

**Borough of Kutztown
Planning Commission
Minutes of February 9, 2026**

A regular meeting of the Borough of Kutztown Planning Commission was held on Monday, February 9, 2026, in the Kutztown Borough Municipal Building Multi-Purpose Room.

The meeting was called to order at 7:00 p.m. by Mr. Robert Weller, Chairperson. The members present were Mr. Drew (Brad) Myers, Mr. Chad Master, Mr. Daniel Fogarty, and Mr. Joel Seidel. Ms. Patricia Snyder was absent. Also present was Ms. Michele Lopez Gudino, Code Enforcement Officer, and Ms. Carolann Bartik, Recording Secretary. Public Attendance: Ms. Shelley Grim representing Kutztown Community Development Office, Ms. Sharon Dalickas, Finance Director, Ms. Lisa Ladd-Kidder, Kutztown Borough Council member, and Mr. Todd Greiss, Borough Resident

PUBLIC COMMENTS ON NON-AGENDA ITEMS

There were no comments from the public.

APPROVAL OF MINUTES

Commissioners reviewed the January 12, 2026 meeting minutes. A motion was made by Mr. Master and seconded by Mr. Seidel to approve the January 12, 2026 minutes as written. The motion passed by unanimous vote.

REPORTS

Commissioners reviewed the January Community Development report. Ms. Shelley Grim updated Planning Commissioners on 154 W Walnut Street. There were no questions or comments.

ACTION ITEMS

- **Short-Term Rental Ordinance**

Planning Commissioners reviewed the proposed Short-Term Rental Ordinance draft, which includes recommendations from Mr. Keith Mooney, Borough Solicitor. Following a lengthy discussion, motion by Mr. Seidel and seconded by Mr. Myers to recommend Borough Council review and approve the Short-Term Rental (STR) draft ordinance, with the following revisions:

1. **Section 180-4(C):** Retain hotel, motel, inn, and bed-and-breakfast uses as permitted.
2. **Section 180-5 (Definitions):** Add length of stay language to the definition of "Short-Term Rental (STR)" and clarify within the zoning definition of "Rooming House" that stays exceeding 30 days are excluded.
3. **Section 180-6(A):** A zoning permit shall not be required.
4. **Section 180-7(V):** Inspections shall be conducted annually.
5. **Section 180-8(A):** Establish the STR fee at \$63.00, consistent with other rental fees.

The motion passed by unanimous vote.

OLD BUSINESS/UPDATES

- **Joint Comprehensive Plan**

There were no updates on the Joint Comprehensive Plan.

- **Data Center Ordinance**

Following a brief discussion, Planning Commissioners decided to send the Data Center Ordinance draft to Mr. Keith Mooney for his review and request recommendations on or before Wednesday, February 18, 2026.

NEW BUSINESS

- **Set agenda for the February 23, 2026 Planning Commission Workshop Meeting, if needed**

Planning Commissioners agreed that they will decide if they need a workshop meeting or not depending on Mr. Mooney's recommendations for the Data Center Ordinance.

OFF AGENDA

Mr. Weller stated that he will be out of town for work next week and asked if someone would be available to attend the Kutztown Borough Council meeting to present their recommendation letter for the Short-Term Rental Ordinance.

There was nothing else to discuss off agenda.

ADJOURNMENT

With no further business to discuss, a motion was made by Mr. Seidel and seconded by Mr. Master to adjourn the meeting. The motion passed by unanimous vote. The meeting was adjourned at 8:11 p.m.

Respectfully Submitted,

Carolann Bartik
Recording Secretary