

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

**Regular Meeting**

**September 19, 2011**

The regular meeting of the Middletown Planning Commission took place on Monday, September 19, 2011 at 7:00 p.m. at the Middletown Municipal Center, 31 West Main Street, Middletown, MD 21769. Those present were Chairman Carney, Commission members David Lake, Bob Miller, Bob Smart, Chris Goodman, Alternate, Commissioner Dietrick, Bruce Carbaugh, Director of Operations & Construction and Cindy Unangst, Staff Planner.

**I. Regular Meeting Minutes of July 18, 2011 – approved as submitted.**

**II. PLANS**

**Middletown Volunteer Fire Dept. Activities Center Site Plan** – Cindy stated that this plan was previously approved by the Planning Commission in August 2008; this plan has some revisions to the SWM area and it also shows phase 1 and 2. Cindy gave some general information (copy of her handout attached). There is no definition for activities center in our Code, however there is a definition of community center. Chairman Carney asked if the Fire Dept was looking for approval of both phase 1 & 2 or just phase 1 now and phase 2 at a later date. Bill Brennan representing the Fire Dept. stated that they just showed phase 2 on the plans so the Planning Commission knew what their plans were. They are only looking for approval of phase 1 at this time. Cindy stated that she has not received any comments back from Frederick County to date but they have until September 30 to respond. Mr. Brennan stated that the Health Dept. did approve the plans today.

Bruce Carbaugh stated that there is no water & sewer shown on the plan. Mr. Brennan stated that they are still working out those details.

The Planning Commission wants to notify the adjacent neighbors as to the status and update them of the changes on this plan. Cindy will notify the adjacent property owners making them aware that this is on the agenda for October and to check the website to view the plans.

**Asian Café Finalized Site Plan** – Cindy stated that this is an updated final site plan for the Asian Café. It shows the underground storage tank, the concrete wheel stops, the dumpster & concrete pad and the grease trap. It was noted that they need 36 parking spaces and they have 36 spaces including the overflow parking across the street.

Motion by Smart to approve the final site plan dated September 8, 2011 as submitted, seconded by Miller. Motion carried (5-0).

**III. ZONING**

**Renewable Energy Text Amendment** – Cindy provided the Commission with draft language on a Solar Collection Systems text amendment.

After some discussion and a few minor changes, there was a motion by Lake to recommend this text amendment language to the Town Board for their approval, seconded by Smart. Motion carried (4-0-1 Dietrick abstained).

**Violations –**

Restricted vehicles – 5 letters sent out, all have responded.

Untagged vehicles on MVFC property – one of two removed – in compliance

**IV. MISCELLANEOUS**

**Planning Commission Procedures Draft** – Motion by Smart to accept the Planning Commission Rules of Procedures dated September 19, 2011, seconded by Lake. Motion carried (5-0).

**V. PUBLIC COMMENTS – none.**

Meeting adjourned at 8:00p.m.

Respectfully submitted,

Ann Barkdoll  
Administrative Specialist