

City of Reading Planning Commission Meeting
Meeting Minutes: September 27, 2022

<u>PC Members Present</u> Chairman Wayne Bealer Vice Chairman Will Cinfici Commissioner Nelson DeLeon Commissioner Peter Nye Commissioner Robert Conklin	<u>Staff and Consultants Present</u> Jerome Skrincosky, AICP, Planning Consultant Brandy Davis, Planner I Michelle Mayfield, Esquire, Legal Consultant C. Thomas Neff, Zoning Administrator Emily Diaz-Melendez, Zoning Officer
<u>Others Present</u> Mark Ponce (PC Agenda 5) Craig Bonenberger (PC Agenda 6, 10) Brad Grauel (PC Agenda 7) Sanjay Kapoor (PC Agenda 7)	Dan Laudenslayer (PC Agenda 9) Nathan Matz (PC Agenda 10) Aristides Otero (PC Agenda 13) Reporters: Channel 69 News and Reading Eagle

- (1) **Call Meeting to Order:** Chairman Bealer called the meeting to order at 6:05 pm.
- (2) **Acknowledgement of PC Members in Attendance and PC Meeting Agenda**
 - (a) Planning Commission Members in Attendance: Wayne Bealer; Will Cinfici; Nelson DeLeon; Robert Conklin, and Peter Rye.
 - (b) Planning Commission Meeting Agenda: The Agenda was posted as per the provisions specified by the City of Reading.
- (3) **New City Planner Introduced:** The Planning Commission welcomed Brandy Davis the new Planner I for the City of Reading.
- (4) **Accepting Planning Meeting Agenda and Modification:** The Planning Commission was advised that the 228 Moss Street Iron Gate Land Development Final Application (PC-2021-119-F) had been reviewed and required approval. As a result, the Planning Commission amended the agenda to include this project. Commissioner DeLeon made a motion to approve the amended agenda. Commissioner Nye seconded the motion. The vote on the motion was unanimously approved (5-0).
- (5) **1849 Perkiomen Avenue Minor Subdivision Plan; Preliminary/Final Plan Application; PC 2022-117-F; 1849 Perkiomen Ave; Preliminary/Final Plan Review**
 - (a) Application: The Applicant (Ponce Home Investors LLC) submitted a revised Preliminary/Final Plan Application for a two-lot subdivision located at 1849 Perkiomen Avenue, which is in the R-3 Zoning District. The buildings and existing uses for both lots are considered pre-existing nonconforming uses.
 - (b) Correspondence: Hawk Valley Associates issued a review letter on September 21, 2022.
 - (c) Discussion: There are no new buildings proposed on the site. The plan notes should describe the proposed and existing uses on both lots along with the nonconforming status in the R-3 Zoning District. Easements are sufficient.
 - (d) Action on the Plan: Commissioner Cinfici made a motion to grant conditional approval for the Preliminary/Final Plan subject to the Applicant resolving all comments issued by Hawk Valley

Associates. Commissioner Conklin seconded the motion. The vote on the motion was unanimously approved (5-0).

**(6) 531 Upland Avenue Land Development Preliminary Plan Application;
PC-2022-116-PF; 531 Upland Avenue; Preliminary Plan Review**

- (a) Application: The Applicant (American Developers and Investors, LLC) submitted a Preliminary Plan for review. The development includes an annexation of existing parcels of land at 527, 529 and 531 Upland Avenue, the demolition of a one-family detached dwelling and the construction of a new low-rise apartment building containing six (6) residential units.
- (b) Correspondence: Hawk Valley Associates issued a review letter on September 21, 2022.
- (c) Discussion: The Applicant will need to resolve issues regarding site accessibility, off-street parking, adequacy of the Landscaping Plan, sanitary sewage disposal capacity, water supply, stormwater management, adequacy of fire hydrant and emergency response capabilities, and new street address.
- (d) Action on the Plan: Commissioner Conklin made a motion to allow waiver to Section 515-402.A.2 of the Subdivision and Land Development Ordinance to permit 1:10 plan scale. Commissioner Rye seconded the motion. The vote on the motion was unanimously approved (5-0). Commissioner DeLeon then made a motion to grant conditional approval of the Preliminary Plan subject to the Applicant resolving all comments issued by Hawk Valley Associates. Commissioner Rye seconded the motion. The vote on the motion was unanimously approved (5-0).

