

# MIDDLETOWN PLANNING COMMISSION

Middletown Municipal Center  
31 West Main Street  
Middletown, MD 21769

Agenda for the October 19, 2020 Meeting  
7:00 p.m.

- I. **Public Comment**
- II. **Minutes of September 2020 Planning Commission workshop**      **Approval**  
**Minutes of September 2020 Planning Commission meeting**      **Approval**
- III. **Plan Review**  
**Middletown Library Concept Plan for parking discussion**      **Review/Discussion**
- IV. **Zoning**  
**Monthly Zoning Administrator report**      **Review**
- V. **Comprehensive Plan Update**  
**Chapter 4 Land Use maps**      **Review**  
**Chapter 5 Transportation and maps**      **Review**  
**Chapter 6 Community Facilities and map**      **Review**
- VI. **Miscellaneous**  
**November workshop date change**      **Discussion**
- VII. **Additional Public Comment**

Cindy Unangst is inviting you to a scheduled Zoom meeting.

**Topic: October Planning Commission Meeting**  
**Time: Oct 19, 2020 07:00 PM Eastern Time (US and Canada)**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/83640517475?pwd=VUFDbktrOEVqa1BLckpua2FzU2pPQT09>**

**Meeting ID: 836 4051 7475**

**Passcode: 761605**

**One tap mobile**

**+13017158592,,83640517475#,,,,,0#,761605# US (Germantown)**

**Dial by your location**

**+1 301 715 8592 US (Germantown)**

**Meeting ID: 836 4051 7475**

**Passcode: 761605**

**Find your local number: <https://us02web.zoom.us/j/kcnlJhAOX9>**

**\*\* All requests to be on the Planning Commission agenda must be received at the Middletown Municipal Center, 31 W. Main Street, Middletown by 12:00pm on the Monday two weeks prior to the monthly meeting held on the third Monday of each month. All plans being submitted for review must be folded, and an electronic plan is required as well.**

Maryland law and the Planning Commission's Rules of Procedure regarding ex parte communications require all discussion, review, and consideration of the Commission's business take place only during the Commission's consideration of the item at a scheduled meeting. Telephone calls and meetings with Commission members in advance of the meeting are not permitted. Written communications will be directed to appropriate staff members for response and included in briefing materials for all members of the Commission.

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

**Virtual Workshop**

**September 16, 2020**

The virtual workshop of the Middletown Planning Commission took place on Wednesday, September 16, 2020 at 7:00 p.m. via a Zoom meeting. Those present (quorum) were Commission Chairman Mark Carney, Ex-officio member Jean LaPadula, Commission Members Rich Gallagher, Bob Miller, David Lake, and Eric Ware, Temporary Alternate. Others present in official capacity: Cindy Unangst (Staff Planner). Applicants present: Patricia Neumark, St. Thomas More Academy Dean; Jim Merkel, St. Thomas More Academy Board President; Gary Baker, Architect for St. Thomas More Academy; Brian Riesett, St. Thomas More Academy; Jennifer Falcinelli.

**SEPTEMBER MONTHLY PLANNING COMMISSION WORKSHOP:**

**PLAN REVIEW**

**St. Thomas More Revised Site Plan** – Cindy reviewed why this plan is being brought back before the Planning Commission which is due to the previously approved plan not being approved for a building permit by the County. There was discussion about how this proposal might move forward and additional information needed by the commission for the Monday meeting.

**ZONING** –

**Temporary sign regulations** – Cindy explained that we might want to take a step back and look at revising our sign regulations to make them content-neutral as suggested by the Town Attorney. She will plan to work with the attorney and the folks in Myersville who are doing the same thing.

**Downtown Revitalization Zone** – Commissioner Falcinelli explained the idea behind the Downtown Revitalization Zone and there was discussion about how developments in that program still need to go through the site plan review process. There were concerns about the proposal that these projects could be expedited thru the review process within a 30-day time frame. Cindy will work on a review checklist for all projects in the DRZ.

**COMPREHENSIVE PLAN UPDATE**

**Chapter 4 Land Use** – Cindy questioned the commission members about some of the tables in the chapter and how they might be better portrayed.

**Chapter 3 and Chapter 4 Maps** – Cindy reviewed the maps and some minor edits were proposed.

**Chapter 5 Transportation** – Cindy reviewed some of the additions to the chapter and asked the commission members for feedback on some questions she had. Further edits will be made for the meeting and this chapter will be brought back to the commissions members again next month.

**Comp Plan Survey** – Cindy said that the survey will go out to the public tomorrow so to get any comments to her by tomorrow afternoon.

**Workshop adjourned at 8:45pm.**

Respectfully submitted,

Cynthia K. Unangst, AICP  
Middletown Staff Planner

DRAFT

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

**Regular Meeting**

**September 21, 2020**

The regular meeting of the Middletown Planning Commission took place on Monday, September 21, 2020 at 7:00 p.m. via a Zoom meeting. Those present (quorum) were Commission Chairman Mark Carney, Commission members David Lake, Rich Gallagher, Commissioner Jean LaPadula (Ex-officio), and Eric Ware (Temp Alternate). Others present in official capacity: Cindy Unangst (Staff Planner) and Patty Guyton (Recording Secretary). Others present: Commissioner Christopher Goodman, Brian Riesett (St. Thomas More Academy), Patricia Neumark (St. Thomas More Academy), Jim Merkel (St. Thomas More Academy), Ana Lomp (Resident)

**SEPTEMBER MONTHLY PLANNING COMMISSION MEETING:**

**I. PUBLIC COMMENT – None.**

**II. Minutes of the August 2020 Planning Commission Workshop – Approved as submitted.**

**Minutes of the August 2020 Planning Commission Meeting – Approved as submitted.**

**III. PLAN REVIEW –**

**St. Thomas More Revised Site Plan - Proposal:** Amendment to site plan to add one classroom addition and breezeway to the school property instead of previously approved temporary classroom structure.

The previous conditions of approval in April were to include the building height on the plans which was subsequently submitted and shown as 14.5 feet, that the building meet town code requirements, approval by Frederick County (including the Office of Life Safety) and that the site plan be revisited after 5 years to ascertain that the temporary classroom didn't become a permanent structure without approval from the Planning Commission. Frederick County would not approve the temporary structure, so the applicant has had to revise the plans. The County stated that the temporary structure would have to include bathrooms which was not cost conducive for the applicant. Without the necessary bathrooms, the structure would need to be attached to the existing building by a breezeway.

St. Thomas More Academy submitted a new drawing/site plan a few hours before the meeting. In the new site plan, it shows that they moved the temporary building 15' away from the north property line instead of the original 6'. The new plan also shows a new entrance to the bottom paved overflow parking lot and the new location of the dumpster. The structure is proposed to be constructed on site with the same look as the previously approved temporary classroom structure.

There was discussion about the new dumpster location not being ideal for the trash truck drivers. Planning Commission members asked if it would be possible to move the dumpster closer to the entrance of the parking lot for more convenience for trash company when dumping. Also, it seems to be a safety issue for children if the trash truck would have to turn around in a narrow parking lot. Also discussed was parking and if they would be losing any parking spaces due to the new location of the building and dumpster. Mr. Riesett stated that since they will have the new paved overflow lower parking lot, they will not be losing any parking spaces due to the new setbacks of the building. Staff

questioned whether this proposal is still for a temporary use or whether the applicant intends for it to be permanent. The applicant responded that they intend for it to be temporary for now.

**Action:** Commission member Lake motioned to approve the St. Thomas More Academy Revised Site Plan, upon the ability to come back and propose an alternate location for the dumpster and that the site plan be revisited after 5 years to ascertain that the temporary classroom doesn't become a permanent structure without approval from the Planning Commission. Seconded by Commission member Ware. Motion carried (5-0).

#### IV. ZONING

**Temporary Sign Regulations** – As discussed during the workshop last week, Cindy will work with the Town Attorney and the Town of Myersville to revise the sign regulations to make them content-neutral before bringing them back to the Planning Commission for review. Cindy emailed the Town of Myersville and the Town of Middletown's attorney and is waiting on their responses.

**Downtown Revitalization Zone** – A draft Downtown Revitalization Zone document outlining the purpose for the zone, qualifications for the program, and incentives for the developers in the zone was submitted to the Planning Commission for their review.

There was discussion on the Expedited navigation through Planning Commission/Board of Appeals with the 30 days or less processing timeline. The Planning Commission members do not think that 30 days is enough time to properly process site plans. The Planning Commission is willing to work with developers but with a 30-day deadline it might cause misunderstandings and the Planning Commission does not want to feel pressured to push site plans through.

There was also discussion of the draft DRZ checklist that was prepared by Cindy. Planning Commission members suggested rewording some of the DRZ checklist items and adding sub-titles to it. Commissioner Falcinelli is taking it to the Town Board workshop on October 1, 2020 for comments.

#### V. COMPREHENSIVE PLAN UPDATE

**Chapter Four – Land Use** – The tables and pie charts were the main topic of discussion. Cindy will make the adjustments and bring back to the October meeting for review.

**Chapter Three and Chapter Four Maps** – There was discussion on revising the legend on the Floodplain and Wetland Map. Also, color needs to be added to the pond area. Cindy does not think the colors on the Zoning Map are clear enough, and she will be changing them for future review.

**Chapter 5 - Transportation** – New information was added to this section of the Comp plan that includes the State Highway's Streetscape Project, and the total number of miles for streets/roads and sidewalks. The Town administrator was asked to gather information about how many sidewalks were installed using funds from the State Highway Retrofit program, and Cindy is still waiting on that information. There was discussion on getting the total number of sidewalk miles from the North end of Town to East Main street.

**Comp Plan Survey** – Cindy stated that the survey has 140 responses already. The comments that were made on the survey will be presented to Planning Commission, once the surveys are complete. The information gathered from the survey will be put into a report at the end of October.

#### VI. ADDITIONAL PUBLIC COMMENT - None

Meeting adjourned at 8:16 PM.

Respectfully submitted,

Patty Guyton  
Recording Secretary

DRAFT

# Middletown Planning Office

## MEMORANDUM

Date: 10/15/2020

Hansen# n/a

To: Middletown Planning Commission

From: Cynthia K. Unangst, Middletown Staff Planner

RE: **MIDDLETOWN LIBRARY CONCEPT PLAN**

Tax Map Parcel #03-0592896

Applicant: Luke Zeller, Harris Smariga

Property Owner: Burgess & Commissioners of Middletown

Plan Dated: October 5, 2020

Date Received: October 5, 2020

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### GENERAL INFORMATION

Proposal: Property is to be developed with a 15,250 square foot library with 93 proposed parking spaces, with the additional possibility of 19 parking spaces in the left rear of the property, on a 3.45 acre site.

Location: North side of East Green Street just west of the Middletown Glen subdivision entrance

Zoning: NTR Neo-Traditional Residential. This district is an overlay which may be superimposed only in the R-3 residential zoning district. The NTR district is intended to permit planned development in the R-3 district in order to preserve an aesthetically pleasing appearance in that district, to avoid the creation of nuisance or nuisance-like conditions in that district, to protect the value of other property or investments within that district, and to reduce the impact of its residential uses in surrounding districts.

Present Use: vacant

### COMMENTS

The following issues should be considered in your review of this Concept Plan:

1. **Sketch plan requirements** – The sketch plan is a voluntary submission on the part of the developer in order to obtain the planning commission's comments with regard to the proposed development prior to making detailed drawings and formal application for approval. According to Chapter 16.16.020 of the Municipal Code, the sketch plan must contain the following information:
  - Vicinity map indicating the location of the property with respect to surrounding property and streets
  - Title information – proposed name, scale of plat, and date
  - Name and address of owner and person responsible for the preparation of the plan

- Northpoint
- Boundary of proposed lot
- Location, widths and names of all streets on or adjoining the proposed development
- Location of existing utilities on or within 200 feet of the tract
- The layout of all proposed development and with approximate or typical dimensions and minimum area
- Zoning district classification

The sketch plan does not contain all the required information, but it is staff's understanding that this sketch is an initial concept and is intended just to get some basic feedback on parking requirements from the Planning Commission. Information missing is the name of the property owner and the zoning classification of the proposed library lot.

2. **Consistency with Comprehensive Plan** – The proposed development appears to be consistent with the goals and objectives of the comprehensive plan. There are no environmentally sensitive areas on the site. The site is not within an historic survey district and is not a historic site. The Public Facilities map in the Middletown Comprehensive Plan adopted in 2010 shows a proposed library on the subject property site. The Comprehensive Plan also states that “the current library facility, which is 2,500 square feet, will not adequately serve the needs of the projected increase in Middletown’s population. However, the County’s most recent Comprehensive Plan anticipates the need for expansion of the Middletown public library facility by constructing a new facility of 15,000 square feet, which is the current standard for the County, to meet the level of service necessary for the Middletown area.” Since adoption of the 2010 Middletown Comprehensive Plan, 125 dwelling units have been constructed within the town. Assuming the Maryland Department of Planning’s expected average household size for Frederick County of 2.7 persons per household, the 125 dwelling units could equate to 338 residents.
3. **NTR District Uses and special conditions**– Public libraries are a permitted use in the NTR District, as well as single-family dwellings and duplexes, churches public schools, parks and senior center. Playgrounds and home occupations are also permitted. There are no special exception uses in the NTR district. As a special condition of the NTR district, the site and development design shall be planned in such a manner as to give consideration to the preservation of existing natural or otherwise attractive and appealing landscapes and views.
4. **Lot requirements** – Within the NTR Neo-Traditional Residential district, the front yard depth is 15 feet from a public street, side yards are to be a minimum of 8 feet and the rear depth is to be 20 feet.
5. **Parking requirements** – Within the NTR district, the total amount of surface parking provided shall incorporate landscape elements in order to reduce the scale of large surface parking areas. Parking blocks shall be separated from each other by landscaping, access drives or public streets, pedestrian walkways, or buildings. And to the extent feasible, parking shall be oriented to minimize visual and noise impacts.

