

**Borough of Kutztown
Planning Commission
Minutes of November 13, 2023**

A regular meeting of the Planning Commission was held on Monday, November 13, 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. Denise Bosler, Mr. Steve Fenstermacher, Ms. Pat Snyder, Mr. Joel Seidel, Ms. Laurel Ziegler and Mr. Randy Marsteller. Also present was Mr. Josh Young from the Community Development Office.

Public Comments on Non-Agenda Items

No comments

Approval of Minutes

Planning Commission members reviewed the minutes from the Planning Commission meeting on October 9, 2023. Motion to approve by Ms. Ziegler & seconded by Ms. Bosler. The motion passed by unanimous vote.

Reports

The Commissioners reviewed and discussed the Blighted Property Referral Form for 103/105 Main Street submitted by Mr. Young of the CDO to the Berks County Blighted Property Review Committee. Mr. Young is scheduled to meet with the Committee on 14 November by ZOOM to discuss next steps.

Action Items

- **Noise Ordinance** - The Commissioners reviewed and edited the DRAFT Kutztown Noise Ordinance based on comments from the Borough Counsel discussion and review. The edited version will now be sent to the Community Development Committee for their review.
- **KPC Applications** – An application from Seth Johnson was received after the last KPC meeting. Several more applications are expected in the next few weeks. Since the Planning Commission does not currently have any vacancies, no decision was made on the Johnson application. All applications received before the next KPC Workshop Meeting (scheduled for 27 November) will be reviewed at that time. Furthermore, all applicants will be invited to the workshop to introduce themselves to the Committee.

Old Business/Updates

None

New Business

- The Commissioners discussed **noise abatement** options and considerations for the Kutztown Bypass including potential assessment fees for incoming commercial enterprises. The

Commissioners agreed that noise abatement considerations should be included in the Joint Comprehensive Plan. The Community Development Office was asked to continue research and provide recommendations. Mr. Weller will reach out to Mr. Khalife to determine next steps.

- Commissioners agreed to the following agenda topics were for the November 27th Planning Commission **Workshop Meeting**:
 - Status of open items from the Hailstone Plan
 - Review of applications from potential KPC candidates
 - Noise abatement

Off Agenda

No topics

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 8:02 p.m.

Respectfully Submitted,

Stephen M. Fenstermacher
Secretary