

City of Reading Planning Commission Meeting
Meeting Minutes: May 24, 2022

PC Members Present

Chairman Wayne Bealer
Vice Chairman Will Cinfici
Commissioner Lee Olsen, AIA
Commissioner Bob Conklin, AIA
Commissioner Nelson DeLeon
Commissioner Peter Rye

Staff and Consultants Present

Jamal Abodalo, Director of Community Development Services
Jerome Skrincoosky, AICP, HVA Planning and Zoning Consultant
Tim Krall, PE, Public Works Department
Michelle Mayfield, Esquire, Legal Consultant
Matthew Fessler, Esquire, Legal Consultant
Shannon Calluri, Zoning Administrator
Emily Diaz-Melendez, Zoning Officer

Others Present

Dan Laudenslayer, PLS (PC Agenda 3, 4, 8, 9, 13 and 14)
Karen Krater, RLA (PC Agenda 5)
Gregg Bogia, PE (PC Agenda 6, 7 and 13)
Andrew Roland (PC Agenda 6 and 7)
Ryan Huber (PC Agenda 10)
Alan Shuman (PC Agenda 12, 13 and 14)

- (1) **Call Meeting to Order:** Chairman Bealer called the meeting to order at 6:00 pm.
- (2) **Acknowledgement of PC Members in Attendance and PC Meeting Agenda**
 - (a) Planning Commission Members in Attendance: Wayne Bealer; Will Cinfici; Lee Olsen; Bob Conklin, Nelson DeLeon; and Peter Rye.
 - (b) Planning Commission Agenda: The Planning Commission was advised that the agenda was posted in accordance with all prevailing requirements. Commissioner DeLeon made a motion to accept the Planning Commission Meeting Agenda for May 24, 2022. Commissioner Rye seconded the motion. The vote on the motion was unanimously approved (6-0)
- (3) **Jan and Wil Properties 810 Windsor Street; Preliminary/Final Land Development Plan**
 - (a) Application: The Applicant (Jan and Wil Properties) submitted a revised Preliminary/Final Plan Application for review and consideration. The adaptive reuse and revitalization project involves eight (8) parcels and a commercial use to be contained within a 34,720 square foot building located at 810 Windsor Street. Zoning relief was previously granted by the Zoning Hearing Board via ZHB Appeal 2019-22.
 - (b) Correspondence: Hawk Valley Associates issued a review letter on May 16, 2022. The Plan was also previously reviewed by other departments and agencies.

- (c) Discussion: The Applicant has resolved most of the comments issued within the review letter issued by Hawk Valley Associates. Sewage facilities planning requirements were resolved. An agreement shall be required for all site improvements (curb, sidewalks, driveway and landscaping) that are specified by the Public Works Department. All site improvements shall be completed prior to the issuance of a Certificate of Occupancy for the building and use.
- (d) Action on the Plan: Commissioner Olsen made a motion to approve the Preliminary/Final Plan Application, subject to the Applicant resolving all issues referenced within the review letter issued by Hawk Valley Associates on May 16, 2022 as well as the execution of an improvements agreement for the development. Commissioner Conklin seconded the motion. The vote on the motion was unanimously approved (6-0).

(4) 600 South 9th Street Auto Repair; Preliminary/Final Land Development Plan

- (a) Application: The Applicant (Thieu Mai) submitted a revised Preliminary/Final Plan for review. The development is a redevelopment project that will include an automobile repair facility located within the middle section of an existing building located at 600 South 9th Street and vacant areas that could be developed as flex space in the future.
- (b) Correspondence: Hawk Valley Associates issued a review letter on May 17, 2022. The Plan was also previously reviewed by other departments and agencies.
- (c) Discussion: The Applicant has resolved most of the comments issued within the review letter issued by Hawk Valley Associates. Additional notes regarding the use and occupancy of the property shall be added to the plan. An agreement shall be required for all site improvements (curb, sidewalks, driveway and landscaping) that are specified by the Public Works Department. A note shall be added to the plan to specify that all improvements shall be completed prior to the issuance of a Certificate of Occupancy for the building and use.
- (d) Action on the Plan: Commissioner Rye made a motion to approve the Preliminary/Final Plan Application, subject to the Applicant resolving all issues referenced within the review letter issued by Hawk Valley Associates on May 17, 2022 as well as the execution of an improvements agreement for the development. Commissioner Olsen seconded the motion. The vote on the motion was unanimously approved (6-0).