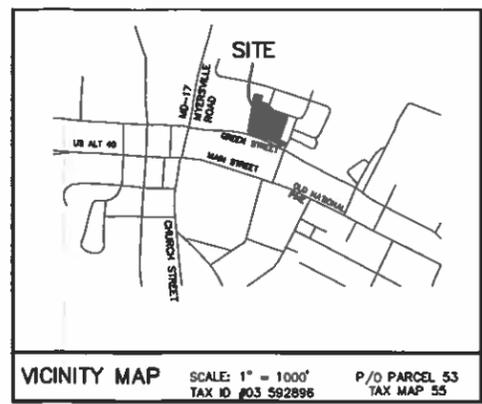
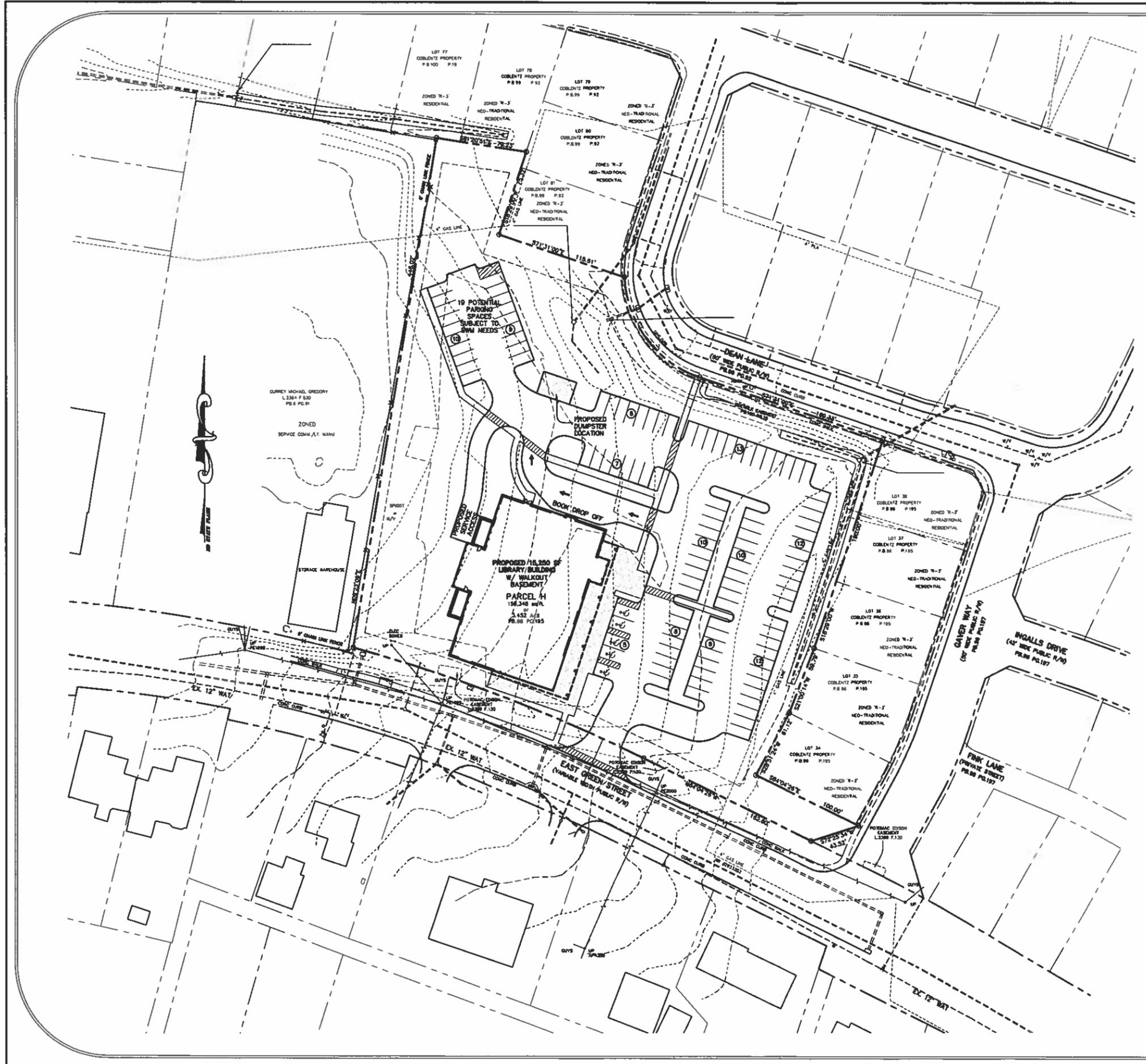
Regarding the number of required spaces, the Middletown Code does not explicitly state how many spaces are needed for a public library, although community centers require one space per

100 square feet. With a proposed square footage of 15,250 square feet, that would mean a minimum of 153 spaces. The applicant is proposing 93 spaces plus the potential for an additional 19 spaces subject to stormwater management needs. Two of the newer libraries in the County – the Brunswick Library and the Walkersville Library – have less than 40 parking spaces each. Staff understands that although the Walkersville Library is adjacent to both high density residential and a large single-family dwelling subdivision, the number of parking spaces there is not adequate for their needs.

The Frederick County parking regulations for a library are one space per 400 square feet of floor area. Using the county regulations, this proposal would require 38 parking spaces.

This review will be included in the Middletown Planning Commission materials for the October 19, 2020 public meeting. The applicant is encouraged to attend this meeting and the workshop on the Wednesday prior to the meeting which will be October 14, 2020.

cc:



- BASE NOTES**
- HORIZONTAL DATUM BASED ON COUNTY MONUMENTS "PARK II" AND "PARK II AZ"
  - VERTICAL DATUM BASED ON COUNTY MONUMENTS "PARK II" AND "PARK II AZ"
  - TOPOGRAPHY SHOWN HEREON IS FIELD RUN BY HSA DATED SEPTEMBER 2, 2020.
  - UTILITIES SHOWN HEREON ARE ASSUMED LOCATIONS BY HARRIS SMARIGA & ASSOCIATES, INC. AND SUPPLEMENTED WITH AVAILABLE UTILITY DRAWINGS FOR UNDERGROUND LINES. THEIR LOCATIONS SHOULD BE CONSIDERED APPROXIMATE AND SHOULD BE VERIFIED BEFORE CONSTRUCTION.
  - THIS PLAN PREPARED WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT.
  - TOTAL SITE AREA IS 150,348 SQUARE FEET OR 3.452 ACRES MORE OR LESS.

**RECEIVED**  
**OCT 05 2020**  
**Town of Middletown**

**NOTES:**  
 PARKING SPACES REQUIRED: CIVIC CENTER - 1 SPACE PER 100 SF OF GROSS FLOOR AREA  
 15,250 GFA PROPOSED/100 SF = 153 SPACES  
 PROPOSED PARKING SPACES: 93 (W/OUT 19 POTENTIAL SPACES)

**OFFICE COPY  
 DO NOT REMOVE**

SITE CONCEPT  
 FOR  
**MIDDLETOWN LIBRARY**  
 SCALE: 1"=40' 10/05/20

**HARRIS SMARIGA**  
 PLANNERS • DESIGNERS • ENGINEERS  
 138 S. CARROLL STREET  
 SUITE 100  
 FREDERICK, MARYLAND 21701  
 P. 301.474.0000  
 www.harris-smariga.com

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**Town of Middleton**  
**Zoning Administrator Monthly Staff Report**

**To:** Burgess and Commissioners

**From:** Mark Hinkle, Zoning Administrator

**Date:** September 30, 2020

**RE:** Monthly Zoning Administrator Staff Report for September 2020

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***BOA Hearings: Case MT-B-20-4 (Franklin Commons) and MT-B-20-5 (Swimming pool) to be held virtually on September 30, 2020.***

***Storage Container & Dumpster Permit:*** None

***Home Occupation Permit:*** None

***Zoning Violations and Complaints:***

- 1/14/2019 – 819 East Main Street, BB &T bank – Complaint received about unscreened dumpster, investigated and sent letter. Spoke with branch manager and agreed to allow them an extra 30 days so they can deal with their headquarters in North Carolina. The dumpster became obvious once the property next to them was cleared. Spoke with construction company and advised them what would be needed to be properly screened. ***Plan being submitted to headquarters in North Carolina to correct issue. On hold due to Parking lot realignment efforts. Spoke with facilities maintenance 10/7/2019 and they are waiting on a decision on the lot realignment before moving forward***
- 4/24/2019 – 5 East Main Street, Subway – Deteriorating signpost and signage for business no longer on site, letter sent, spoke with owner. Subway will be assigning a new Franchisee in the next 6 months and they plan on renovating and improving the building and signage at that time. ***Working toward renovation of building and signage at same time. 7/15/2020 reached out again to check status of project and updates, no response.***
- 10/23/19- 121-125 W. Main St.-Work without a permit. Sent letter to owner and contacted Frederick County. Stop work order issued by Frederick County. Owner filed for Zoning Certificate but has not applied for permit. Owner is also meeting with Planning Commission to discuss changes to property. County still has not received

Zoning Certificate to begin permit process. County has approved renovations. ***Project was approved for two main level business suites, two second floor apartments. Project will go through Planning Commission process to proceed with two third floor apartments. Permits have been issued, case can be closed***

***Miscellaneous:***

- Letter sent to owner of Franklin Commons to submit all required paperwork by January 15, 2020 to comply with decision by Board of Appeals. We did not receive the required information. Certified letter sent to owner to let them know that their past decision has expired and that they would need to file for the case to be re-heard before they can move forward. ***7/22/2020 Received paperwork for Board of Appeals application, hearing scheduled for September 30<sup>th</sup>.***
- Communication with the management company for the HoA at Middletown Glen, the issue remains that the HoA wants me to approve zoning certificates for swimming pools before they will approve, I stated my preference is that the HoA approves first so that the applicant is not wasting money and staff time if the pool does not meet the HoA guidelines. Still a work in progress.
- Working with LDS regarding a new sign however the sign does not meet the guidelines set forth in Town code.

***Permits:***

<b><i>September 2020 Zoning Certificates</i></b>	<b><i>Address</i></b>	<b><i>Permit #</i></b>	<b><i>M-town Received</i></b>	<b><i>M. Hinkle Approved</i></b>	<b><i>County Approval</i></b>
Sousa-Fence	303 Ingalls Dr.	Town	8/30/2020	9/1/2020	No
Carter-Fence	15 Young Branch Dr.	Town	9/2/2020	9/2/2020	No
Prescott-Interior room	12 Larch Ln.	297656	9/8/2020	9/8/2020	Yes
Lowe-Pool	212 Layla Dr.	300662	6/4/2020	9/8/2020	Yes
Manson-Shed	118 Miriam Pass	300790	9/8/2020	9/8/2020	Yes
Lynn-Interior renovations	211 Rod Circle.	300887	9/8/2020	9/8/2020	Yes
Duley-Porch	12 Knollside Ln.	296339	8/21/2020	9/8/2020	Yes
Tamagna-POD	217 E. Main St.	Town	9/10/2020	9/10/2020	No
Tostenson-Fence	7 Eastern Cir.	Town	9/11/2020	9/11/2020	No
Stultz-Fence	91 E. Green St.	Town	9/11/2020	9/11/2020	No
Amati-Fence	65 Boileau Ct.	Town	9/24/2020	9/25/2020	No
Axline-Fence and shed	714 E. Main St.	Town	9/28/2020	9/28/2020	No
Harkins-Fence	310 Ingalls Dr.	Town	8/13/2020	9/30/2020	No

