

**City of Reading Planning Commission Meeting
Meeting Minutes: November 22, 2022**

<p><u>PC Members Present</u> Chairman Wayne Bealer Vice Chairman Will Cinfici Commissioner Nelson DeLeon Commissioner Peter Rye Commissioner Daniel DeCarlo Commissioner Frank Denbowski</p>	<p><u>Staff and Consultants Present</u> Jerome Skrincosky, AICP, Planning Consultant Emily Diaz-Melendez, Zoning Inspector Brandy Davis, Planner I Michelle Mayfield, Legal Consultant Timothy Krall, Public Works</p>
<p><u>Others Present</u> Dan Laudenslayer (PC Agenda 5) Randy Dautrich (PC Agenda 7) David Talarico (PC Agenda 7) Sjoerd Kierkels (PC Agenda 7) Aristides Otero (PC Agenda 8)</p>	

Christina Crawford (PC Agenda 9)
Joe Horan (PC Agenda 9)
Joe Montante (PC Agenda 9)
Brad King (PC Agenda 9)
Iliada Herrera (PC Agenda 10)
Reporters: Channel 69 News and Reading Eagle

- (1) **Call Meeting to Order:** Chairman Bealer called the meeting to order at 6:02 pm.
- (2) **Acknowledgement of Planning Commission Members in Attendance**
 - (a) Planning Commission Members in Attendance: Wayne Bealer; Will Cinfici; Nelson DeLeon, Peter Rye, Daniel DeCarlo and Frank Denbowski.
- (3) **Welcome New Planning Commission Members:** Daniel DeCarlo & Frank Denbowski
- (4) **Accepting the Planning Commission Meeting Agenda:** The Agenda was posted as per the provisions specified by the City of Reading. Commissioner DeLeon made a motion to accept the agenda. Commissioner Rye seconded the motion. The vote on the motion was approved (6-0).
- (5) **420 Walnut Street Annexation; Preliminary/Final Plan Review
PC 2022-129-PF; 416-420 Walnut Street**
 - (a) Application: The Applicant (420 Walnut Street Properties, LLC) proposes a redevelopment of 416, 418 and 420 Walnut Street.
 - (b) Correspondence: Hawk Valley Associates issued a review letter on November 19, 2022.
 - (c) Discussion: All buildings will be joined in deed with approval of the plan. Parking will be off site. Zoning relief has been provided for 416, 418 and 420 Walnut Street (ZHB Appeal 2022-24). 417 and 419 Walnut Street, are currently under a different use and will require a separate Zoning Hearing Board decision. A request will need to be sent to City engineering department to consolidate address. Review from Berks Count Planning Commission has not been received.
 - (d) Action on the Plan: Commissioner Denbowski made a motion to table the Preliminary/Final Plan. Commissioner Rye seconded the motion. The vote on the motion was approved (6-0).
- (6) **625 McKnight Street Parking Land Development; Preliminary/Final Plan Review;
PC 2022-124-PF; 625 McKnight Street**

- (a) Application: The Applicant (Reading Parking Authority) submitted a revised Preliminary/Final Plan for review. The plan proposes a parking lot on what is currently a vacant parcel.
- (b) Correspondence: Hawk Valley Associates issued a review letter on November 21, 2022.
- (c) Discussion: Plan will require Zoning Hearing Board relief for zoning variances. Site accessibility and stormwater management need to be addressed. A waiver will be requested for the Municipal Improvement Agreement to be considered at the next meeting. Berks County review has not yet been received.
- (d) Action on the Plan: Commissioner Cinfici made a motion to table the Preliminary/Final Plan. Commissioner DeLeon seconded the motion. The vote on the motion was approved (6-0).