(5) O'Neill Storage Facility; Final Land Development Plan

- (a) Application: The Applicant (O'Neill and O'Neill Partnership) submitted a Final Plan for review. The development is a redevelopment project that will include 21 self-storage units located on a 15,424 square foot property located at 1403 Chester Street.
- (b) Correspondence: Hawk Valley Associates issued a review letter on May 19, 2022. The Plan was also previously reviewed by other departments and agencies.
- (c) Discussion: The Applicant has resolved most of the comments issued within the Hawk Valley Associates letter. A municipal improvements agreement shall be required for the proposed site improvements for this development.
- (d) Waiver: The Applicant has requested a waiver of the infiltration requirements specified under Section 505-125 of the Stormwater Management Ordinance. Commissioner DeLeon made a motion to grant the waiver as per the recommendation of the consultants. Commissioner Olsen seconded the motion. The vote on the motion was unanimously approved (6-0)
- (e) Action on the Plan: Commissioner Olsen made a motion to approve the Final Plan Application, subject to the Applicant resolving all issues referenced within the review letter issued by Hawk Valley Associates on May 19, 2022 as well as the execution of the municipal improvements agreement and stormwater management agreement. Commissioner DeLeon seconded the motion. The vote on the motion was unanimously approved (6-0).

(6) Bern Street Carwash Lot 1; Preliminary Land Development Plan

- (a) Application: The Applicant (Andrew Roland) submitted a revised Preliminary Plan for review. The development is a redevelopment project that will include a car wash to be contained on a 1.55 acre lot located at 1725 North 5th Street with access onto Bern Street.
- (b) Correspondence: Hawk Valley Associates issued a review letter on May 20, 2022. The Plan was also previously reviewed by other departments and agencies.
- (c) Discussion: The Applicant has resolved most of the comments issued within the letter issued by Hawk Valley Associates. The development shall require permits that must be issued by the agencies with jurisdiction. An easement shall also be required for the existing billboard, the common driveway and stormwater management facilities. Sewage facilities planning issues will need to be resolved as part of this project. A municipal improvements agreement and stormwater management agreement shall be required for the proposed site and utility improvements for this development.
- (d) Action on the Plan: Commissioner Conklin made a motion to approve the Preliminary Plan Application, subject to the Applicant resolving all issues referenced within the review letter issued by Hawk Valley Associates on May 20, 2022 as well as the issues presented by the Planning Commission and Public Works Department. Commissioner Rye seconded the motion. The vote on the motion was unanimously approved (6-0).

(7) Bern Street Storage Lot 2; Preliminary Land Development Plan

- (a) Application: The Applicant (Andrew Roland) submitted a revised Preliminary Plan for review. The development is a redevelopment project that will include a self-storage facility to be contained on a 2.37 acre lot located at 1704 North 6th Street with access onto Bern Street.
- (b) Correspondence: Hawk Valley Associates issued a review letter on May 20, 2022. The Plan was also previously reviewed by other departments and agencies.
- (c) Discussion: The Applicant has resolved most of the comments issued within the letter issued by Hawk Valley Associates. The development shall require permits that must be issued by the agencies with jurisdiction. A municipal improvements agreement and a stormwater management agreement shall be required for the improvements for this development.
- (d) Action on the Plan: Commissioner Conklin made a motion to approve the Preliminary Plan Application, subject to the Applicant resolving all issues referenced within the review letter issued by Hawk Valley Associates on May 20, 2022 as well as the issues presented by the Planning Commission and Public Works Department. Commissioner Rye seconded the motion. The vote on the motion was unanimously approved (6-0).

(8) 532-534 Minor Street; Preliminary/Final Annexation and Land Development Plan

- (a) Application: The Applicant (Caisaguano and Aguas) submitted a Preliminary/Final Plan for review. The development is an annexation and redevelopment project that includes an existing taxi cab dispatch operation located at 532, 532R and 534 Minor Street. Zoning relief was previously granted by the Zoning Hearing Board via ZHB Appeal 2018-22 and 2021-09.
- (b) Correspondence: Hawk Valley Associates issued a review letter on May 21, 2022. The Plan will need to be reviewed by other departments and agencies.
- (c) Discussion: The Applicant will need to revise the plan in order to address the comments presented within the review letter issued by Hawk Valley Associates as well as the Public Works Department and Berks County Planning Commission. Most of the site improvements were previously completed by the Applicant or the former landowners.