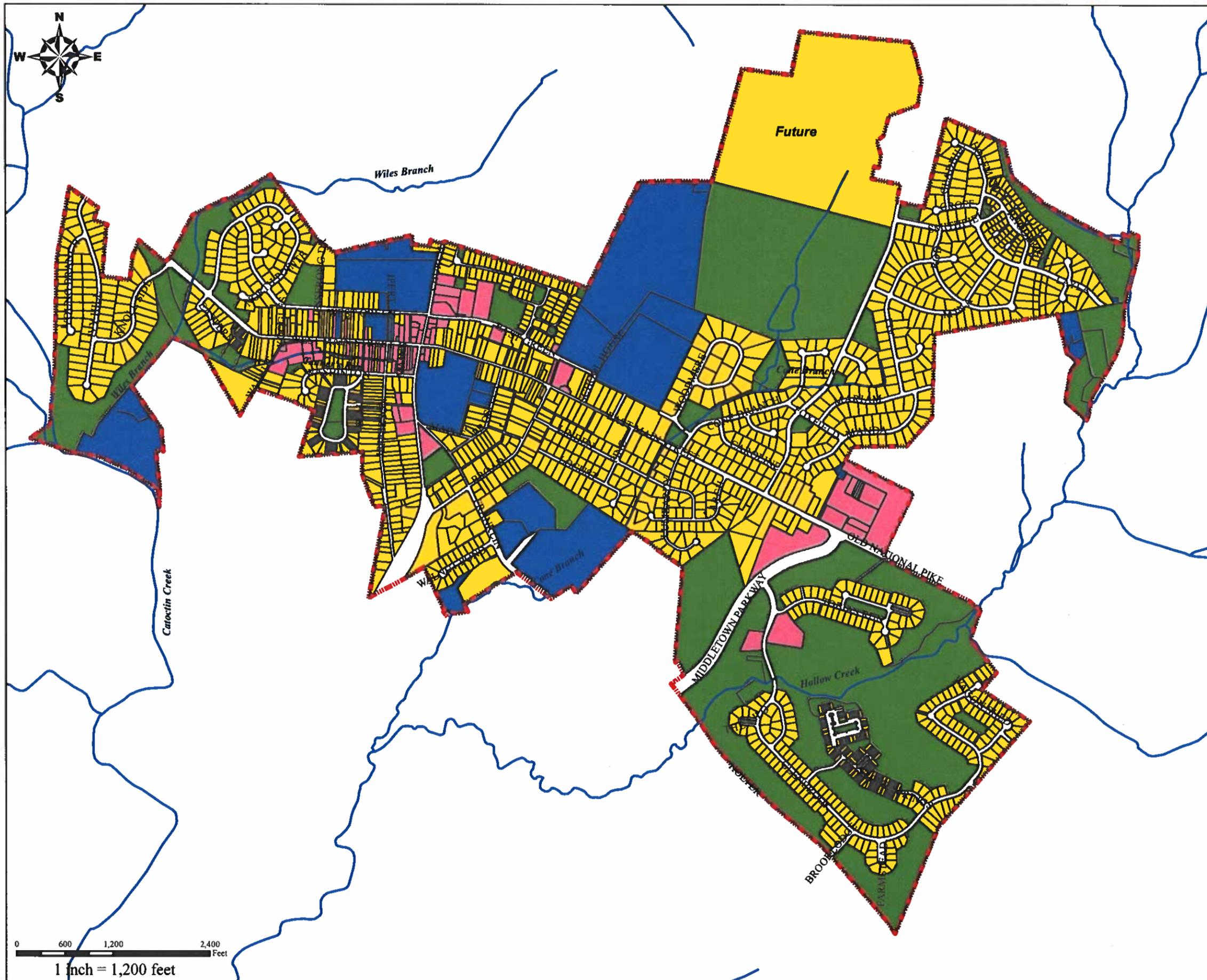


Figure 4-1  
8/18/2020

## Existing Landuse Map Middletown, Maryland



Middletown

### Legend

-  Streams
-  Town Boundary
- Landuse**
-  Commercial
-  Institutional
-  Open Space
-  Residential

**DRAFT**

Source: Frederick County and Middletown Planning Department.

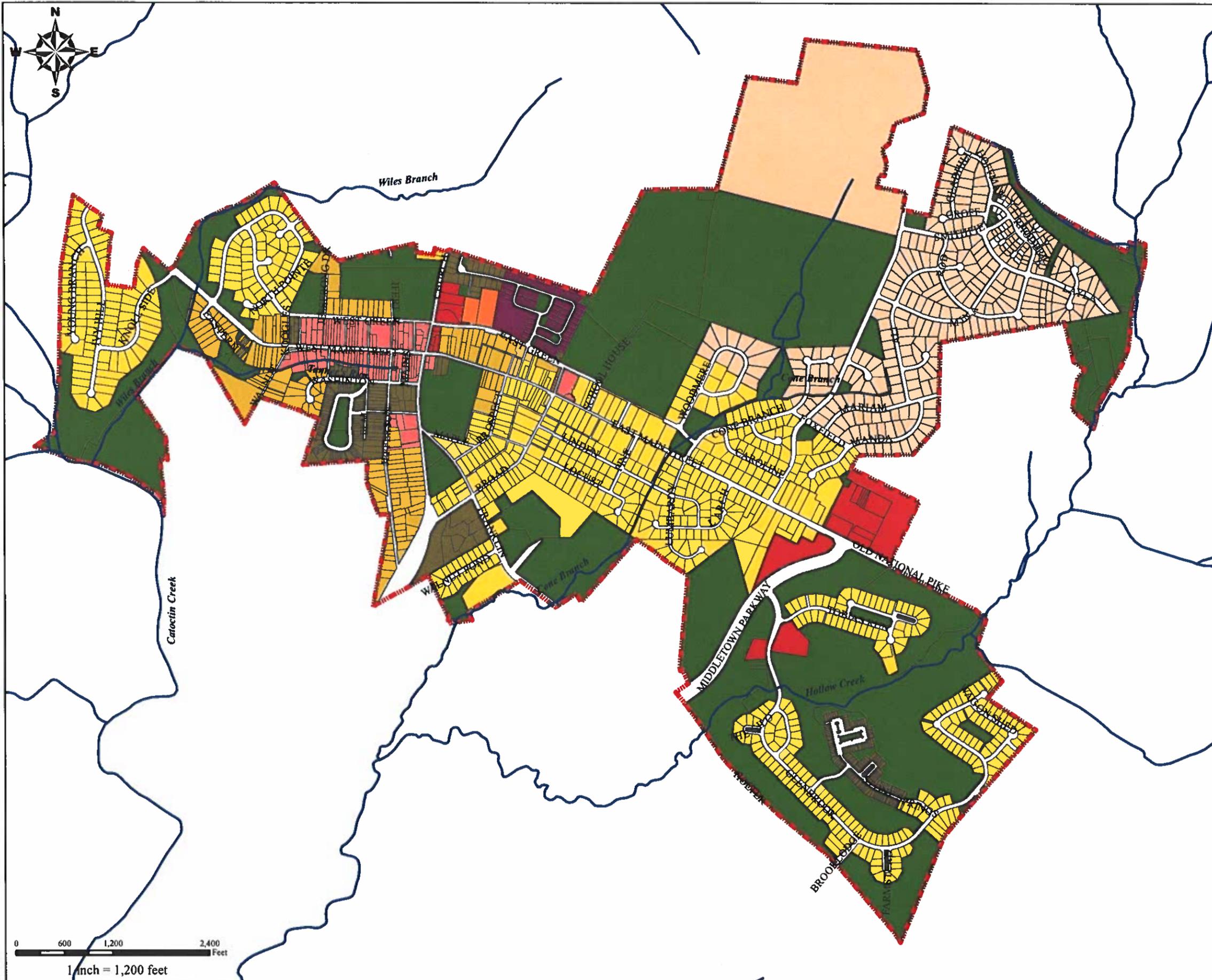


Figure 4-2  
10/9/2020

## 2010 Zoning Map Middletown, Maryland



### Legend

- Stream
- Town Boundary
- Town Zoning**
- General Commercial
- Open Space
- R-1 Residential
- R-2 Residential
- R-20 Residential
- R-3 Residential
- R-3/Neo. Traditional Res.
- Service Comm./Lt. Manu.
- Town Commercial

**DRAFT**

## Chapter 5 TRANSPORTATION

The focus of the transportation plan is the movement of people and goods. The transportation system and the physical development of a community is inter-twined. In the case of Middletown, the name and very existence is due to its location between South Mountain and Braddock Mountain on the Old National Road. The need for additional roads and other forms of transportation increases as development occurs along the existing transportation routes.

The Old National Road, which became US 40-A, was one of the County's earliest toll roads. It created enough traffic to stimulate development of local trade centers and taverns or inns along its route. Farm to market routes developed as the population expanded. The expanding population also created the need for side roads and alleys in the Town itself. In addition to the importance of US 40-A, development in Middletown was also affected by the establishment of a trolley line. The trolley line resulted in the East Main Street extension and the Prospect's Addition Subdivision.

The purpose of this chapter is to inventory and analyze the existing transportation system. Towards this end, it will review the regional context of transportation, the existing local network, traffic counts, problem areas and issues related to transportation.

### REGIONAL CONTEXT OF THE TRANSPORTATION SYSTEM

The transportation system in the Middletown Region contains both inter (outside the region) and intra-regional (within the region) transportation connections. Three inter-regional road connections are I-70, US 40 and US 40-Alternate; all are east-west connections from Frederick west to Hagerstown and beyond. The existence of these inter-regional routes is important due to the limited access outside the Middletown Region because of the mountains. This is a factor in evaluating transportation alternatives to improve traffic congestion. The oldest of the three, US 40-A, is Main Street in Middletown and is a two-lane road for its entire length where it splits from US 40. The newest of the three, I-70, was built in the late 1960's and now carries most of the through County east-west traffic. The predominate north-south route through the Middletown Region is MD Rt. 17 which is a two-lane State rural road which winds from Smithsburg in Washington County south to Brunswick. MD Rt. 17 is Church Street in Middletown and intersects with Main Street (US 40-A) in the center of Town. Other major north-south roads in the Region are Old Hagerstown Road, Old Middletown Road, Holter Road and Harmony Road. All the other roads in the Region are rural local roads or subdivision streets. See Figure 5-1 Roads by Jurisdiction.

### LOCAL ROAD NETWORK

The local road network in Middletown is predominately characterized by the relationship of the smaller streets to Main Street and to a lesser extent Church Street. The basic linear grid pattern with parallel streets is present in the Town street system but contains many interruptions which force traffic back to Main Street and Church Street. The street system has its origin in the original

layout of the Town with some of the original streets being Jefferson, Church, Elm, North (now Green) and South (now Washington) Streets.

About 350 ft. north of Main Street is Green Street which parallels Main Street. West Green Street has been upgraded with storm drain, curbs and gutter, and sidewalks from N. Church Street to just west of the AMVETS property. ~~is mostly open section (no curbs or gutters) and~~ It extends to the North Pointe subdivision, where it intersects with North Pointe Terrace, which intersects with West Main Street, opposite Eastern Circle. East Green Street has been upgraded with curb, gutter, sidewalk and includes turn lanes to the Middletown school complex and extends subsequently eastward, where it intersects with Cone Branch Drive.

~~The pavement width on West Green Street varies but has been improved in recent years to 20-40 feet from N. Church Street to North Pointe. The western end of Green Street also has some problems with vertical alignment which is being improved through development. One issue concerning Green Street is the lack of sidewalks, although some have been added through upgrades to the eastern section. This street serves the Middletown school complex and is heavily used by many school children.~~

South of Main Street are two main parallel roads which serve different parts of Town. On the west side of Town is Washington Street. This street extends from Church Street to its end in the Manor Ridge Subdivision. Both the pavement width and right-of-way varies along Washington Street. The other parallel road south of Main Street is Linden Boulevard. This street extends from Broad Street east to Larch Lane. Linden Boulevard primarily serves the Woodmere South Subdivision. Linden Boulevard is 38 ft. wide with a 50 ft. right-of-way, which is wider than most local streets in Town.

The grid street pattern is much more pronounced on the older, west side of Town. The streets running from Green Street to West Main Street include Garage Drive, Jefferson Street, Elm Street, Willow Street and Bussard, Summers and Koogle's Drive. Jefferson and Elm Street cross Main Street and extend past Washington Street. Generally, all of these streets are narrow in both pavement width and right-of-way with structures very close to the pavement. Most of these streets are now one-way. Walnut Street is a major road connection southwest of Town where it is named Bidle Road in the County. On the east side of Town, there is only one direct connection from north of Main Street to south of Main Street and that is where Lombardy Drive intersects with Main Street and becomes Cone Branch Drive, north of Main Street. Cone Branch Drive has access to Coblenz Road (County road) via Caroline Drive or Foxfield Pass. There are two connections from Main Street to Franklin Street (which is named Holter Road in the County). These two road connections are Prospect Street and Broad Street. These two streets are connected between Main and Franklin Streets by Locust Street. Broad Street is paved through to South Church Street (MD Rt. 17) but has been blocked to through traffic at that location. Pavement widths on Broad and Prospect Streets are 22-30 ft. Most of the other streets in Town serve mostly local use either in the older developed areas or in the newer subdivisions.

Many of the older streets in Town are approaching, or have passed, their useable life and are in need of renovation. The State Highway Administration (SHA) collects a gasoline tax from across the State and then distributes these funds to municipalities. Middletown is given a set amount of

money for each mile of local roads that Middletown agrees to maintain. This means that repairing and maintaining local streets and roads is the town's responsibility. Middletown maintains 24.7 miles of roads. The Town's Director of Public Works inventories the state of the roads annually and prioritizes the roads that need work. Costs for road repairs are put in the Capital Improvement Program budget for approval by the Burgess and Commissioners.

Roads that were resurfaced in recent years include Manda Court, Manda Drive, Martha Mason, and Locust Boulevard. Washington Street will be resurfaced in 2021, and will include new sidewalks. Broad Street will undergo reconstruction in 2021. Streets in the subdivisions of Glenbrook, Foxfield, North Pointe and Cone Branch Estates, which were completed in more recent years, provide connections that have helped to alleviate traffic congestion at the intersection of US 40-A and MD Rt. 17 in downtown Middletown.

### PAST TRANSPORTATION ACTIVITY

In 1998 and 1999 the Town upgraded Green Street from N. Church Street (MD Rt. 17 north) to Schoolhouse Drive. The developer of the Cone Branch Estates subdivision completed the extension of E. Green Street to Cone Branch Drive near its intersection with E. Main Street (US 40-A) with the Town completing the section from Schoolhouse Drive to the Estates. At the western end of Green Street beyond the Amvets Post Home the developer of North Pointe Subdivision extended the street through that subdivision to West Main Street (US 40-A) opposite of Eastern Circle. These road sections have provided an alternate through traffic pattern in Middletown, paralleling Main Street, and have provided a secondary route if Main Street becomes blocked.

The developer of the Glenbrook Subdivision was required to construct a section of the southern parkway between East Main Street and Holter Road to State standards (150' right-of-way with 2 lanes of 24' wide pavement) and dedicate to the Town the entire right-of-way until such time the State would take over the road. The developer also constructed a street (Glenbrook Drive) which runs from the parkway in an eastward direction and connects with Holter Road, affording the development two accesses to Holter Road.

