A regular meeting of the Planning Commission was held on Monday, April 11, 2022, in the Kutztown Borough Municipal Building Multi-Purpose Room.

The meeting was called to order at 7:01 PM by Mr. Frederick Engelhardt, Chairperson. Members present were: Mr. Frederick Engelhardt, Mr. Jeff Dietrich, Mr. Robert Weller, and Mr. Joel Seidel. Members absent were: Mrs. Pat Snyder, Mr. Randy Marsteller, and Mr. Steve Fenstermacher. Also present were Ms. Michele Lopez, Zoning Officer, and Mr. Gabriel Khalife, Borough Manager.

Public Comment on Non-Agenda Items
None

Approval of Minutes
Planning Commission members reviewed the March 14, 2022 Planning Commission meeting minutes. Motion to approve with minor corrections by Mr. Seidel, seconded by Mr. Weller. The motion passed by unanimous vote.

Planning Commission members reviewed the March 28, 2022 Planning Commission Workshop meeting minutes. Motion to approve by Mr. Weller, seconded by Mr. Dietrich. Motion passed by unanimous vote.

Reports
Ms. Lopez updated Planning Commission members on current Community Development Office activities.

Action Items
Planning Commission members reviewed the Extension of Time for Apartments on Elm land development. The extension shall be valid to and including July 31, 2022. Motion by Mr. Seidel, seconded by Mr. Dietrich, to accept the Extension of Time for Apartments on Elm land development, which shall be valid to and including July 31, 2022. Motion passed by unanimous vote.

Old Business/Updates
In discussing the update of 2012 Kutztown Borough Comprehensive Plan, Mr. Engelhardt stated that at the March Borough Council meeting, Council members had been supportive of the idea of exploring a joint comprehensive plan with neighboring municipalities. Mr. Engelhardt informed the Planning Commission that he had spoken with Mr. Don Bucci, Chairperson of the Maxatawny Township Planning Commission, regarding the idea of a joint comprehensive plan involving the municipalities that make up the Kutztown Area School District.
New Business
Planning Commission members reviewed the Berks County Planning Commission Review letter regarding the submitted Outdoor Dining Facility Ordinance. After reviewing the items noted in the letter, motion by Mr. Seidel, seconded by Mr. Weller, to recommend to Borough Council the following:

We recommend that Mr. Keith Mooney, Borough Solicitor, review items #1, 2, and 10 and provide direction. Additionally, we have considered items # 3, 6, 8, and 9 and are not recommending any revisions at this time. Finally, we recommend revising the ordinance in accordance with items # 4, 5, and 7.

Motion passed by unanimous vote.

Planning Commissioners discussed setting the April 25, 2022 Planning Commission Workshop Meeting agenda. Mr. Engelhardt discussed that as we are still waiting to identify the next steps in a potential joint comprehensive plan with neighboring municipalities, we may want to cancel the workshop meeting, and suggested the Planning Commissioners attend a Pennsylvania Municipal Planning Education Institute (PMPEI) Online Learning webinar on the same day from 6:30 PM – 8:00 PM. The webinar is titled, The Limits of Zoning. Mr. Seidel, Mr. Dietrich, and Mr. Weller agreed with Mr. Engelhardt’s suggestion.

Off Agenda
There were no off agenda items.

Adjournment
With no further business to discuss, a motion was made by Mr. Seidel, seconded by Mr. Deitrich, to adjourn the meeting. The motion passed by unanimous vote.

Respectfully Submitted,

Mr. Frederick Engelhardt
Chairperson