

**Borough of Kutztown
Planning Commission
Minutes of February 12, 2024**

A regular meeting of the Planning Commission was held on Monday, February 12, 2024, in the Kutztown Borough Municipal Building Multi-Purpose Room.

The meeting was called to order at 7:00 p.m. by Mr. Robert Weller, Chairperson. Members present were Ms. Denise Bosler, Mr. Steve Fenstermacher, Ms. Patricia Snyder and Ms. Amy Hubler. Also present was Mr. Josh Young from the Community Development Office (CDO).

Public Comments on Non-Agenda Items

No comments.

Approval of Minutes

Planning Commission members reviewed the minutes from the Planning Commission meeting on January 8, 2024. Motion to approve by Ms. Snyder & seconded by Ms. Bosler. The motion passed by unanimous vote.

Reports

The Commissioners and Mr. Young reviewed and discussed the CDO report from Shelley Grim (see email dated 7 Feb 2024). Topics included a zoning application approval for upgrades to 361-363 E. Main Street and zoning application denials for 45 Constitution (change of use to Smoke Shop) and 154 W. Walnut (change of use from storage to single family dwelling). Other topics included plans for a borough-wide noise study, no DCR's, one enforcement violation notification & correction, notification of change of ownership (The Hive), and designation of 103/105 E. Main Street as "blighted property" to be discussed at a 26 March 2024 meeting of the Berks County Blighted Property Review Committee. An additional topic discussed that was not in the email was notification that a McDonalds to be located on the corner of Elm Street & Main Street will be discussed at the 21 March meeting of the Maxatawny Planning Commission.

Action Items

Planning Commission Reorganization Nominations & Votes

- **Chairperson** – Mr. Robert Weller was nominated for the position of Chairperson by Ms. Denise Bosler & seconded by Mr. Steve Fenstermacher. The nomination was approved by unanimous vote.
- **Vice-Chairperson** – Ms. Patricia Snyder Weller was nominated for the position of Vice-Chairperson by Mr. Robert Weller & seconded by Ms. Denise Bosler. The nomination was approved by unanimous vote.

- **Secretary** – Mr. Stephen Fenstermacher was nominated for the position of Secretary by Ms. Patricia Snyder & seconded by Mr. Robert Weller. The nomination was approved by unanimous vote.

Old Business/Updates

Hailstone action item follow-up –

- Ms. Snyder met with Barb Vogelgesang (Executive Director of Kutztown Community Partnership (KCP)) and later to Nick Timpe, who is a KCP member who has offered to look into re-addressing the Hailstone plan for KCP. They informed her that the Hailstone Plan will be added to the agenda at either the KCP annual meeting on 29 February 2024, or the March Board meeting. Once the topic is re-introduced at a KCP meeting, Ms. Snyder will reach out to Sarah Hailstone to ask a Hailstone rep to attend a meeting with KCP, and potentially Borough and Planning Commission rep(s) to get some background on Hailstone's original vision for execution of follow-on action items identified in the Hailstone Plan.
- Ms. Bosler provided a catalog (Blue Valley Industries) containing potential options for trash receptacles for Main Street. Commissioners reviewed the options and selected several to be recommended for purchase to the Borough Counsel. See page 13 of the catalog for items 673 & 675 with raised dome tops.

New Business

- The 26 February workshop agenda will include review & discussion of:
 - SALDO plans for McDonald's
 - Zoning application denial for 154 W. Walnut Street
 - Open items from the Hailstone Plan

Off Agenda

Mr. Young provided an update on his recent floodplain training as it relates to designation of hazard areas within the Borough. He also discussed the Kutztown Fire Company's intent to develop a strategic plan to address future needs for staffing, recruiting, equipment and facilities.

Adjournment

With no further business to discuss, a motion was made by Mr. Fenstermacher and seconded by Ms. Snyder to adjourn the meeting. The motion passed by unanimous consent. The meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

Stephen M. Fenstermacher
Secretary