The developer of Foxfield constructed a collector streets (Smithfield Drive and Layla Drive) between Coblenz Road and Hollow Road. These streets are north of US 40-A and parallels that State Highway. A 150' right-of-way running in a north/south direction is also reserved through the subdivision for future extension of a parkway route as shown in the accompanying maps.

Middletown has also actively seeking County and State participation in further study for a Middletown road south of Town shown in both this Plan and the Frederick County Middletown Regional Comprehensive Plan for a road from US 40-A at Brookridge South to Rt. 40-A at the Town Plaza Shopping Center. The County no longer has listed this as a Secondary Road Priority.

Middletown participated in the Maryland National Road Partnership Program to nominate the Old National Pike which runs through Middletown (Main St.) from Baltimore to the Pennsylvania line as an "All American Road", which has since been designated as such.

ribbon-cutting ceremony to recognize the National Road as an All American Road was held on May 8, 2003 at the Frederick Visitor's Center on Interstate 70. The National Road has also been designated as a Maryland Scenic Byway.

### TRAFFIC VOLUMES

Traffic volume data gives insight into the function of various roads throughout the Region and around the Town. Low traffic counts would indicate the function of the road is predominately local access while higher counts indicate the function of the road is more than just local access and includes through traffic movements. Traffic counts are available on State roads and have in the past been available on certain County roads in the Middletown area. The Traffic Count map, following this section of the Plan, shows the latest available traffic counts as well as some prior year's counts which can measure the increase in traffic volume over the years.

US 40 A east of Middletown has the highest non-interstate traffic volumes in the Middletown Region. Between 1971 and 1995 traffic increased 280% on US 40 A east of Middletown and 340% west of Middletown. MD Rt. 17 south of Middletown increased 430% and 350% north of Middletown, during that same period.

The Frederick County Division of Public Works is responsible for collecting traffic counts on the County road system, which assists in identifying trends and prioritizing improvements in the County. The counts are taken with machines which are typically in place for 2-3 days in the middle of the week. The numbers are referred to as the Average Annual Daily Traffic (AADT), which reflects the amount of traffic in both directions for a 24-hour period. The counts are done generally every three years, and seasonal and temporal variations in traffic levels can occur. The most recent counts done in the Middletown vicinity were made in 2007 and 2008. Frederick County's 2019 Traffic Volume Map provides the Annual Average Daily Traffic (AADT) counts provided by SHA. The traffic counts are derived by taking 48-hour machine count data and applying factors from permanent count stations. It is interesting to note that the 2019 traffic counts are less than the counts done in 2007 at each of the three count stations within the town limits. See Figure 5-2, Traffic Volume map.

High traffic volumes on US 40 A and MD-17 and the percentage increase in these volumes indicate changes and events outside the Town limits. The two major causes of the traffic increases on these routes are the continued development in the rural areas of Frederick County and the development outside of Frederick County, in West Virginia and Washington County, Maryland. State Highway Administration improvements of MD-17 from Burkittsville to Middletown and MD Rt. 34 from West Virginia to Boonsboro have increased use of these routes. While the Town's transportation system is affected by outside development, the Town has no control over development in these areas.

### US 40-A CONGESTION

The extent of through traffic in the center of Town on US 40-A has generated several studies of existing and projected traffic volumes as well as alternatives to relieve the traffic congestion. As a result of these studies, the Frederick County Middletown Region Plan (1997) designated ds a

southern route around Middletown and extending to I-70 and a collector to connect MD Rte.17 to the extension to I-70. The purpose of an alternative route in the form of a parkway is to remove the heavy traffic volume through the center of Town. Over the ~~past thirty~~ years, the Town has expended all of its efforts with SHA and the County to get action on this. At this time, the Town will identify both bypasses in the hope that one will be developed over time as development occurs.

The Middletown Downtown Revitalization Study conducted by Hyder (ARRO Engineering) was completed in connection with the (most recent) southern bypass study. It evaluated traffic movements through Middletown during the A.M. and P.M. peak (rush) hours. The results from the Origin & Destination Study indicated that the majority of the traffic through downtown in the A.M. peak is from the west and the south, heading east, and the reverse in the P.M. peak. The existing average daily traffic (ADT) in 1996 on US 40-A through Town was 13,500, which was expected to increase to over 23,300 by the year 2010 without any highway improvements. Based on 2019 data from the State of Maryland, that expected increase did not occur. The traffic volume on US 40-A just east of MD 17 was 11,653, and just west of MD 17 it was 8,560. Over Braddock Mountain, there is an approximate 70%-30% split in the peak hours, with the majority of the traffic heading east in the A.M., and west in the P.M. Existing ADT on US 40 A over Braddock Heights is 18,000. The traffic volume just west of the I-70 ramps along US 40-A in 2019 was 20,810.

While both southern and northern alternatives would relieve traffic congestion in downtown Middletown, the high traffic volumes through Braddock Heights would remain. The most recent study considered the possibility of an interchange on I-70 at Hollow Road, although it is not certain whether an interchange would be approved at this location. At the present time, the Town of Middletown has through the annexation process, commitments for dedication of rights-of-way through ~~the two subdivisions (Brookridge South subdivision and the Middletown Parkway was built as part of the Glenbrook subdivision development.) for a southern parkway.~~ In addition, right-of-way has been reserved through the Middletown South Subdivision and Holy Family Catholic Church. Sections of a northern collection road have been included in the Foxfield Subdivision and with the annexation in 2018 of the property north of the County Park, more of that collection road going west from Coblenz Road will be constructed within the next few years.

In addition to problems created by high traffic volumes and the need for an alternative route, other traffic problem areas exist. As with many Towns which developed prior to the automobile, the older streets are narrower than what would be required under current standards. Development occurred in close proximity to the traveled roadways leaving little room for road improvements. Increased traffic has increased the problem created by narrow roadways. In particular, intersections of narrow streets become problem areas. Intersection problems in Town include the West Main Street/Walnut Street intersection and the Washington Street/Church Street intersection. The difficulty with the Walnut Street intersection is the angle and grade of the intersection and the problem with the Washington Street intersection is the steep grade from Church Street. All of the older downtown streets are narrow including particular problems with South Jefferson Street, Koogle Drive and Summers Drive. Due to existing historic structures at the intersection of Church Street and Main Street, widening options to make geometric

improvements for increased pedestrian safety are not possible. Pedestrian safety improvements at intersections might be accomplished in the form of pavement markings, signing or signal improvements.

#### State Highway Administration Streetscape Project – Alternate 40(A)

The State Highway Administration funded the Main Street streetscape project and the notice to proceed to construction was received on September 6, 2016. The limits of the project extended from the western edge of town to the eastern edge of town, and included the replacement of water mains from Coblenz Road to Eastern Circle. The SHA scope of work included replacement of storm water lines in the Main Street SHA right-of-ways and relocating some utility lines, new signage, traffic patterns, and replacement or installation of curb, gutter and sidewalks. The project also included landscaping and planting of new trees. The project was completed Fall of 2020.



#### Walnut Street Bridge Reconstruction

In 2013, the bridge on Walnut Street over Tanners Run was replaced due to its deterioration over time. The bridge is located approximately 500 feet from the intersection of Walnut Street and

West Main Street. In addition to the replacement of the superstructure and the rehabilitation of the bridge abutments, roadway approaches and storm drainage improvements were made as well.



### Parking Lot Improvements

The parking lot at the corner of East Green Street and North Church Street has recently been designated as a public parking lot and landscaping has been added to enhance the lot. The Elm Street parking lot was renovated in 2019 to add lighting, an EV charging station, planting beds and associated tree, shrub and flower plantings. A handicap access ramp was added to the back of the Municipal Center in 2020, and public parking spaces were added on West Green Street with the West Green Street improvements.

### **ALTERNATE TRANSPORTATION OPTIONS**

Towns the size of Middletown generally cannot support public transportation services. At present, Frederick County's TransIT plus, which is a County operated transportation service, provides demand-response transportation service for medical assistance recipients (for medical appointments only, where public transit is not available), senior citizens and persons with disabilities. Local taxicab companies which operate 24-hour service, 7 days a week, also serve Frederick County. Virtually all other transportation is either vehicular or pedestrian. US 40 Alternate is designated by SHA as an on-road bicycle route, ~~although no~~ and with the recent streetscape project marked bicycle lanes are provided. As part of the statewide bikeway network, local officials should work with SHA to enhance opportunities to improve conditions for bicyclists including the provision of bicycle racks in the Main Street business district. No other on-road or off-road bicycle ways currently exist in the Town.

Commuter service to the Washington metropolitan areas is provided by Maryland Transit Administration (MTA) bus route 991 during weekdays at peak morning and evening hours. The service operates from the Park and Ride lot off MD Route 17 south of Myersville to the City of Frederick, Urbana and the Shady Grove Metro Station in Montgomery County. The ~~2015~~ 2017 Frederick County ~~Transit~~ Transportation Development Plan (TDP) has identified the Town of Middletown as a possible place for additional service needs due to potential demand. The TDP proposes a fixed-route TransIT shuttle beginning as two trips daily, five days a week, between Middletown and the Downtown Frederick Transit Center with a stop at Frederick Towne Mall. Suggested stops within Middletown are Town Center Plaza, Middletown High School, and the Main Street-Jefferson Street intersection. Assuming average ridership (six passenger trips per

hour), service on the Middletown Shuttle per the TDP is likely to generate approximately 2500 trips per year. priority regional community for future expansion of shuttle route service from the Town to the City of Frederick/MARC commuter rail stations. The MARC commuter rail line carries passengers from locations in Frederick to Washington D.C.

## SIDEWALKS

Sidewalks provide a link for people and their community. Distances which could easily be traveled on foot will not be done if there isn't a safe, accessible sidewalk or path. As such, the sidewalk system can provide an important function in encouraging more pedestrian movements for nearby trips. The Town supports Frederick County in working with the Safe Routes to Schools Program to improve bicycle/pedestrian safety, in particular at intersection crossings, and provide pedestrian education and greater ADA accessibility.

The existence of sidewalks in Middletown is predominately in the oldest and newest areas of Town ~~although new sidewalks have been installed along West Green Street, East Main Street and Broad Street in recent years. The Town did begin working with the State Highway Administration on a Main Street Project that would revitalize much of RT 40 A through Town, but the project was placed on hold by SHA. Middletown now has about 54 miles of sidewalks.~~ Church Street has sidewalks both north of Main and south of Main from Green Street south to Broad Street. Other streets which have sidewalks for a large portion of their length include Jefferson Street, Prospect Street and Broad Street. Major subdivisions which have been built since the 1970's which also have sidewalks include Jefferson Village, Brookridge South, North Pointe, Glenbrook, Cone Branch Estates and Foxfield. Notable areas where sidewalks are not present are in the Woodmere North and South Subdivisions, ~~and Jefferson Street extended, and along West Green Street. Improvements to West Green Street are in the planning process.~~ To date, the Town has installed roughly 4 miles of sidewalks using the State Highway Retrofit program.

## GREENWAYS/PATHS

The undeveloped lands around Middletown provide an opportunity for a shared path or greenway system. These greenways and paths would be located on a combination of stream valleys, public lands and existing public road rights-of-way. Greenways would surround the town and connect with proposed county paths following the Catoctin Creek and following trolley lines from Myersville. The Town will support coordination with Frederick County to encourage shared use path connections between Middletown and the City of Frederick, Myersville and along Catoctin Creek.

Beginning at Remsburg Park, a path has been constructed on the east side of the Middletown Parkway to Main Street. From there it would need to traverse through the AC Jets property and continue through the Foxfield development using land from the existing right-of-way of the Middletown Parkway. This path would connect with the existing Foxfield Path on the perimeter of Foxfield. This existing Foxfield Path would continue through ~~any the newly annexed land that may be annexed~~ west of Coblenz Road, and then continue behind the Middletown Middle/High

Commented [CU1]: Update?

Commented [CU2]: Will include photos of walking trails

Commented [CU3]: Should information be included about the pedestrian pathway off of Glenbrook Drive to connect with the County's Fountaindale subdivision?

School complex. This path would also connect to the existing and planned paths in the Middletown County Park.

After crossing Route 17, the path would connect with North Pointe and then southward across Route 40A to the Wiles Branch Park paths. These paths would then continue south of Middletown connecting with Remsberg Park, forming a Greenway around Middletown. In addition, a path was recently constructed that is planned to connects the walkway on Cone Branch to a path starting from Route 40A to the Middletown Primary School and then onward to Remsberg Park; this pathway would ultimately connects ~~the~~ Remsberg Park and the Middletown Primary School to the Middle/High School complex and the Middletown County Park. See Figure 5-3, Greenway Map to see the existing and proposed trail alignments.

The state designated “Main Street” communities of Frederick County, including Middletown, would like to complete a trail plan that connects all of the Main Street communities by bike paths – both on and off street – that are comfortable to casual bike riders of a range of ages. A focus of the ultimate system would be to attract economic development and increased tourism spending in all of those communities. The Hagerstown and Frederick Trolley Trails would connect Thurmont with Frederick and Frederick with Middletown. One of the listed Action Items in the 2018 Frederick County Bikeways & Trail Plan is to perform preliminary engineering on the Main Street Connector Trails/Bikeways with grant money leveraged to facilitate the connectors.

The Bikeways & Trail Plan includes a map showing a proposed Middletown-Myersville Trolley Trail which would be a rail-to-trail conversion on a portion of the Hagerstown and Frederick (H&F) railroad which operated an electric trolley system between Frederick and Hagerstown. This line opened for trolley service in 1896 and was abandoned in the 1930’s and 1940’s. This trail segment is primarily in agricultural land use and is 10 miles in length.

