

**Borough of Kutztown  
Planning Commission  
Minutes of April 10, 2023**

A regular meeting of the Planning Commission was held on Monday, April 10, 2023, in the Kutztown Borough Municipal Building Multi-Purpose Room.

The meeting was called to order at 7:02 p.m. by Ms. Pat Snyder, Vice-Chairperson. Members present were: Mr. Stephen Fenstermacher, Mr. Joel Seidel, Mr. Randy Marsteller, Ms. Laurel Ziegler, and Ms. Denise Bosler. Also present was Mr. Gabriel Khalife, Borough Manager. Present by phone was Mr. Ian Wisnioski of Barry Isett for the Community Development Office. Present from the public was Ms. Lisa Ladd Kidder.

**Public Comments on Non-Agenda Items** – Ms. Lisa Ladd Kidder expressed her concerns over the planned warehouse development and solar field projects in Maxatawny Township that are adjacent to the Borough of Kutztown. Her concerns centered around lack of local ordinances to protect the Borough from the effects of hazardous materials and hazardous waste that might be stored or used in industrial zones. She noted that current ordinances do not define hazardous materials or restrict their use. She suggested that the Kutztown Planning Commission consider actions that could mitigate these concerns.

**Approval of Minutes**

Planning Commission members reviewed the minutes for the March 13, 2023 Planning Commission meeting. A motion to approve the minutes was made by Mr. Marsteller and seconded by Ms. Bosler. The motion passed by unanimous vote.

**Reports**

Mr. Ian Wisnioski provided a summary of action for the Community Development Office (CDO).

- The CDO performed 8 zoning inspections YTD.
- 5 zoning applications were approved in March with 17 YTD.
- The property at 426 W. Main Street (previously Reading Oral Surgery) was the subject of a Zoning Hearing Board meeting on 5 April. The property was previously approved for change of use to residential and was requested to revert back to commercial use. The request for variances was denied.
- The Planning Commission reviewed the building permit for 233 Pennsylvania Ave that proposes the construction of a garage in the rear of the property to replace a garage that was demolished because it was in disrepair. The proposal for the new and larger garage does not meet setback requirements, so the permit was denied. Following a discussion of the mitigating circumstances, Mr. Seidel made a motion to recommend to the Zoning Hearing Board to approve variances that would be required to grant the zoning permit for construction of the garage as proposed. The motion was seconded by Mr. Marsteller and passed by unanimous vote. As a courtesy, an email was sent to the Borough Council to notify them of the Planning Commission's recommendation.

**Action Items – None.**

**Old Business/Updates**

- **Kutztown Borough Comprehensive Plan**

- The commissioners reviewed the letter from Greenwich Township expressing their intent to participate in the Joint Comprehensive Plan (i.e., the Northeastern Berks Comprehensive Plan.)
- Ms. Bosler made a motion for the Planning Commission to request that the Kutztown Borough Council send a letter to the Berks County Planning Commission to indicate support for the Northeastern Berks Comprehensive Plan. The motion was seconded by Mr. Seidel and approved by unanimous vote. Subsequent to the vote, Ms. Ziegler sent the proposed letter to the Borough Council.

**New Business**

- **Set the agenda for the April Planning Commission Workshop Meeting – The 24 April**

Workshop Meeting will focus on:

- The following potential ordinance changes or additions:
  - Hazardous Materials
  - Solar Farms
  - Noise Reduction
  - Impact of Industrial Zoning on Medium Industrial Overlay

**Off Agenda – None.**

**Adjournment**

With no further business to discuss, a motion was made by Mr. Fenstermacher and seconded by Ms. Bosler to adjourn the meeting. The motion passed by unanimous vote. The meeting was adjourned at 8:30 p.m.

Respectfully Submitted,  
Stephen M. Fenstermacher  
Secretary