A regular meeting of the Planning Commission was held on Monday, May 13, 2019, at the Kutztown Municipal Building, 45 Railroad Street.

The meeting was called to order at 7:04 PM by Ms. Karen Feridun, Vice-Chairperson. Members present were: Ms. Karen Feridun, Mr. Frederick Engelhardt, Mr. Joel Seidel, Mrs. Pat Snyder, and Mr. Michael Blichar. Mr. Tim Haring was absent. Ms. Lisa Ladd-Kidder arrived at 7:19 p.m. and proceeded to conduct the meeting as Chairperson. Also present: Mr. Matthew Hafer, Director of Community Development, and Ms. Jill Remick, Recording Secretary. Public Attendance: Mr. Rusty Taft representing New Enterprise Stone and Lime; Andrea Lorah and Rocky Walter, Borough Residents.

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**
Ms. Lorah addressed Commission members regarding a six-foot privacy fence that she would like to erect on her property, which lies in a flood zone and flood way. Mr. Hafer directed Ms. Lorah to submit a zoning application with a design layout to show that the fence will meet the flood plain requirements. Mr. Hafer also explained that her engineer from C2C Designs would be the one to design and draw the plans for the “breakaway” type fence.

**PLANNING COMMISSION COMMENTS ON NON-AGENDA ITEMS**
Ms. Ladd-Kidder explained to Commission members that they should use her previously distributed letter to the editor as a guide when considering the issue of student housing.

**APPROVAL OF MINUTES**
The April 8, 2019 Planning Commission minutes were reviewed by members. Ms. Ladd-Kidder wanted to delete the word “including” on page two, the fifth line, citing it was redundant. Mr. Seidel suggested that on page two, the third line, the word “would” be changed to “could”. Motion by Mr. Blichar and seconded by Mr. Engelhardt to approve the February 11, 2019 minutes as corrected. The motion passed by unanimous vote.

**NEW BUSINESS/ACTION ITEMS**
None
OLD BUSINESS/UPDATES
  • Discussion of Comprehensive Plan Review
Ms. Ladd-Kidder suggested members discuss the idea of the Planning Commission starting to review chapters that do not deal with businesses and student housing/conversion in light of KCP involvement, the idea of a “town vision/strategic plan,” and a questionnaire which may be handled by an outside consulting firm. Ms. Feridun proposed waiting to move forward with the Plan review until the Planning Commission knows what kinds of questions will be asked in the “town vision/strategic plan” questionnaire. She stated the Planning Commission could possibly add questions to the survey and then evaluate the chapters of the plan based on the proposed survey questions. Ms. Snyder agreed with waiting to see how the “town vision/strategic plan” will move forward and what questions will be included in the survey before evaluating the chapters.

Ms. Ladd-Kidder proposed that as a starting point the Planning Commission:
  • participate in the process of the “town vision/strategic plan” to include adding input and questions to survey, as allowed,
  • wait to continue to review/work on the Comprehensive Plan until the survey is completed,
  • conduct public meetings to obtain public input

Members thought open ended questions would be helpful when asking questions to community members. Mr. Hafer suggested the Planning Commission possibly conduct their own survey because the survey questions of the consultant would be tailored more towards the areas of the grant. Ms. Feridun suggested to wait on making that decision until the consultants’ proposed plans are presented to Borough Council, and then the Planning Commission can decide how to move forward with a survey. Mr. Hafer also added that the PA Municipalities Planning Code dictates what topics need to be covered in the Comprehensive Plan.

OFF AGENDA
Mr. Taft explained the quarry’s discharge system and stated he is asking the Borough to change the Conditional Water Supply Agreement in regard to the level of PCEs allowed in the discharge water. Mr. Taft is asking the Borough to allow the level of PCEs to be the same as the level allowed under the prevailing governmental drinking water safety standards, rather than the current level allowed by the Agreement, which is 50% of the prevailing governmental drinking water safety standards. Mr. Taft noted that the Agreement would also state that if the quarry’s discharge water were to ever become the Borough’s drinking water then the level of PCE’s allowed would revert back to 50% of the prevailing governmental drinking water safety standards. Ms. Ladd-Kidder stated she drafted a letter that was forwarded to the EAC, PC members, and Mr. Larry Lloyd of Berks Nature. Members briefly discussed the topic with Mr. Taft, and Ms. Ladd-Kidder asked Commission members to review the current Conditional Water Supply Agreement and the proposed Conditional Water Supply Agreement, and to bring their comments and questions to the June Planning Commission meeting.
ADJOURNMENT
With no further business to discuss a motion was made by Ms. Feridun and seconded by Mrs. Snyder to adjourn the meeting. The motion carried and the meeting was adjourned at 8:20 PM.

Respectfully submitted,

Jill Remick
Recording Secretary