

MIDDLETOWN PLANNING COMMISSION
31 West Main Street
Middletown, Maryland

Regular Meeting

February 17, 2014

The regular meeting of the Middletown Planning Commission took place on Monday, February 17, 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 Bob Smart. Others present in official capacity: Commissioners Rich Gallagher (Alternate) and Dixie Eichelberger (Temp. Alternate), Cindy Unangst (Staff Planner), and Annette Alberghini (Recording Secretary).

I. PUBLIC COMMENT – The Planning Commission members welcomed Commissioner Dixie Eichelberger as the Temporary Alternate to the Planning Commission. Cindy stated that Dixie has received the required codes and regulations, must complete the required training within 6 months, and will be added to the Group email list. The meeting room setup is also being reviewed and revised so that the Temporary Alternate can sit up on the panel with the rest of the Planning Commission members.

II. Regular Meeting Minutes of January 20, 2014 – Cindy reviewed the corrections to the meeting minutes; moving Rich Gallagher from those present in the quorum section to the ‘others present in official capacity’ section. Under miscellaneous section change Temporary Alternate Ron Forrester to Commissioner Ron Forrester. Change was made to reflect the Planning Commission thanking Commissioner Ron Forrester for his service to the Planning Commission and congratulating him as the newly appointed Town Zoning Administrator. – **Minutes approved with those corrections**

III. PLAN Review - None

IV. ZONING

Cluster Development Regulations –

- **Location within the Municipal Code and Purpose** - Discussion occurred as to the location and purpose of the cluster development regulation. Positions expressed regarding these regulations were: 1) These regulations should be included as part of the specific standards for adult active communities. 2) These regulations should have their own section in order to include any other types of future cluster developments within the town. 3. Putting the regulations in an overlay district. The Commission members decided to review the draft regulation which would help clarify this point.
- **Draft Regulation Section Review** – The Planning Commission discussed the draft regulation and reviewed it section by section. After review of the draft regulations, the Planning Commission reached consensus that these cluster development regulations should be included as part of the specific standards for active adult communities. The Staff Planner was tasked with making the changes and to send the draft to the text amendment applicant and Planning Commission members. It will also be added as an agenda item for the March Planning Commission Meeting.

Action: None

Violations –

Illegal Parking Lot, Thompson property, 28 Green Street – Commissioner Smart stated the illegal parking lot at 28 Green Street has been plowed. He questioned that since it is in violation, why is it being used. He further asked the status of the fines in place, the amount of the fines on this property to date, and how

much of that fine the property owner has paid to date. The Planning Commission would like a response from the acting Zoning Administrator, Drew Bowen, on these questions.

Temporary Signs – The Planning Commission would like clarification from the Zoning Administrator concerning temporary signage within the town.

V. MISCELLANEOUS - None

VI. ADDITIONAL PUBLIC COMMENTS – None

Meeting adjourned at 8:47pm.

Respectfully submitted,

Annette Alberghini
Recording Secretary