AND/OR PICKUP ZONES**

The City Engineer shall not hereafter designate or sign any curb loading zones or pickup zones unless such person makes application for permit. In the event that a permit is granted, it will be mandatory that a temporary traffic regulation change be submitted to the Mayor and City Council of the City of Reading.

Please fill out completely

1. Applicant Name

2. Business Name

3. Business Address _____

4. Business Phone Number _____

5. Days and Hours of Operation:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

5. Zone location _____

6. Vehicles to use such zones _____

Reason for Request

IF A ZONE IS GRANTED, THE FOLLOWING REGULATIONS WILL APPLY:

1. The fee for the installation, maintenance and removal of a curb loading or pickup zone sign is **\$80.00 payable upon request when space is approved.** Checks should be made payable to "City of Reading" and mailed to **City of Reading, Public Works Dept, 503 N 6th St, Reading PA 19601.** All monies received for this purpose will be deposited into the City's General Fund. Such fees are non-refundable.
2. If the space is misused, or in the event the business or organization closes or transfers locations, the zone shall be removed without notice. It is understood that zones may be utilized by the general public for such activity whether or not such activity has a direct bearing on the business or organization.
3. The area shall not be utilized for private parking. Its general use will be in effect during specified times.
4. It must be understood that the fee imposed is for the installation, maintenance and removal of the sign. **You are not buying a parking space.** Any reference to the fact that this zone was "purchased" is cause for the immediate removal of the sign.

