



**AGENDA FOR THE
BURGESS & COMMISSIONERS AND
PLANNING COMMISSION**

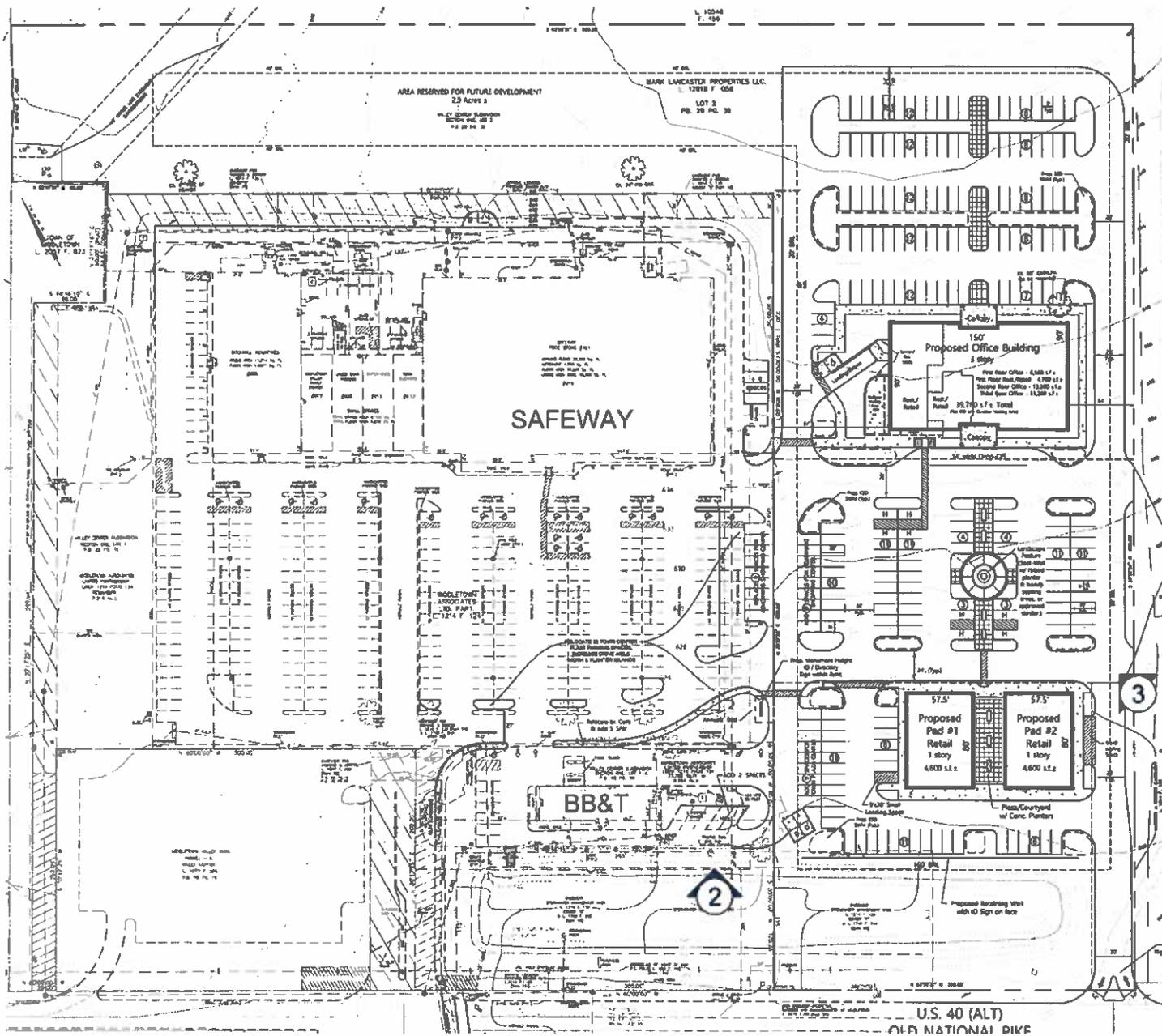
DINNER MEETING
February 3, 2020
6:30 p.m.

