

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

**Regular Meeting**

**October 19, 2020**

The regular meeting of the Middletown Planning Commission took place on Monday, October 19, 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), Bob Miller, Dixie Eichelberger (Alternate), and Eric Ware (Temp Alternate). Others present in official capacity: Cindy Unangst (Staff Planner) and Patty Guyton (Recording Secretary). Others present: Burgess John Miller, Ian Selock (Frederick County Public Works), Fran Zeller (Harris Smariga), Sheila McDuff (Frederick County Public Libraries), Gavin Vierling (resident) and DMcdougal (resident).

**OCTOBER MONTHLY PLANNING COMMISSION MEETING:**

**I. PUBLIC COMMENT** – None.

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

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

**III. PLAN REVIEW – Middletown Library Concept Plan for Parking discussion**

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.

There was discussion on lowering the number of parking spaces from the original 93 proposed with additional 19 in the left rear of property to 75-85 parking spaces. The Town code requires 153 parking spaces due to the square footage of the building. Frederick County requires 38 spaces due to the square footage of the building. Fran Zeller (Harris Smariga) stated that the new total of parking spaces falls in the middle of the Town code and Frederick County requirements.

Fran Zeller (Harris Smariga) stated that after hearing the residents' questions/concerns at the Planning Commission workshop about the parking lot located near Gaver Way, he is considering taking 24 spaces out of that lot to have more landscaping. The parking lot in question will sit lower than the houses currently on Gaver Way. The Planning Commission members asked if the builder could have some considerations on making the parking lot more eye pleasing to residents and visitors.

Planning Commission members stated that the library will need more parking spaces than what the County requires and what newer libraries have because of the library's location. Middletown Glen has limited/to no parking on side streets. The Planning Commission encourages the reduced parking spaces from the original plan and discourages visitors from parking on Green Street and in Middletown Glen. The Planning Commission also stated that the Stormwater Management plan has not been submitted to Frederick County for review yet and that these plans could change due to their approval or denial.

**IV. ZONING** – Monthly Zoning Administrator report – Planning Commission members reviewed the report and noticed that one address with a new fence was not on the report. Cindy will contact the Zoning Administrator to investigate.

## V. COMPREHENSIVE PLAN UPDATE

**Chapter Four – Land Use and Maps** – Cindy made the adjustments and changes from the September meeting. Planning Commission members stated that it is hard to read the street names on the Existing Landuse map and if it is necessary for them to be on it. Cindy will work with the GIS specialist to try and make them clearer, if not possible, she will remove them.

There was discussion about adding Remsberg park to the maps. Planning Commission members stated that Remsberg Park is outside Town limits and the maps are only showing what is in town limits.

**Chapter Five – Transportation and Maps** – The Planning Commission received the proposed changes to the Comprehensive Plan Chapter five. There was discussion about adding the changes made to West Green Street and putting the completion date of the Streetscapes Project done by the State Highway Administration. Cindy will contact the SHA to get up to date traffic counts and if they can give a reasonable answer to why the counts are down. There was discussion on rewording some of the sections to read clearer, correcting future roads and adding alleys on the maps. Cindy will make the changes and resubmit in the November meeting.

**Chapter Six – Community Facilities and Map** – Cindy plans to add an ariel view picture of the school complex instead of just pictures of the school. Cindy has a call into Frederick County Public Schools to have them explain why, in their Enrollment Projections, it shows Middletown Primary being over capacity until 2029. She will also find out if they are still using the base number of 25 students per classroom. There was discussion about adding Middletown Glen and Glenbrook tot lots and pocket parks to the Parkland Inventory within Town Limits table but stating that they are HOA maintained.

**VI. Miscellaneous** – November workshop date change to Tuesday, November 10, 2020.

**VII. Additional Public Comment** - None

Meeting adjourned at 8:40 PM.

Respectfully submitted,

Patty Guyton  
Recording Secretary