

**DRAFT**  
**READING TOWNSHIP**  
**PLANNING COMMISSION MEETING**

January 3, 2024

The regular monthly meeting of the Reading Township Planning Commission was held at the Reading Township Municipal Building and called to order at 6:30pm by Chairman Bill Bowen. Planning Commission members in attendance were Vice Chairperson Alicia Wooters, Donald Godfrey, Dana Shuman and Gerald Shank with Chairman Bowen presiding.

Others in attendance included Susan J. Smith, Solicitor, Alvis Elrod, Township Engineer, Vernon Greer, Gary Myers, Keith Bortner, HLS, Troy Starner, Mike Starner, Kim & Mike Weigand, Kevin Holtzinger, as well as Supervisors, Wes Thomason and Jason Phillips.

The December meeting minutes were tabled to February.

**RE-ORGANIZATION**

Bill Bowen congratulated and thanked Jerry Shank for taking on another term on the Planning Commission, Mr. Shank's new term will end January 1, 2028.

Jerry Shank made a motion to keep Bill Bowen as Chairman, Alicia Wooters as Vice Chair and Dana Shuman as Secretary, Don Godfrey seconded, the motion carried unanimously.

**SUBDIVISION & LAND DEVELOPMENT**

**Evelyn Mark**  
**Final Subdivision Plan (last revised 12/15/23)**  
**SALD# 2023-05**  
**Parcel # 36K06-0023**  
**341 Wolf Rd.**  
**East Berlin, PA 17316**  
**BOS action deadline: 01/15/24**

Keith Bortner of Hanover Land Services was present to represent the Evelyn Mark Final Subdivision Plan. A motion was made by Jerry Shank to recommend Conditional Approval to the Board of Supervisors upon the terms to be met in the Township Engineer's comment letter dated 1/2/24, Alicia Wooters seconded, the motion carried unanimously.

**Starner & Starner Properties**  
**Preliminary/Final Subdivision Plan(last revised 12/17/23)**  
**SALD# 2023-07**  
**Parcel # 36J09-0024D-000/36J09-0024C-000**

**385 & 360 Dicks Dam Rd.  
New Oxford, PA 17350  
BOS action deadline: 1/15/23**

Jack Powell, PE was present to speak on behalf of the Starner & Starner Subdivision Plan. The following waiver recommendations were granted:

**§22-303** Waiver of a Preliminary Plan- Jerry Shank made a motion to recommend, Alicia Wooters seconded, the motion carried unanimously.

**§22-306 A.(30)** Waiver of a Wetlands study- Jerry Shank made a motion to recommend, Alicia Wooters seconded, the motion carried unanimously.

**§22-407 1.C** Waiver of lot depth- Jerry Shank made a motion to recommend, Alicia Wooters seconded, Bill Bowen and Dana were in favor, Don Godfrey did not motion to recommend.

A modification of **§22-306** drawing scale requirement was requested. Jerry Shank made a motion to recommend the modification to the Board, Alicia Wooters seconded, the motion carried unanimously.

The Township Engineer pointed out that the Zoning Officer made the comment that a variance would need to be granted for §27-403.A(2)(b). The applicant would need to seek a Zoning Hearing for this.

Jerry Shank made a motion to table recommendation of the Plan to the Board of Supervisors, Alicia Wooters seconded, the motion carried unanimously.

**Kevin S. & Benay V. Holtzinger  
Final Subdivision Plan  
SALD#2023-08  
Parcel # 31J07-0045—000  
2425 East Berlin Rd.  
East Berlin, PA 17316  
BOS action deadline: 1/15/24**

Kevin Holtzinger was present to ask for recommendation to the Board of Supervisors for the following waivers:

**§22-505 A(2)** Requirement for public sewer hook-up- tabled to see if it would be possible to reach the manholes to the February Planning Commission meeting.

**§22-505 B(1)** Requirement for subdivision to hook-up to public water- Alicia made a motion to recommend a waiver for this, there was no second.

## **PUBLIC COMMENTS**

Wes Thomason pointed out that the dates of the Board of Supervisors meeting for January as listed on the Planning Commission Agenda should be dated 2024 instead of 2023.

## **ADJOURNMENT**

A motion to adjourn the meeting was made by Jerry Shank at 7:50 pm, Dana Shuman seconded, the motion carried unanimously.

Respectfully Submitted,

Tiana Mummert  
Administrative Assistant