1. Planning issues update
 - a. Hollow Creek Professional Center – building and sign renderings
 - b. Foxfield Section 6 – sidewalks, street names, standard street guidelines
 - c. Franklin Commons
 - d. Horman and Jiffas properties
2. Accessory structures ordinance
3. Temporary signs for new businesses
4. Chickens in town
5. Dark Sky policy
6. Comp Plan update

TREE LINE AT MANDA DRIVE

4

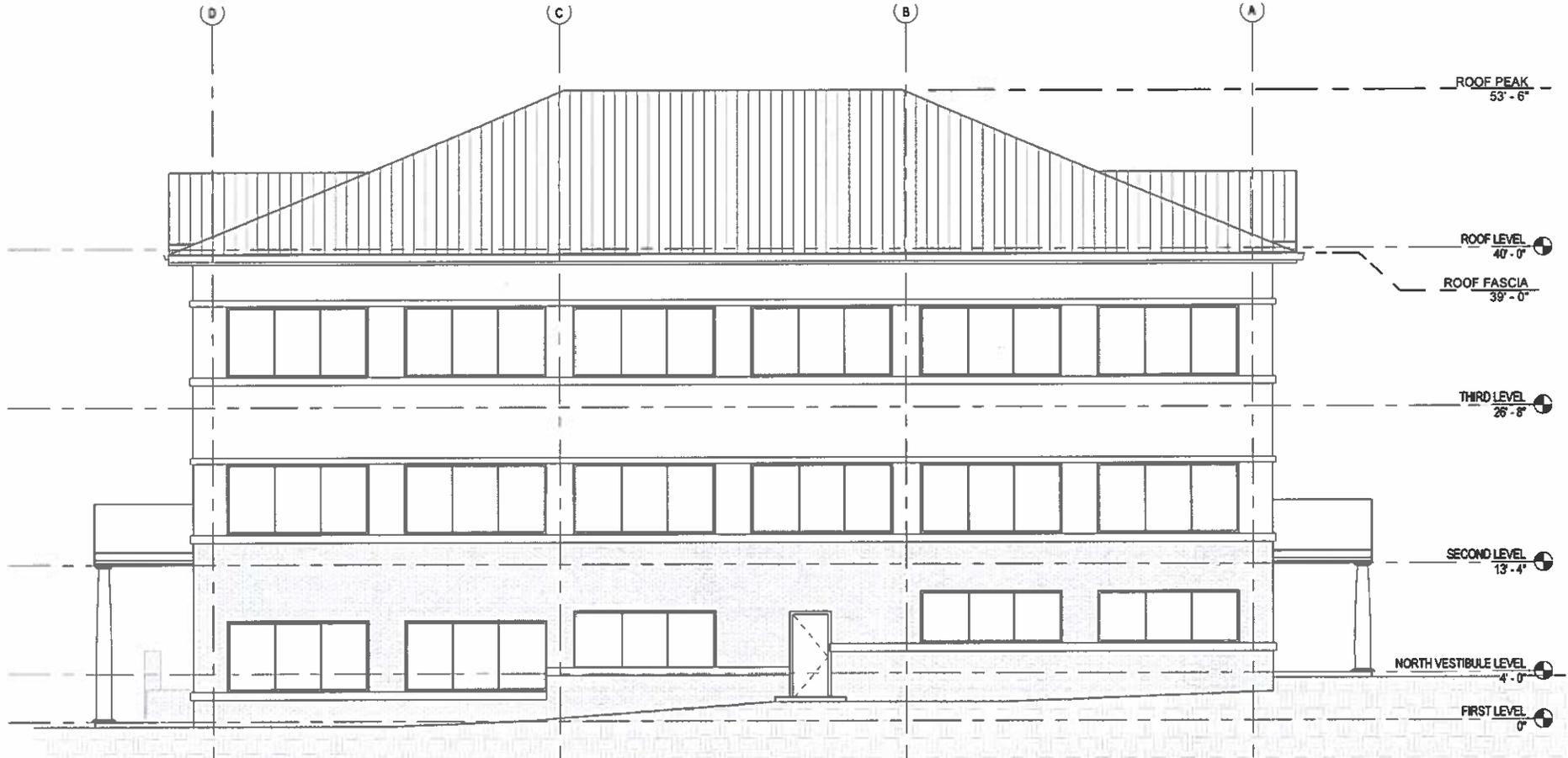
RENDER VIEW POSITIONS FOR HOLLOW CREEK PROFESSIONAL CENTER



U.S. 40 (ALT)
OLD NATIONAL PIKE

1

HOLLOW CREEK PROFESSIONAL CENTER
MAIN BUILDING - SIDE ELEVATION





HCPC Render View #2



HCPC Render View #2

HCPC Render View #3



HCPC Render View #3

HCPC Render View #4



HCPC Render View #4

LAKWOOD PINES



MAIN STREET

MIDDLETOWN

TO: Cindy Unangst, Staff Planner & Middletown Planning Commission
FROM: Main Street Design Committee
RE: Design Review of Hollow Creek Professional Center
DATE: January 29, 2020

Introduction and Goals:

Part of the Planning Commission review of proposed new commercial developments includes Design Review of new construction.

