

# ***CITY COUNCIL***

## ***Housing, Economic Development and Strategies Committee***

**Monday, April 2, 2012  
5:30 pm  
City Council Office**

**The Housing, Economic Development and Strategies Committee's responsibilities includes Housing Planning strategies, Building Code/Inspection, Economic Development, Citywide Economic Development Programs, Small Businesses, Business Improvement Districts and Enterprise Zones.**

**Committee Members:** Randy Corcoran (Chair), Marcia Goodman Hinnershitz (Vice-Chair) and Jeffrey Waltman

*Although Council committee meetings are open to the public, public comment is not permitted at Council Committee meetings. However, citizens are encouraged to attend and observe the meetings. Comment from citizens or professionals during the meeting may be solicited on agenda topics via invitation by the Committee Chair.*

*All electronic recording devices must be at the entry door in all meeting rooms and offices, as per Bill No. 7-2012*

- I. Housing Ordinance Update (CE01 & CD01) - R. Natale & D. Kersley**
  
- II. Certificate of Transfer**
  - a. Interior Inspections**
  - b. Perceived City Liability re Interior Inspections**
  - c. Pilot Program**
  
- II. Outcomes of MDJ Rulings on Codes Cases**

*(see sample copied in from the City website re Codes Cases at the MDJs)*

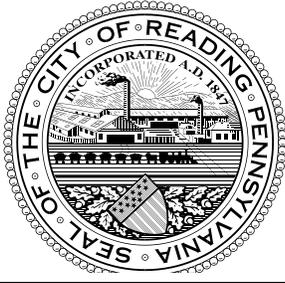
**COMMITTEE OF THE WHOLE AT THE CONCLUSION  
OF BOTH COMMITTEE MEETINGS**

**Water Authority Lease Agreement**

**Follow Up Items**

- **February 2012 - Plumbing Code Amendment**
- **February 2012 - Update on Zoning Backlog**





# *CITY COUNCIL*

## ***Housing, Economic Development & Strategies Committee***

### **Meeting Report Monday, March 5, 2012**

**Committee Members Attending:** R. Corcoran, Chair, M. Goodman-Hinnershitz, J. Waltman

**Others Attending:** L. Kelleher, R. Natale, T. Butler, F. Acosta

Mr. Corcoran, Chair, called the meeting to order at approximately 6:10 pm.

#### **Housing Ordinance Update**

Mr. Natale stated that currently Codes is running about one (1) month behind on implementing the Rental Permit ordinance. An email update from Mr. Kersley, the Business Analyst, was distributed to Committee members.

Mr. Natale stated that the Codes Division is beginning to use iPad2's to streamline the complaint process and automatically generate violation notices via mail or email at the owner's choice. He stated that they are also finalizing the automated scheduling and on-boarding and phasing in additional Codes inspectors as authorized in the 2012 Position Ordinance. Mr. Natale stated that all information is now based in the Hansen system which will allow comprehensive reporting for all 2012. Mr. Natale thanked the IT Division for their hard work to allow these improvements to go forward in a reasonably fast period. Mr. Natale stated that the City of Reading is one of the first cities in Pennsylvania to take automation this far.

Mr. Waltman stated that the work group formed to mold the Rental Permit ordinance should continue to meet to remove the implementation progress. Mr. Natale confirmed that the team of Ms. Kelleher, Ms. Butler, Mr. Kersley, attorney Steve Welz and he continue to

meet and discuss the implementation of the Housing Permit ordinance.

### **Outcomes of MDJ Rulings on Codes Cases**

Ms. Kelleher stated that this issue originated at the request of Ms. Goodman-Hinnershitz. She stated that when reviewing several months of meeting minutes the Administration reported that this issue was covered on the City website. Ms. Kelleher stated that the disposition of the Codes cases is not reported on the City's website. The City's website only contains information concerning the scheduling of the various hearings by Magisterial District Justice.

Mr. Natale explained that this reporting is covered in his monthly report. Mr. Natale stated that he will seek permission to provide this report to the Committee.

Mr. Natale provided the outcomes from his annual report showing that in November, twenty-five (25) of the Codes cases were found guilty, ten (10) were found not guilty, and sixty-six (66) were dismissed. In December twenty-nine Codes cases were found guilty, six (6) were found not guilty and sixteen (16) were dismissed.

### **Year-To-Date Review of Codes Services**

Mr. Natale provided a summary of his annual report showing a variety of outcomes as follows:

- Complaints:
  - Received: 4,146
  - Deemed Valid: 2,474
- Inspections:
  - Scheduled: 3,871
  - Performed: 2,768
- Inspections:
  - Complied: 925
  - No-Shows: 902
- Inspections:
  - Illegal Properties visited: 864
  - Illegal Properties brought into compliance: 522

### **Update on the Zoning Backlog**

The report provided by Mr. Kersley shows that an RFP for a Hearing Master and stenographic services has been sent out and responses are due in late March, early April. After the contract for these services for these services are awarded the 1,500 properties currently located in the backlog will be filtered out.