#### Transportation Issues

1. A major priority of the Middletown planning effort is the construction of a parkway to reduce through traffic in the center of Town. The Town can facilitate the construction of a parkway by reserving road right-of-ways during the development review process. Parkway roads can also be built to standards determined by the Town and funded by development. The most likely way to get developer built roads is through properties approved for development.
2. Road construction is governed by street design standards found in the Middletown Design Manual. New road construction needs to be better integrated into the character of the Town and to the relationship with Main Street. New roads should compliment the existing Town street pattern. The Town should consider the appropriate streets for bicycle lanes, or wider shoulders, and design these streets accordingly.
3. The recommendations for the roads around Middletown on the Frederick County Comprehensive Plan should be reviewed for acceptance into the Town.
4. The Town should study concepts for revitalization of downtown streets.

Commented [CU4]: ??

5. The Town should consider improvements to the sidewalk system for continuous connections throughout Middletown thus developing a uniform pedestrian experience.

#### Transportation Goals:

1. Provide safe, reliable circulation within the Town.
2. Improve transportation links with the roads outside of the Town limits.
3. Establish traffic count data levels for future planning efforts.
4. Provide additional sidewalk connections where needed.

#### Transportation Objectives & Policies

1. Middletown will continue to pursue the identification and construction of a parkway, as well as alternative approaches to reducing through traffic along US Route 40-A. This includes participation by the Town in several ongoing studies being conducted by the Maryland Department of Transportation and the State Highway Administration.
2. The planned improvements to the transportation system shall correspond to and support the overall Municipal Growth Plan, including scaling of streets to foster community cohesiveness and the provision of inter-connected streets where possible.
3. Planned road improvements shown in the Comprehensive Plan will be required to be provided during development review with an emphasis on construction and dedication over reservation. In addition, the development review process will consider transit, bicycle and pedestrian improvement requirements.
4. Middletown will consider alternative transportation proposals which reduce traffic congestion. This can include improvements to sidewalk systems, and pedestrian shared use paths, consideration of road design to include bicycle path lanes or wider shoulders, and the role the Town government may play in ridesharing/carpooling programs. Furthermore, in recognition of the fact that US 40A has been designated as an existing or future bikeway by SHA, the Town could work to ensure that bicycle parking and other amenities and enticements are available to the long-distance bicyclists traveling between Central and Western Maryland and points west.
5. The Town will require dedication or reservation of land during subdivision review for potential greenway connections.

Commented [CU5]: ??

#### Transportation Plans

The purpose of the transportation proposals is to identify new road links, the type of road to be built, and other transportation proposals needed to facilitate the movement of people. A functional classification system has been adopted which designates local, collector and arterial road standards. The location of collector and arterial streets has been identified and mapped so that reservation or dedication can be required during the development review process. Additional transportation proposals will also be discussed.

Commented [CU6]: ?

Functional Classification System – See Figure 5-4, Transportation Map.

**Arterials** - These are roads which support the County interstate system in providing longer distance connections from the rural areas outside of Town and linking Middletown with other communities in the County. They carry moderate to high volumes of traffic and typically provide access to the interstate system. They should have bicycle and pedestrian accommodations in the form of shoulders/sidewalks and/or parallel shared use paths. Arterial roads such as Holter Road and MD Rt. 17 will be within an 80 ft. right-of-way. The parkway alternative will require a 150 ft. right-of-way with limited access in accordance with State Highway Administration requirements. The Arterials listed on the Plan are as follows:

- Northern parkway (new road connection)
- Southern parkway (new road connection)
- Middletown Parkway
- MD 17 south of town limits
- MD 17 north of town limits
- Holter Road south of Middletown Parkway
- Rt. 40-A/Main Street

**Collectors** - Collector roads support the arterial road system by carrying traffic from the local roads and subdivisions to the arterial road network. All Collector road improvements shall require bicycle and pedestrian accommodations in the form of shoulders/sidewalks and/or parallel shared use paths. Collector links have been identified on the Plan's Transportation Map; however, additional Collector links may be needed. Collectors identified are as follows:

- Church Street
- Franklin Street (north of southern parkway)
- Coblentz Road
- Layla Drive (between Hollow Road & Smithfield Drive)
- Smithfield Drive
- Glenbrook Drive to the second intersection with Stone Springs Lane
- North Pointe Terrace up to first intersection with West Green Street
- East Green Street
- West Green Street (planned upgrade)
- Cone Branch Drive up to Foxfield Pass

**Local Roads** – Local roads provide direct access to abutting properties and are designed to handle relatively low traffic volumes. ~~New Local roads have not been identified on the plans and shall be provided as individual properties develop according to the specific needs of the development.~~ All local road improvements shall require curb, gutter and sidewalks with a pavement width of 32-36 ft., within a 50-60 ft. right-of-way, according to the Town Design Manual.

**Other Transportation Related Implementation Recommendations**

While traffic movement is primarily related to the automobile, the Town can play a role in non-automobile related transportation efforts. Primarily, these efforts will be related to movement of people within the Town limits for recreation, shopping and schools. These include designation of greenways along stream valley areas for hiking and designation of a bicycle route through Town, as well as planning for on and off-street routes connecting to other communities.

Finally, the Town should explore the role that could be played in ride-sharing and carpooling. As a Town service, the Town could provide matching of people with destinations. This could be accomplished by simply matching individuals for pickup at homes or by provision of a ride-share parking lot.

DRAFT

# MIDDLETOWN-MYERSVILLE TROLLEY TRAIL

This would be a rail-to-trail conversion on a portion of the Hagerstown and Frederick (H&F) railroad which operated an electric trolley system between Frederick and Hagerstown. This line opened for trolley service in 1896 and was abandoned in the 1930's and 1940's. The eastern portion of the corridor would connect Frederick and Middletown and has been developed with mostly residential uses. It has not been determined if the corridor is still protected as an electric utility right-of-way. The segment between Middletown and Myersville is primarily in agricultural land use.

## Project Details

Status: Not constructed and not yet funded.

Jurisdiction: County, Town of Middletown, Town of Myersville

Type of Trail: Multi-Use

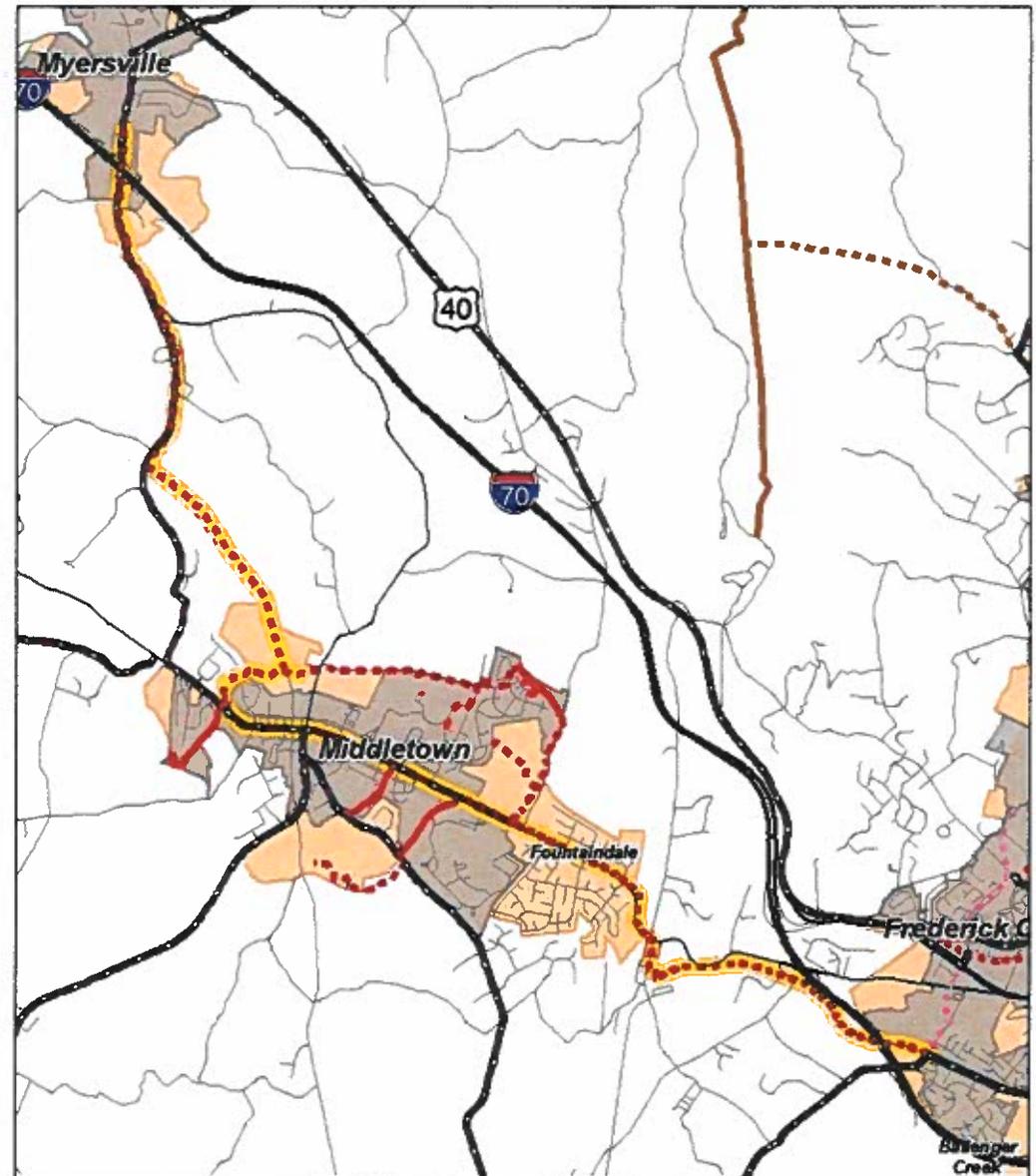
Length: 10 miles

Beginning Point: Frederick (Mt. Philip Rd)

Ending Point: Myersville (Main Street)

## Issues

- Identifying an appropriate terminus where the trail would enter Frederick City.
- Crossing I-70 along US 40A and on MD 17 in Myersville.
- The grade over Braddock Mountain.
- It needs to be determined if the original right-of-way is still intact.
- Agricultural impacts between Middletown and Myersville.



Middletown - Myersville Trolley Trail



Figure 5-1  
10/13/2020

## Roads by Jurisdiction Middletown, Maryland

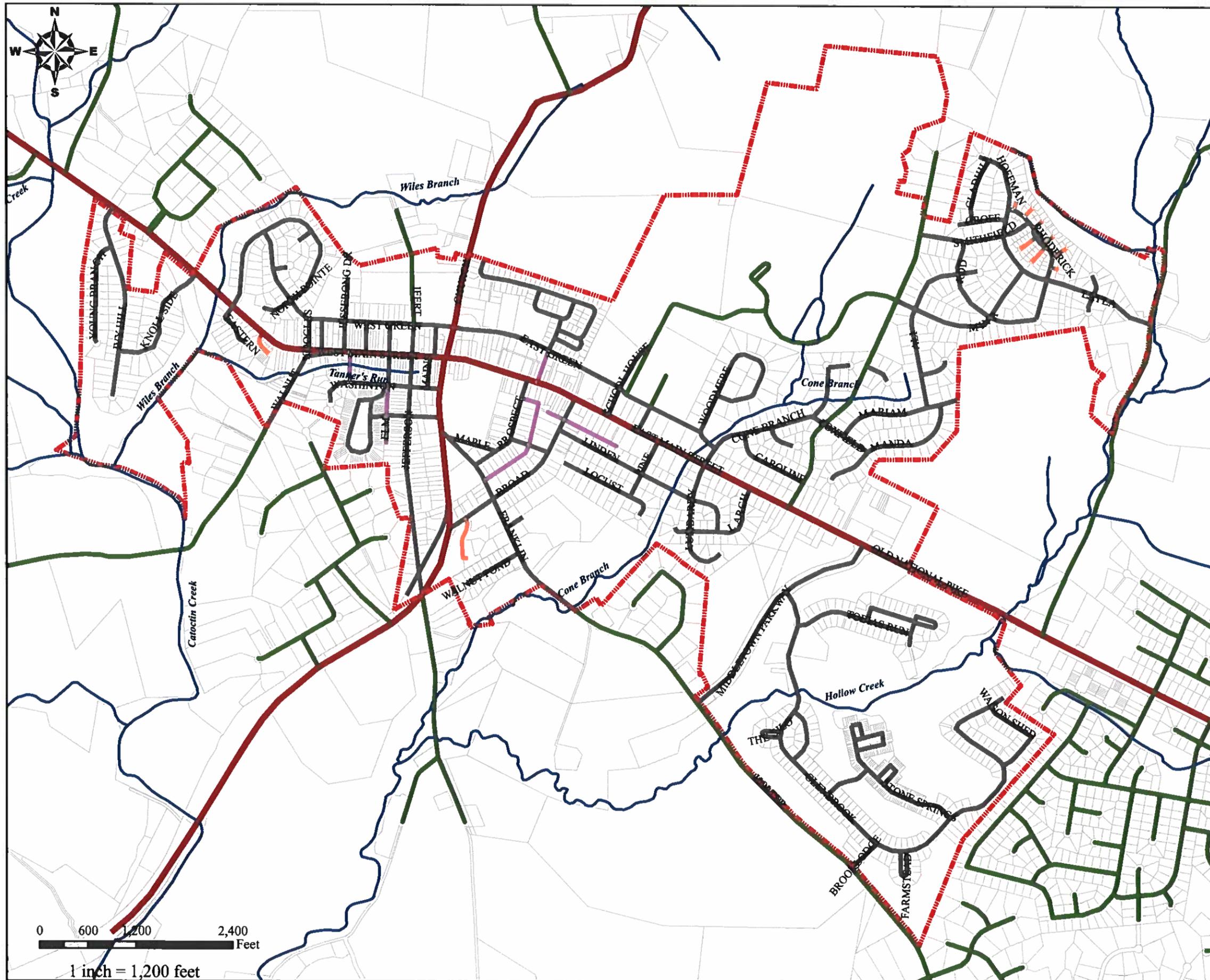


### Legend

-  Alley
-  Private
-  Town Road
-  County Road
-  State Road
-  Stream
-  Town Boundary
-  Parcel

**DRAFT**

Source: Frederick County and Middletown Planning Department.