The goal of Design Review is to address the more subtle aspects of development related to building aesthetics, design quality, the relationship of the new development with existing buildings, and with the character of the community as a whole.

The Town's desire is to maintain its historic "sense of place." In Middletown, development has been influenced strongly by its location along the National Scenic and Historic Byway of the Old National Road. While a variety of historic architectural styles can be identified, the predominant "look" in Town tends to illustrate Queen Anne and Colonial Revival stylistic features. Newer home construction (1980 forward) has a high tendency to incorporate Colonial Revival and Victorian-era stylistic details. The Town does not want to look like "Anyplace, USA."

The Design Review Committee is comprised of the Main Street Manager and four volunteers who have professional knowledge, skills, and experience in architecture, architectural history, historic preservation, interior design, and construction.

The Design Committee reviewed the renderings presented to the Planning Commission for the construction of the Hollow Creek Professional Center, planned for development located on the northside of US 40 Alternate and on the parcel east of the Safeway Shopping Center in December 2019.

Issue 1:

The location of any new construction that is located along the National Road requires design consideration as suggested in the Maryland State Highway Administration's Maryland's Historic National Road Corridor Partnership Plan, 2015.

Issue 2:

In addition, new construction on the edge of town serves as a first impression and gateway into the Town. The Town is desirous of new construction that blends in with the traditional architecture.

Process:

The Maryland National Road Corridor Partnership Plan (MNR CPP) gives broad guidance that focuses on how new construction will impact the characteristics of the National Road. Defined

in the study are repeated characteristics found along the National Road, one that is pertinent to this project is the presence of distinct edges of National Road towns, with almost abrupt transitions from rural to urban. This concept is illustrated by the towns of Lisbon, New Market, and Boonboro. Middletown has a distinct western edge of town, and with new construction in planned growth areas between Middletown and Braddock, the Town wants to maintain its distinct eastern edge of Town.

The study also provides guidance as to how to achieve the goal of maintaining/refining the distinct edge of Town.

- Establish the street as the primary focal viewpoint from which to encourage development
- Preserve views to Braddock Mountain
- Preserve views from Braddock looking to Middletown
- To reinforce the distinct edge of Town, use naturalistic plants that are setback from the road and clumped together on the eastern (more rural side) of the development. Use more formal plantings within the developed area.
- Shift buildings to a minimal setback along the National Road and orient them to front the National Road.
- Place parking to the rear and side of the building.
- Use distinct architectural materials found within the historic core.

In addition to the MNRCP, the Main Street Design Committee looks at several factors and assesses the rendering(s) as how they compare to buildings in the general vicinity and to the National Register-listed Airview Historic District. These factors include: massing, size, scale, and architectural features.

Analysis:

- **Establish the street as the primary focal viewpoint from which to encourage development** – The renderings show that all three buildings will have their front façade facing the National Road.
- **Preserve views to Braddock Mountain** – by placing the larger of the buildings to the north (rear) of the property, views to Braddock Mountain are not obstructed
- **Preserve views from Braddock looking to Middletown** – any new construction in Middletown is going to change the view from Braddock looking to Middletown (as experienced from the National Road). It is understood that the taller building will be placed in alignment with Safeway in order to block the view of new storage units. With that said, the renderings provided do not show a lot of detail on the east elevation and what the overall development will look like from the user experience of driving into Middletown. Providing a sketch of the East side elevation of the larger building is not to the level of detail needed to see if this development will have a negative impact on the driver entering into Middletown. The look of the east elevation will be as important as the front elevation.
 - **RECOMMENDATION:** Provide a rendering that visualizes how this development will look from the National Road driver entering into Middletown. Please include landscape plans for the east side of the property.
- **Reinforce the distinct edge of Town** - Landscape plans have not been provided to date.
 - **RECOMMENDATION:** The National Road Corridor Partnership Plan guides the developer to use naturalistic plants that are setback from the road and clumped together on the eastern (more rural side) of the development. Use more formal plantings within the developed area.

