

**THE TOWNSHIP OF MAXATAWNY
PLANNING COMMISSION MEETING
THURSDAY, JANUARY 16 2025 - 6:30pm**

MINUTES

CALL MEETING TO ORDER: Vice-Chairman Mike Berger called the meeting to order with the Pledge of Allegiance. Members present: Rob Reynolds, Dave Sobotka, Laurel Burkhardt, and Martin Koslowski. Professionals present: Engineer, Chris Falencki; Solicitor, Chris Muvdi; Township Code Enforcement Officer, Chris Paff; and Township Secretary/Treasurer, Jerilyn Wehr

PUBLIC COMMENT: (Agenda items)

REORGANIZATION:

1. Motion to appoint Chairman of the Planning Commission
 - a. Motion made by Burkhardt and seconded by Sobotka to appoint Rob Reynolds as Chairman. Motion passed (5-0)
2. Motion to appoint Vice-Chairman of the Planning Commission
 - a. Motion made by Burkhardt and seconded by Sobotka to appoint Michael Berger as Vice-Chairman. Motion passed (5-0)
3. Motion to appoint Secretary of the Planning Commission
 - a. Motion made by Sobotka and seconded by Reynolds to appoint Laurel Burkhardt as Secretary. Motion passed (5-0)

APPROVAL OF THE MINUTES:

1. Motion to approve the December 19, 2024 meeting minutes
 - a. Motion made by Sobotka and seconded by Burkhardt to approve the December 18, 2024 meeting minutes. Motion passed (5-0)

PLANS TO REVIEW:

1. Villas of Maxatawny - Final plan acceptance as complete
 - a. Motion made by Burkhardt and seconded by Sobotka to accept the plan as complete. Motion passed (5-0)
2. John Long - Preliminary plan acceptance as complete
 - a. Motion made by Berger and seconded by Sobotka to accept the plan as complete. Motion passed (5-0)
3. Ja Mar - Sketch plan
 - a. Rob Hain from Berks Surveying presented the plan. Hain stated that the site is currently vacant. They will use the existing building and would like to make additions on the front and back of the building. They will add a loading dock, additional parking and pave the lot
 - b. The letters of Falencki dated January 14, 2025 and Paff dated January 16, 2025, as well as the Fire Marshal letter dated January 13, 2025 were reviewed
 - c. There was additional discussion on landscaping, hours of operation, number of employees, building layout and entrances, as well as parking and an area for horse and buggy parking
 - d. Hain requested waiver of land development, stating that they will comply with all Township Zoning requirements
 - e. Motion made by Sobotka and seconded by Burkhardt to recommend approval of the waiver of Land Development. Motion passed (5-0)
4. Kutztown University Solar - Final plan

- a. Project Reps Joe Burget and Elizabeth Helsel presented the plan. Burget stated that the project was before the Zoning Hearing Board and the Board of Supervisors for a Conditional Use Hearing
- b. The letters of Falencki and Paff dated January 15, 2025, as well as the Fire Marshal letter dated January 13, 2025 were reviewed
- c. There was discussion regarding buffers and landscaping, fencing, curbing, the retention basins, type of panels, and stormwater
- d. No action taken
5. Comprehensive Plan/SALDO/Zoning Update
 - a. Burkhardt stated that there was a revised agreement provided regarding the Joint Comprehensive Plan

MONTHLY SUBDIVISION & LAND DEVELOPMENT STATUS REPORT:

1. The Planning Commission reviewed the Status Report for the month.

PROFESSIONAL SERVICES:

1. Solicitor – Chris Muvdi
 - a. Nothing at this time
2. Engineer – Chris Falencki
 - a. Nothing at this time

HEARING OF THE VISITORS & PUBLIC COMMENT: nothing at this time

ADJOURNMENT: Motion was made by Sobotka and seconded by Berger to adjourn at 7:40pm.

Respectfully Submitted,

Jerilyn Wehr, Secretary/Treasurer