- (d) Action on the Plan: Commissioner Rye made a motion to table action on the plan until the Berks County Planning Commission has issued their comments. Commissioner DeLeon seconded the motion. The vote on the motion was unanimously approved (6-0).

(9) 6th and Spring Street Parking Facility; Preliminary/Final Land Development Plan

- (a) Application: The Applicant (Reyes and Nazarena) submitted a Preliminary/Final Plan for review. The development includes an improved off-site surface parking area that will include 28 spaces located along the east side of North 6th Street and north side of Spring Street. Zoning relief was previously granted by the Zoning Hearing Board.
- (b) Correspondence: Hawk Valley Associates issued a review letter on May 22, 2022. The Plan will need to be reviewed by other departments and agencies.
- (c) Discussion: The Applicant will need to revise the plan in order to address the comments presented within the review letter issued by Hawk Valley Associates as well as the Public Works Department, Berks County Planning Commission and PennDOT. A municipal improvements agreement shall also be required for this project.
- (d) Action on the Plan: Commissioner Cinfici made a motion to table action on the plan until the Berks County Planning Commission and PennDOT (if necessary) have issued their comments. Commissioner DeLeon seconded the motion. The vote on the motion was unanimously approved (6-0).

(10) Fairview Christian 410 South 14th Street; Preliminary/Final Annexation Plan

- (a) Application: The Applicant (Fairview Mennonite Church) submitted a Preliminary/Final Plan for review. The development includes the annexation of four (4) parcels of land to be joined in common deed as part of the Fairview Christian School. The Applicant has initiated the demolition of an existing building that will provide additional area for off-street parking.
- (b) Correspondence: Hawk Valley Associates issued a review letter on May 22, 2022. The Plan was previously reviewed by other departments and agencies.
- (c) Discussion: The Applicant will need to revise the plan in order to address the comments presented within the review letter issued by Hawk Valley Associates and Public Works Department. Permits shall be required for the required site improvements.
- (d) Action on the Plan: Commissioner Olsen made a motion to approve the plan subject to the Applicant resolving all issues referenced within the review letter issued by Hawk Valley Associates on May 22, 2022. Commissioner Conklin seconded the motion. The vote on the motion was unanimously approved (6-0).

(11) SDG Plan 35 North 6th Street; Preliminary/Final Land Development Plan

- (a) Application: The Applicant (Shuman Development Group) submitted a Preliminary/Final Plan for review. The development is an adaptive reuse and redevelopment project that includes an existing 5-story building located at 35 North 6th Street. This project shall include a combination of uses that will include: a commercial food court on the first floor, professional offices on the second floor; and residential (39 apartment units) uses on the upper floors. Zoning relief was previously granted by the Zoning Hearing Board via ZHB Appeal 2021-11.
- (b) Correspondence: Hawk Valley Associates issued a review letter on May 23, 2022. The Plan will need to be reviewed by other departments and agencies.
- (c) Discussion: The Applicant will need to revise the plan in order to address the comments presented within the review letter issued by Hawk Valley Associates as well as the Public Works Department and Berks County Planning Commission. Sewage facilities planning requirements will need to be resolved. Emergency accessibility issues should be evaluated

in more detail. A stormwater management plan shall not be required for this project. The required site improvements can be resolved as a condition of municipal approval.

- (d) Action on the Plan: Commissioner Bealer made a motion to table action on the plan until the Berks County Planning Commission has issued their comments. Commissioner Cinfici seconded the motion. The vote on the motion was unanimously approved (6-0).

(12) Municipal Ordinances and PC Report

- (a) SALDO Amendment to Section 515-312(B) and 515-312(D): Hawk Valley Associates revised the proposed draft in order to address the comments issued by the City of Reading Planning Commission and Berks County Planning Commission. The revised draft was issued on May 18, 2022. The Planning Commission shall provide a recommendation to City Council on June 28, 2022.
- (b) Zoning Map Revision for Albright College (M-C to R-3): The Reading City Council has approved the revision to the Zoning Map on May 9, 2022. A copy of Ordinance 42-2022 was forwarded to the Berks County Planning Commission.
- (c) Planning Commission Annual Report for 2021: The Annual Report was finalized and shall be presented to the Reading City Council at a future meeting.

