

**BOROUGH OF KUTZTOWN
COMMUNITY DEVELOPMENT AND PUBLIC SAFETY
COMMITTEE MEETING
MINUTES OF AUGUST 13, 2019**

A regular meeting of the Community Development and Public Safety Committee was held on Tuesday, August 13, 2019, at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:30 PM by Mr. Scott Piscitelli, Chairperson. Members present were: Mr. Richard Diehm and Dr. Derek Mace. Also present: Mr. Craig Summers, Chief of Police; Mr. Gabriel Khalife, Borough Manager; and Ms. Carolann Moody, Recording Secretary. Public Attendance: Mr. Eric Boyer, Borough Employee

PUBLIC COMMENTS

There were no public comments

FIRE COMPANY

There were no comments from the Fire Company

APPROVAL OF MINUTES

Members reviewed the July 9, 2019 Committee meeting minutes. Mr. Diehm requested that the word "approval" be changed to "action" in the last sentence of the paragraph under "Application for Tea Room at 363 East Main Street ~ Denied." Motion by Dr. Mace and seconded by Mr. Diehm to approve the July 9, 2019 minutes as corrected. The motion passed by unanimous vote.

PLANNING AND ZONING

● **Appeal to Zoning Hearing Board has been Filed by Applicant Jodi Follweiler. A Zoning Hearing date has been Scheduled for September 18, 2019. Distribution of Packets to all Parties Involved is under way**

Mr. Khalife mentioned that there may be a continuation, as information on this item may not be ready for the September meeting.

● **Application for Subdivision of 26 South Whiteoak Street has been Denied. Rejection Letter Provided to Property Owner. They are Preparing to File an Appeal to the Zoning Hearing Board, and Are Tentatively Placed on the Docket for September 18, 2019**

Mr. Khalife briefly reviewed the request for the subdivision/agreement of sale for the property. There was a brief discussion regarding this property.

● **Application for Day Care Center at 220 South Maple Street has been Denied. Rejection Letter sent to Applicant, Lauren Styer**

Mr. Khalife stated that the application was denied due to that type of business not being permitted in an LI Zoning District. There was a brief discussion regarding Zoning, permitted use and prior businesses at that location.

- **Status on Fence Located at 228 Greenwich Street**

Mr. Khalife stated that a letter was sent to the homeowner and there was a brief discussion regarding the fence.

- **Approved Applications for the Construction of two Additional Detached Houses at Hilltop Estates**

Mr. Khalife mentioned that no action is needed adding that he just wanted to inform the Committee of the status of the houses.

CODE ENFORCEMENT

- **DCR Report – There were no DCRs in July, 2019**

COMMUNITY DEVELOPMENT

- **CDO Monthly Report – July, 2019**

Mr. Khalife reviewed the report. There were no questions or comments.

- **Various Grass/Weed Complaints are Being Dealt With**

Mr. Khalife mentioned that when a complaint is received, he will go out to the property and be sure that the proper letter is sent out to the property owner regarding the complaint.

- **Housing License Renewals Are On-Going**

Mr. Khalife mentioned that no action is needed for this item.

- **Status of Complaint Regarding Storage of Fuel for Race Track**

Mr. Khalife mentioned that this has been resolved, adding that the inspector will follow-up.

- **Status of Boundary Dispute Regarding Pennsylvania National Guard Armory and 602 College Garden Drive**

Mr. Khalife reviewed with Committee members the complaint from the property owner, adding that this issue is more of a neighbor rather than a borough dispute.

KCP/MAIN STREET REPORT:

Mr. Piscitelli mentioned that Dinner on Main was a success despite the rain.

POLICE

- **Year to Date Incidents Reported – July, 2019**

Chief Summers reviewed the report. There were no questions or comments.

- **Year to Date Arrest Report – July, 2019**

Chief Summers reviewed the report. There were no questions or comments.

- **Offenses Reported – July, 2019**

Chief Summers reviewed the report. There were no questions or comments.

- **Parking**

Mr. Boyer mentioned that the parking kiosk will be installed at the Municipal Parking Lot on South Whiteoak Street this Friday, August 16, 2019. Chief Summers reviewed the installation project, some of the issues that arose during installation, including a few complaints the department has received. Mr. Boyer reviewed with Committee members the proposed amendment to the Borough Ordinance, Chapter 212 of the Kutztown Code, entitled "Vehicles and Traffic." Following a brief discussion, motion by Dr. Mace and seconded by Mr. Diehm to recommend Borough Council authorize Mr. Keith Mooney, Borough Solicitor to make the

approved changes to and advertise the Ordinance amending Chapter 212 of the Kutztown Code, entitled "Vehicles and Traffic." The motion passed by unanimous vote.

MAYOR'S REPORT

There was no report

EMERGENCY MANAGEMENT:

There was no report

MISCELLANEOUS

There was nothing to discuss under miscellaneous

OFF AGENDA

There was nothing to discuss off agenda

ADJOURNMENT

With no further business to discuss a motion was made by Dr. Mace and seconded by Mr. Diehm to adjourn the meeting. The motion carried and the meeting was adjourned at 8:34PM.