

**BOROUGH OF WEST READING
PLANNING COMMISSION**

WEDNESDAY, DECEMBER 5, 2018

The West Reading Planning Commission met for their regular meeting on Wednesday, December 5, 2018 at Borough Hall with the following persons present: Chair Philip Wert; Vice Chair Christopher Lincoln; Nicholas Imbesi, Christin Kelley, Terry Siggins, Daniel Horman, Joseph Scoboria, Oswald Herbert, Jennifer Bressler, and Assistant to the Manager Cynthia Madeira.

Visitors: There were no visitors.

Mr. Wert called the meeting to order at 7:05 p.m.

There were no public comments.

Approval of Minutes

Motion to approve the November 7, 2018 minutes. **Moved** by Mr. Imbesi and seconded by Mr. Lincoln.

Motion carried 9-0.

Old Business

- a. **Historic Architectural Review Board** – Ms. Kelley shared additional information regarding the benefits of achieving a Certified Local Government status. This station would provide opportunities to obtain grant funding to assist in establishing guidelines to preserve historical architectural aspects. Avenues to entice property owner participation to preserve the historic architecture were discussed such as flexibility/discretion in meeting building code requirements. The ad hoc subcommittee should be comprised of a member of Council, Planning Commission, Main Street, Borough staff and Code Enforcement. It was decided that Ms. Kelley, Mr. Wert, the Main Street Manager and a Borough staff member would potentially meet with the Pennsylvania Historical and Museum Commission on Wednesday, January 16, 2019 at 4:00 p.m. to discuss options and guidelines to establish a historical architectural review board.
- b. **Solicitation Ordinance Update** – Review of the draft amendments to the Solicitation Ordinance continued with the following noted revisions:
 - §418-2 Definitions – Commissioners agreed to remove item (2) under the definition of Transient Retail Business to avoid conflict with the temporary use regulations within the Zoning Ordinance.
 - §418-3 A. (7) Conduct of Commercial Peddlers, Solicitors and Transient Vendors – Commissioners agreed to remove the possible interpretation of allowing solicitors to utilize service walks around a corner property and through back yards.
 - §418-4 B. License required; exemptions – Commissioners agreed to remove the license requirement for transient retail activity with the exception of insurance and real estate agents. Also, §418-4 C. was removed in its entirety, which required persons under the age of eighteen to be accompanied by an adult. However, this section could be added in the future should the need arise.
 - §418-5 Application for license.
 - Subsection “A” was revised to require a minimum five-year clean criminal background record;
 - Subsection “C” was revised to require “valid vehicle registration, insurance and license plate number”;
 - Subsection “D” was removed with revisions made to subsection “L” to require a food vendor’s license;
 - Subsection “G” was removed, which required names of other communities in which the applicant worked as a solicitor;

- Subsection “H” was removed with notation of a minimum five-year clean criminal background record added to Subsection “A”;
- Subsection “I” was removed, which required proof of sales tax permit;
- Subsection “J” will be reworded to demonstrate current employment via a business card or identification;
- Subsection “K” was removed, which required proof of business privilege license;
- Subsection “L” was revised to include a copy of a food vendor license issued by the Pennsylvania Department of Agriculture.

Review of the remaining portions of the draft ordinance amendment will continue in January with §418-6.

c. **Codes Review** – Tabled until next month.

Adjournment

Motion to adjourn the meeting at 8:44 p.m. by Mr. Imbesi and seconded by Mr. Lincoln. Motion carried.

Respectfully submitted,

Cynthia Madeira
Assistant to the Manager