As a reminder, Ms. Kelleher called the Committee's attention to the suggested breakout of backlog hearings attached to the agenda. She explained that at a previous meeting, before the end of the year, Council decided to have an independent hearing officer hold Conditional Use hearings for properties in high residential zones with one (1), two (2), and three (3) units. Council members will hold Conditional Use hearings for properties within their Districts having four (4), five (5) and six (6) units. This breakout splits the hearings out in the following manner:

- District 1: approximately 11
- District 2: approximately 22
- District 3: approximately 29
- District 4: approximately 6
- District 5: approximately 12
- District 6: approximately 12

The full body of Council will hold Conditional Use hearings for properties with seven (7) units and above and all properties with units and above and all properties within the R-1 and R-2 low-density zones.

### **Quality of Life Ticketing Program**

The Committee discussed moving the Quality of Life Ticketing program forward. Ms. Butler noted the need to make some additional grammatical corrections and add the new appeal language distributed at Saturday's Committee of the Whole meeting.

Ms. Kelleher stated that she has not advertised this ordinance yet, as she was waiting until it was finalized. As such, the ordinance will be re-introduced on Monday, March 12<sup>th</sup>.

### **Certificate of Transfer Ordinance**

Ms. Kelleher reported that this ordinance is set to be implemented on April 1<sup>st</sup>. She stated that the Reading Berks Association of Realtors provided six (6) properties; two (2) residential, two (2) rental and two (2) mixed use commercial properties to test. It is hoped that this test will identify any problems within the ordinance before it is implemented.

*Respectfully submitted by Linda Kelleher CMC, City Clerk*

### **FOLLOW UP ISSUES**

1. Report on disposition of Codes Cases at MDJ Hearings
2. Request receipt of monthly Codes Report

3. Review RFPs for Delinquent BPL and other fee/tax collection
4. Update on Certificate of Transfer pilot

Sample copied in from the City's Website

DISTRICT JUSTICE COURT TIME	CITATION #	LOCATION/ADDRESS	DEFENDANT	COURT DATE
THOMAS XAVIOS	P8671601-1		PHILLIP HOOVEN	2/27/2012 9:30A
THOMAS XAVIOS	p8671603-3		PHILLIP HOOVEN	2/27/2012 9:30A
THOMAS XAVIOS	P8671604-4		PHILLIP HOOVEN	2/27/2012 9:30A
THOMAS XAVIOS	P8671605-5		PHILLIP HOOVEN	2/27/2012 9:30A
THOMAS XAVIOS	P8671706-6		PHILLIP HOOVEN	2/27/2012 9:30A
THOMAS XAVIOS	P8671608-1		PHILLIP HOOVEN	2/27/2012 9:30A
THOMAS XAVIOS	P8671610-3		PHILLIP HOOVEN	2/27/2012 9:30A
THOMAS XAVIOS	P8671607-0		PHILLIP HOOVEN	2/27/2012 9:30A
THOMAS XAVIOS	P8671609-2		PHILLIP HOOVEN	2/27/2012 9:30A
THOMAS XAVIOS	P8671602-2		PHILLIP HOOVEN	2/27/2012 9:30A
THOMAS XAVIOS	P9527026-5		DAMON GELB	2/27/2012 9:45A
THOMAS XAVIOS	P9120910-1		KELLY M GELB	2/27/2012 9:45A
THOMAS XAVIOS	P9527056-0		EDWARD NICK FISHER	2/27/2012 10:30A
THOMAS XAVIOS	P6731372-4		TANYA EADDY	2/27/2012 10:15A
THOMAS XAVIOS	P6731371-3		TANYA EADDY	2/27/2012 10:15A
THOMAS XAVIOS	P6731370-2		TANYA EADDY	2/27/2012 10:15A
THOMAS XAVIOS	P6731769-1		TANYA EADDY	2/27/2012 10:15A
THOMAS XAVIOS	P9120876-2		FRANCIS L ORTIZ	2/27/2012 10:45A
THOMAS XAVIOS	BCC		FRANCIS L ORTIZ	2/27/2012 10:45A
THOMAS XAVIOS	P9527196-0		ZACK HOMES	2/27/2012 10:00A
THOMAS XAVIOS	P8671559-1		FRANCIS L ORTIZ	2/27/2012 10:45A
THOMAS XAVIOS	P9120873-6		FRANCIS L ORTIZ	2/27/2012 10:45A
THOMAS XAVIOS	P9120879-5		FRANCIS L ORTIZ	2/27/2012 10:45A
THOMAS XAVIOS	P9120875-1		FRANCIS L ORTIZ	2/27/2012 10:45A
THOMAS XAVIOS	P9120740-6		ANTHONY ST. HILAIRE	2/27/2012 10:30A
THOMAS XAVIOS	P8339541-0	141 SCHUYLKILL AVE	DASHAUNAH MCKNIGHT	2/27/2012 10:45A
THOMAS XAVIOS	P9120743-2		ANTHONY ST. HILAIRE	2/27/2012 10:30A
THOMAS XAVIOS	P9120888-0		BEVERLY GASTON	2/27/2012 2:45P
MICHAEL LEONARZIAK	P9527008-1		PONCES HOME INVESTORS LLC	2/27/2012 1:00P
BCC			RANCISCO ABREU LEON	2/27/2012 9:30A
BCC			DALE WEYANDT	2/27/2012 9:30A
BCC			PEDRO ACOSTA	2/27/2012 9:30A
BCC			DALE WEYANDT	2/27/2012 9:30A
BCC			940 PENN STREET LP	2/27/2012 9:30A
BCC			RYAN FOREMAN	2/27/2012 9:30A
MICHAEL LEONARZIAK	P9527138-5		EDITH KENOL	2/28/2012 1:00P
MICHAEL LEONARZIAK	P9527139-6		EDITH KENOL	2/28/2012 1:00P
MICHAEL LEONARZIAK	P9527140-0		EDITH KENOL	2/28/2012 1:00P
MICHAEL LEONARZIAK	P9527141-1		EDITH KENOL	2/28/2012 1:00P
MICHAEL LEONARZIAK	P9527142-2		EDITH KENOL	2/28/2012 1:00P
MICHAEL LEONARZIAK	P9527143-3		EDITH KENOL	2/28/2012 1:00P