(13) Old Business, Project Updates and Pending Plans (Action Items): The following active projects were considered by the Planning Commission:

- (a) Medical Arts Annexation Plan: Hawk Valley Associates issued a review letter regarding the Annexation Plan on April 12, 2022. Commissioner DeLeon made a motion to approve the plan subject to the Applicant resolving all issues referenced within the review letter issued by Hawk Valley Associates on April 12, 2022. Commissioner Rye seconded the motion. The vote on the motion was unanimously approved (6-0).
- (b) A Supplemental Report that includes the status of all other active projects has been prepared by Hawk Valley Associates and attached as part of these Meeting Minutes.

(14) Active Plans Requiring Time Extensions

- (a) Medical Arts Land Development Plan: The Applicant (Shuman Development Group) has granted a time extension until August 31, 2022. Commissioner Rye made a motion to accept the time extension. Commissioner Cinfici seconded the motion. The vote on the motion was unanimously approved (6-0).
- (b) Iglesias Pentecostal Movimiento De Fe Land Development Plan: The Applicant has granted a time extension until August 30, 2022. Commissioner Olsen made a motion to accept the time extension. Commissioner Conklin seconded the motion. The vote on the motion was unanimously approved (6-0).
- (c) Villa Independence Cottages Land Development Plan: The Applicant has granted a time extension until August 24, 2022. Commissioner Cinfici made a motion to accept the time extension. Commissioner Olsen seconded the motion. The vote on the motion was unanimously approved (6-0).

(15) Announcements and Other PC Business

- (a) Blighted Property Review Committee: A certification hearing was held in order to add 21 properties and remove 14 properties from the list of blighted properties.
- (b) Blighted Property Representative: The Planning Commission Chairman shall serve as the appointed representative on the Blighted Property Review Committee for another year.

- (16) **Approval of Planning Commission Meeting Minutes from April 26, 2022:** A motion was made by Commissioner Cinfici to approve the Planning Commission Meeting Minutes with minor edits and corrections. Commissioner DeLeon seconded the motion. The vote on the motion was 5-0 in favor of approval. Commissioner Conklin abstained since he was not present at this meeting.
- (17) **Next Planning Commission Meeting:** Tuesday, June 28, 2022 at 6:00 pm.
- (18) **Adjournment:** Commissioner Olsen made a motion to adjourn the May 24, 2022 Planning Commission Meeting. Commissioner DeLeon seconded the motion. The vote on the motion was unanimously approved (6-0). The meeting concluded at 8:24 pm.

Respectfully submitted by Jerome Skrincosky, Planning and Zoning Consultant

Planning Commission Supplemental Report: May 24, 2022
Old Business, Project Updates and Pending Plans
PC Meeting Agenda Item 13: Projects Not Requiring Action

The following is a status report of projects that have been approved, active or pending:

- (1) Alvernia Berkshire Building; Final Land Development Plan: The Planning Commission approved the Final Plan on April 26, 2022, subject to conditions issued on April 15, 2022. The Applicant will need to resolve the sewage facility planning requirements. The Final Plan can be endorsed by the Planning Commission and released for recording once all issues have been resolved.
- (2) Dream Ventures (100 South 4th Street) Final Land Development Plan: The Planning Commission approved the Final Plan on March 22, 2022, subject to conditions. The Applicant will need to resolve the sewage facility planning requirements with the departments and agencies with jurisdiction. The Final Plan can be endorsed by the Planning Commission once the conditions of approval have been resolved by the Applicant.
- (3) Elm Street Daycare: Final Annexation and Land Development Plan: The Planning Commission approved the Final Plan on April 26, 2022, subject to conditions. The Applicant has resolved the sewage facility planning requirements with the departments and agencies with jurisdiction. An improvements agreement shall be required. The Final Plan can be endorsed by the Planning Commission and released for recording once all issues have been resolved. A follow-up review was issued by Hawk Valley Associates on May 16, 2022.
- (4) Habitat for Humanity Miltimore Development Project: The Planning Commission reaffirmed approval of the Final Plan on February 22, 2022. Resolution 57-2022 was approved by City Council. The municipal improvements agreement, stormwater management agreements and the approved Final Plan should be endorsed by the Planning Commission and released for recording.
- (5) Hope Rescue Mission: Final Land Development Plan: The Planning Commission reaffirmed final approval on April 26, 2022, subject to the applicant resolving all issues. The municipal improvements agreement and the stormwater management agreements need to be finalized and executed. Once endorsed, the Final Plan can be endorsed by the Planning Commission and released for recording. A follow-up review was issued by Hawk Valley Associates on May 17, 2022.
- (6) Iglesias Pentecostal; Preliminary Final Land Development Plan: The Applicant has submitted a Preliminary Land Development Plan for review and consideration. The Applicant will need to resolve several issues that have been included as part of the review letter issued for this plan. A time extension for the review of this plan has been granted through August 30, 2022.
- (7) Iron Gate Land Development Plan Application: The Applicant has submitted a Preliminary Land Development Plan for review and consideration. The Applicant will need to resolve several issues that have been included as part of the review letter issued for this plan. A time extension for the review of this plan has been granted through July 30, 2022.
- (8) MJ Reider; Final Annexation and Land Development Plan: The Planning Commission approved the Final Plan on April 26, 2022, subject to the applicant resolving all issues. The improvements agreement needs to be finalized and executed. Once endorsed, the Final Plan can be endorsed by the Planning Commission and released for recording.
- (9) Medical Arts Building Land Development Plan Application: The Planning Commission has determined that code compliance issues will need to be addressed in order to consider the proposed building addition for this redevelopment and adaptive reuse project. A time extension was granted by the Applicant through August 31, 2022.

