

**Borough of Kutztown
Planning Commission
Minutes of October 10, 2016**

A regular meeting of the Planning Commission was held on Monday, October 10, 2016, at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:00 by Ms. Lisa Ladd-Kidder, Vice Chairperson. Members present were: Ms. Lisa Ladd-Kidder, Mr. Tim Haring, Mr. Allan Oberholtzer, Dr. Chris Habeck and Mrs. Pat Snyder. Dr. Andy Arnold were absent. Also present: Mr. Dan Eslinger, Director of Community Development, Ms. Carolann Moody, Recording Secretary and Mr. Leo Scott representing Entech Engineering.

Public Comment on Non-Agenda Items

There were no comments.

Comments from Planning Commission Members

Ms. Lisa Ladd-Kidder thanked Mrs. Amanda Raudenbush for her service to the Planning Commission and to the community and said that she will now be a member of the Zoning Hearing Board. She said that she hopes that she will stay in touch. Mr. Dan Eslinger thanked Mrs. Amanda Raudenbush and mentioned that stepping up to the Zoning Hearing Board is also a very important position.

Approval of Minutes

Motion by Dr. Chris Habeck seconded by Mr. Tim Haring to approve the minutes as written. The motion was passed by unanimous vote.

New Business/Action Items

● **KU Meter Project**

Mr. Leo Scott mentioned that he is requesting the Planning Commission review and submission of a written response to Kutztown Municipal Authority's application to DCED for funds to replace two water meters that serve Kutztown University. He mentioned that both meters were installed in the early 90's and are starting to provide less than accurate results. He said that both meters are on Kutztown property and in Maxatawny Township. Mr. Scott stated that there is no construction involved, just the physical replacement of the current meters. He mentioned that the application must be reviewed by the Planning Commission and they need to receive a letter of support from the Planning Commission. Mr. Scott mentioned that the meters are located on KU property, but they are the property of KMA and therefore KMA is responsible for the maintenance and fees associated with the meters. There was a brief discussion regarding the letter and Mr. Allan Oberholtzer asked if water that goes through fire

hydrants is metered? Mr. Dan Eslinger stated that he speak a contact at the fire department to get the answer to that question.

Motion by Mr. Tim Haring and seconded by Dr. Chris Habeck recommending that the Planning Commission prepare the letter in support of KMA replacing the two meters at Kutztown University. The motion was passed by unanimous vote.

- **Planning Commission Reorganization**

Ms. Lisa Ladd-Kidder requested nominations for a chair person for the Planning Commission.

Mr. Allan Oberholtzer nominated Ms. Ladd-Kidder. Ms. Ladd-Kidder gave the chair to Dr. Chris Habeck so that a Chairperson could be elected. With no further nominations, Dr. Chris Habeck closed nominations. All were in favor of Ms. Lisa Ladd-Kidder to be elected as Chairperson.

Ms. Lisa Ladd-Kidder nominated Dr. Chris Habeck for Vice Chairperson. With no further nominations, Ms. Ladd-Kidder closed nominations. All were in favor of Dr. Chris Habeck as Vice Chairperson.

Ms. Lisa Ladd-Kidder nominated Mr. Tim Haring as secretary. With no further nominations, Ms. Ladd-Kidder closed nominations. All were in favor of Mr. Tim Haring as Secretary.

- **Recruiting of New Commissioners**

Ms. Lisa Ladd-Kidder stated that she will make contact again with Dr. Andy Arnold regarding his intentions about serving on the Planning Commission. There was a lengthy discussion regarding recruiting new members to the Planning Commission. Members discussed several people they have been in contact with about serving on the Planning Commission. Ms. Ladd-Kidder stated that if members forward names and contact information to her, she will reach out to them and provide them with information about serving on the Planning Commission. It was also decided to make Mrs. Gina Wiand aware that there is one vacancy on the Planning Commission.

Old Business/Updates

- **Update on 224 W Walnut Street**

Mr. Dan Eslinger stated that the Housing License Appeals Board did grant the housing license for the owner to be able to rent rooms to two people. They may not be students. Mr. Eslinger said that the new owner's intention is to rent to two college professors. She cannot rent to undergraduates because it is in a student separation zone. He said that even though the house does not have adequate ceiling height, the Housing License Appeals Board did grant the variance for the owner to live there, plus two renters.

Off Agenda

Mr. Dan Eslinger mentioned that East Main Street project is scheduled to be completed by the end of October. Dr. Chris Habeck asked if any residents reported experiencing low water pressure. Following a brief discussion, Mr. Eslinger said that he doesn't believe low water pressure would be caused by the East Main Street project, but that is not his area of expertise. Mr. Eslinger suggested calling the water department for their assistance.

After a brief discussion, Mr. Oberholtzer asked Mr. Eslinger if he knew who purchased the Moyer Plumbing building. He said that it is a couple from the Reading purchased it and they plan on putting in a Laundromat as well as some additional student apartments. They currently have students in that building and they do have adequate parking.

Ms. Ladd-Kidder also mentioned that the lot by the Post Office does have sign indicating that it is for sale.

Mr. Eslinger said that PENNdot is placing signs in the Borough and he noticed that the sign coming from Route 737 in town; he said that the sign is in the center of the sidewalk and mentioned that someone in a wheelchair would not be able to get passed it. He also said it has Greenwich Street misspelled, it says Greenwich Street with the arrow pointing to the left when Greenwich Street goes to the right. He did mention the sign to Brian Bailey.

Adjournment

With no further business to discuss a motion was made by Mrs. Pat Snyder seconded by Mr. Allen Oberholtzer to adjourn the meeting. The motion carried and the meeting was adjourned at 8:13p.m.

Respectfully submitted,

Ms. Carolann Moody
Recording Secretary