

**Borough of Kutztown
Planning Commission
Minutes of July 13, 2026**

A regular meeting of the Borough of Kutztown Planning Commission was held on Monday, June 8, 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. Daniel Fogarty, Ms. Patricia Snyder, and Mr. Drew (Brad) Myers. Mr. Joel Seidel and Mr. Chad Master were absent. Also present was Ms. Michele Lopez, Code Enforcement Officer, and Ms. Carolann Bartik, Recording Secretary. Public Attendance: Ms. Sharon Dalickas, Director of Finance; Mr. Todd Cleaver, and Mr. Robert Hain representing A.D. Moyer; Ms. Anderson Deutschman and Ms. Sonya Shivok representing HRG; Mr. Pete Smith representing Eagle Point Management; and Mr. Tim Vanek, Borough resident.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Mr. Peter Smith from Eagle Point Management mentioned that he recently purchased the former Moyer Plumbing & Heating building. He reviewed with Planning Commissioners his idea for that property and requested their opinions as he would like to move forward as soon as possible.

APPROVAL OF MINUTES

Commissioners reviewed the June 8, 2026 meeting minutes. A motion was made by Mr. Fogarty and seconded by Ms. Snyder to approve June 8, 2026 minutes, as written. The motion passed by unanimous vote.

REPORTS

Commissioners reviewed the May Community Development report. Ms. Lopez mentioned that while there were no DCR's, there were complaints regarding grass and weeds. Ms. Lopez stated she would like to discuss ideas on taking care of the high grass and weed issue with Planning Commissioners at a future meeting.

There were no additional questions or comments.

ACTION ITEMS

- **University Park SALDO review**

Ms. Lopez informed Planning Commissioners that while there is no escrow or application for University Park, she sent the information to HRG because she felt they needed to see it. Ms. Deutschman identified that there is a small piece of the property in the Borough of Kutztown. Because of that, it does allow the Borough of Kutztown to require an application and escrow as part of the subdivision.

Ms. Deutschman reviewed with Planning Commissioners the information on waivers and the process for the subdivision. She mentioned that this project will have an impact traffic in the Borough of Kutztown, therefore a Traffic Impact Study should be required. There was also a lengthy discussion regarding stormwater, application review, formal comments waivers, and potential use of Borough utilities.

- **A.D. Moyer Millwork building**

Mr. Robert Hain reviewed with Planning Commissioners the plans for the construction of a new millwork building opposite the existing millwork building on the property. Following a lengthy discussion, Planning Commissions agreed to table this item for tonight pending the review from Maxatawny Township.

OLD BUSINESS/UPDATES

- **Joint Comprehensive Plan**

Ms. Pat Snyder said that there was a meeting this past Thursday. She mentioned that they gathered feedback to finalize the survey, which will be finalized and a digital version will be sent out. She stated that either her or Fred Engelhardt would speak with Gina Wiand about having a notice put in with the utility bills notifying residents about the survey and with instructions on taking the survey.

There was a lengthy discussion regarding the chapters included in the Joint Comprehensive Plan and how they should be presented to Borough Council, including the Transportation Chapter that is currently being discussed.

NEW BUSINESS

- **Transient Retail Business License**

Following a brief discussion, Planning Commissioners decided to discuss the Transient Retail Business License at the Planning Commission Workshop meeting.

- **Set agenda for the July 27, 2026 Planning Commission Workshop meeting, if necessary**

1. Joint Comprehensive Plan chapter reviews
2. Transient Retail Business License

OFF AGENDA

There was nothing to discuss Off Agenda

ADJOURNMENT

With there being no further business, a motion was made by Mr. Fogarty and seconded by Mr. Master to adjourn the meeting. The motion passed by unanimous vote and the meeting adjourned at 8:36 p.m.

Respectfully Submitted,

Carolann Bartik
Recording Secretary