PLANNING COMMISSION
MINUTES
June 3, 2019 – 3:30PM

The Borough of Wyomissing Planning Commission met at the Wyomissing Borough Hall on the above date. Paul W. Brass called the meeting to order with the following persons present: Richard Kimball, Michael C. Herr, Robert Keith, Eric Ostimchuk, Zoning and Code Enforcement Officer Michele Bare, Borough Solicitor Christopher J. Hartman, and Borough Engineer James C. McCarthy, P.E. Planning Commission members John W. Woodward and Ronald Stanko were absent.

Visitors
Sharon Calder, Atonement Lutheran Church
Reverend Ryan Hersch, Atonement Lutheran Church
David Morgan, Spotts, Stevens and McCoy
Chuck Frantz, C2C Design Group
Gia Raffaelli, Metropolitan Management Group
John Hoffert, PLS, Hoffert Surveying
Forest Fernandez, 1148 Reading Boulevard

Atonement Lutheran Church – Parking Lot Expansion Preliminary/Final Plan
David Morgan from Spotts, Stevens and McCoy presented a revised preliminary/final plan for the expansion of an existing parking lot for Atonement Lutheran Church. The plan proposes the demolition of the church's parsonage house that is located on the property at 65 Wyomissing Boulevard. The lot would be annexed onto the adjacent church property and the existing parking lot on that lot would be expanded to provide an additional 26 parking spaces.

The church received a variance from the Zoning Hearing Board in November 2019, from Section 404 and Section 609.2. The variances will allow the church to exceed the permitted paved area of 20% to a maximum of 36.24%; to construct 8 of the 26 parking spaces with dimensions of 8.5' x 18', instead of the usually required 9' x 18'; to not be required to provide vegetative cover of an area equivalent to 10% of all surface parking areas and to not be required to provide raised islands at the end of parking bays on an alternative basis.

Mr. Morgan reviewed McCarthy Engineering's review letter dated May 15, 2019 and said the church intends to comply with all comments. Waivers from the following sections of the Subdivision and Land Development Ordinance are being requested:

- Section 303 – To not be required to submit a preliminary plan.
- Section 401.1 – To allow a plan scale of 1" = 50'.
- Section 403.1.H – To allow the Location Map scale to be 1" = 800".
- Section 404.3.D(1) – to allow the plan and profile scale to be 1" – 20' horizontal and 1" = 2' vertical.

Eric Ostimchuk made a motion, seconded by Mike Herr, to recommend Council approve waivers from Section 303, Section 401.1, Section 403.1.H and Section 404.3.D(1) of the Subdivision and Land Development Ordinance, all in favor.

The Planning Commission members discussed the waiver request from Sections 404.1.BB and 502.9.A, to not be required to provide a clear sight triangle at the intersection of the existing alley and Lincoln Avenue. After reviewing the proposed landscaping plan for this area of the lot, the Planning Commission felt the future conditions would be an improvement over the current conditions. Currently there are large hedges that already block the line of sight triangle for vehicles traveling south through the alley.

Eric Ostimchuk made a motion, seconded by Mike Herr, to recommend Council approve waivers from Section 404.1.BB and 502.9.A, from the Subdivision and Land Development Ordinance, all in favor.

Mike Herr made a motion, seconded by Eric Ostimchuk, to recommend Council grant conditional final plan approval for the Atonement Lutheran Church Parking Lot Expansion Plan, subject to all conditions in McCarthy Engineering's review letter dated May 15, 2019, being addressed, all in favor.

Revised Plan of Record for the Metropolitan Apartments – 1001 Hill Avenue

Chuck Frantz from C2C Design Group, on behalf of Metropolitan Management Group, presented a Revised Plan of Record for the Metropolitan Apartments. A prior version of the plan was reviewed by McCarthy Engineering and discussed at the February 2019 Planning Commission meeting. No action was taken on the plan at that time due to multiple issue with proposed plan, including that the proposed Lot 1 did not meet the requirements of the Subdivision and Land Development Ordinance or the Zoning Ordinance. Gia Raffaelli stated she will submit a written request to formally withdraw the prior version of the plan.

The newly revised plan submitted in May 2019 is a lot line revision to annex 4,979 s.f. of Condo Unit #4 of the Wyomissing Square Condominium onto The Met property.. Waivers from Section 312.4, to not be required to show contour lines, and Section 404.1, plan scale, are being requested.

Richard Kimball made a motion, seconded by Robert Keith, to recommend Council grant waivers from Section 312.4 and Section 404.1 of the Subdivision and Land Development Ordinance, all in favor.

Chris Hartman stated that documents, including legal descriptions, must be prepared by the ownership entities of the Wyomissing Square Condominium and reviewed by his office before Council can approve the plan. Jim McCarthy had also requested the second page of the plan set be lightened to allow the plan to be more easily read. Mr. McCarthy requested any conditional plan approval be subject to the revised, lightened plan not requiring further waivers and not being in conflict with any requirements of the ordinance.

Mike Herr made a motion, seconded by Richard Kimball, to recommend Council grant conditional final plan approval for the Revised Plan of Record for the Metropolitan Apartments, subject to all items in McCarthy Engineering's review letter dated May 30, 2019, being addressed, that the annexation not have any impact on the common areas of the Wyomissing Square Condominium, and that the revised, lightened plan not require further waivers and not be in conflict with any requirements of the Subdivision and Land Development Ordinance, all in favor.

1148 Reading Boulevard Subdivision – Sketch Plan

John Hoffert, PLS, presented a sketch plan showing a one lot subdivision for the property located at 1148 Reading Boulevard. The new lot will measure 12,000 square feet in size and will meet all requirements of the Zoning Ordinance. Mr. Hoffert is requesting a waiver from Section 402.1, plan scale.

Eric Ostimchuk made a motion, seconded by Robert Keith, to recommend Council grant a waiver from Section 402.1 of the Subdivision and Land Development Ordinance, all in favor.

Mike Herr made a motion, seconded by Eric Ostimchuk, to recommend Council grant conditional sketch plan approval, subject to all items in McCarthy Engineering's review letter dated May 28, 2019, being addressed, all in favor.

Update on Master Plan Study

Michele Bare informed the Planning Commission that a joint meeting of the Planning Commission, Economic Development Committee and Borough Council will be held on Wednesday, June 26, 2019, at 4:00PM in Council Chambers. The purpose of the meeting is to provide input to 4Ward Planning and Design, the consultant that has been hired to perform the master plan study.

Miscellaneous

Michele Bare requested the Planning Commission re-affirm the plan approval that was granted in 2018 for the Vanity Fair Parcel A4 Lot Consolidation Plan, at the request of the Berks County Planning Commission.

Mike Herr made a motion, seconded by Eric Ostimchuk, to recommend Council re-affirm approval of the Vanity Fair Parcel A4 Lot Consolidation Plan, all in favor.

The meeting was adjourned at 4:35. The next scheduled meeting of the Planning Commission will be held on Monday, July 1, 2019, at 3:30PM in Council Chambers.

Respectfully submitted,
Michele Bare
Economic Development Coordinator &
Zoning and Code Enforcement Officer