

Kutztown Borough Planning Commission  
45 Railroad Street  
Kutztown, PA 19530

## **2024 Kutztown Borough Planning Commission Annual Report**

### INTRODUCTION

This report details our membership of the commission, a listing of public meetings held by the commission, and a brief summary of activities and actions taken by the commission during the 2024 calendar year.

### COMMISSION MEMBERSHIP

Our year-end membership will comprise of 5, with two vacant commissioner positions, and one for the Recording Secretary.

POSITION	NAME	TERM ENDING
Chairperson	Robert Weller	01/01/28
Vice Chairperson	Patricia M. Snyder	07/01/28
Secretary	Stephen Fenstermacher	03/01/26
Member	Joel Seidel	06/01/28
Member	Denise Bosler	01/01/25
Member	Vacant	
Member	Vacant	
Recording Secretary	Vacant	

### COMMISSION POSITIONS

Membership changes during the 2024 calendar year.

Amy Hubler joined as a commissioner starting 01/01/24, and term is ending 01/01/25.

Randy Marsteller resigned 12/11/24.

### PUBLIC MEETINGS

Regular meetings of the Planning Commission took place on the second Monday of each month at 7:00 PM, and Workshop meetings took place on the fourth Monday of each month at 7:00 PM. Below is a listing of all the regular meetings and workshop meetings held during the 2023 calendar year.

MONTH	REGULAR MEETINGS	WORKSHOP MEETINGS
January	01/08/24	01/22/24
February	02/12/24	02/26/24
March	03/11/24	03/25/24
April	04/08/24	04/22/24
May	05/13/24	Cancelled
June	06/10/24	06/24/24
July	07/08/24	07/22/24
August	08/12/24	08/26/24
September	09/09/24	Cancelled
October	10/14/24	Cancelled
November	11/07/24	11/25/24
December	12/11/24	Cancelled

### ACTIVITIES AND ACTIONS

Below is brief a summary of activities and action items brought before the commission.

- Worked with Community Development Office and drafted a letter to the Redevelopment Authority of Berks County concerning the blighted property located at 103-105 E. Main.
- Drafted several letters for the zoning Hearing Board concerning variance requests, and attended several zoning hearings.
- Submitted a letter drafted by the EAC to Maxatawny Township's Zoning Officer concerning "The Villas@Maxatawny" housing development.
- Started researching to place additional trash receptacles for West Main St.
- Continued discussion on updating the 2012 Comprehensive Plan, while entering into a Joint Comprehensive Plan with surrounding municipalities.
- Ongoing discussion on action items within the Hailstone Plan.
- Worked with Community Development on producing a Short-Term Rental Ordinance.
- We reviewed and discussed the proposed McDonald's, and its impacts on our community.

#### FUTURE GOALS

Looking forward to 2025, we will continue to serve our community's interests by plans and practices that keep Kutztown a desired destination for visitors, and a multi-generational home for our residents. Continue focus on updating the 2012 Comprehensive Plan while working with surrounding municipalities in a joint Comprehensive Plan.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Weller', written in a cursive style.

Robert Weller  
Chairperson  
Kutztown Borough Planning Commission