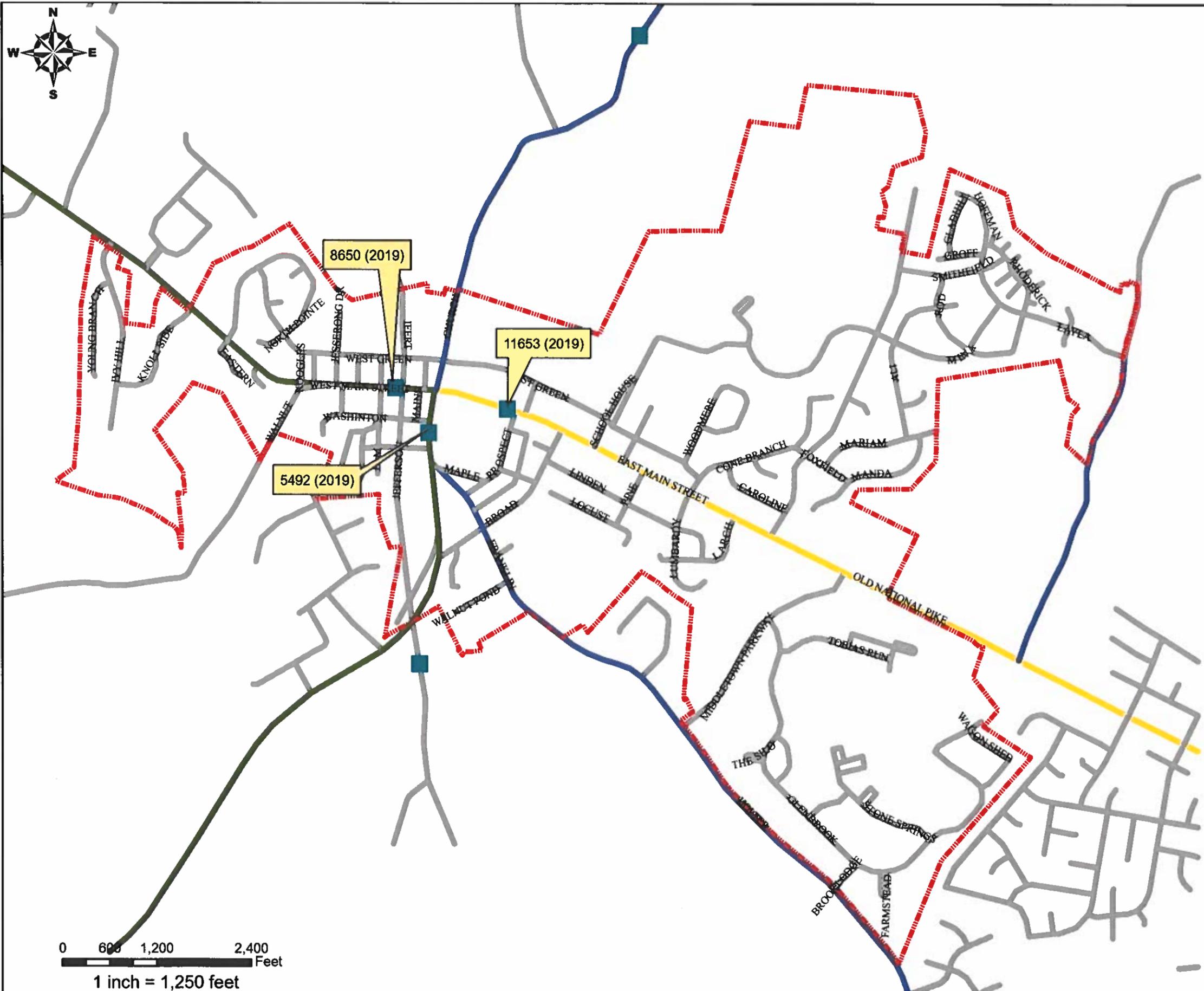


Figure 5-2  
10/9/2020

## Traffic Volume Map Middletown, Maryland



- Legend**
- MD SHA Count Station
  - AADT-Average Annual Daily Traffic**
  - 1-2,500
  - 2,500-5,000
  - 5,000-10,000
  - 10,000-25,000
  - Town Boundary

**DRAFT**

Source: MD State Highway Administration, Frederick County Planning Department and Middletown Planning Department.

Figure 5-3  
3/26/2020

# Walkway and Trail Map Middletown, Maryland



## Legend

- Local roads
- Stream
- Town Boundary
- Parcel
- Greenway**
  - Built
  - Future
  - Easement/Town-Owned
  - County Proposed Pathways

**DRAFT**

Source: Frederick County and Middletown Planning Department.

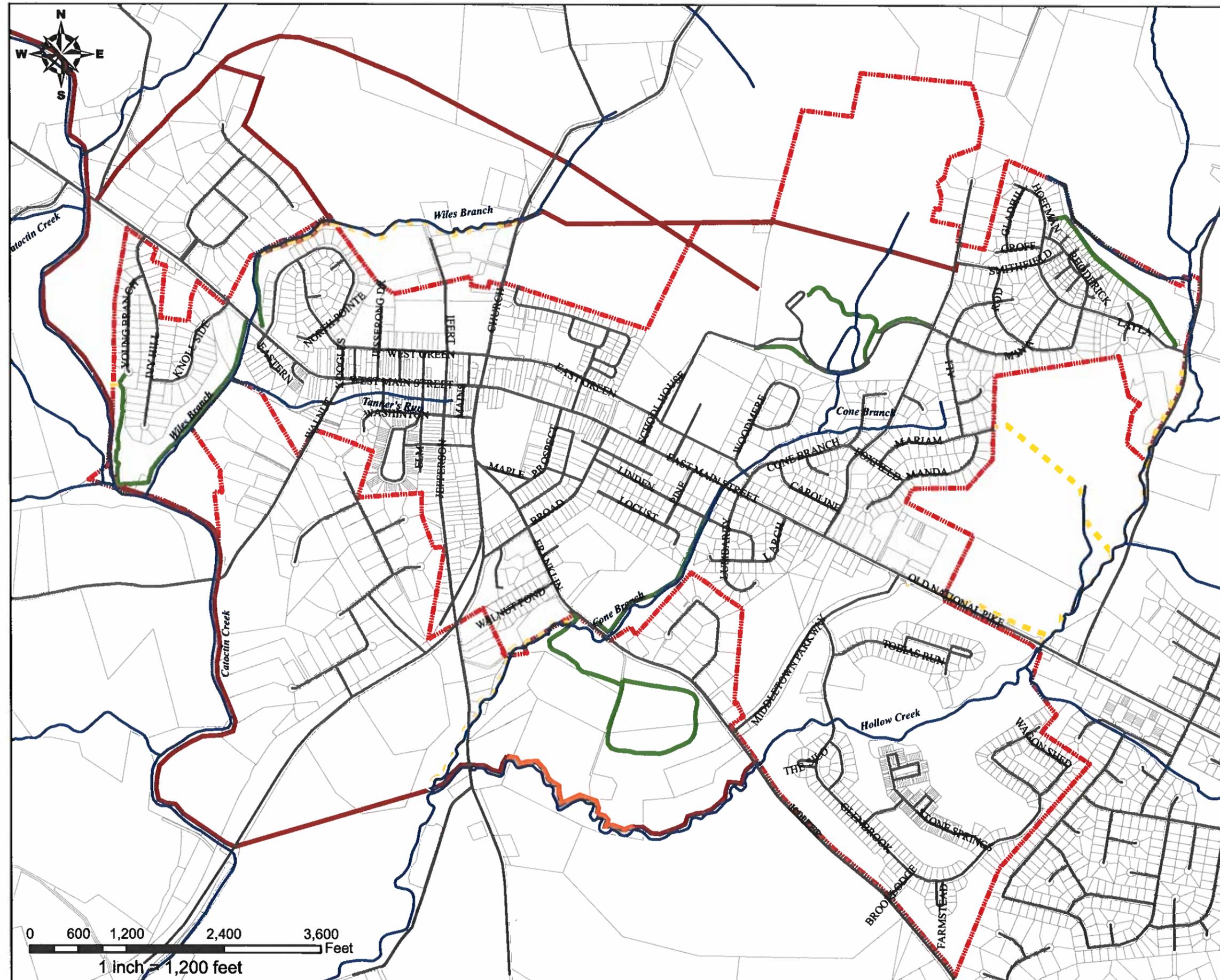
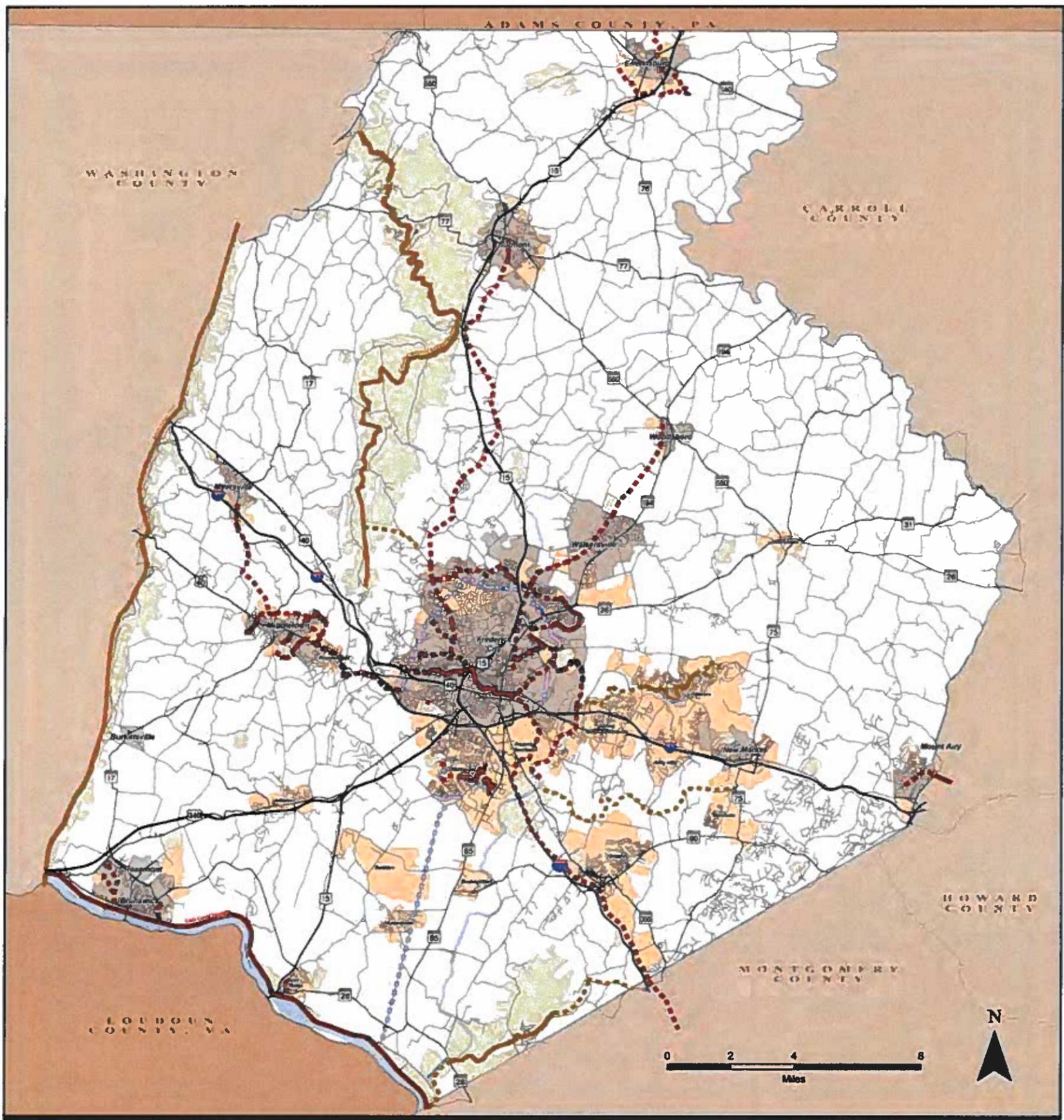


Figure 4.1



**Bikeways & Trails Plan**  
**Off-Street/Multi-Use Trails**  
*Recommended Plan - December 2017*

- | Existing | Proposed |                        |  |
|----------|----------|------------------------|--|
|          |          | Multi Use Trails       |  |
|          |          | Natural Surface Trails |  |
|          |          | Side Path              |  |



**Frederick County, Maryland**  
 Division of Planning and Permitting  
 January 05, 2018  
 Frederick County GIS

Projection: NAD 1983 State Plane Maryland FIPS 1500 Feet  
 While efforts have been made to ensure the accuracy of this map, Frederick County accepts no liability or responsibility for errors, omissions, or positional inaccuracies in the content of this map. Reliance on this map is at the risk of the user. This map is for illustration purposes only and should not be used for surveying, engineering, or site-specific analysis.

