

**Borough of Kutztown
Planning Commission
Minutes of September 9, 2024**

A regular meeting of the Planning Commission was held on Monday, September 9, 2024, 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 Mr. Steve Fenstermacher and Ms. Denise Bosler. Mr. Joel Seidel was present by phone. Also present were Ms. Shelley Grim and Mr. Josh Young, both from the Community Development Office (CDO). One resident was in attendance for observation: Mr. Luke Fegely.

PUBLIC COMMENTS ON NON-AGENDA ITEMS - No comments.

APPROVAL OF MINUTES

Commissioners reviewed the minutes from the Planning Commission meeting on August 12, 2024. A motion to approve the minutes was made by Ms. Bosler & seconded by Mr. Seidel. The motion passed by unanimous vote.

REPORTS

The Commissioners discussed the CDO report from Shelley Grim (see her email dated 5 Sep 2024).

- There were no new zoning application submissions for August.
- There were 3 DCRs and 3 complaints received for the month.
- There is a pending Housing License Appeal Board (HLAB) hearing scheduled for 18 Sep 2024 for the property at 164-168 W. Main Street. The owner is requesting an exception to the requirement for the owner/agent to reside or have an office within 5 miles of the property.

ACTION ITEMS - none

OLD BUSINESS/UPDATES

Short Term Rentals (STR) Ordinance

- The Planning Commission Workshop was held on 26 Aug to review the DRAFT STR ordinance. Recommended changes were provided.
- We are awaiting a response to the recommendations.

Follow-up on Trash Receptacles for Main Street – by Ms. Bosler

- Ms. Bosler is scheduled to meet with Brian Bailey (Director of Public Works for the Borough of Kutztown) on Friday, 13 Sep 2024 to discuss the quantity and locations for the additional trash receptacles.

Update on Bieber Property – nothing to report

Updates from Hailstone/KPC meetings – nothing to report

Updates on Northeastern Berks Joint Comprehensive Plan –

- A third Kutztown Borough representative was added to the committee: Mr. Angelo Corrado, a Kutztown business owner of Corrado Homes.

NEW BUSINESS

Agenda for Workshop scheduled for 23 Sep 2024 –

- The workshop will be cancelled unless we receive feedback on the Short-Term Rentals (STR) Ordinance.

OFF AGENDA - none

ADJOURNMENT

With no further business to discuss, a motion was made by Mr. Fenstermacher and seconded by Ms. Bosler to adjourn the meeting. The motion passed by unanimous vote. The meeting was adjourned at 7:21 p.m.

Respectfully Submitted,

Stephen M. Fenstermacher
Secretary