

**MIDDLETOWN BOARD OF APPEALS**  
**Middletown, Maryland 21769**  
**Meeting Minutes for November 9th, 2022**  
**Case # MT-B-22-5**

The Middletown Board of Appeals (BOA) met on Wednesday, November 9th, 2022, at 7:02 p.m. Present were BoA members Daphne Gabb (Chairwoman), Alex Kundrick, Rodney O'Neal, Robert Wilkes (Zoning Administrator) and Jen Rhinaman (recording secretary).

Others present: Mike Middeke, (Board of Directors from St. Thomas Moore Academy), Veronica Kosch (St. Thomas Moore Academy), and Patricia Neumark (St. Thomas Moore Academy). There was no one present via Lifesize.

**Minutes** – Chairwoman Gabb asked if there were any corrections to the September 27, 2022, BOA meeting minutes as submitted. Board member Kundrick motioned to accept the minutes with the addition and Board member O'Neal seconded the motion. Motion carried (3-0).

**Case MT-B-22-5-** The applicant is filing for a variance of approximately 2' from the 4' maximum height of a freestanding sign in a residential district. The applicant has an approved 4' freestanding sign but would like the sign portion raised 2' to prevent weather related damage to the sign.

Staff recommends that the application for the variance be approved bases on Section 17.44.050 B3-5 found in Town Code and believes the request is reasonable since the sign is for a school which happens to be zoned residential.


If the variance applied for and requested is granted, staff notes that it will not alter the essential character of the neighborhood or district in which the property is located, nor substantially impair the appropriate use or development of adjacent property and/or confronting properties, nor be detrimental to the public welfare.

**Discussion** - Robert Wilkes, Zoning Administrator, reviewed the variance with the Board. Member Kundrick wanted to assure that the brick columns were remaining the same. Mike Middeke, from St. Thomas Moore, stated that the columns will remain the same and that the sign will just be raised.

**Action:** Motion by Board member Kundrick to approve the variance of approximately 2' from the 4' maximum height of a freestanding sign in a residential district. Seconded by Board member O'Neal. Motion carried (3-0).

The meeting adjourned at 7:08 p.m.

Respectfully submitted,

  
Jen Rhinaman  
Town Receptionist