

**MIDDLETOWN PLANNING COMMISSION**  
**31 West Main Street**  
**Middletown, Maryland**

**Regular Meeting**

**June 16, 2014**

The regular meeting of the Middletown Planning Commission took place on Monday, June 16, 2014 at 7:00 p.m. at the Middletown Municipal Center, 31 West Main Street, Middletown, MD 21769. Those present (quorum) were Commissioners Mark Carney (Chairman), Chris Goodman (Ex-Officio), Bob Miller, David Lake, and Rich Gallagher (Alternate). Others present in official capacity: Commissioner Dixie Eichelberger (Temp. Alternate), Cindy Unangst (Staff Planner), and Annette Alberghini (Recording Secretary). Others present: Dennis Jiffas (property owner).

**I. PUBLIC COMMENT** – None

**II. Regular Meeting Minutes of May 19, 2014** – Approved as submitted

**III. PLAN Review**

**Jiffas Architectural Review** – This is a change in the formal approval of the 2008 Site Plan for the corner of Summers Drive and West Green Street from a commercial office building to a duplex residential building. According to the Town ordinance a site plan of development does not need to be submitted to the Planning Commission for approval. However, the applicant will be subject to an architectural review by the Planning Commission. The Town Zoning Administrator will review the zoning certificate for approval in order for the applicant to obtain a building permit. Any variances for the property are to be reviewed and approved through the Middletown Board of Appeals.

- **Building Orientation** – The applicant initially proposed construction of a duplex 22 feet by 37.8 feet with the front of the building facing 406 West Green Street. Because of required setbacks and after discussion with Planning Commission members, the applicant now proposes the structure face Summers Drive. The applicant will have to obtain a variance from the Middletown Board of Appeals for the proposed duplex given its dimensions.
- **Architectural Review** – The applicant provided an architectural rendering of a building referred to as the James Madison from the Landmark Collection. Because the structure will be within the Main Street District and the National Register Historic District, the Main Street Design Committee reviewed the submitted materials by request from the Planning Commission. The committee's nonbinding recommendations are that the building as presented is consistent with the Middletown Historic District with its massing, size scale, and features. The committee also recommends the Planning Commission request and receives an architectural plan for review in addition to just the provided rendering. The Planning Commission will hold off the Architectural Review until the applicant has received the needed variance(s) from the Middletown Board of Appeals. This will also provide the applicant time to develop a site plan for the proposed duplex. At the time of the architectural review, the Planning Commission will vote to officially rescind the previously approved site plan from 2008. The applicant will continue to work with the Staff Planner as this develops further.

**Action:** None taken.

**IV. ZONING**

**Violations**

- **Thompson Funeral Home Parking Lot** – Construction has begun on the parking lot.

**V. MISCELLANEOUS - None**

**VI. ADDITIONAL PUBLIC COMMENTS – None**

**Meeting adjourned at 7:24pm.**

Respectfully submitted,

Annette Alberghini  
Recording Secretary