(7) 1010 and 1012 Lancaster Avenue Annexation and Land Development Preliminary/Final Plan Application;

PC-2022-122-PF; 1010 and 1012 Lancaster Avenue; Preliminary/Final Plan Review

- (a) Application: The Applicant (Riyan Properties, LLC) submitted a Preliminary/Final Plan for the consolidation of two lots located at 1010 Lancaster Avenue & 1012 Lancaster Avenue located in the Commercial Highway (C-H) Zoning District.
- (b) Correspondence: Hawk Valley Associates issued a review letter on September 22, 2022.
- (c) Discussion: The Applicant will need to include current and proposed uses on the plan. Zoning relief was previously received for consolidation of uses; Zoning Hearing Board (ZHB) decision details shall also be included on the Final Plan. Applicant will need to resolve issues pertaining to accessibility, water supply facilities, sanitary sewage disposal facilities and street address.
- (d) Action on the Plan: Commissioner Rye made a motion to conditionally approve the Preliminary/Final Plan subject to the comments issued by Hawk Valley Associates. Commissioner Cinfici seconded the motion. Out of abundance of caution Commissioner Conklin was advised to abstain from voting. Though not a principal on this project, he has worked with applicant on past unrelated projects. The vote on the motion was approved (4-0-1).

**(8) Holy Trinity Church of God Land Development Final Plan Application;
PC 2022-118-F; 1541 Montgomery Street; Final Plan Review**

- (a) Application: The Applicant (Holy Trinity Church of God) submitted a Final Plan for review. The purpose of the plan is to develop the site with a place of worship to include: a sanctuary building that can accommodate 275 persons; an administrative center; an existing residential dwelling; a loading space; and other related uses and site improvements. The applicant has received zoning relief (special exception and zoning variance) via ZHB Appeal 2021-39.
- (b) Correspondence: Hawk Valley Associates issued a review letter on September 23, 2022.

- (c) Discussion: The Applicant should resolve the comments issued by Hawk Valley Associates including: steep slope issues, permitting required by location in flood plain, any actions required due to location in Airport Overlay, accessibility, stormwater, street vacations, landscaping, fire and emergency response adequacy, new street address. Sanitary sewage extends to Bern Township and the plan has been sent for review by that municipality.
- (d) Action on the Plan: Commissioner DeLeon made a motion to table the Final Plan subject to the comments issued by Hawk Valley Associates. Commissioner Rye seconded the motion. The vote on the motion was unanimously approved (5-0).

(9) 743 Thorn Street Parking Lot Annexation, Subdivision, and Land Development Preliminary Plan Application; PC-2022-123-P; 743 Thorn Street; Preliminary Plan Review

- (a) Application: The Applicant (TMC-1 LLC) has submitted a Preliminary Plan for review of consolidation of two parcels in the R-3 Zoning District via annexation and development of the property as a parking facility containing 16 parking spaces with access to Thorn Street.
- (b) Correspondence: Hawk Valley Associates issued a review letter on September 24, 2022.
- (c) Discussion: The Applicant should resolve the comments issued by Hawk Valley Associates, which include: zoning issues, accessibility, stormwater management, curb and sidewalk improvements, landscaping and street tree enhancements, lighting, and street address change. The Applicant may need to consider additional zoning relief and input from the Historical Architectural Review Board (HARB).
- (d) Action on the Plan: Commissioner Cinfici made a motion to table action on the Preliminary Plan subject to the comments issued by Hawk Valley Associates and discussion. Commissioner DeLeon seconded the motion. The vote on the motion was unanimously approved (5-0).

(10) 641 McKnight Street Parking Land Development Preliminary/Final Plan Application; PC 2022-124-PF; 641 McKnight Street; Preliminary/Final Plan Review

- (a) Application: The Applicant (Reading Parking Authority) has submitted a Preliminary/Final Plan for review. The Applicant proposed to develop and improve the property as a surface parking facility containing 82 off-street parking spaces on what is considered an undeveloped or vacant parcel.
- (b) Correspondence: Hawk Valley Associates issued a review letter on September 24, 2022.
- (c) Discussion: The Applicant will need to resolve issues regarding: accessibility, evaluation of curbs and sidewalks, stormwater management requirements, landscaping, lighting, imperviousness ratio and applicability of previous zoning nonconformity.
- (d) Action on the Plan: Commissioner Rye made a motion to table action on the Preliminary/Final Plan subject to the comments issued by Hawk Valley Associates and discussion. Commissioner Cinfici seconded the motion. The vote on the motion was unanimously approved (5-0).

