

MIDDLETOWN PLANNING COMMISSION
31 West Main Street
Middletown, Maryland

Regular Meeting

June 19, 2023

The regular meeting of the Middletown Planning Commission took place on Monday, June 19, 2023, at 7:00 p.m. via in-person and Lifesize. Those present (quorum) were Commission Chairman Mark Carney, Commission members Eric Ware, Sean Mahar, Christopher Mills, and Alternate Lori Summers. Others present in official capacity: Cindy Unangst (Staff Planner), Jen Rhinaman (Recording Secretary). Town Board Liaison Jean LaPadula, Christian Johnson, (34 Boileau Court), and Elkana Breton (Memorial Hall Developer) were present via Lifesize.

JUNE MONTHLY PLANNING COMMISSION MEETING:

I. PUBLIC COMMENT- None.

II. Minutes of May 2023 Planning Commission Workshop -Approved as submitted.

Minutes of May 2023 Planning Commission Meeting - Approved with correction of the statement from Christian Johnson that was corrected. Commission member Mills motioned to approve with the revision and Commissioner Mahar seconded the motion. All approved, except for Town Board Liaison, Jean LaPadula, who abstained.

III. PLAN REVIEW – Memorial Hall Site Plan Compliance review — Cindy Unangst, Staff Planner, reviewed the lighting that has been placed at the site. She stated that the J lighting and the balcony lighting are not located where they are supposed to be concerning the lighting plan that was approved by the Planning Commission. Elkana Breton, developer, stated that the lighting has been reviewed with the contractor and the contractor is going to remove the current ones and place them where they are located on the lighting plan that was previously approved. Commission Chairman Mark Carney stated that there needs to be discussion regarding when the as-built plans are to be submitted. Commission Chairman Mark Carney also stated that there needs to be a seal and signature from the Project Engineer on the lighting plans. There was also discussion regarding the bollards that Christ Reformed Church does not want put in place anymore. Commission Chairman Mark Carney stated that the Church will need to submit their request in writing. Cindy Unangst, Staff Planner, also stated there needs to be a cut sheet provided for the Westinghouse lighting. Elkana Breton, developer, stated that the cut sheet for the lighting will be provided as well as the signature from the Project Engineer 10 days prior to the U & O for compliance. Commission Chairman Mark Carney also stated that someone from the Planning Commission needs to see the lighting at night to make sure that it is up to standards.

IV. ZONING – None

V. COMPREHENSIVE PLAN UPDATE:

Chapter 10 Implementation — Cindy Unangst, Staff Planner, reviewed the discussion for the changes to the chapter from the June 14th workshop. The discussion regarding the Housing Action Plan was to take out the second objective completely, remove the word increasing in the second short term action step, change the third mid-term goal to number two and change the word “implement” to “examine”. There was also an addition of a new third mid-term goal stating, “leverage outcomes of the needs assessment to examine the Municipal Code to increase affordable housing”. Commission member Sean Mahar discussed the importance of ADU’s and affordable housing being separate. Commission member Christopher Mills stated that affordable housing needs to be a part of the assessment. Commission Chairman Mark Carney stated that the assessment should be completed by a third party. The discussion regarding the Sustainability Chapter was to add “Encourage energy-efficient and environmentally sustainable development through raising awareness and creating standards that support best practices.” as the number one objective. The discussion also included removing the second objective and replacing it with the third objective. The discussion regarding Transportation involved removing objective number three and adding long term goal number two that Burgess John Miller recommended stating “examine ways to enhance connectivity to neighboring communities and municipalities. The discussion regarding Water Resources was to add short term goal number five stating “identify and prioritize areas prone to flooding, susceptible to drought, and /or groundwater areas with high mineral content or pollutants, as possible drywell locations to naturally resolve issues by allowing more surface water to penetrate deep underground.” There was also discussion to add mid-term number three stating “design and construct groundwater infiltration solutions in priority areas, and monitor/evaluate their effectiveness at both minimizing the impact of storms and maximizing the natural water cycle. There was also an addition of long-term goal number two stating “propose and adopt changes to the Town Code that encourages groundwater infiltration practices (i.e., drywells and bio-retention ponds) for all new construction requiring a site plan (County requirements is >5,000 sq/ft).” These three changes were suggested by Commission member Sean Mahar. Commission member Mahar also stated that text in the Water Resource chapter for Objective number one should be written up by Bruce Carbaugh, Director of Public Works. Commission Chairman Carney stated that there needs to be more verbiage for wastewater quality added to the chapter. The discussion regarding the Community Facilities was to replace the word senior in the goal to “all.” There was also discussion to change the verbiage of the objective from senior facilities to “community recreation and senior facilities.”

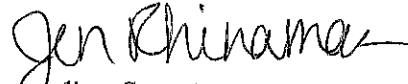
There was also a change for short term goal stating, “identify possible locations for senior and other community recreational amenities in the existing facilities.” The last change that was made was to change the verbiage for short term goal number two to “identify possible funding for senior and other community recreational facilities.”

VI. MISCELLANEOUS: Commission member Christopher Mills asked Cindy, Staff Planner to ask for the com check report for the Town Library.

VII. Additional Public Comment — None

The meeting was adjourned at 8:41 P.M.

Respectfully Submitted,
Jen Rhinaman,



Recording Secretary