

MIDDLETOWN PLANNING COMMISSION

Middletown Municipal Center
31 West Main Street
Middletown, MD 21769

Monday, November 19, 2018
7:00 p.m.

- I. **Public Comment**
- II. Minutes of September 2018 Planning Commission workshop **Approval**
Minutes of September 2018 Planning Commission meeting **Approval**
Minutes of October 2018 Planning Commission workshop **Approval**
- III. **Plan Review**
Foxfield Section 6 Street names **Review/Approval**
- IV. **Zoning**
Blighted property ordinance **Review/Recommendation**
- V. **Miscellaneous**
Elm Street Parking Lot – trailer/RV issue **Discussion**
- VI. **Additional Public Comment**

**** All requests to be on the Planning Commission agenda must be received at the Middletown Municipal Center, 31 W. Main Street, Middletown by 12:00pm on the Monday two weeks prior to the monthly meeting held on the third Monday of each month. All plans being submitted for review must be folded, and an electronic plan is required as well.**

Maryland law and the Planning Commission's Rules of Procedure regarding ex parte communications require all discussion, review, and consideration of the Commission's business take place only during the Commission's consideration of the item at a scheduled meeting. Telephone calls and meetings with Commission members in advance of the meeting are not permitted. Written communications will be directed to appropriate staff members for response and included in briefing materials for all members of the Commission.

MIDDLETOWN PLANNING COMMISSION
31 West Main Street
Middletown, Maryland

Workshop

September 12, 2018

The regular workshop of the Middletown Planning Commission took place on Wednesday, September 12, 2018 at 7:00 p.m. at the Middletown Municipal Center, 31 West Main Street, Middletown, MD 21769. Those present (quorum) were Commission Chairman Mark Carney, Commission Members Rich Gallagher, Bob Miller, David Lake, Tom Catania (Ex-Officio) and Dixie Eichelberger, Alternate. Others present in official capacity: Cindy Unangst (Staff Planner). Other applicants present: Cathy Gannon, Alex Hoffman and Jian Jun Sun (Richland Driving Range Structure).

SEPTEMBER MONTHLY PLANNING COMMISSION WORKSHOP:

PLAN REVIEW –

Richland Driving Range Structure Improvement Plan – Cindy went thru her staff report and the comments by Frederick County agents. There was discussion about the proposed size of the structure and inconsistencies between the various plan sheets, the paving detail needed for the town parking lot, the lighting proposed for the driving range stalls. Cindy was asked to provide a listing of all revisions needed by the applicant.

ZONING –

Blighted property ordinance – Commission members reviewed the draft ordinance put forth by the staff planner. There was discussion regarding whether the ordinance would apply to just structures, or also to the parcel of land, as well as the citation enforcement measures.

MISCELLANEOUS –

Cross Stone Commons Black Hog architectural design - Cindy stated that the proposed lighting for the restaurant that the members looked at last month would not meet the town's outdoor lighting regulations. The owner of the restaurant is looking into alternative lighting that would meet the requirements.

Workshop adjourned at 8:00pm.

Respectfully submitted,

Cynthia K. Unangst, AICP
Middletown Staff Planner

MIDDLETOWN PLANNING COMMISSION
31 West Main Street
Middletown, Maryland

Regular Meeting

September 17, 2018

The regular meeting of the Middletown Planning Commission took place on Monday, September 17, 2018 at 7:00 p.m. at the Middletown Municipal Center, 31 West Main Street, Middletown, MD 21769. Those present (quorum) were Commission Chairman Mark Carney, Commissioner Tom Catania (Ex-Officio), Commission members David Lake, Rich Gallagher and Dixie Eichelberger. Others present in official capacity: Cindy Unangst (Staff Planner) and Annette Alberghini (Recording Secretary). Others present: Tara Scarpignato (resident and Glenbrook Home Owners Association representative), John Greene Jr. (property owner and Glenbrook Home Owners Association representative), Cathy Gannon (Richland Golf Club) and Jian Jun Sun (architect, Studio SKG).

