

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

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

The meeting was called to order at 7:01 p.m. by Mr. Robert Weller, Chairperson. Members present were: Ms. Pat Snyder, Mr. Joel Seidel, Ms. Denise Bosler and Mr. Randy Marsteller. Also present: Mr. Gabriel Khalife, Borough Manager; and by phone, Mr. Ian Wisnioski, Barry Isett office for Community Development Office.

**Public Comments on Non-Agenda Items**

No comments

**Approval of Minutes**

Planning Commission members reviewed the June 12, 2023 Planning Commission meeting minutes. Motion to approve by Ms. Bosler, seconded by Mr. Marsteller. The motion passed by unanimous vote.

**Reports**

Mr. Wisnioski briefly updated Planning Commission members on the Community Development Office activities. He asked what the content of his update should normally include, and Mr. Weller relayed that the purpose is for an informal review of zoning activity, and not a formal or thorough review. Mr. Wisnioski and Mr. Weller planned to set up a time to meet prior to the next Planning Commission meeting to talk about format.

**Old Business/Updates**

- **Joint Comprehensive Plan Update**
  - Ms. Snyder had previously sent the Planning Commission members suggestions for cost splitting calculations to be presented for request for resolution from Kutztown Borough Council. Motion made by Mr. Seidel and seconded by Ms. Bosler approving request for resolution for grant request to be made to Borough Council using 2 calculations presented to commission. Motion carried by unanimous consent.

**Action Item:**

- Noise Ordinance –
  - Borough Council and the Planning Commission met in a public meeting to review the draft ordinance.
  - The topic was tabled while the Fair Board planned to meet to discuss and vote on a proposal to Borough Council for some accommodations they would be willing to make

- 330 W Walnut St
  - Property owner's request for zoning variances was denied through letter from Mr. Wisnioski
  - Ms. Bosler prepared a schematic for the Planning Commission of the nearby properties, and distances to other student housing locations for review.
  - Motion was made by Ms. Bosler and seconded by Mr. Marsteller for the Planning Commission to send an email to the Zoning Hearing Board in support of Mr. Wisnioski's denial on the basis of surface coverage of 55% of the lot, compared to maximum allowed of 35%, and other student housing licenses within the 500' restriction area. Motion carried by unanimous vote.

#### **New Business**

- **Discuss Impacts of Industrial Zoning on Medium Industrial Overlay**
  - Ms. Ladd Kidder of Borough Council had requested that the Planning Commission review these impacts. Mr. Weller had researched the topic with Mr. Wisnioski and found in the reference in 225-10-2, that it is only permitted and only becomes applicable upon the construction and opening of an interchange between the Kutztown Bypass and College Blvd, which would make it a moot point. No further discussion will be held.
- Set agenda for the July 24th Planning Commission Workshop Meeting
  - Due to lack of action items, and vacations, meeting will likely be cancelled.

**Off Agenda** No topics

#### **Adjournment**

With no further business to discuss, a motion was made by Ms. Snyder and seconded by Mr. Seidel to adjourn the meeting. The motion passed by unanimous vote. The meeting adjourned at 8:02 p.m.

Respectfully Submitted,

Patricia M. Snyder  
Acting Secretary