- **Shift buildings to a minimal setback along the National Road and orient them to front the National Road.** We understand that the stormwater management system and a visual easement owned by Safeway are driving factors for building placement. We appreciate that the two smaller buildings and the third larger building will be oriented to the National Road.
 - **RECOMMENDATION:** The two smaller buildings be aligned with the Middletown Valley Bank and BB&T.
- **Place parking to the rear and side of the building.**
 - **RECOMMENDATION:** The renderings show parking to the front of the two smaller buildings. These spaces should be moved to the rear or side of the buildings. Parking found between the two smaller buildings and the larger building should be screened on the east elevation.
- **Use distinct architectural materials found within the historic core.** The Middletown Historic District and the Airview District cover many years and styles of architectural history. The use of brick as a primary material and metal roofing are both compatible. The material in the upper third of the larger building is not entirely discernable. Please clarify if it is siding designed to mimic wood clapboard siding, or large EFIS panels with a stucco finish.
 - **RECOMMENDATION:** Please clarify material choice.
- **Massing:** Buildings in Middletown are general square or rectangularly massed. Buildings in the Airview Historic District (adjacent to Safeway) are generally two story hipped shaped buildings. The renderings of the buildings for the Hollow Creek Professional center are also square massed buildings with hipped roofs. The CVS at Cross Stone Commons has a gable roof.
 - **RECOMMENDATION:** Even though the Safeway is large, there has been a concerted effort to keep the massing of newer construction (as seen at Cross Stone Commons), at more of a human scale. We recommend breaking up the bulk of the building by adding gables in the roof line or creating more modulation using recessed and projecting gables to break the mass into smaller sections. There is the recessed central gable, but its effect is lost with the project gable over the front door. Perhaps the center gable could be projecting for the entire three stories? Other recommendations are to soften the corners. Quioned corners was a popular treatment for Georgian-era and Colonial Revival era buildings. This type of treatment could help define the structure. Adding more trim around the windows also provides depth/definition to the relatively flat walls.
- **Size:** The size of the two one-story square massed buildings is in keeping with a residential scale found in the adjacent historic district. They also relate to the single-family homes found across US 40 Alternate in the Hollow Creek neighborhood. The size of the third building is quite large.
 - **RECOMMENDATION:** This is somewhat of a repeat of massing. Even though the larger of the three proposed buildings may have a smaller foot-print than the adjacent Safeway, it is still visually large. Visually breaking up the building will help it appear smaller, and more relatable at a human scale.
- **Scale:** The scale of the two, one-story square massed buildings is appropriate. Windows appear appropriately scaled to the building, the entry, and with the divided light design, it takes on a more residential look.
 - **RECOMMENDATION:** The scale of the recessed entry on the larger building is grand, but the door looks like a residential door. The Middletown Valley Bank building downtown uses a larger transom window on top of a standard sized door

to add height. Narrow windows could also be added to each side of the double doors fill that space under the entry gable.

- There appears to be a lot of room between the windows on each story. We recommend an overall more vertical shape window with at least some divided lights (6/6, 4/4).
- **Architectural Features:** There are very few features that are readily visible on the renderings. We understand the renderings were meant to show generalized look and feel. The use of brick, the metal roof, and the color scheme blend well with Safeway. The Design Review Committee is looking at how these buildings blend with the historic character of Middletown.
 - **RECOMMENDATIONS:**
 - On the smaller, one story buildings, add details. For example, dress up the columns with a stone base and chamfered wood posts to speak to Craftsman look (that is present in the Airview District and utilized in the CVS). Quoined brick corners bring dimension to the walls. Use a more traditional door with a wood panel and divided lights with a transom/fanlight and sidelights for a more historic look.
 - For the larger building, on the front/south elevation, the awning stops at what looks like a large delivery door. If this is to mark a separate business on the ground floor, will this treatment (direct access to the exterior) be available for other tenants? Will awnings be available in other places on the lower level?
 - Consider windows with a more traditional divided light.
 - Pay attention to the east and west elevations and carry over architectural details more than just the front elevation.
 - By designing a larger building with more traditional features, could it offer mixed-use development – residential upstairs with office downstairs?