SEPTEMBER MONTHLY PLANNING COMMISSION MEETING:

I. PUBLIC COMMENT – Tara Scarpignato (resident and Glenbrook Home Owners Association representative), asked if the Town had received the letter from the Glenbrook Home Owners Association, dated April 5, 2018, which stated the concerns regarding the proposed Richland Golf Club driving range structure. The Planning Commission did receive that letter today, September 18, 2018. The concerns listed will be addressed during the discussion on revised driving range structure improvement plans later in this meeting. John Greene Jr. (property owner and Glenbrook Home Owners Association representative) asked if the project has received approval from Frederick County regarding the stormwater management plan. The Glenbrook Home Owners Association (HOA) maintains the biofilters next to the proposed structure location and would like to know the impact this will have on those filters. Those concerns will be addressed during the discussion on revised driving range structure improvement plans later in this meeting.

II. Regular Workshop Minutes of August 15, 2018 – Approved as submitted.

Regular Meeting Minutes of August 20, 2018 – Approved as submitted.

III. PLAN REVIEW

Richland Driving Range Structure Improvement Plans – (Tara Scarpignato (resident and Glenbrook Home Owners Association representative), John Greene Jr. (property owner and Glenbrook Home Owners Association representative), Cathy Gannon (Richland Golf Club) and Jian Jun Sun (architect, Studio SKG), present). The Planning Commission reviewed and conditionally approved the revised Richland Driving Range Structure Site Plan in January 2018. The proposed one-story accessory building would be used for offices, a pro shop, a small bar area, bathrooms/locker rooms, golf cart storage and heated driving range stalls. A new change to the plans is a small 558 square-foot basement garage to be used for equipment storage for the driving range.

• **Changes to the Plan** –

- **Building Square Footage** - The improvement plan proposal shows a gross building area of 18,630 square feet. Previously, the square footage was shown as 17,678 square feet. Adding the proposed basement garage of 558 square feet to the previous square footage does not add up to the 18,630 square-feet now shown on the plans. The applicant explained that the square footage calculations now include the entrance canopy as required by the County. The Planning Commission requested that the notes include an itemized summary indicating separately the individual square footage for the canopy, the main structure, and the storage /partial basement.

- **Proposed Basement Garage & Cart Path** – In addition to the crosswalk and pathway from the proposed lower parking lot to an existing cart way that leads to the current driving range, there is a proposed asphalt cart path leading to the proposed basement garage from the existing cart path. In reviewing this detail, it was noted that all plans should be modified to reflect all changes before the submittal of the signature set for signature by the Staff Planner.
- **Parking Requirements** – The Planning Commission waived 42 parking spaces as part of the conditionally approved Site Plan. The Burgess and Commissioners have given approval to allow Richland Golf Club permission to use the Town parking lot adjacent to the maintenance facility for parking for the proposed driving range structure provided that the parking lot is paved and striped and the installed crosswalk across Glenbrook Drive should have the appropriate signage.
- **Lighting Plan** – A revised Photometric/Lighting had been submitted and was reviewed. Given that the driving range stalls are open to the outdoors, the lights to the stalls will turn off at 9pm when the facility closes. It was suggested that they turn off sooner when not in use.
- **Glenbrook HOA Concerns** – The Planning Commission reviewed each of the concerns listed on the letter submitted by the Glenbrook HOA:
 - **Study on the Stormwater Management (SWM) Impact** – The County is currently reviewing the plan. It was suggested the HOA contact the County directly with their identified concerns regarding SWM.
 - **Hanging Nets to Protect Other Golfers** – Nets are not shown on the plans.
 - **Lighting at the Driving Range** – The only lighting will be at the stalls and will be turned off at 9:00pm.
 - **The Natelli Field Parking Lot Being Paved** – The HOA is concerned that paving that parking lot will impact the SWM system in place with the increase in impervious surface. The gravel parking lot in question is already considered an impervious surface and so paving the lot should negligibly impact the SWM system in place. Again, it was suggested that the HOA contact the County directly with their concerns.
- **Stormwater Management Approval by Frederick County** – The stormwater management plan has been sent to Frederick County for review and approval.
- **Town Engineer Comments** – The Staff Planner reviewed the comments from the draft memorandum from the Town Engineer regarding this project. He is extremely busy at the moment but will finalize his remarks and provide them to both the Planning Commission and the applicant as soon as possible.

