

**Borough of Kutztown
Planning Commission
Minutes of September 8, 2025**

A regular meeting of the Borough of Kutztown Planning Commission was held on Monday, September 8, 2025, 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. Steve Fenstermacher, Mr. Joel Seidel, Ms. Patricia Snyder, and Mr. Drew (Brad) Myers. Mr. Chad Master was absent. Also present was Mr. Gabriel Khalife, Borough Manager; Ms. Sharon Dalickas, Finance Director; and Ms. Carolann Bartik, Recording Secretary. Public Attendance: Mr. John Fry, Borough resident

PUBLIC COMMENTS ON NON-AGENDA ITEMS

There was no one in attendance from the public.

APPROVAL OF MINUTES

Commissioners reviewed the August 11, 2025 meeting minutes. Ms. Snyder requested the last sentence in the first paragraph under Data Centers be changed to “Ms. Snyder added that this would be a great opportunity for discussion as part of the Joint Comprehensive Plan.” A motion was made by Ms. Snyder and seconded by Mr. Fenstermacher to approve the August 11, 2025 minutes as amended. The motion passed by unanimous vote.

REPORTS

The Commissioners reviewed the Community Development report from Ms. Shelley Grim.

There was a brief discussion regarding the Hobby & Collectibles shop.

There were no additional questions or comments.

ACTION ITEMS

- **Short-Term Rental Ordinance**

Planning Commissioners reviewed the proposed Short-Term Rental Ordinance and found two sentences they would like amended.

In Section 180-7 Permit Requirements & Standards; letter (M) should read ~ Overnight occupancy of recreational vehicles, camper trailers, and tents at the property where the Short Terms Rental is located shall not be allowed. Outdoor fires shall not be allowed, in accordance with Borough Code 168 Public Health; Nuisances; 168-9 Burning.

In Section 180-5 Definitions ~ under OWNER/AGENT “the Person(s) in Charge” needs to be removed from the definition.

A motion by Ms. Snyder and seconded by Mr. Fenstermacher to recommend Borough Council approve advertising the proposed Short-Term Rental Ordinance as amended. The motion passed by unanimous vote.

OLD BUSINESS/UPDATES

Data Centers

- Ms. Snyder mentioned that at the workshop meeting they used the Penn Future Ordinance as a guide for a Borough of Kutztown Data Center Ordinance. Following a brief discussion, Planning Commissioners decided to continue reviewing the ordinance at the September 22, 2025 Planning Commission Workshop meeting.

Joint Comprehensive Plan

- Ms. Snyder mentioned that there were no updates at this time.

NEW BUSINESS

Set agenda for the September 22, 2025 Planning Commission Workshop Meeting

- Data centers

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 7:42 p.m.

Respectfully Submitted,

Carolann Bartik
Recording Secretary