Conclusion:

The Design Review Committee recommends the Planning Commission ensure that the design issues are more fully addressed before completing their review of the Hollow Creek Professional Center proposed development. The Design Review Committee hopes you will consider these recommendations with the same thought and effort that we put into making them. If you have any questions, please feel free to contact me at BAxilbund@ci.middletown.md.us.

APPENDIX



Found in Edgewater, Maryland – the door and windows are to a human scale, the windows use divided lights, the arched windows, the lintels, the pilasters, and cornice all speak to traditional building traditions. In some slight way, this resembles the Arnett building.



A very modern building that would not look good in Middletown, but the photo was selected to show how the mass of the building was broken and the use of the false front roof is reminiscent of the treatment at Pioma Pilates at Garage Alley.





While this particular look may not be appropriate for this specific development, it does illustrate a Queen Anne/Victorian Farmhouse look. This is new commercial construction in a suburb north of Atlanta that is very similar in history and size to Middletown.



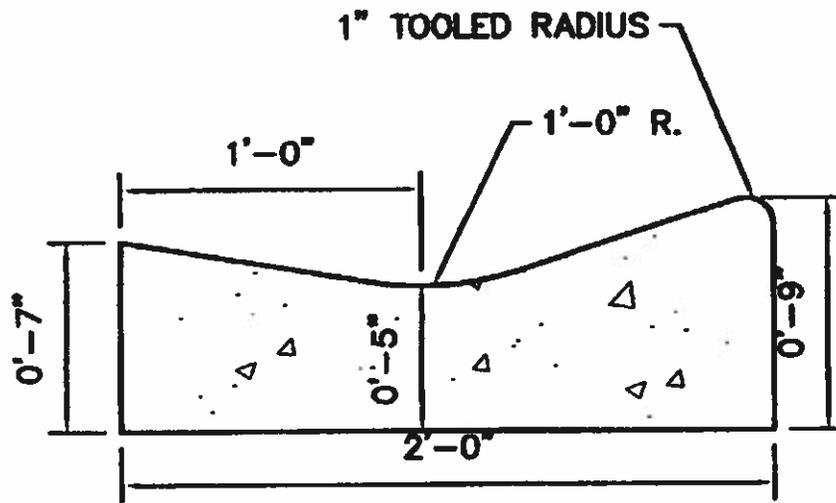
This is a large house – but its shape is similar to the larger building that is proposed. The fact that it is evenly divided into three equally sized sections helps with the overall massing. The heavier trim around the windows help give definition to the walls so they are not so flat.



Of course, seeing the new "old Main Street" is very popular. It lends itself to a variety of uses, allows for individuality of office spaces, and carries forward a traditional village feel.







DETAIL - MOUNTABLE CONCRETE CURB & GUTTER

N.T.S.



Memorandum

To: Burgess and Commissioners

From: Cynthia K. Unangst, Staff Planner

Date: 11/20/2018

RE: FOXFIELD SECTION 6 STREET NAMES PC RECOMMENDATIONS

The Middletown Planning Commission discussed the proposed street names from the Streets Committee at their meeting on Monday, November 19, 2018.

The Staff Planner inadvertently met with County officials last Wednesday, November 14th, and received clarification on county guidelines regarding street types. These guidelines assist emergency services with the movement of emergency equipment during emergency responses. The County would like any street name ending in Circle to be used in conjunction with either a public rotary, or when a street has a large loop with no through movement. Harvest View Circle does not meet either of those guideline conditions. After reviewing the suggestions and discussions from the October Planning Commission workshop, the Planning Commission decided by consensus to modify the name of Harvest View Circle to Harvest View Run in its recommendation to the Town Board. The Planning Commission is in consensus with the street names Winter Corn Way, Summer Wind Trail, and Smithfield Drive.

There was also discussion at the meeting about Smithfield Drive based on discussions at the last joint workshop. It was suggested at the joint workshop that Smithfield be a divided road its full length from Coblenz Road to the west, and traffic circles be used at intersections to help slow down traffic. The Planning Commission recognizes that this would be part of the public works discussion for this development and outside of the scope of the Planning Commission. The Planning Commission is restricted to the guidelines within the Town Design Manual with very limited flexibility to make other recommendations. The Planning Commission suggested that within this Memar development that Smithfield Drive ought to be changed to Smithfield Boulevard from Coblenz Road to the west if it indeed were built as a boulevard.