The applicant will meet with the Staff Planner later this week to review both the Site Plan and the Improvement Plans to identify discrepancies and corrections that need to be made to both, so that both plans will reflect the same information.

Action: Commission Member Lake motioned to defer action until the discrepancies on the Improvement Plans are corrected and the Site Plan includes the changes made at the Improvement Plan review stage. Seconded by Commission Member Gallagher. Motion carried (4-0).

IV. ZONING

Blighted Property Ordinance – Based on the comments from the Planning Commission Workshop, the Planning Commission reviewed the revised draft of the blight ordinance. It was suggested that the wording in the notification, enforcement, and appeals sections mirror that which is currently enacted in the Town Code for sidewalk maintenance and repair. The Special Assessment section was to be removed from the draft document. When granting waivers to a blighted property it was determined that the waiver should be granted by the Burgess and Commissioners. The Staff Planner will update the draft for the October Planning Commission meeting.

V. MISCELLANEOUS

Cross Stone Commons Black Hog Architectural Design Update – The Black Hog developer provided the lighting information that was requested. The fixtures do meet Town Code Regulations. The developer also provided the information on the materials to be used on the exterior of the business as requested. The ‘wood material’ is a ceramic tile which will be staggered to give the appearance of wood.

Planning Commission Temporary Alternate – The Temporary Alternate position is again vacant. Burgess Miller has suggested leaving the position vacant for 6 months to a year. The Planning Commission does not think the position should be left vacant. The needed quorum may not be available for a meeting due to illness/injury or work requirements of other Planning Commission members. The Temporary Alternate provides assurance that the quorum will be maintained. The Planning Commission Chairman will reply to Burgess Miller regarding this position.

James Gang Pizza (809 E. Main Street) – Flashing Business Sign - Planning Commission members have noted that the “open” sign at James Gang Pizza is flashing. It is in violation of Town Code. The Staff Planner will follow up with the complaint.

Signs Hanging From Light Poles at CVS (Cross Stone Commons) – It was stated that there are signs hanging from the light poles at the CVS. These are against Town Code. The Staff Planner will follow up with the complaint.

Washing Personal Vehicles at the Fire Station – On several occasions it has been observed that firemen are washing their personal vehicles at the fire station. It was suggested that the Town send a letter to the Fire Chief about the situation.

VI. ADDITIONAL PUBLIC COMMENT – None.

Meeting adjourned at 8:17pm.

Respectfully submitted,

Annette Alberghini
Recording Secretary

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

Workshop

October 10, 2018

The regular workshop of the Middletown Planning Commission took place on Wednesday, October 10, 2018 at 7:00 p.m. at the Middletown Municipal Center, 31 West Main Street, Middletown, MD 21769. Those present (quorum) were Commission Chairman Mark Carney, Commission Members Rich Gallagher, Bob Miller, Tom Catania (Ex-Officio) and Dixie Eichelberger, Alternate. Others present in official capacity: Cindy Unangst (Staff Planner).

OCTOBER MONTHLY PLANNING COMMISSION WORKSHOP:

PLAN REVIEW –

None

ZONING –

Blighted property ordinance – Commission members reviewed the revised draft ordinance with changes made from last month's meeting. There was discussion regarding the notification process.

MISCELLANEOUS –

Foxfield Section 6 Street names - Cindy reviewed the recommendations from the Streets Committee made up of Jennifer Falcinelli and Larry Bussard, and she reviewed the history of naming streets in recent subdivisions. There was discussion about the length of the proposed names.

Joint agenda items – Cindy was directed to add the following to the joint workshop agenda for November 5th: Planning Commission temporary alternate, site plan notification policy, aboveground tank regulations. There was discussion from Chairman Carney about his opinion that the site plan policy be amended to add notification by the applicant with certified letters. There was discussion from Commission members Carney and Gallagher about not allowing aboveground tanks in Town in light of the fact that the County will not allow them on County property (Fire Station) due to insurance reasons.