- (10) Overlord Realty (916 N. 9th Street) Land Development Plan: The Planning Commission approved the Final Plan on March 22, 2022. All remaining issues for municipal approval have been resolved. There are no municipal improvements. The Final Plan can be endorsed by the Planning Commission and released for recording.
- (11) Prince and Princesses Daycare; Final Annexation and Land Development Plan: The Planning Commission approved the Final Plan on April 26, 2022, subject to conditions. The Applicant has resolved the sewage facility planning requirements with the departments and agencies with jurisdiction. An improvements agreement shall be required. A follow-up review was issued by Hawk Valley Associates on May 17, 2022. The Final Plan can be endorsed by the Planning Commission and released for recording once all issues have been resolved.
- (12) Reading Station Building D; Final Subdivision Plan: The Planning Commission approved the Final Plan on April 26, 2022, subject to conditions. An improvements agreement shall be required. The Applicant will need to resolve these issues before the plan can be endorsed and recorded.
- (13) Remcon Plastics Land Development Plan: The Planning Commission approval of the Final Plan on February 22, 2022. The municipal improvements agreement and stormwater management agreement were endorsed. The Final Plan can be endorsed by the Planning Commission and recorded by the Berks County Recorder of Deeds.
- (14) Saldano Banquet Hall Conditional Use Application 2022-01; 2040 Centre Avenue: City Council approved Conditional Use Application 2022-01 via Resolution 98-2022 on May 23, 2022, subject to conditions that will need to be resolved by the Applicant. A Minor Land Development Plan shall be required for this project.
- (15) Scheidner Annexation Plan: The Preliminary/Final Plan was approved by the Planning Commission on March 22, 2022. The Applicant has recorded the approved plan.
- (16) Scott Street Subdivision; Revised Final Subdivision Plan: The Planning Commission approved the Final Plan on April 26, 2022, subject to conditions. An improvements agreement and stormwater management agreement shall be required. The Final Plan can be endorsed by the Planning Commission and released for recording once all issues have been resolved.
- (17) Super Natural Produce III Annexation and Land Development Plan: The Planning Commission approved the Final Plan on March 22, 2022, subject to conditions. The Applicant will need to obtain the HOP from PennDOT and the sewage planning requirements will need to be completed. A municipal improvements agreement and stormwater management agreement shall also be required. The Final Plan can be endorsed by the Planning Commission and released for recording once all of these issues have been resolved.
- (18) Villa Independent Cottages Preliminary Land Development Plan: The Preliminary Plan was reviewed by Hawk Valley Associates on March 17, 2022. A time extension was granted for the review of this project through August 24, 2022.
- (19) ZHB Applications: The Planning Commission has been advised of the pending applications that will be considered by the Zoning Hearing Board. The notifications have been provided to the Planning Commission for background information on future planning applications.

Respectfully submitted by Jerome Skrincosky, Planning and Zoning Consultant