

**Borough of Kutztown
Planning Commission
Minutes of January 8, 2024**

A regular meeting of the Planning Commission was held on Monday, January 8, 2024, in the Kutztown Borough Municipal Building Multi-Purpose Room.

The meeting was called to order at 7:04 p.m. by Mr. Robert Weller, Chairperson. Members present were Ms. Denise Bosler, Mr. Steve Fenstermacher, Mr. Joel Seidel, Mr. Randy Marsteller, 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 December 11, 2023. Motion to approve by Mr. Marsteller & seconded by Ms. Bosler. The motion passed by unanimous vote.

Reports

The Commissioners reviewed and discussed the CDO report from Shelley Grim (see email dated 3 Jan 2024). Topics included a zoning application for opening an empanada restaurant at 10 E. Main Street and complaints at 42 E. Main Street (harassment - resolved) and 230 Fairview Drive (leaves - resolved).

Action Items – None

Old Business/Updates

- **Noise Abatement Options** – Mr. Weller is scheduled to meet with Joel Schmoyer (HRG) to discuss the process to pursue noise abatement funding and studies. It was noted that the Borough must provide funding to develop the grant request proposal.
- **Hailstone action item follow-up** – Since the last meeting, Ms. Bosler conducted research on several of the Hailstone action items and provided her findings to the group.
 - Trash Receptacles for Main Street
 - KU conducted a campus study on trash receptacle numbers (158) and locations.
 - The Borough Environmental Advisory Committee (EAC) is researching grants.
 - Current Borough trash receptacles are located at Letterman's & Mark's.
 - Ms. Bosler proposed having 9 trash receptacles along Main Street to accommodate eating establishments (i.e., between 129 and 313 W. Main Street).
 - Ms. Bosler suggested that KPC contact Hamburg to see how they implemented their successful trash receptacle program.

- Potential ordinances regarding prevention of homeless encampments.
 - Homeless restrictions are allowed ONLY IF the displaced persons have access to shelters. Shelters are available in Reading and Allentown which can be accessed via public transportation.
 - Kutztown Borough ordinances seem to cover this already within the rules regarding “Loitering” under Chapter 158, Peace and Good Order.
 - One potential adjustment to ensure coverage would be to add “public grounds” to paragraph 158-1.c as follows: change “highways or alleys” to read “highways, alleys or public grounds.”
 - Even with this change, a question remains if another purpose statement is needed in addition to the current “in such a way as to obstruct the free flow of vehicular and/or pedestrian traffic.”
- Improved signage for ALL municipal parking lots.
 - At a minimum, KPC recommends signs at the intersections of (1) Main Street & Whiteoak Street AND (2) Herring Alley & Sander Alley.

New Business

- The agenda for the 22 January workshop will include follow-up on Hailstone action items.

Off Agenda

- The Commissioners reviewed and discussed the Kutztown Infrastructure Project package. Ms. Bosler noted that the project is focused on improved pedestrian safety for Normal Avenue, however there is a need at Trexler Avenue that is NOT addressed in the project. She suggested that the KPC recommend that another sidewalk be added on Trexler Ave between Bieber Alley and Lenni Street because it is the only block between the Fire Company and the schools that does NOT have a sidewalk. All Commissioners agreed with the need.

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 consent. The meeting was adjourned at 8:10 p.m.

Respectfully Submitted,

Stephen M. Fenstermacher
Secretary