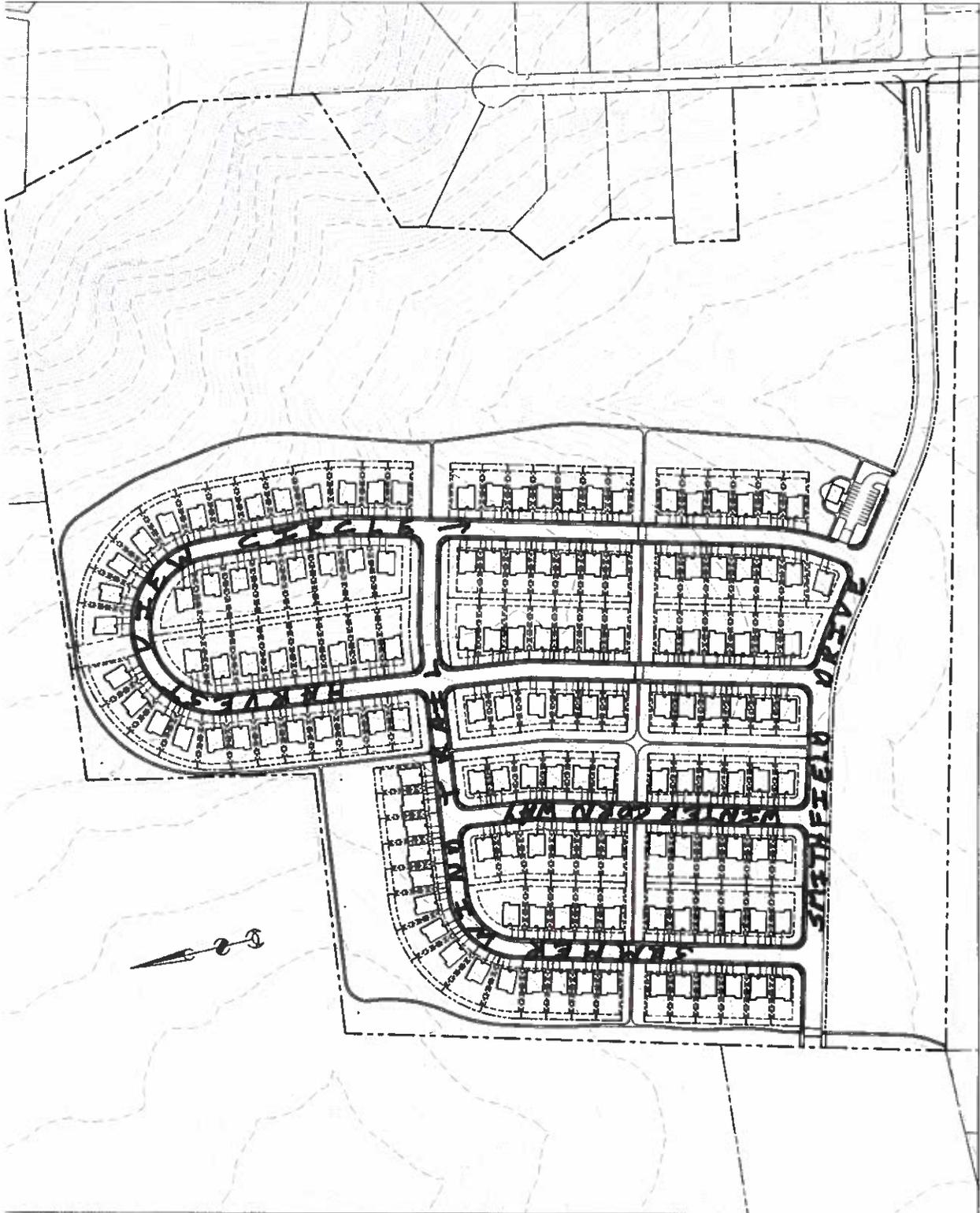
Workshop adjourned at 8:05pm.

Respectfully submitted,

Cynthia K. Unangst, AICP
Middletown Staff Planner

Smithfield Drive
Winter Corn Way
Summer Wind Trail
Harvest View Circle

148 ACTIVE ADULT LOTS



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.

Title 8 – HEALTH AND SAFETY

Chapter 8.24 - Blight Ordinance

Purpose – The Burgess and Commissioners find that it would be in the best interests of the Town of Middletown, in order to protect the public health, safety and welfare of residents and property, and to preserve property values, to adopt an ordinance to enforce regulations for the prevention and remediation of blighted structures within the Town.

