

**Tulpehocken Township Planning Commission Meeting  
January 7, 2026**

**Present:** Planning Commission Members: Scott Hetrick, Laverne Frey, Robert Sattazahn, and Gary Deck. Also, Township Engineer, Matt Mack, Township Solicitor, Atty Chris Hartman and Planning Commission Secretary, Lisa Care.

Absent: None

Members of the Audience: Marlin Martin, Carl Hurst, Shannon Litzenberger, Curtis Lehman.

The Planning Commission meeting began at 7:30 p.m. and continued with the pledge to the American Flag.

**Reorganization for 2026:**

*Gary Deck made a motion to nominate Scott Hetrick for Chairman of the Tulpehocken Township Planning Commission Board. Seconded by Laverne Frey. Three (3) Planning Commission members voted yes, Scott Hetrick abstained.*

*Scott Hetrick made a motion to nominate Laverne Frey as Vice-Chairman. Seconded by Gary Deck. Three (3) Planning Commission members voted yes, Laverne Frey abstained.*

*Laverne Frey made a motion to retain the same Commissioners as 2025 (Gary Deck and Robert Sattazahn). One seat remains vacant, seconded by Scott Hetrick and approved unanimously (4-0).*

Reorganization for 2026, Scott Hetrick was declared the Chairman of the Tulpehocken Township Planning Commission Board and Laverne Frey was declared the Vice-Chairman of the Tulpehocken Township Planning Commission Board. The Tulpehocken Township Planning Commissioners are Robert Sattazahn and Gary Deck. One planning commission seat remains vacant.

*Robert Sattazahn made a motion to approve the minutes from the October 2, 2025 Planning Commission meeting, seconded by Laverne Frey and approved (3-0-1), Gary Deck abstained stating for the record that he was not in attendance for the October 2, 2025 meeting.*

*Robert Sattazahn made a motion to approve the minutes from the November 6, 2025 Planning Commission meeting, seconded by Gary Deck and approved unanimously (4-0)*

**Active Plans:**

**a. Cedar Ridge Fellowship Center, 85 Hurst Drive:**

Nye Consulting submission of plans proposing the construction of a new church, associated parking areas, a septic system, and stormwater management controls, along with a subdivision. NPDES has been secured, the planning module, and relief from the zoning hearing board. Per the Township Engineer, prior to the Use & Occupancy being issued, a DEP permit needs to be obtained for meeting well standards and testing for public use.

*Gary Deck made a motion to recommend to the Board of Supervisors to approve waiver 205 for the plans to go from preliminary straight to final, seconded by Robert Sattazahn and approved unanimously (4-0)*

*Laverne Frey made a motion to recommend to the Board of Supervisors to approve waivers for Section 303.1.L for the residual tract, Section 303.1B for the residual tract and Section 501.2M.4.b & 602.7 for the residual tract, however the lot being created would be fully pinned and monumented and certified, seconded by Robert Sattazahn and approved unanimously (4-0).*

*Gary Deck made a motion to recommend to the Board of Supervisors to approve waivers for 602.3 & 602.4 allowing for curbing the entrance only and not the entire frontage with the condition to install similar to Cherry Hill School, seconded by Laverne Frey and approved unanimously (4-0).*

*Laverne Frey made a motion to recommend to the Board of Supervisors to approve waiver for 305.E as the Client wants to utilize the curve number run-off that DEP uses and that would stay consistent with the NPDES permits, seconded by Robert Sattazahn and approved unanimously (4-0).*

*Robert Sattazahn made a motion to recommend to the Board of Supervisors to approve waivers for Sections 306.C.3, 306.C.5, Section 310.k.2.b and allow the stormwater facility to encroach onto the adjoining lot owned by the same property owner and will be contained within an easement with the condition of straightening out the boundary line for more buffering away from the actual facilities, seconded by Laverne Frey and approved unanimously (4-0).*

*Gary Deck made a motion to recommend to the Board of Supervisors to approve a modification of Section 602.12 for buffering to allow for a proposed screen of approximately 12 street trees along the road, outside of the right-of-way with the condition that they are moved further inward from the road, seconded by Robert Sattazahn and approved unanimously (4-0).*

*Laverne Frey made a motion to recommend to the Board of Supervisors to conditionally approve the plan subject to the Township Engineer's conditions of his January 6, 2026 review letter and with the Board of Supervisor's approval of the listed waivers, seconded by Robert Sattazahn and approved unanimously (4-0).*

**b. Galen Hoover Ag Operations, 17 Airport Road:**

Nye Consulting submission of plans proposing to construct a new poultry operation inclusive to two poultry barns (71 ft X 452 ft), manure storage (50 ft X 108 ft), egg room, (48 ft X 60 ft), utility shed (60 ft X 100 ft), gravel driveway, gravel pads and associated stormwater controls. Bert Nye was present for discussion and updates on this project. No recommendations were made at this meeting.

**Other Business:**

**a. Review Waiver of Land Development Application for Timothy Martin, 59 New Schaefferstown Road:**

A waiver of land development application was submitted for a poultry waste plan. A discussion was held and it was suggested to have USDA or an Engineer for the Client to provide to the Township a calculation to verify the capacity of the existing stormwater basin on the property.

*Robert Sattazahn made a motion to recommend to the Board of Supervisors to approve the waiver with the condition that the land owner verify the existing stormwater basin has sufficient capacity to handle the additional water and to submit an E&S Plan, seconded by Laverne Frey and approved unanimously (4-0).*

**b. Review Berks County Planning Commission comments on Short-Term rental amendment:**

The Planning Commission reviewed the BCPC general comments they offered for consideration in regards to Short-Term rental regulations.

*Gary Deck made a motion to recommend to the Board of Supervisors as acceptable clarification that a short-term rental is allowed in single family detached dwellings which are not the principal structure on the property for Section 1039-A (2)(A), seconded by Robert Sattazahn and approved unanimously (4-0).*

*Laverne Frey made a motion to recommend to the Board of Supervisors as acceptable clarification for Section 1039-A (2)(N), that the permit number is the same as the short-term rental license number, seconded by Robert Sattazahn and approved unanimously (4-0).*

*Gary Deck made a motion to recommend to the Board of Supervisors to clarify the “Guest” is the person visiting the tenant and the “Occupant” is the tenant for Section 308 (i), seconded by Laverne Frey and approved unanimously (4-0).*

*Robert Sattazahn made a motion to recommend to the Board of Supervisors to correct a typo to Special Exception short-term rental with maximum occupancy of “no more” than 12 overnight guests for Section 308 (iii)1039-A (2)(A), seconded by Laverne Frey and approved unanimously (4-0).*

*Robert Sattazahn made a motion to recommend to the Board of Supervisors to allow these clarifications to be added to the ordinance that the “Guest” is visiting the Occupant (does not stay overnight) and the “Occupant” is the person renting and could stay overnight and counts against the total of 12 overnight guests, and “Persons” are both (renting and visiting), seconded by Gary Deck and approved unanimously (4-0).*

**c. Vacant Planning Commission seat:**

Laverne Frey suggested that resident John Schaeffer may be interested and will ask him to attend the next planning commission meeting.

*Robert Sattazahn made a motion to adjourn the meeting at 9:03 p.m., seconded by Gary Deck and approved unanimously (4-0). The meeting was adjourned.*

Respectfully submitted,

Lisa Care, Planning Commission Secretary