

MIDDLETOWN PLANNING COMMISSION
31 West Main Street
Middletown, Maryland

Regular Meeting

July 15, 2013

The regular meeting of the Middletown Planning Commission took place on Monday, July 15, 2013 at 7:00 p.m. at the Middletown Municipal Center, 31 West Main Street, Middletown, MD 21769. Those present were Chairman Carney, Commission members Bob Miller, Bob Smart, David Lake, Rich Gallagher, Ron Forrester, Commissioner Chris Goodman, Bruce Carbaugh, Director of Operations & Construction and Cindy Unangst, Staff Planner.

I. PUBLIC COMMENT – Commission Member Lake noted that the City of Frederick Planning Commission alternates now have designated voting privileges and purposes.

II. Regular Meeting Minutes of June 17, 2013 – approved as submitted.

III. PLANS

The Valley School Demolition Plan – Cindy stated that there was discussion about this plan at the workshop and there were not any major issues. Bruce Carbaugh visited the site today and said that there is a water line running to the property from the existing house on Main Street as well as electric service to both the garage and shed. Chris Mayo, from Harris Smariga, said the water line would be capped and they would do what is needed with the electric lines. Bruce stated that the demolition plan should indicate that the Ginkgo tree will be saved. Alternate Commission Member Ron Forrester asked confirmation that the demolition was planned for fall of 2013 and not 2014. The applicant did confirm the 2013 date.

Motion by Commission Member Lake to conditionally approve the demolition plan contingent on the site construction beginning within 60 days of completion of the demolition work, or restoration shall occur and be completed with 30 days of completion of the demolition work, seconded by Smart. Motion carried (5-0).

The Valley School Site Plan – Cindy read thru her staff report and then Commission Chairman Carney reiterated his statements from the workshop regarding Site Plan notes #'s 13 (Site Lighting), 16 (Sign Regulations), and 18 (Handicapped Accessibility). He also asked whether the applicant had made a decision on whether the trash enclosure would be brick or wood. The applicant said that it would be made of brick. Cindy also went thru a few of the comments received from ARRO Engineering's review of the plans. There was discussion about the placement of handicapped ramps, the grading of the play area, and the water meter size and standards.

The discussion regarding the signage resulted in agreement that the monument sign would be placed in the location shown on the Site Plan and would be parallel to the street, not more than 4-feet high, no more than 12-square feet in size, and have no lighting associated with it. The lighting plan was also discussed at length and the applicant stated that revised plans would be submitted that would show a reduction in the light pole heights as well as reducing the wattage of the lights.

Commission Member Lake proposed to the commission that they conceptually approve the plans and all members agreed that they recognized the plans as being appropriate. The applicant will resubmit revised plans to the commission for their August meeting.

The Valley School Improvement Plans – Bruce went over the comments he had from his review for the applicant’s information. The Improvement Plans will also be revised and resubmitted for the August Planning Commission meeting.

IV. ZONING

Violations – Camper at 15 Manda Court is gone. James Gang ‘open’ sign is no longer flashing.

Commission Member Lake asked about the status of the Thompson parking lot and its on-going zoning violation. Cindy read the e-mail she received last week from Thompson’s engineer, Bill Ryan, which stated that he intends to wrap up the stormwater management design in the next several weeks. Lake said that time limits are needed for this project and the zoning violation needs enforcement. The zoning administrator was asked to speak to the property owner to reach a consensus on moving this project forward with start and completion dates. If they are not met, then fines should be imposed.

The ‘queen mattress’ signs around town were mentioned, and Cindy said she would collect them.

V. MISCELLANEOUS

Wayfinding Signs Proposal – The Planning Commission members agreed at the workshop that they would like to put this issue on the Joint Town Board’s agenda for the August 5, 2013 meeting.

Alternate Commission Member Ron Forrester agreed to be the Planning Commission liaison to the Middletown Main Street Board and will attend their meeting scheduled for August 15, 2013.

VI. ADDITIONAL PUBLIC COMMENTS – none

Meeting adjourned at 7:45pm.

Respectfully submitted,

Cynthia K. Unangst
Staff Planner and Zoning Administrator