**(7) RHA Oakbrook Daycare Center Land Development; Preliminary/Final Plan Review
PC 2022-127-PF; 1001 Scott Street**

- (a) Application: The Applicant (Reading Housing Authority) submitted a Preliminary/Final plan to improve a portion of the property which will include a daycare facility. Parking, stormwater management and other facilities are included in the plan
- (b) Correspondence: Hawk Valley Associates issued a review letter on November 21, 2022.
- (c) Discussion: No new buildings are proposed. Site improvements including stormwater management still need to be considered along with site accessibility. Landscaping appears to be acceptable. Municipal Improvement and Stormwater agreements will be required. Waiver has been submitted to qualify for Preliminary/Final Land Development Plan.
- (d) Action on the Plan: Commissioner DeLeon made a motion to review the plan as a Preliminary/Final Plan and waive Sections 515-312 and 515-403. Commissioner Bealer seconded the motion. The vote on the motion was approved (6-0).
- (e) Action on the Plan: Commissioner Rye made a motion to table the plan. Commissioner DeLeon seconded the motion. The vote on the motion was approved (6-0).

**(8) RSD STEM High School Academy Land Development; Preliminary Plan Review;
PC 2022-112-P; 801 North 9th Street**

- (a) Application: The Applicant (Reading School District) submitted a Preliminary Plan for review. The purpose of the plan is to establish the Reading School District STEM High School Academy at 801 North 9th Street, a currently abandoned block.
- (b) Correspondence: Hawk Valley Associates issued a review letter on November 21, 2022.
- (c) Discussion: The plan will be submitted at the December Planning Commission meeting. It was presented at the Workshop meeting on November 15, 2022. Outstanding issues include site accessibility and stormwater management issues. The plan will require Municipal Improvement and Stormwater Agreements.
- (d) Action on the Plan: Commissioner DeLeon made a motion to table the Final Plan. Commissioner Cinfici seconded the motion. The vote on the motion was approved (6-0).

**(9) Albright Gingrich Library Renovations Land Development; Preliminary Plan Review
PC 2022-128-P; 1621 North 13th Street**

- (a) Application: The Applicant (Albright College) has submitted a Preliminary Land Development Plan to renovate and expand the Gingrich Library at 1621 North 13th Street.
- (b) Correspondence: Hawk Valley Associates issued a review letter on November 22, 2022.
- (c) Discussion: This plan was presented at the Workshop meeting on November 15, 2022. Zoning Administrator has weighed in regarding parking issues and zoning relief is not required. Parking baseline requirements have been met. A lighting plan will be required and the City Arborist will need to provide comment on the landscaping plan. Municipal Improvement and

Stormwater Agreements are required. NPDES permit will be required; this application was submitted in November. A Planning Module may not be required if note is included on plan indicating no increase of flows results from project.

- (d) Action on the Plan: Commissioner Cinfici made a motion to grant conditional Preliminary approval subject to the comments issued by Hawk Valley Associates and discussion. Commissioner DeLeon seconded the motion. The vote on the motion was unanimously approved (6-0).

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

- (a) Application: The Applicant (Holy Trinity Church of God) has submitted a Revised Final Plan for review. The Applicant proposes to develop the site with a place of worship, along with other site improvements and stormwater management.
- (b) Correspondence: Hawk Valley Associates issued a review letter on November 21, 2022.
- (c) Discussion: Applicant needs to confirm Flood Plain labeling on plan with Zoning Administrator. Landscaping and buffer areas needs to be addressed and included on plan. The structure placement over easement will be addressed on next revision. Bern Township comments should be received and incorporated into plan prior to approval. A Sewer Planning Module will be required in addition to street vacations.
- (d) Action on the Plan: Commissioner Rye made a motion to table the Final Plan. Commissioner Denbowski seconded the motion. The vote on the motion was approved (6-0).

(11) 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.