Scope – Applies to any building or structure, or part thereof. Excludes blighted structures for which a site plan or zoning certificate application for improvements to the premises is pending for 90 days from date of application submittal.

Definition – Blighted Structure is any dwelling, garage, or outbuilding, or any shop, store, office building, warehouse, or any other structure or part of a structure, to include private driveways and parking lots thereto, which:

- A. Because of fire, wind, other natural disaster, vandalism or physical deterioration is no longer habitable as a dwelling, is no longer useful for the purpose for which it was originally intended, or, as respects private driveways and parking lots, has been allowed to deteriorate to the point where deep and numerous potholes, cracks and voids in paving have developed which pose a risk of injury or of property damage and to the point that commercial business operating in such structures or on surrounding properties has been or is likely to be adversely affected; or
- B. Is partially completed and which is not presently being constructed under an existing, valid building permit issued by or under the authority of the Town of Middletown; or
- C. Is not structurally sound, weathertight, waterproof or vermin proof; or
- D. Is not covered by water-resistant paint or other permanent waterproof covering so as to protect said structure from the adverse effects of the elements or from physical deterioration; or
- E. Contains one of more exterior openings for a period of 60 days or more not covered by a functional door or unbroken glazed window or which is not in the case of a vacant building neatly boarded up and protected against the elements and from vandals and rodents and other animals.

Duty of Owner or Occupant – No owner, agent, tenant or person in control of real property (hereinafter collectively and/or singularly referred to as the “owner”) located in the Town of Middletown shall allow, maintain or cause to be maintained any blighted structures.

Designated enforcement officer – The Zoning Administrator or Town Administer and/or other individuals designated by the Burgess and Commissioners are charged with enforcement of this chapter. Such designated enforcement officer is hereby authorized to take such enforcement actions as are specified in this chapter.

Entry, inspection and remediation – If the designated enforcement officer reasonably believes that blight exists on a property, he or she is authorized to enter the property during reasonable hours for the purpose of inspection and remediation of any blighted condition, provided such person shall not be authorized to enter any dwelling or structure on the property.

Complaints and enforcement - Upon determining that a blighted structure exists, the designated enforcement officer shall provide notice of such hazardous condition to the owner of the property. The notice shall identify the location and nature of the blighted condition, shall advise the owner of the requirement to repair the blighted structure so as to abate the condition, and shall order the owner to abate the condition within a reasonable time, not to be less than thirty (30) days from the date of the notice and order. The notice and order shall also advise the owner of the right to request an appearance before the burgess and commissioners to contest the order of abatement.

The notice and order shall be given by certified or registered mail addressed to the last known address of the owner of the property. If the owner of the property is unknown or the owner's whereabouts cannot be determined after reasonable efforts, then the notice and order may be given by posting the notice and order on the property in a conspicuous location. Notice to any one owner of the property shall be adequate and shall be considered notice to all owners of the property.

Upon receiving a notice and order to correct the blighted condition, the owner may request an opportunity to appear before the burgess and commissioners and be heard regarding the order and necessity to abate the condition. Such request must be presented to the town administrator no later than ten (10) days from the date of the notice. The burgess and commissioners, after any such appearance, may affirm or modify the order to abate the condition.

If the property owner fails to timely request an appearance before the burgess and commissioners and fails to abate the blighted condition within the time period stated in the notice and order, or if the property owner fails to abate the blighted condition within the time period established by the burgess and commissioners after the appearance by the owner, then the town may make the required repairs as necessary, and the owner(s) of the property shall be jointly and severally liable for the cost of doing so. The cost of the repair shall constitute a lien on the property and may be collected in the same manner as taxes on the property.