(11) 228 Moss Street Iron Gate Final Land Development Plan Application; PC-2021-119-F; 228 Moss Street; Final Plan Review (Agenda Amended to include this project.)

- (a) Application: The Applicant (Iron Gate Builders on behalf of owners: Ingenious Consulting Services) submitted a Final Plan for review. The Applicant proposes to redevelop and revitalize the abandoned or partially utilized warehouse into a 228-unit self-storage facility with seven (7) garage bays.
- (b) Correspondence: Hawk Valley Associates issued a review letter on September 26, 2022.

- (c) Discussion: The issues that remain requiring resolution include: signage, incorporation of landscaping, and additional site improvements. A Stormwater Management Maintenance Agreement is also required.
 - (d) Action on the Plan: Commissioner Cinfici made a motion to conditionally approve the Final Plan subject to comments issued in Hawk Valley Review letter. Commissioner DeLeon seconded the motion. The vote on the motion was unanimously approved (5-0).
- (12) Old Business, Project Updates and Pending Plans:** A Supplemental Report that includes the status of all other active projects has been prepared by Hawk Valley Associates and attached as part of the Planning Commission Meeting Agenda and these Meeting Minutes.
- (13) Active Plans Requesting Reaffirmation Approval:** The following reaffirmations were considered as per the provisions established by the City of Reading and the PA Municipalities Planning Code:
- (a) Albright College Rockland Warehouse Land Development Plan: The Plan was reaffirmed with a new recording deadline of December 26, 2022. Commissioner Rye made a motion to accept the reaffirmation. Commissioner Cinfici seconded the motion. The vote on the motion was unanimously approved (5-0).
 - (b) Dream Ventures 100 South 4th Street Land Development Plan: The Plan was reaffirmed with a new recording deadline of December 26, 2022. Reading Parking Authority parking leases were discussed as they related to this and other planning projects. Commission Chairman Bealer made a motion to accept the reaffirmation. Commissioner Nye seconded the motion. The vote on the motion was unanimously approved (5-0).
 - (c) 600 South 9th Street Auto Repair Land Development Plan: The Plan was reaffirmed with a new recording deadline of December 26, 2022. Commissioner DeLeon made a motion to accept the reaffirmation. Commissioner Conklin seconded the motion. The vote on the motion was unanimously approved (5-0).
 - (d) Alvernia Berkshire Building Land Development Plan: The Plan was reaffirmed with a new recording deadline of December 26, 2022. Commissioner Nye made a motion to accept the reaffirmation. Commission Chairman Bealer seconded the motion. The vote on the motion was unanimously approved (5-0).
- (14) Active Plans Requiring Time Extensions** (None at this time.)
- (15) Announcements and Other Planning Commission Business**
- (a) Workshop Meeting on September 20, 2022 was cancelled and will not be rescheduled prior to October's Workshop.
 - (b) Zoning Ordinance and SALDO amendments: Staff are prioritizing proposed changes to be considered in addition to a phased review timeline. These will be presented to future Planning Commission Workshops for discussion.
 - (c) At October Workshop consider 2023 Workshop schedule and continuing hybrid meeting format.
- (16) Approval of Planning Commission Meeting Minutes from August 23, 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. Commissioner Conklin abstained as he was not present at the August 23, 2022 meeting. The vote on the motion was approved by the Planning Commission (4-0-1).

- (17) **Next Planning Commission Meetings:** Tuesday, October 18, 2022 at 6:00 pm (Workshop Meeting) and Tuesday, October 25, 2022 (Regular Meeting).
- (18) **Adjournment:** Commissioner Conklin made a motion to adjourn the August 23, 2022 Planning Commission Meeting. Commissioner DeLeon seconded the motion. The vote on the motion was unanimously approved (5-0). The meeting concluded at 7:40 pm.

Respectfully submitted by Brandy Davis, Planner I, City of Reading

Planning Commission Supplemental Report: September 27, 2022

Old Business, Project Updates and Pending Plans

PC Meeting Agenda Item 14: 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 was reaffirmed on September 27, 2022 and can be endorsed by the Planning Commission and released for recording once all issues have been resolved.
- (2) Auto Repair Center at 600 South 9th Street Land Development Plan: The Planning Commission approved the Final Plan on May 24, 2022, subject to conditions. Hawk Valley Associates issued a follow-up review on June 17, 2022. The Final Plan was reaffirmed on September 27, 2022. A municipal improvements agreement may be required by the Public Works Department. Once these issues are resolved, the plan can be endorsed by the Planning Commission and released for recording.
- (3) 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. The Final Plan was reaffirmed on September 27, 2022.
- (4) 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 by the Public Works Department. 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.
- (5) 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 Final Plan and the corresponding agreements have been endorsed by the Planning Commission and released for recording. Construction activities have commenced for this revitalization and redevelopment project.
- (6) 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 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.
- (7) 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 was granted through August 30, 2022.