(12) 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) Jan & Wil Properties (810 Windsor Street) PC 2020-110: Commissioner DeLeon made a motion to accept the reaffirmation with a new recording deadline of February 21, 2023. Commissioner Cinfici seconded the motion. The vote on the motion was approved (6-0).
- (b) Hope Rescue (645 North 6th Street); PC 2019-113: The Plan was recorded 11-21-2022 and did not require reaffirmation.
- (c) O'Neill Storage (1403 Chester Street) PC 2022-100: Commissioner Rye made a motion to accept the reaffirmation with a new recording deadline of February 21, 2023. Commissioner DeLeon seconded the motion. The vote on the motion was approved (6-0).
- (d) Reading Station Building D (600 Spring Street); PC 2021-121: Commissioner Rye made a motion to accept the reaffirmation with a new recording deadline of February 21, 2023. Commissioner DeCarlo seconded the motion. The vote on the motion was unanimously approved (6-0).
- (e) Reading Station Building II (650 Spring Street); PC 2021-126: Commissioner DeLeon made a motion to amend the agenda to include the reaffirmation of Reading Station Building II. Commissioner Rye seconded the motion. The vote on the motion was approved (6-0). Commissioner Denbowski then made a motion to accept the reaffirmation with a new recording deadline of February 21, 2023. Commissioner Cinfici seconded the motion. The vote on the motion was approved (6-0).

(13) Active Plans Requiring Time Extensions

- (a) Iglesia Pentecostal Movimiento de Fe (1124 Schuylkill Avenue) PC 2021-113: Commissioner DeLeon made a motion to accept the time extension. Commissioner Bealer seconded the motion. The vote on the motion was approved (6-0).
- (b) Villa Independent Cottages (1201 Museum Road) PC 2022-103: Commissioner Bealer made a motion to accept the time extension. Commissioner Denbowski seconded the motion. The vote on the motion was approved (6-0).
- (c) Medical Arts PC 2021-102: No action was required as the previous extension was dated through December 31, 2022.

(14) Announcements and Other Planning Commission Business

- (a) Workshop Meeting on November 15, 2022: Reading School District presented plans and architectural renderings for the STEM High School Academy to be located at 801 North 9th Street. This was followed by a presentation by Albright College featuring plans and images of the proposed Gingrich Library Renovations located at 1621 North 13th Street. Both projects will be reviewed for the November 22, 2022 Planning Commission meeting. Other business included a brief discussion about upcoming Zoning and SALDO amendments.
- (b) Zoning Ordinance and SALDO amendments update: 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.

(15) Planning Commission Regular Meeting and Workshop Meeting Schedule for 2023

- (a) Regular Planning Commission meetings will be held on the 4th Tuesdays of each month January through November. In December it will take place on the 3rd Tuesday: December 19, 2023.
- (b) Planning Commission Workshop meetings will be held on the 3rd Tuesdays of each month January through November. There will be no Workshop in December.
- (c) Action regarding 2023 Planning Commission Meeting Schedule: Meetings will continue to take place in hybrid format and will be advertised per City of Reading Ordinance. Commissioner DeLeon made a motion to continue utilizing hybrid format for meetings through 2023. Commissioner Cinfici seconded the motion. The vote on the motion was approved (6-0).

(16) Approval of Planning Commission Meeting Minutes from November 1, 2022: No action. Approval of minutes will be added to December's agenda.

(17) Next Planning Commission Meetings: Tuesday, December 20, 2022 at 6:00 pm (Regular Meeting). January 17, 2023 (Workshop Meeting).

(18) Adjournment: Commissioner Rye made a motion to adjourn the September 27, 2022 Planning Commission Meeting. Commissioner DeLeon seconded the motion. The vote on the motion was approved (6-0). The meeting concluded at 8:37 pm.