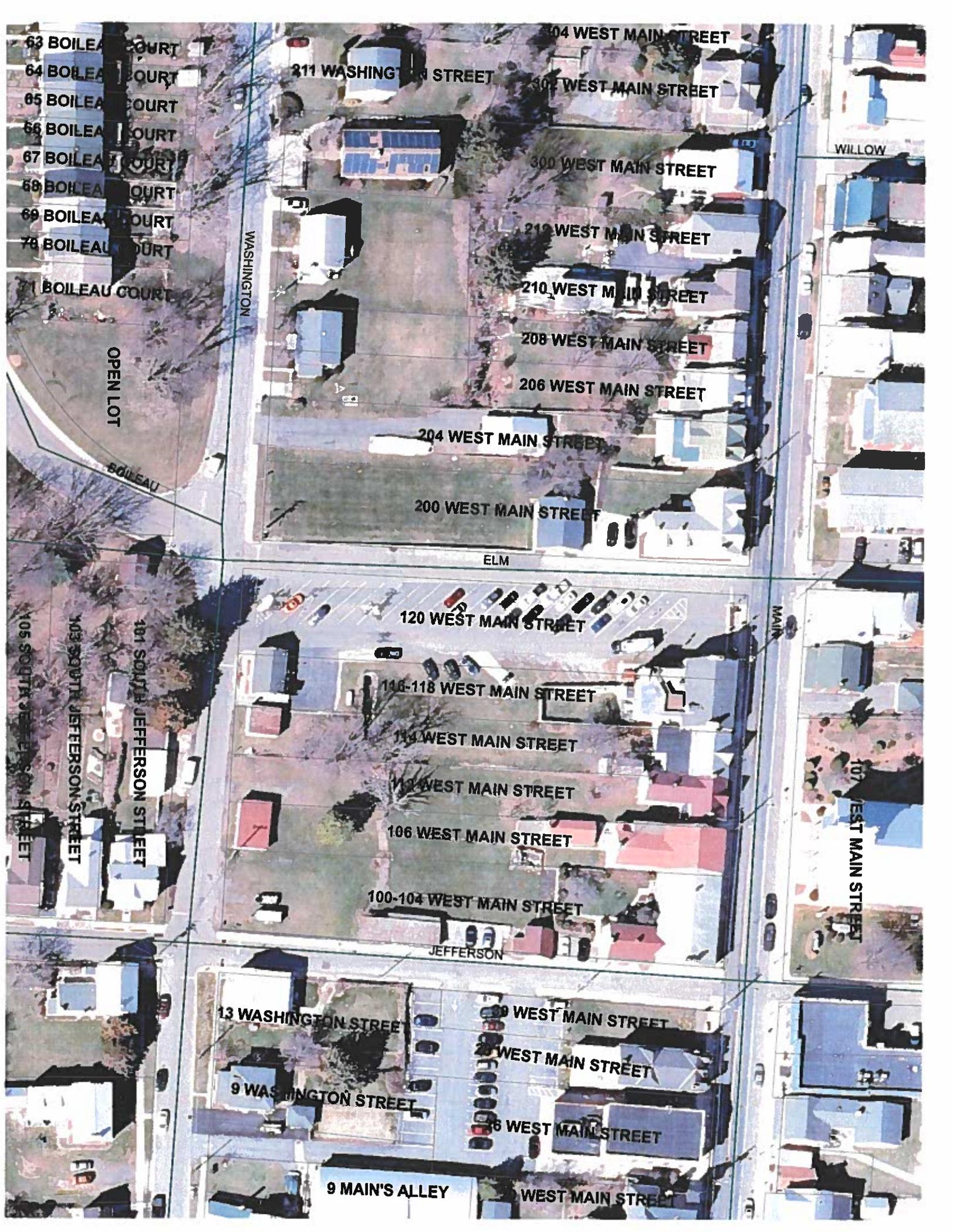
Penalties for offenses – Violations of the provisions of this chapter shall be punishable by a fine of \$100 for each day a violation exists and continues.

Remediation incentives – As an incentive toward the full remediation of a structure designated as blighted, a purchaser or a prospective purchaser of such blighted structure may make application to the Town of Middletown for a waiver of fines and release of lien imposed in accordance with the provisions of this section. Said application shall specify the time frame of the sale and the proposed remediation. The applicant, once approved for this waiver, shall agree to execute an agreement which shall specify the time frame for remediation (which remediation shall occur within six (6) months of closing of title), the specific improvements to be made, and that the

applicant understands that such waiver or release shall only occur upon full remediation and approval of same by the Zoning Administrator or Town Administrator.