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

REGULAR MEETING

November 26, 2018

The second monthly meeting of the Burgess and Commissioners of Middletown was called to order on November 26, 2018, by Burgess John Miller at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Larry Bussard, Rick Dietrick, Jennifer Falcinelli, Tom Catania and Chris Goodman.

CONSENT AGENDA

*Town Meeting Minutes – November 1, 2018 – Town Workshop
November 12, 2018 – Town Meeting*

Commissioner Bussard motioned to accept this consent agenda as presented, seconded by Commissioner Goodman and passed unanimously.

PERSONAL REQUESTS FOR AGENDA:

Unfinished Business:

Street Name Approval for Memar Development – Burgess Miller stated that there was some miscommunication from the County regarding the approved street names for this development. The County would like any street name ending in Circle to be used in conjunction with either a public rotary, or when a street has a large loop with no through movement. Harvest View Circle does not meet either of those guideline conditions. The Planning Commission is recommending we change it to Harvest View Run. Commissioners Bussard and Falcinelli who were on the Committee to pick the street names don't really like Harvest View Run. Planning Commission member David Lake was present and stated the Planning Commission just picked Run out of the air.

After some discussion, motion by Commissioner Bussard to change Harvest View Circle to Harvest View Way, seconded by Commissioner Falcinelli. Motion carried 6-0.

Introduction of Ordinance 18-11-01 – Bed & Breakfast in R-1 Zoning District by Special Exception (First Reading) – Burgess Miller stated that this is the first reading of this. Burgess Miller stated this is basically an administrative clean up of the code. Burgess Miller stated that one section of the code allowed for bed & breakfast and another section did not allow so, we are cleaning up the code. Public hearing is scheduled for December 6, 2018 at 7pm.

Introduction of Ordinance 18-10-01 – Microbreweries (Second Reading) – Burgess Miller stated that this is the second reading of this Ordinance.

David Lake, 24 East Green Street – has a concern with the definition of "Microbrewery".

"Microbrewery" means a facility which is used for the production of no more than one thousand (1,000) barrels of beer annually and where such beverages are brewed either for consumption at an on-site tasting room or to be sold as packaged goods for off-site consumption or for wholesale distribution and which facility is properly licensed by the State of Maryland for such use and activity. Mr. Lake has a concern with the part "packaged goods". Mr. Lake stated that generally people bring in growlers to be filled and those growlers are usually a screw top, not sealed or considered package goods.

Frederick County Planning Commission
Winchester Hall, 12 East Church Street, Frederick, MD
21701

September, 1992

USE OF STREET NAMES IN FREDERICK COUNTY, MARYLAND

Street names must be approved by the Planning/Zoning (P/Z) Department and the Public Safety Department during subdivision review. The following street naming guidelines have been informally adopted by P/Z, Public Safety and Department of Public Works County agencies for the past 3 years:

I. DEFINITIONS OF STREET TYPES:

A. Public Streets

1. Public streets having planned or existing thru movements should use these names: STREET, ROAD, DRIVE, LANE, AVENUE, TRAIL, *WAY, *PASS, *CROSSING, *RUN, *CONNECTOR.
2. Public streets having no planned thru movement (cul-de-sacs) should use these names: COURT, TERRACE, PLACE.
- *3. The use of WAY, PASS, CROSSING, RUN, CONNECTOR should be reserved for relatively isolated, local public roads, and are generally not appropriate for streets having significant lengths, or serving major traffic volumes.
4. Public Rotaries should use the name CIRCLE. However, public streets having a larger loop pattern should use CIRCLE only when it is part of a road network having no thru movement. If a thru movement is provided on such loop streets then these names should be used: STREET, ROAD, DRIVE, LANE, AVENUE, TRAIL, WAY, RUN.
5. The use of BOULEVARD and PARKWAY should be limited to landscaped, monumented public roads.

B. Private Streets

1. Private streets having a thru movement are encouraged to use the word LANE. However, the street names listed in A#1 would also be acceptable.
2. Private streets having no planned thru movement servicing townhouse and multi-family lots or units may use these names: PLAZA, SQUARE, TURN, ALLEY in addition to the standard use of COURT, TERRACE, PLACE for cul-de-sac type streets.

