

**Borough of Kutztown  
Planning Commission  
Minutes of January 12, 2026**

A regular meeting of the Borough of Kutztown Planning Commission was held on Monday, January 12, 2026, in the Kutztown Borough Municipal Building Multi-Purpose Room.

The meeting was called to order at 7:09 p.m. by Mr. Robert Weller, Chairperson. The members present were Ms. Patricia Snyder, Mr. Chad Master, and Mr. Joel Seidel. Mr. Drew (Brad) Myers was absent. Also present was Mr. Gabriel Khalife, Borough Manager, 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, Mr. Dan Fogarty, Mr. John Fry, and Mr. Todd Greiss, Borough residents.

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

Mr. John Fry informed Planning Commissioners of two upcoming economic forecast meetings. The first one is through the tri-county Chamber of Commerce on January 21, 2026. The second economic forecast meeting is through the Allentown Rotary Club on January 16, 2026 at Muhlenberg College.

**APPROVAL OF MINUTES**

Commissioners reviewed the December 8, 2025 meeting minutes. A motion was made by Ms. Snyder and seconded by Mr. Master to approve the December 8, 2025, minutes as amended. Under "Old Business/Updates" ~ Date Center Ordinance needs to be corrected to say, Data Center Ordinance. The motion passed by unanimous vote.

**REPORTS**

Commissioners reviewed the December Community Development report. Ms. Shelley Grim stated that she had nothing else to add. There were no questions or comments.

**ACTION ITEMS**

- **KPC Member Organization for 2026**

Mr. Weller asked the Commissioners if anyone was willing to volunteer to serve as Chairperson. As no volunteers came forward, Mr. Weller will retain the Chairperson position for 2026. Ms. Patricia Snyder also agreed to retain her position as Vice Chairperson for 2026.

Mr. Weller mentioned that with the resignation of Mr. Steve Fenstermacher, a new secretary would need to be elected. Motion by Mr. Weller and seconded by Mr. Seidel to nominate Mr. Chad Master for secretary. Mr. Master accepted the nomination. The motion to nominate Mr. Chad Master as secretary passed by unanimous vote.

- **Data Center Ordinance**

Planning Commissioners briefly discussed the final draft of the proposed Data Center Ordinance. Motion by Ms. Snyder and seconded by Mr. Master to send the final draft of the proposed Data Center Ordinance to the Water/Wastewater Committee as well as the Electric/Finance Committee for their review in preparation for recommendation at the February Borough Council Meeting. The motion passed by unanimous vote.

- **Short-Term Rental Ordinance**

Following a brief discussion, Planning Commissioners decided to continue the discussion regarding the Short-Term Rental Ordinance at the January 26, 2026 workshop meeting.

- **Review Planning Commission Application**

Planning Commissioners reviewed Mr. Daniel Fogarty's Appointed Official Application. Following a brief discussion, motion by Ms. Snyder and seconded by Mr. Seidel to recommend Borough Council appoint Mr. Fogarty as a member of the Kutztown Planning Commission. The motion passed by unanimous vote.

## **OLD BUSINESS/UPDATES**

- **Joint Comprehensive Plan**

Ms. Snyder stated that, as of this meeting, she has not received any updates regarding the Joint Comprehensive Plan.

## **NEW BUSINESS**

- **Set agenda for the January 26, 2026 Planning Commission Workshop Meeting, if needed**

Following a brief discussion, it was decided that the Short-Term Rental Ordinance will be discussed at the January 26, 2026 workshop meeting.

## **OFF AGENDA**

There was nothing to discuss off agenda.

## **ADJOURNMENT**

With no further business to discuss, a motion was made by Mr. Seidel and seconded by Ms. Snyder to adjourn the meeting. The motion passed by unanimous vote. The meeting was adjourned at 7:35 p.m.

Respectfully Submitted,

Carolann Bartik  
Recording Secretary