Hardship waivers – Special consideration may be given to those who require it in order to correct a violation of this article. Specifically, the burgess and commissioners may grant a property owner additional time to correct a violation where the owner establishes good cause and a written plan of action to resolve the problem. As used in this section, “good cause” includes, but is not limited to, a disabled individual or other individual who is unable to personally correct a problem due to a medical condition, or an individual who earns a low income and is unable to correct a problem due to financial hardship. In determining whether good cause exists, the burgess and commissioners shall consider whether other occupants of a property are able to assist in correcting the problem in a timely fashion and whether the severity of the problem is such that additional time is not warranted.

DRAFT



63 BOILEAU COURT
64 BOILEAU COURT
65 BOILEAU COURT
66 BOILEAU COURT
67 BOILEAU COURT
68 BOILEAU COURT
69 BOILEAU COURT
70 BOILEAU COURT
71 BOILEAU COURT

OPEN LOT

BOILEAU

WASHINGTON

211 WASHINGTON STREET

304 WEST MAIN STREET

302 WEST MAIN STREET

300 WEST MAIN STREET

212 WEST MAIN STREET

210 WEST MAIN STREET

208 WEST MAIN STREET

206 WEST MAIN STREET

204 WEST MAIN STREET

200 WEST MAIN STREET

ELM

120 WEST MAIN STREET

116-118 WEST MAIN STREET

114 WEST MAIN STREET

112 WEST MAIN STREET

106 WEST MAIN STREET

100-104 WEST MAIN STREET

JEFFERSON

105 SOUTH JEFFERSON STREET
103 SOUTH JEFFERSON STREET
101 SOUTH JEFFERSON STREET

WILLOW

107 WEST MAIN STREET

13 WASHINGTON STREET

9 WASHINGTON STREET

9 MAIN'S ALLEY

30 WEST MAIN STREET

28 WEST MAIN STREET

26 WEST MAIN STREET

24 WEST MAIN STREET

17.32.140 - Recreational equipment.

No recreational equipment shall be used for living, sleeping or other occupancy. Parking or storage of such equipment is not permitted in the front yard setback areas of any lot, and such equipment is not permitted to be parked or stored on public streets and rights-of-way. Any recreational equipment which is stored in the side and rear yards shall be appropriately screened from adjoining properties, and such screening shall be reviewed and approved by the zoning administrator in order to comply with this subsection. Parking or storage of recreational equipment shall not be allowed in multifamily developments such as townhouse developments and apartment complexes where the provided parking is common parking except upon approval of a site plan or preliminary plan for such parking areas. Recreational equipment over eight feet wide, or eight feet tall, or twenty-two (22) feet long shall be deemed "restricted vehicles." See Section, 17.32.150, for restricted vehicle provisions.

(Ord. No. 11-03-01, § III, 7-11-2011, eff. 7-31-2011; Ord. 08-01-01 § 2 (part), 2008; Ord. 182 § 2.13, 1976)

17.32.150 - Restricted vehicles.

The following provisions shall apply to restricted vehicles in the residential districts:

- A. It is unlawful to park a restricted vehicle except upon approval of a special exception by the Middletown Board of Appeals. The standards for approval of such special exceptions are in Section 17.48.320.
- B. This section shall not be construed to prohibit any vehicle from parking in a residentially zoned district for a reasonable time necessary to load or unload freight and/or passengers.
- C. This section shall not apply to school buses parked on school property in any residentially zoned district, provided they are not parked in the minimum front yard required for that zoning district.

(Ord. 08-01-01 § 2 (part), 2008; Ord. 182 § 2.14, 1976)

"Recreational equipment" means any mobile apparatus specifically designed for recreational activities and including utility trailers, travel trailers, pickup campers, motorized dwellings, tent trailers, boat trailers, houseboats or storage containers used for transporting, recreational equipment.

"Restricted vehicles" means:

- A. A motor vehicle with permanent outside dimensions greater than eight feet wide or eight feet tall, or twenty-two (22) feet long; or
- B. A motor vehicle with externally mounted work equipment that causes the outside dimensions to be greater than eight feet wide, or eight feet tall, or twenty-two (22) feet long; or
- C. A trailer or semitrailer; or
- D. Recreational equipment with permanent outside dimensions greater than eight feet wide, or eight feet tall, or twenty-two (22) feet long are deemed to be restricted vehicles.