Comprehensive Plan Update PROPOSAL

I propose we begin our review of the comprehensive Plan in March 2020 by providing “**Conversations on the Comprehensive Plan**”. **There will be 2 community meetings** to be held in March prior to the Town conducting its review of the plan. These 2 meetings will be facilitated by a professional facilitator (there is a cost of \$1500). A third meeting and any subsequent meetings will be conducted by our staff, Planning Commission members and/or the Burgess and Commissioners and will outline the process and the content of the comprehensive plan update.

These community meetings will not be a discussion of particular items or chapters of the plan but more of a chance for residents to comment on vision/goals/desires for the Town in the future. These meetings are not intended to be the only time when residents can offer input and insight to the Comprehensive Plan. We will have a full schedule of meetings, probably no less than 20 meetings when you count the Burgess and Commissioner and Planning Commission meetings and workshops. Residents will be invited to these open meetings where comment can be given and dialogue exchanged. Our website will continue to have agendas and encourage residents to sign up for emails alerting them to these meetings as well as other relevant Town business.

In addition to, and most likely preceding, the 2 facilitated meetings I am proposing an **electronic Open House** that will introduce our community to the Comprehensive Plan and encourage comment on specific chapters of the plan. This will be accomplished using our website. Residents will have an opportunity to log onto the website and review a chapter of the plan. There will be an opportunity to comment as well. This will occur about once a week. Comment time is limited in length as we will then move on to the next comp. plan chapter for residents to review. Comments will be addressed by staff or officials in a timely manner.

Some census data could be available as early as June. I would suggest that we not postpone our Comprehensive Plan update to accommodate the timeframe for inclusion of all Census Data. Census data can be added when it is available to us. In our plan, as it is currently written two chapters-- Chapter 2 and Chapter 8—specifically involve Census data. There will be sufficient time for residents to view census data and comment on it.

I also propose that we send notices to affected residents located within the identified Town of Middletown growth area to alert them to the Comprehensive Plan update and to inform them of dates and times should they want to comment on the plan.

Respectfully,

John

January 22, 2020

We want to hear from you!

This is the year that Middletown develops its 2020 Comprehensive Plan. We would like your input. We want to hear about your vision for Middletown for the next 10-20 years (the planning window of a comprehensive plan). The Town wants to hear your ideas, identify our Town's strengths and weaknesses and propose opportunities for the Town. These comments will be used to assist us with the creation of our 2020 Comprehensive Plan.

Over the next several weeks, on this web page, you will have an opportunity to review individual chapters of the **2010 Comprehensive Plan**. You will be able to submit comments or ask questions about that specific chapter. Some chapters will generate more questions or comments than others. There will be posted ending dates for comments/questions for each chapter. Please submit your comments and questions on or before that date.

Follow these easy steps and comment on the Comp. Plan!

1. Please read the chapter of the plan for review that week.
2. Formulate your comments or questions about that chapter.
3. Submit any comments or questions to office@ci.middletown.md.us.

There will also be opportunities to participate in **"Community Conversations on the Comprehensive Plan"**. These will be facilitated meetings where residents can share their goals, visions and needs they see for our town. More information on those conversations will be provided here once a schedule and locations have been identified.

Your input is important to us. Let's work together to create a better future for Middletown.

The Burgess and Commissioners of Middletown

Conversations on the Comprehensive Plan

We are pleased to initiate a new step in our process of updating our comprehensive plan for Middletown. We are incorporating into the process this year 2-3 community conversations. These conversations will be for residents and neighbors to attend and share their goals, visions and wants and needs for our town. You can elect to come to one of the conversation dates—both meetings will have the same format. A third and possibly several additional meetings will be held on the overall comprehensive Plan, what it is in the plan and the process involved. These additional meetings will be conducted by our Town staff.

Middletown will hold two community meetings on the comprehensive plan. The information that is collected will be reviewed and is intended to be incorporated into this update of our plan. It is important to note that not all ideas can be incorporated into the plan due to legal, financial and regulatory constraints; however, all ideas are valued and will be reviewed in public meetings of the Burgess and Commissioners and the Planning Commission.

Our purpose in having these conversations is to gather broad input describing how you view the town today and your hopes and wants for the future—the vision for Middletown. This is the focus of chapter 1 of the comprehensive plan. The purpose of this data is to allow the Burgess and Commissioners and the Planning Commission to create the vision and goals for the Comprehensive Plan which will then be the foundation for the more specific chapters. These conversations differ from what has gone on for the county's Liveable Frederick plan which began with a plan and then sought input to that plan. We are beginning with citizen input to be used in helping create the vision and goals of the Middletown comprehensive plan before we write the new guiding document for Middletown.