- (8) 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. Correspondence has been exchanged between the City of Reading and the Applicant. A time extension for the review of this plan has been granted through July 30, 2022. The Final Plan was approved on September, 27, 2022
- (9) Jan and Wil Properties Land Development Plan: The Planning Commission approved the Final Plan on May 24, 2022, subject to conditions. Hawk Valley Associates issued a follow-up review on June 17, 2022. A municipal improvements agreement may be required by the Public Works Department. Once these issues have been resolved, the approved plan can be endorsed by the Planning Commission and released for recording.
- (10) 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.
- (11) Medical Arts Annexation Plan: The Planning Commission approved the Preliminary/Final Plan on May 24, 2022, subject to the applicant resolving all issues. There are no improvements for this project. Once these issues have been resolved, the Final Plan can be endorsed by the Planning Commission and released for recording.
- (12) 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.
- (13) 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 and there are no municipal improvements for this development. The Final Plan was endorsed by the Planning Commission and recorded on June 6, 2022.
- (14) 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.
- (15) Reading Station Building II Land Development Plan: The Planning Commission approved the Land Development Plan for Building II (GoPuff and 3-Rivers) on December 21, 2021, subject to conditions that included the requirements for a municipal improvements agreement, blanket easement agreement and sanitary sewer planning module. The Final Plan can be endorsed by the Planning Commission and released for recording once all issues have been resolved.
- (16) Reading Station Building D; Final Subdivision Plan: The Planning Commission approved the Final Plan on April 26, 2022, subject to conditions. An improvements agreement is required. The Applicant will need to resolve all issues before the plan can be endorsed and recorded.
- (17) 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 released for recording. Reaffirmation of approval of this plan may be required.

- (18) 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.
- (19) Scheibner Annexation Plan: The Preliminary/Final Plan was approved by the Planning Commission on March 22, 2022. The Applicant has recorded the approved plan.
- (20) Scott Street Subdivision; Final Subdivision Plan: The Planning Commission approved the Final Plan on April 26, 2022, subject to conditions. The Applicant submitted a revised plan. A review was issued by Hawk Valley Associates on June 17, 2022. 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.
- (21) 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.
- (22) 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.
- (23) 35 North 6th Street Land Development Plan Application: The Planning Commission approved the Preliminary/Final Plan on June 28, 2022, subject to the Applicant resolving all issues contained with the review letter issued by Hawk Valley Associates on June 20, 2022. The development is an adaptive reuse and redevelopment project that includes an existing 5-story building located at 35 North 6th Street, which shall 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. There are no improvements for this project. Once all issues have been resolved, the approved plan can be endorsed by the Planning Commission and released for recording.
- (24) 532-534 Minor Street Annexation and Land Development Plan: The Planning Commission approved the Preliminary/Final Plan on June 28, 2022, subject to the comments issued by Hawk Valley Associates on June 20, 2022. An improvements agreement may be required for the curb, sidewalk and driveway apron improvements. Once all issues have been resolved, the approved plan can be endorsed by the Planning Commission and released for recording.
- (25) Conditional Use Application 2022-03: The Applicant (Reading Historic Properties, LP) submitted Conditional Use Application 2022-03 in order to permit a banquet hall at 46 South 5th Street. The Elks Club Building is an abandon commercial 3-story building that includes 27,000 +/- square feet. The Applicant has indicated that the building will be utilized and occupied in a similar fashion as the Abraham Lincoln Building located at North 5th Street and Washington Street. City Council has scheduled the public hearing on July 28, 2022.
- (26) Reading School District Land Development Plan: The Applicant (Reading School District) submitted a Sketch Plan for informal review and discussion. The Applicant is proposing a new school containing 95,188 square feet on a 2.42 acre site located at 801 North 9th Street. The Applicant will be required to submit a Preliminary Plan Application.

- (27) 527-529 Court Street (Baer Building) Land Development Plan. The Applicant submitted a Sketch Plan for informal review and discussion. The Applicant is proposing a redevelopment project that will involve the conversion of commercial offices to 36 residential apartments.
- (28) 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