A regular meeting of the Planning Commission was held on Monday, July 13, 2020, via Zoom Video Communications, hosted by Mr. Gabriel Khalife, Borough Manager.

The meeting was called to order at 7:00 p.m. by Ms. Lisa Ladd-Kidder, Chairperson. Members present were: Ms. Lisa Ladd-Kidder, Ms. Karen Feridun, Mr. Frederick Engelhardt, Mr. Tim Haring, Mr. Joel Seidel, Mr. Michael Blichar and Mrs. Pat Snyder. Also present: Mr. Gabriel Khalife, Borough Manager, Ms. Judith Danko, Director of Community Development, Ms. Shannon Calluori representing Hailstone Economic, and Ms. Carolann Moody, Recording Secretary. Public Attendance: None

Public Comments on Non-Agenda Items
No members of the public were present.

Comments from Planning Commission Members
Ms. Ladd-Kidder and Planning Commission members congratulated Mr. Engelhardt on the recent birth of his son.

Approval of Minutes
The January 13, 2020 Planning Commission minutes were reviewed by members. Motion by Mr. Haring and seconded by Mr. Blichar to approve the January 13, 2020 minutes as written. The motion passed by unanimous vote.

New Business/Action Items
● Discuss with Shannon Calluori of Hailstone Economic Regarding her Suggested Revisions to Specific Borough Zoning Ordinances
Ms. Ladd-Kidder mentioned that the three topics for discussion relative to suggested revisions to specific borough zoning ordinances are commercial parking, shared parking and sidewalk/on-street café.

Ms. Shannon Calluori stated that Hailstone Economic received approval from Kutztown Borough Council to start working on the commercial/shared parking zoning ordinances as well
as the sidewalk/on-street café ordinances. Ms. Calluori reviewed with Planning Commission members the process for enactment of zoning ordinance amendments under the PA Municipalities Planning Code.

Ms. Calluori reviewed potential amendments to the commercial parking requirements that would promote development and prioritize the parking needs of residents and business owners. There was a lengthy discussion regarding parking, including the consideration of utilizing, with set time limits, Borough owned parking lots that may currently be under-utilized; retaining and possibly modifying the parking permit program, revising commercial parking requirements, as well as a shared parking space option.

Ms. Danko suggested researching Nazareth Borough’s ordinance that was updated several years ago to see what changes they made on a trial basis, what worked, and how are things going now. Mr. Seidel suggested also researching Lititz Borough and how they do business because whatever they are doing is working. Ms. Calluori mentioned that before the next meeting, she would reach out to representatives at both Nazareth and Lititz Borough.

Ms. Calluori reviewed with Planning Commission members the options and zoning standards to encourage outdoor dining. Mr. Seidel stated that the Borough of Kutztown did outdoor dining for two weeks and the response from the public was very positive adding that he thinks spring, summer and fall would be the best options for outdoor dining. Ms. Feridun stated that accessibility needs to be added to the standards to consider list, as Kutztown is not an easy place to get around for people who are handicapped, especially if part of Main Street is closed or sidewalks are bumped out due to outdoor dining. Following the discussion, Ms. Calluori stated that she will follow-up with Nazareth and Lititz Boroughs and prepare a draft ordinance for both the parking and outdoor dining for Planning Commission members to review and make changes at the August meeting.

**Old Business/Updates**

- **AT&T Small Cell Request**

Ms. Danko reviewed the list of items discussed at the meeting with AT&T and Borough representatives regarding the small cell request. Mr. Gabriel Khalife, Borough Manager posted the pictures for Planning Commission members to see where AT&T would like to place the small cell. Ms. Danko stated that although a formal request has not been made, this is a conditional use; therefore, Borough Council would make the decision regarding the conditional use. Mr. Khalife stated that this is the next level of technology and believes it would be beneficial to the Borough to negotiate with AT&T, adding that they can go elsewhere.
Off Agenda
There was nothing to discuss off agenda.

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

Respectfully Submitted,

Carolann E Moody
Recording Secretary