"Right-of-way" means an easement for the purpose of crossing the property of another.

Town of Middletown Planning Department

To: Burgess & Commissioners and Middletown Planning Commission

From: Cindy Unangst, Staff Planner

Date: 11/8/2018

RE: Monthly Planning Update - November

Major Subdivisions:

Middletown Glen - Preliminary plans signed – May 29, 2013
Improvement plans conditionally approved – October 16, 2013
FRO planting at Remsburg Park completed – February 2017
All plats recorded at the Courthouse – May 17, 2016 - March 16, 2018

Site Plans, Plats and Minor Subdivisions:

Cross Stone Commons – Final FRO Plan approved – May 19, 2014
Revised Site Plan conditionally approved – October 20, 2014
Improvement Plan mylars signed – November 6, 2015
Architectural renderings for Building #4 approved – March 19, 2018
Next step – submit architectural renderings for building #2 for review/approval

Franklin Commons - Improvement Plans approved – Sept. 21, 2015 (**Plans expired 9/21/2018**)
Improvement Plan mylars signed – January 4, 2016
Resubmitted site plan conditionally approved – May 21, 2018 (Plans expire May 21, 2021)
BOA approved height variance request – July 12, 2018
Next step – resubmittal of improvement plans for review and approval

Caroline's View/Horman Apartments- Site Plan approved – April 21, 2008 (no sunset provisions prior to November 14, 2010)
Improvement Plans conditionally approved – May 17, 2010 (no sunset provisions prior to 11/10)
Revised Improvement Plan mylars signed – July 21, 2017
Next step – submittal of PWAs for approval and apply for building and grading permits

Dowd Property – Forest Stand Delineation approved – April 16, 2018
Concept plan reviewed by PC – May 21, 2018
Next step – BOA review/approval of special exception for shopping center use

Jiffas – Site Improvement Plan conditionally approved – October 20, 2008 (no sunset provisions prior to November 14, 2010)
Forest Conservation Plan approved – October 20, 2008
Architectural plans approved by PC – March 16, 2015
BOA approval for variance requests – March 29, 2016 (**Expired March 29, 2017**)
Next step – apply for variance requests for siting of duplex building

Miller (Ingalls) – Revised Concept Plan reviewed by PC – September 16, 2013
Site plan (Phase III) conditionally approved by PC – July 20, 2015
Improvement plans (Phase III) conditionally approved by PC – June 19, 2017 (Expires 6/29/20)
Improvement plan (Phase III) mylars signed – January 2, 2018

Richland Driving Range – Concept plan reviewed by PC – January 18, 2016
Revised Site Plan conditionally approved – January 15, 2018 (Plans expire January 15, 2021)
Improvement Plans reviewed and tabled by PC – September 17, 2018
Next step – approval of improvement plans by Planning Commission

School Complex roadway plans – Improvement plans and FCP plans reviewed and approved by Town Board – May 8, 2017 (informed in June 2017 that funding was not approved for project)
SWM plans re-submitted to Frederick County and SCD for review/approval – 8/3/17

St. Thomas More Academy Site Plan revision – conditionally approved August 20, 2018

Annexations:

A.C. Jets Property- PC approval of annexation petition of 35.96 acres – December 21, 2009
Public hearing date - Monday, October 11, 2010
Annexation petition denied by Town Board – October 11, 2010

Admar Property – annexation petition sent to PC by Town Board – January 9, 2017
PC approval of consistency with zoning/comp plan – February 20, 2017
Public Hearing - April 5, 2018
Town Board passed annexation resolution – April 9, 2018

Text Amendments: Request to add “microbrewery” as a permitted use in the TC District

Reports: 2017 Sustainability Committee Annual Report – approved by SC – Sept. 19, 2018

Grants: MEA Smart Energy Communities grant application – award granted – May 2017

Meetings: Next Middletown Green Team Meeting – December 19, 2018

Next Joint town board/planning commission workshop – 2019