

MIDDLETOWN PLANNING COMMISSION
31 West Main Street
Middletown, Maryland

Regular Meeting

August 15, 2022

The regular meeting of the Middletown Planning Commission took place on Monday, August 15, 2022 at 7:00 p.m. via in-person and Lifesize. Those present (quorum) were Commission Chairman Mark Carney, Commissioner Jean LaPadula (Ex-officio), Commission Members Bob Miller, Chris Mills, Sean Mahar, and Alternate Eric Ware. Others present in official capacity: Cindy Unangst (Staff Planner) and Annette Alberghini (Recording Secretary).

AUGUST MONTHLY PLANNING COMMISSION MEETING:

I. PUBLIC COMMENT – None.

II. Minutes of the July 2022 Planning Commission Workshop – Approved as submitted.

Minutes of the July 2022 Planning Commission Meeting – Approved as submitted.

III. PLAN REVIEW – None.

IV. ZONING –

Sign Ordinance Revisions – The Staff Planner reviewed the proposed revisions to sections of the town code relating to signs. These sections will each include reference to conformance with the provisions of Chapter 17.36 Signs.

- MB Mixed Business District – Even though it is not designated in the Town yet, the planning commission recommended including it. It will follow the same regulations as the TC Town Commercial District.
- Barber Shops and Beauty Parlors and Professional offices in residential dwellings– The Staff Planner will contact the Town Attorney for her opinion on 17.48.030 subsection F and 17.48.190.A.3.-
- Licensed Class A Off-site Retail Alcoholic Beverage Establishments in the GC District - The Staff Planner will contact the Town Attorney for her opinion on 17.48.420 subsection B, and if the Town can restrict the signage for this type of business.

Sign Ordinance Revisions will be an agenda item on the September planning commission meeting.

V. COMPREHENSIVE PLAN UPDATE

Chapter 2 – History and Land Use – The Staff Planner reviewed the updated pictures in the chapter. The picture used of Cross Stone Commons as land use is the original architectural rendering from when it was being developed. The summer intern has taken many pictures and made a collage of that specific area. The planning commission recommended using one picture from the collage and cropping it so that some of the extemporaneous surrounding (grass and pavement) in the picture would be removed. It was recommended that all the pie charts in the chapter be of the same type for consistency. The Staff Planner will make the recommended changes and send to Mr. Mattingly for final formatting.

Chapter 3 – Housing and Population – The Staff Planner reviewed updates to this chapter. Housing is a new element of the comp plan, so the information included was never there before. Though some members of the town board were not supportive of accessory dwelling units (ADU), ADUs are included in this chapter for future

evaluation and ~~consideration~~recommendation. Affordability information is included in this chapter per state law. Due to the lack of information from the Census Bureau information from the American Community Survey was used. The Staff Planner will calculate Middletown's average household size using current population and number of households at present. It was noted that all graphs/pie charts will have the same formatting throughout the comp plan. Mr. Mattingly will format them for consistency.

Chapter 6 – Community Facilities – The Staff Planner reviewed the chapter with the update revisions. Enrollment projections have been updated. FCPS provided the information on the number of students that live within town limits but needs to provide further statistical breakdown between the primary and elementary schools. The projection is that the changes will be negligible between 2020 and 2021.

It was decided that the Parkland Inventory should be split into two charts; one for town-maintained parkland and a second for privately maintained parkland. The Hawbottom parcels will be removed and added to the water section of the comp plan as a general statement.

It was determined that an Arts and Entertainment District should be added under Executive Summary goal #6. It will include ways to engage with other civic groups and promote a further sense of community. It will also be added as a Community Facility Goal as either a stand-alone goal, or as part of a modification of goal #5.

The Staff Planner will make all revisions as recommended. Once complete she will email to planning commission members for approval. Once done she will email the chapter Mr. Mattingly for final formatting.

Next month the planning commission will be reviewing Chapter 7 Sustainability and possibly Chapter 8 Water Resources Element, Chapter 1. Housing and Population, Chapter 4. Sustainability, and Chapter 5. Transportation.

VI. MISCELLANEOUS

406 West Green Street – The Jiffas property is under contract for sale. The projected plan is for a duplex to be built.

Main Street Mixer – Friday August 19 at 8:00AM. There is a planned hard hat tour of Memorial Hall.

Middletown Community Park – A contractor ~~should~~will be planting trees this Fall as part of the project.

New Middletown Library – The construction trailers are on site.

VII. Additional Public Comment – None.

Meeting adjourned at 8:26 PM.

Respectfully submitted,

Annette Alberghini
Recording Secretary