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

Planning Commission Supplemental Report: November 22, 2022

Old Business, Project Updates and Pending Plans

PC Meeting Agenda Item 11: 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. The plan can be endorsed by the Planning Commission and released for recording.
- (3) Bern Street Car Wash (Lot 1) Subdivision and Land Development Plan: The development will include a car wash to be contained on a 1.55 acre lot located at 1725 North 5th Street. The Final Plan was approved by the Planning Commission on July 26, 2022, subject to conditions. A municipal improvements agreement and a stormwater management maintenance agreement shall be required. The Final Plan was reaffirmed on November 1, 2022. The plan can be endorsed by the Planning Commission and released for recording.
- (4) Bern Street Storage Facility (Lot 2) Subdivision and Land Development Plan: The development will include a storage facility to be contained on a 2.37 acre lot located at 1704 North 6th Street. The Final Plan was approved by the Planning Commission on July 26, 2022, subject to conditions. A municipal improvements agreement and a stormwater management maintenance agreement shall be required. The Final Plan was reaffirmed on November 1, 2022. The plan can be endorsed by the Planning Commission and released for recording.
- (5) 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 Final Plan was reaffirmed on September 27, 2022. The Final Plan can be endorsed by the Planning Commission and released for recording once the conditions of approval have been resolved by the Applicant.
- (6) 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. Follow-up review letters were issued by Hawk Valley Associates on May 16, 2022 and October 10, 2022. The Final Plan was reaffirmed on November 1, 2022. The plan was endorsed by the Planning Commission and has been recorded.
- (7) 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 on this project. Construction activities have commenced for this revitalization and redevelopment project.
- (8) Hope Rescue Mission: Final Land Development Plan: The Planning Commission reaffirmed final approval on April 26, 2022, subject to the applicant resolving all issues. A review was issued by Hawk Valley Associates on May 17, 2022 and September 21, 2022. Reaffirmation of approval was granted on August 23, 2022. The municipal improvements agreement and the stormwater management

agreement will need to be executed. Once endorsed, the Final Plan can be endorsed by the Planning Commission and released for recording.

- (9) 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 November 30, 2022.
- (10) Iron Gate Land Development Plan Application: The Planning Commission approved the Final Plan on September 27, 2022, subject to conditions that were contained within the review letter issued by Hawk Valley Associates on September 26, 2022. A municipal improvements agreement and the stormwater management agreement shall be required for this project.
- (11) 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. The Planning Commission reaffirmed approval on August 23, 2022. Once all remaining issues have been resolved, the approved plan can be endorsed by the Planning Commission and released for recording.
- (12) 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.
- (13) 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. The Final Plan can be endorsed by the Planning Commission and released for recording.
- (14) 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 December 31, 2022.
- (15) 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 has been endorsed by the Planning Commission and released for recording.
- (16) O'Neill Storage Land Development Plan: The Planning Commission approved the Final Plan on May 24, 2022, subject to conditions. The approval was reaffirmed by the Planning Commission on August 23, 2022. A municipal improvements agreement and the stormwater management agreement shall be required for this project.
- (17) Prince and Princesses Daycare; Final Annexation and Land Development Plan: The Planning Commission approved the Final Plan on April 26, 2022, subject to conditions. Follow-up review letters were issued by Hawk Valley Associates on May 17, 2022 and October 10, 2022. The Final Plan was reaffirmed on November 1, 2022. The plan was endorsed by the Planning Commission and has been recorded.
- (18) 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.

- (19) 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. The Planning Commission reaffirmed approval on August 23, 2022.
- (20) 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 was endorsed and released for recording.
- (21) 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.
- (22) Scheibner Annexation Plan: The Preliminary/Final Plan was approved by the Planning Commission on March 22, 2022. The Applicant has recorded the approved plan.
- (23) 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.
- (24) 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. Reaffirmation of approval shall be required.
- (25) 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 November 23, 2022.
- (26) 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.
- (27) 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. Once all issues have been resolved, the approved plan can be endorsed by the Planning Commission and released for recording.
- (28) 625 Knight Street Parking Facility Land Development Plan: The 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. Hawk Valley Associates issued a review letter on September 24, 2022. The Plan will need to be revised.
- (29) 743 Thorn Street Parking Facility Land Development Plan: TMC-1 LLC 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. Hawk Valley Associates issued a review letter on September 24, 2022. The Plan will need to be revised.

- (30) 6th and Spring Street Parking Facility Land Development Plan: The Applicant submitted a Revised Preliminary/Final Plan for review. The development includes an improved off-site surface parking area that will include 25 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. Hawk Valley Associates issued a review letter on August 18, 2022. The Planning Commission approved the Plan with conditions. A municipal improvements agreement and a stormwater management maintenance agreement shall be required.
- (31) 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.
- (32) 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.
- (33) 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.