00351

Figure 5-4  
3/20/2020

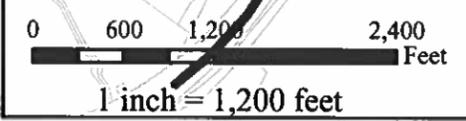
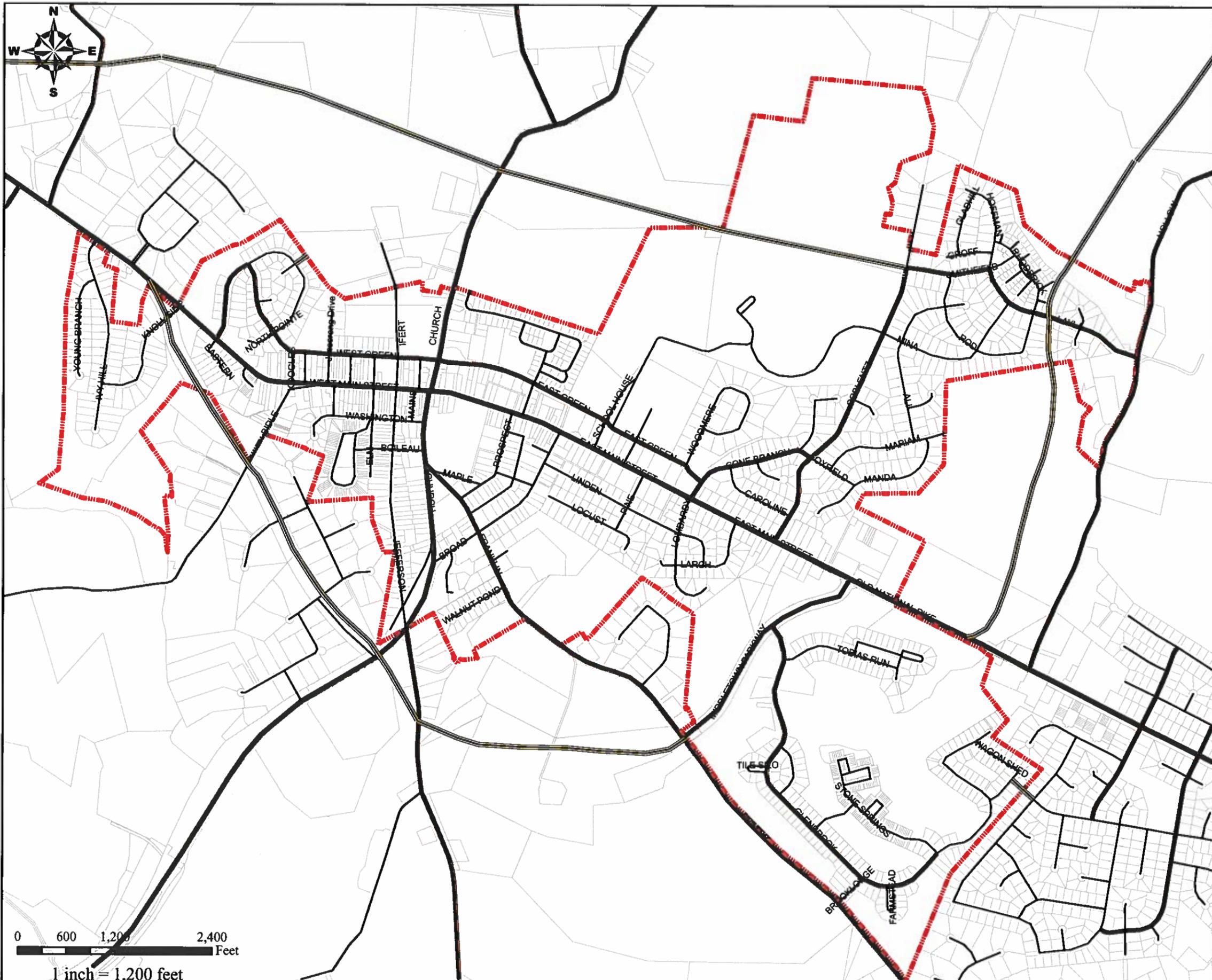
# Transportation Map Middletown, Maryland



## Legend

-  Future Road
-  Minor Arterial
-  Collector
-  Local Road
-  Town Boundary
-  Parcel

**DRAFT**



Source: Frederick County and Middletown Planning Department.

## Chapter 6 COMMUNITY FACILITIES

The planning for future community facilities is a major part of the Comprehensive Plan. Future land use proposals will create a need for expanded public facilities. The growth projected in the Plan must be accompanied by a provision of adequate public facilities. In the case where public facilities are already inadequate, then the Community Facilities Chapter must identify potential solutions to the problems.

In this chapter, there will be background information on the existing facilities and services and policy recommendations for the provision of public facilities. Where appropriate, there will be a recommendation for future actions to provide adequate public facilities. See Figure 6-1, Public Facilities Map.

### Schools

**Existing Conditions:** The Town of Middletown and the ~~Middletown Valley nearby area~~ are served by four schools; Middletown Primary, Middletown Elementary, Middletown Middle and Middletown High. All pupils within the corporate limits currently are within the Middletown ~~Feeder area~~ School District. The Middletown Elementary, Middle and High schools are located in one large campus location north of Green Street on the north side of Town. The ~~new~~ Middletown Primary School, which serves pre-kindergarten through 2<sup>nd</sup> grade, is located on the south side of Town on Franklin Street. Some of the students from developments near Middletown attend the Myersville Elementary School in Myersville, which is a feeder school for Middletown Middle School. While the Town does not provide school services, Town growth will impact school capacities and the need for additional schools.

In 2020~~09~~, the Middletown ~~Primary~~ High School is the only area school that exceeds capacity. ~~It is projected to exceed capacity every year through 2029.~~ In addition, portable classrooms are presently being utilized at ~~Middletown Middle (2 portables)~~; Middletown High (35 portables) and ~~Myersville Elementary~~ ~~Middletown Primary~~ (1 4-classroom portable). Portable classrooms allow class sizes to be maintained at 25 students per class.

**Planned Board Of Education (BOE) Improvements:** ~~There are two BOE future projects in the Middletown area included in the 2020 Educational Facilities Master Plan. They are modernizations of Middletown Middle School (construction 2027-2028) and Middletown High School (construction 2028-2029). Neither project is intended to increase school capacity, but will update the building systems to current standards. There is one BOE future project in the Middletown area which will increase school capacity when completed. The addition to Middletown High School (August 2014) will add 300 seats. A previously planned Myersville Middle School to have been constructed in 2008 is no longer being planned. The school enrollment projections shown in the following table are based on percent capacities and do not consider planned additions or new construction.~~

TABLE 6-1

#### PUBLIC SCHOOL ENROLLMENT PROJECTIONS\*

Capacity 2007\* 2008\* 2009 2010 2011 2012 2013 2014 2015 2016 2017

Commented [CU1]: Although this is stated, it is not provided for in this chapter.

Commented [CU2]: Include aerial view of school complex?

Middletown Primary	482	401	452	444	444	445	452	462	472	482	494	505
Middletown Elem.	629	430	407	455	480	543	548	550	549	559	570	583
Middletown Middle	914	869	871	836	825	877	893	953	975	1023	1008	1018
Middletown High	1169	1346	1311	1282	1228	1195	1189	1146	1175	1210	1252	1339

Capacity	Actual					Projected						
	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	
Middletown Primary	445	452	472	474	477	475	473	482	495	500	509	516
Middletown Elem.	490	472	443	444	447	465	469	465	460	466	478	491
Middletown Middle	1072	785	812	827	844	829	832	827	828	836	833	827
Middletown High	1338	1125	1136	1101	1097	1139	1139	1203	1202	1161	1191	1176



\*2007 figures are August 2007 actual enrollment percentage; 2008 figures are from December 2008 quarterly enrollment report  
 Source: BOE Educational Facilities Master Plan Annual Update, June/September 2020/08

**Parkland**

Developed parkland resources available to Middletown residents in or near Middletown consists of Municipal parkland, County parkland, and Board of Education land. In addition, several parcels within developments have been reserved as open space for recreational uses. Open space protects plant and wildlife habitat and wildlife migration corridors, helps to preserve groundwater recharge areas, maintains scenic views and landscapes, and provides recreational opportunities. Open space also provides pleasant places for groups to congregate and engage in team sports. Over many decades Middletown has created parks to meet the recreational needs of the community. Today there is close to 2,200 square feet of parkland for every resident in town, which exceeds the 1,500 square feet amount typically found in towns and cities throughout America. In a study (2020) done by The Trust for Public Land, 85% of Middletown residents live within a 10-minute walk of a park. The national average is just 54%. Under the town's current development rules, new parkland will be added when future neighborhoods are built.

~~The Town has submitted engineering plans to the State for extension of the linear park in Brookridge South & North Pointe and these plans are under review.~~ The developed parkland in Middletown is as follows:

Commented [CU3]: Will include photos of parks

Commented [CU4]: ???

TABLE 6-2

**Parkland Inventory within Town Limits**

Site Name	Site Location	Acreage	Facilities Use
Foxfield Greenway	Westside of Hollow Rd.	13.100	trails, gazebo
Elm Street Pocket Park	100 Block W. Main St.	0.003	bench, landscaping
Memorial Park	Eastside S. Church Street	5.460	softball, basketball, pavilion, tot lot,

			multi-purpose court
Wiles Branch Park	Southside of West Main Street	25.386	basketball, tot lot, trails, pavilions, multi purpose field
North Pointe Tot Lot	Northside of North Pointe Terr	0.002	tot lot
Glenbrook Soccer Field	Southside of Glenbrook Dr.	2.260	soccer field, trails
Cone Branch Pocket Park	Westside of Cone Branch Dr.	1.350	gazebo, benches, lighted paths
North Pointe Park	Northside West Main St.	9.200	undeveloped, pond
Jefferson Village Green Area	Center of Boileau Dr.	2.350	trail, benches, tot lot, grill, landscaping

**Total Parkland within Town Limits 69.11**

TABLE 6-3

**Parkland Inventory outside of Town Limits**

Site Name	Site Location	Acreage	Facilities Use
Hollow Creek Park	7700 Hollow Road	12.441	undeveloped
Hawbottom Park Parcel #1	9000 Block Hawbottom Road	3.900	undeveloped
Hawbottom Park Parcel #2	9000 Block Hawbottom Road	31.250	undeveloped
Remsberg Park	Southside of Holter Road	87.900	undeveloped

**Total Parkland outside of Town Limits 135.49**

**Total Parkland 194.60**

**Parkland Inventory within Town Limits**

Site Name	Site Location	Acreage	Facilities Use
Foxfield Greenway	Westside of Hollow Rd.	13.100	trails, gazebo
Elm Street Pocket Park	100 Block W. Main St.	0.003	bench, landscaping
Memorial Park	Eastside S. Church Street	5.460	softball field, basketball court, pavilions, tot lot, playground, bathrooms

<u>Wiles Branch Park</u>	<u>Southside of West Main Street</u>	<u>25.386</u>	<u>basketball courts, tot lot, trails, pavilions, multipurpose field, bathrooms, dog park, community garden</u>
<u>North Pointe Tot-Lot</u>	<u>Northside of North Pointe Terr</u>	<u>0.002</u>	<u>tot lot</u>
<u>Glenbrook Soccer Field</u>	<u>Southside of Glenbrook Dr.</u>	<u>2.260</u>	<u>soccer field</u>
<u>Cone Branch Pocket Park</u>	<u>Westside of Cone Branch Dr.</u>	<u>1.350</u>	<u>gazebo, benches, lighted paths</u>
<u>Cone Branch Walking Trail Prop.</u>	<u>Southside of Linden Blvd.</u>	<u>1.220</u>	<u>undeveloped</u>
<u>North Pointe Park</u>	<u>Northside West Main St.</u>	<u>9.200</u>	<u>undeveloped, pond, trails</u>
<u>Hollow Creek Park</u>	<u>7700 Hollow Road</u>	<u>12.441</u>	<u>undeveloped</u>
<u>Jefferson Village - Green Area</u>	<u>Center of Boileau Dr.</u>	<u>2.350</u>	<u>tot lot, walking trails, picnic tables</u>
<u>Middletown County Park</u>	<u>Westside of Coblenz Road</u>	<u>79.000</u>	<u>fields, pond, pavilions, frisbee golf, marble court, playground, basketball courts, picnic facilities, trails,</u>

**Total Parkland within Town Limits 151.77**

**Parkland Inventory outside of Town Limits**

<u>Site Name</u>	<u>Site Location</u>	<u>Acreage</u>	<u>Facilities Use</u>
<u>Hawbottom Park - Parcel #1</u>	<u>9000 Block Hawbottom Road</u>	<u>3.900</u>	<u>undeveloped</u>
<u>Hawbottom Park - Parcel #2</u>	<u>9000 Block Hawbottom Road</u>	<u>31.250</u>	<u>undeveloped</u>
<u>Hawbottom Park - Parcel 187</u>	<u>Watershed property</u>	<u>53.900</u>	<u>undeveloped</u>
<u>Remsberg Park</u>	<u>Southside of Holter Road</u>	<u>87.900</u>	<u>fields, walking trails, playground, bathrooms,</u>

**Total Parkland outside of Town Limits 176.95**

**Total Parkland 328.72**

Source: Middletown Staff 2008

Private park facilities exist at the Middletown Amvets. This 6 acre site includes picnic facilities with a pavilion and horseshoe courts. Also within the Town of Middletown are ~~the Middletown County Park and~~ recreation facilities and fields on properties owned by the Board of Education. ~~The 79 acre County owned park is located on Coblenz Road and is located adjacent to the Middletown High School. This park offers such amenities as lighted basketball courts, picnic facilities, play equipment, trails, sports fields, fishing, horseshoe pits, a bandstand, and a disc golf field.~~