**DESCRIPTION**

**INSPECTOR**

PROTECTIVE TREATMENT	A CIVITARESE
SCREENS	A CIVITARESE
FACE BOARD ON SINK	A CIVITARESE
ELECTRICAL SYSTEM	A CIVITARESE
HEATER MUST BE MAINTAINED IN SAFE WORKING	CON A CIVITARESE
HANDRAILS/GUARDS	A CIVITARESE
HEATING FACILITIES	A CIVITARESE
HEATING FACILITIES	A CIVITARESE
HEATING FACILITIES	A CIVITARESE
PROTECTIVE TREATMENT	A CIVITARESE
HOUSING PERMIT	MELENDEZ
HOUSING PERMIT	MELENDEZ
HOT WATER HEATER	HOFFMAN
INDOOR FURNITURE	ESTERLY
REMOVAL MATERIAL	ESTERLY
CONTAINERS	ESTERLY
RUBBISH AND TRASH	ESTERLY
ELECTRICAL EQUIPMENT	CRAZE
TESTIFY	REICHART
INTERIOR SURFACES	HOFFMAN
INTERIOR SURFACES	CRAZE
INSTALL DEAD BOLT	CRAZE
REPAIR CHINEY	CRAZE
ELECTRICAL SYSTEM HAZARDS	CRAZE
PLUMBING SYSTEM FIXTURE	HOFFMAN
GENERAL PLUMBING	HOFFMAN
INTERIOR SURFACES	HOFFMAN
RENTAL PERMIT	MELENDEZ
RENTAL PERMIT	MELENDEZ
APPEAL	HOFFMAN
APPEAL	MELENDEZ
APPEAL	KOEHN
APPEAL	A CIVITARESE
APPEAL	LESSAR
SIDEWALK MUST BE REPAIRED FOR SAFE PASSAGE	F CIVITARESE
INSTALL HANDRAILS	F CIVITARESE
MAINTAIN EXTENSIO	F CIVITARESE
EXTERIOR STRUCTURE	F CIVITARESE
PAINT EXTERIOR	F CIVITARESE
EXTERIOR STRUCTURE	F CIVITARESE
ELECTRICAL SYSTEM HAZARDS	F CIVITARESE
TRASH CONTAINER	F CIVITARESE

## Suggested break-out of Backlog Hearings

### 1. Dividing Hearings per Council District

District 1 – approximately 52 Hearings

District 2 – approximately 67 Hearing

District 3 – approximately 148 Hearings

District 4 – approximately 42 Hearings

District 5 – approximately 63 Hearings

District 6 - approximately 68 Hearings

### 2. **Independent hearing officer** - hearings for properties in the low density residential zones with 1, 2, 3 and 4 units – approximately 571 Hearings (*hearings for properties in R1 and R2 will be referred to a Full Council conditional use hearings*)

### 3. **A. One or two members of Council** (splitting the hearings) hearings for properties with 5 and 6 units – approximately 66 Hearings or 33 per Councilor (*hearings for properties in R1 and R2 will be referred to a Full Council conditional use hearings*)

#### **B. Broken Down by District for properties with 4, 5 or 6 units**

District 1 – approximately 11 Hearings

District 2 – approximately 22 Hearings

District 3 – approximately 29 Hearings

District 4 – approximately 6 Hearings

District 5 – approximately 12 hearings

District 6 – approximately 12 Hearings

### 4. **Full Council** – hearings for properties with 7 units (including rooms) and above and all properties within the R1 and R2 low density zones– approximately 50 Hearings