The meetings will not be used to resolve or discuss differing opinions. The meetings begin with the assumption that there will be differing opinions. The job of our facilitators is to gather these ideas and opinions, not discuss or resolve them. The structure we will use is the standard SWOT - a simple structure that asks attendees to share what they see as Middletown's strengths, weaknesses, opportunities, and threats. Our facilitators will be focused on gathering as many responses to these four areas as possible. Once we have completed the SWOT and the community meetings our facilitators will gather ideas to present to the Town officials for possible inclusion into the comprehensive plan and to guide them in writing a vision statement. The information will be aggregated once all meetings are completed to create a single SWOT and collected vision statements.

There are some logistical matters to deal with as well. We will need to limit the attendees to 80. **We will need you to register for a session so we know a number attending.** All of this can be accomplished by going to our website and clicking on **Conversations on the Comprehensive Plan** or calling the Town offices.

Our primary facilitator is Jane Tamagna, a noted professional in this field. Any and all facilitators are professionals in the field and their qualifications can be viewed on our website on the front page under Conversations on the Comprehensive Plan. These professionals will guide the conversations. I have asked our elected and appointed officials to not attend these meetings so a free flow of ideas and visions from you prior to any discussion of the constraints that may have to be introduced can occur. All comments will be confidential. This means no one's name will be attributed to any statement in the final compilation of results or in any conversations. More details on the process being used, our facilitators and the site, dates and times are on our website and on the back of this page. **Join the conversation!**

Conversations on the Comprehensive Plan

The facilitator is Jane Tamagna

An introduction by Jane, a sharing of her qualifications and an explanation of her methods for conducting the meetings follows:

You are being invited to join the conversation, and it will be helpful for you to know what to expect. To gather input to a vision for the future, we use a simple discussion technique that asks participants to share what they see as the Town's strengths and weaknesses today as well as their ideas of future opportunities and threats that should be considered in planning. This is called a SWOT and is a standard method used to begin vision and objective planning. To get your ideas, we will break you into groups of no more than 20 and simply ask four questions: What do you see as the Town's strengths? Its weaknesses? Its future opportunities? Its future threats? We will ask one other thing from you at the meeting, and that is to participate in creating suggestions for vision statement - a statement that says "In ten years Middletown will be..." We will combine the results of all discussions to reflect the comprehensive collective view.

A few things we hope you will think about as you consider joining this discussion. All discussions will be confidential with no names attributed at any time. In addition, this will not be a time to argue or discuss issues. We expect a broad range of ideas, and this is exactly what Burgess Miller is asking us to collect. The question is not "what should we do," but "how do we see the Town today and what do we hope for and want for the future." The broad answer to this question is the starting point for comprehensive planning. As a result, as facilitators, our job is to gather the information, and this means keeping focus on getting all views on the table without arguing merits or positions.

There will be time - and opportunity - to dig into issues and solutions once the specific Plan chapters about topics such as transportation, land use, environmental areas, water resources and others are presented for input. And finally, while visions always bump into reality in the form of financial, regulatory, legal, and other constraints, beginning with the vision rather than the constraints is a powerful way to plan.

Dates for the community conversations are:

Saturday, March 7 at Zion Lutheran Church basement*

Wednesday, March 11 at Zion Lutheran Church basement*

For more information and for registration visit www.middletown.md.org

****tentative***

FACEBOOK POST

We want to hear from you--our residents and neighbors--about what your vision is for Middletown for the next 10-20 years. The Burgess and Commissioners want to hear your ideas, the strengths, the weaknesses and the opportunities of our Town as we go forward with the re-write of our Comprehensive Plan.

- **The Town has engaged a professional meeting facilitator--who is also a Town resident--to conduct these meetings. There will be 2 of these meetings in March to gather your ideas.**
- **We will also provide opportunities through our website to comment on the individual chapters of the plan—more to come on that!**
- **Town staff will hold an informational meeting(s) on the Middletown Comprehensive Plan and its contents as well as the process for updating the plan.**
- **Following these exercises, the Town will begin the process of writing an update to the Comprehensive Plan for Middletown.**
- **We invite you to continue your input as we move through this year-long process by attending Planning Commission meetings and Town Board meetings to share your thoughts, ideas and proposals on each of the chapters of the plan as they are discussed.**