#### Library Facilities

The Middletown Library was constructed in 1990 on a .87 acre lot adjoining the old elementary school on Prospect Street. The building consists of 2500 sq.ft. In fiscal year ~~20192007-08~~ (July 1, 2007 to June 30, 2008), the Middletown Branch Library had a circulation of 174,28876,922 items. ~~In addition, the library also offers many regular programmings for children, teens, and adults as well as a variety of physical and digital content, including children's story-times, teen programming and adult book clubs, as well as tours of the library facilities. Frederick County is in the process of designing a new 15,250 square-foot library to be built in 2022-23 on land deeded to the County adjacent to the Middletown Glen subdivision on East Green Street.~~

#### Fire & Ambulance Service

The Middletown Fire and Ambulance Company is ~~presently~~ located on Franklin Street adjacent to the Middletown Primary School. ~~South Church Street, one block south of Main Street but plans to construct new facilities at their carnival grounds.~~ The firemen have a service area of approximately 35 square miles for the fire company with a larger service area for the ambulance company. There are roughly 70 active volunteers and ~~four paid employees with additional people involved in other fire company activities. the fire station is staffed 24 hours a day with 5 personnel.~~

~~Three paid employees are on duty from 6:00 A.M. until 6:00 P.M. and are cross-trained for both fire and ambulance calls.~~

The Fire Company building was constructed in ~~2018~~1950 with several later additions, and houses a tanker truck, two Class A pumper trucks, ~~one older pumper truck~~, a brush truck, a ladder truck and two ambulances as well as a chief's vehicle. The Middletown Fire Company also owns 147 acres located ~~off~~ Franklin Street on Fireman's Way, which presently is used for carnivals and ~~other~~ includes an aActivities Building to benefit the Fire Company as well as a storage building. ~~The Fire Company proposes to relocate the fire station there in the near future.~~

~~Per Rich's suggestion, I'll add information about the emergency siren located behind the Municipal building.~~

#### Police Service

Law enforcement within the Middletown corporate limits is provided through the Frederick County Sheriff Community Deputy Program in which deputies are assigned to the Town and maintain office facilities within the Town Municipal Building. Middletown reimburses the County in an annual contract for this service. Law enforcement outside the corporate limits is provided by the Frederick County Sheriff's Department and the Maryland State Police.

Commented [CUS]: Will include photo of new fire station

The contract for three deputies that Middletown has with the Frederick County Sheriff's Department has an annual cost of approximately \$400,794+20,000 per deputy per year, which has remained consistent since 2010. The Middletown Deputies duties include criminal investigations, traffic citations, and meetings and presentations with various community groups such as the Community Watch Programs. The community deputies regularly schedules assignments for traffic enforcement on local streets.

#### Solid Waste

The Town presently contracts with a private hauler for municipal collection once a week of residential waste. Large commercial and industrial users must contract for their own waste disposal.

Middletown participates in the County recycling program and has its own yard waste program. The curb-side recycling program is now a single-stream program with 65-gallon containers that are picked up bi-weekly and contracted by Frederick County. Recycling material includes glass, paper, cans, cardboard, newspapers, magazines, books, aluminum food and beverage cans, juice cartons and most plastic bottles, tubs, jars and jugs. The curb-side yard waste program involves one day a week, seasonal pick-up of grass clippings, and leaves.

#### Adequate Public Facilities Ordinance

On October 15, 1991, Frederick County adopted an Adequate Public Facilities Ordinance (APFO), which has been amended several times, including the most recent changes adopted on November 13, 2014. October 14, 2008. In simplest terms, the APFO does not permit development to proceed if certain public facilities are not adequate or planned to be adequate within the near future. The County's APFO measures four facilities required to be adequate; roads, public water facilities, public sewer facilities, and schools. The County is currently considering adding a fifth measure of adequacy which would be emergency response times. The Town of Middletown is currently considering enacting an APFO of its own. The State of Maryland has given Middletown the authority to enact an APFO. The Town has chosen to control growth through other means such as annexation agreements, residential and commercial growth policies, and comprehensive planning.

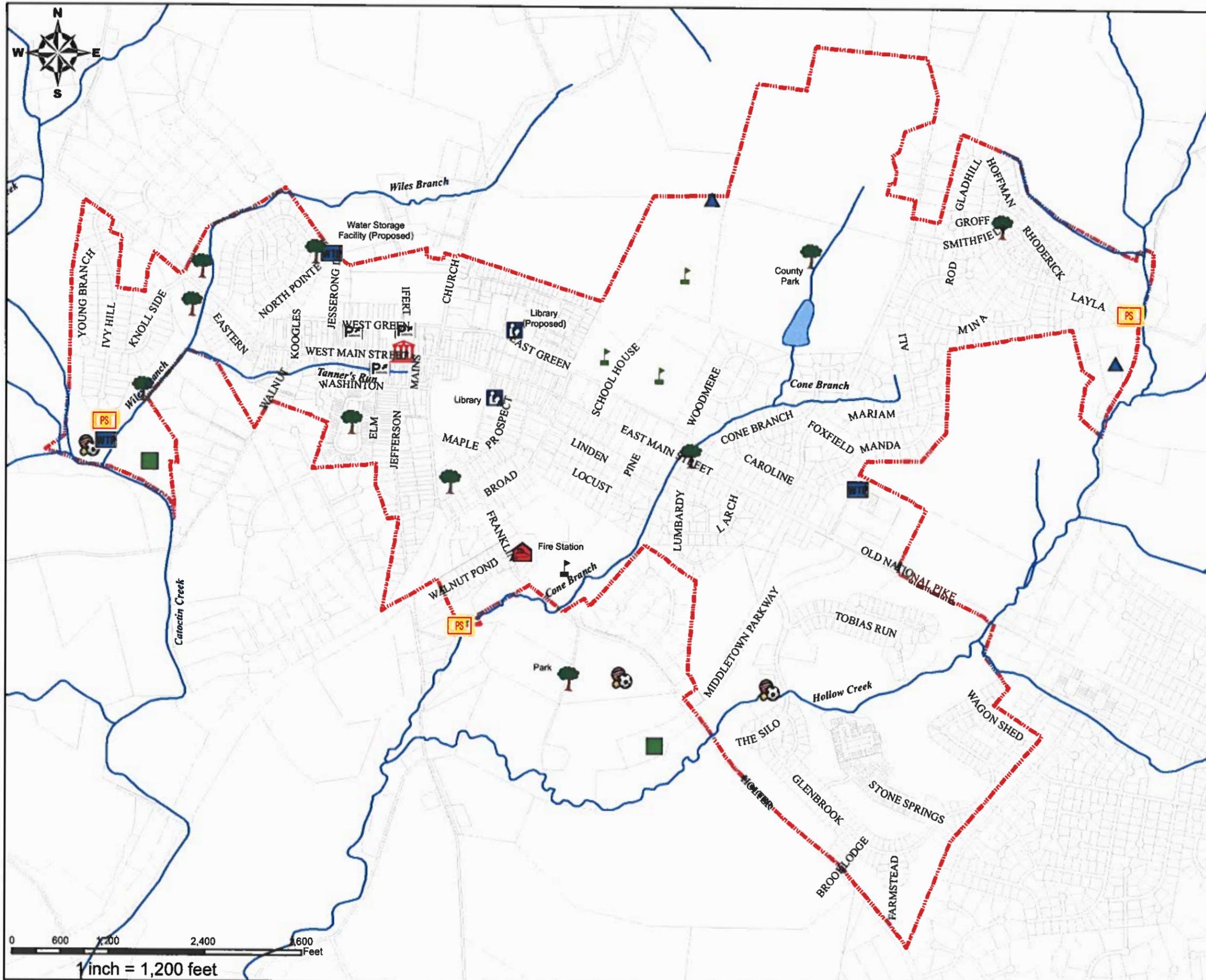
#### Questions for PC

- List social services? Day care centers for children?
- List cultural facilities? Museums?
- Show percent of students attending Middletown schools that actually within the town limits?
- Talk about any CIP projects that are community facilities and how they might be funded?
- Include an assessment of the condition of the facilities?
- Include school sites with playgrounds? Golf course? Historical sites? Cemeteries?
- Include a prioritized list of opportunities for park linkages?

Commented [CU6]: Per Rich's suggestion, I'll add information about the recycling drop-off at the County Park.

Figure 6-1  
8/19/2020

# Public Facilities Map Middletown, Maryland



### Legend

- |  |                 |  |                           |
|--|-----------------|--|---------------------------|
|  | Sports Facility |  | Pump Station              |
|  | Parking         |  | Sewage Treatment Facility |
|  | School          |  | Water Treatment Facility  |
|  | Fire Station    |  | Town Hall                 |
|  | Library         |  | Water Storage             |
|  | Park            |  | Streams                   |
|  |                 |  | Pond                      |
|  |                 |  | Town Boundary             |
|  |                 |  | Parcel                    |

**DRAFT**

Source: Frederick County and Middletown Planning Department.

**Town of Middletown Planning Department**

To: Burgess & Commissioners and Middletown Planning Commission

From: Cindy Unangst, Staff Planner

Date: 10/8/2020

RE: Monthly Planning Update – October

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**Major Subdivisions:**

**Foxfield Section 6 (Coblentz Road)** – Active-adult special exception use recommended approval by PC to BOA – January 21, 2020; Board of Appeals approved special exception use – August 31, 2020

**Site Plans, Plats and Minor Subdivisions:**

**Caroline’s View/Horman Apartments (East Green Street)**- Site Plan approved – April 21, 2008 (no sunset provisions prior to November 14, 2010)

Improvement Plans conditionally approved – May 17, 2010 (no sunset provisions prior to 11/10)

Revised Improvement Plan mylars signed – July 21, 2017

**Next step – submittal of PWAs for approval and apply for building and grading permits**

**Cross Stone Commons (Middletown Parkway)** – Revised Site Plan conditionally approved – 10/20/14

Improvement Plan mylars signed – November 6, 2015

FRO plantings completed – December 23, 2019

**Next step – submittal of architectural renderings for building #2 for review/approval**

**Hollow Creek Professional Center (Alt. 40A)**– Forest Stand Delineation approved – April 16, 2018

Revised Site plan conditionally approved by PC – October 21, 2019 (Plans expire 10/21/22)

Revised Preliminary Forest Conserv. Plan conditionally approved – November 18, 2019

Board of Appeals approved self-storage use – February 26, 2020 (Expires Feb. 26, 2021)

Architectural renderings approved by PC – June 15, 2020

**Next step – submission of FFCP and Improvement plans for PC review**

**Franklin Commons (Franklin Street) -**

Resubmitted site plan conditionally approved – May 21, 2018 (Plans expire May 21, 2021)

BOA approved height variance request – July 12, 2018 (BOA approval expired July 12, 2019)

**BOA variance request approved – September 30, 2020**

Improvement plans conditionally re-approved – March 18, 2019 (Plans expire March 18, 2022)

**Letter of credit has been submitted to County and PWA’s have been signed – Good to Go**

**Jiffas (Summers Drive)** – Forest Conservation Plan approved & Improvement Plan conditionally approved for commercial use – October 20, 2008 (no sunset provisions prior to November 14, 2010)

Architectural plans approved by PC for duplex – March 16, 2015

BOA approval for variance requests for duplex – March 29, 2016 (Expired March 29, 2017)

**Next step – apply for variance requests for siting of duplex building**

**Middletown County Park (Coblentz Road) – FSD and FCP approved – Feb. 17, 2020**

**Middletown Library (E. Green Street) – Concept plan submitted for review – October 5, 2020**

**Middletown Water Storage Tank (Ashky Ct.) –**

Final Forest Conservation Plan conditionally approved by PC – June 17, 2019

Improvement Plans conditionally approved – July 15, 2019 (Plans expire July 15, 2022)

**Miller Property (East Main Street) – Phase III Revised Site plan approved by PC – June 17, 2019**

Phase III Redline Site & Improvement Plans conditionally approved – Sept. 16, 2019

**Next step – submittal of Phase IV site plan for review and approval**

**Richland Driving Range (Glenbrook Drive)– Concept plan reviewed by PC – January 18, 2016**

Revised Site Plan conditionally approved – January 15, 2018 (Plans expire January 15, 2021)

Improvement Plans reviewed and tabled by PC – September 17, 2018

**Next step – submittal of improvement plans for review and approval**

**School Complex roadway plans (Schoolhouse Drive) – Improvement plans and FCP plans reviewed & approved by Town Board – May 8, 2017 (informed June 2017 funding was not approved for project)**

SWM plans re-submitted to Frederick County and SCD for review/approval – 8/3/17

(Planning Commission reviewed plans as courtesy to Town Board. No expiration date of approval due to type of plans – i.e., no structures, etc. – just changes to roadways, sidewalks.)

**St. Thomas More Academy Site Plan revision (Prospect St) –**

Revised site plan approved – September 21, 2020 (Expires September 21, 2023)

Revised site plan to be revisited in five years – September 2025

**Annexations:**

**A.C. Jets Property-** PC approval of annexation petition of 35.96 acres – December 21, 2009

Public hearing date - Monday, October 11, 2010

Annexation petition denied by Town Board – October 11, 2010

**Admar Property –** PC approval of consistency with zoning/comp plan – February 20, 2017

Public Hearing - April 5, 2018

Town Board passed annexation resolution – April 9, 2018

**Text Amendments:** Liquor store text amendment inquiries

Temporary sign regulations – Cindy will be working on this with town attorney

**Reports:**

**Grants:** MESC grant application deadline – November 13th

**Meetings:** Next Middletown Green Team Meeting – October 20, 2020

**Next Joint town board/planning commission workshop –**