

**Borough of Kutztown
Planning Commission
Minutes of September 11, 2023**

A regular meeting of the Planning Commission was held on Monday, September 11, 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 and Mr. Randy Marsteller. Also present were Ms. Shelley Grim (Community Development Office Coordinator), Ms. Kathy Lynch (Kutztown resident), and, Ms. Lisa Ladd-Kidder (Council).

Public Comments on Non-Agenda Items

No comments

Approval of Minutes

Planning Commission members reviewed the August 14, 2023 Planning Commission meeting minutes. Motion to approve by Mr. Marsteller, seconded by Ms. Snyder. The motion passed by unanimous vote.

Reports

Ms. Grimm updated Planning Commission members on the Community Development Office activities including:

- Zoning Hearing Board meeting scheduled for 26 Sept for 233 Pennsylvania Ave.
- New businesses with approved zoning permits include:
 - o Ma's Cakes & Crepes (183 W. Main St)
 - o Heart & Hearth (Deli & BBQ at 466 W. Main St)
 - o Indian Restaurant (163 W. Main St)
 - o Cottage Bakery (236 W. Main St)

Action Items

- **Noise Ordinance**
 - o Since the last PC meeting, the Planning Commission recommended to the Community Development Committee to use the Doylestown Noise Ordinance as a template for a Kutztown Noise Ordinance. No action has been taken by the Borough Council to implement a noise ordinance. The Fair Association is awaiting action by the Borough Council before taking a formal position on the matter.
 - o Ms. Snyder made a motion to use the September PC Workshop (on 25 Sep) to develop a DRAFT noise ordinance using the Doylestown ordinance as a template. The DRAFT will be sent to Council for their consideration. The motion was seconded by Mr. Marsteller and passed by unanimous consent.

- **233 Pennsylvania Ave**

- Ms. Kathy Lynch (resident of 233 Pennsylvania Ave.) discussed the history and details of the zoning variance request that will be the subject of the ZHB on 26 September.
- Ms. Snyder made a motion to recommend to the ZHB that they approve the variance request for known variances. The motion was seconded by Mr. Marsteller and passed by unanimous consent.

Old Business/Updates

- **Joint Comprehensive Plan Update**

- Ms. Snyder noted that there will be no updates on the Comp Plan until we hear from the Berks County PC regarding the status of grant requests later in the fall.

New Business

- Set agenda for the September 25th Planning Commission Workshop Meeting
 - Develop DRAFT Noise Ordinance.

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 8:00 p.m.

Respectfully Submitted,

Stephen M. Fenstermacher
Secretary