

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

**Workshop**

**February 13, 2019**

The regular workshop of the Middletown Planning Commission took place on Wednesday, February 13, 2019 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, Alternate Dixie Eichelberger, and Eric Ware, Temporary Alternate. Others present in official capacity: Cindy Unangst (Staff Planner). Members of the public in attendance: Jim Hoover (Zion Lutheran Church) and Hebba Hassanein (The Valley School).

**FEBRUARY MONTHLY PLANNING COMMISSION WORKSHOP:**

**PLAN REVIEW** –

**Zion Lutheran Church Addition Plat** - Cindy read thru her staff report and showed the members the revisions to the plat that had just been received. The commission members asked for clarification on the parcel area to be added and what the remainder lot would be.

**The Valley School Revised Site Plan** – Cindy read thru her staff report. Chairman Carney asked the applicant whether the shed would be put on a concrete pad, in which Ms. Hassanein responded that it would be put either on a concrete pad or on gravel. Chairman Carney also asked what the height of the shed would be. The applicant will find that out ahead of the meeting on Monday.

**COMPREHENSIVE PLAN REVIEW** –

**Comprehensive Plan Update – Timeline** – Based on the letter sent to the Maryland Department of Planning on March 17, 2016 indicating that the Town would be updating the comprehensive plan in the 2022-2024 time frame as recommended by MDP, the update will be pushed back with more discussion on the timeline to be considered at the May joint town board/planning commission workshop.

**MISCELLANEOUS** –

**PC Rules of Procedure** – The commission members reviewed aspects of the rules of procedure in place for the planning commission as a refresher.

**Workshop adjourned at 8:10pm.**

Respectfully submitted,

Cynthia K. Unangst, AICP  
Middletown Staff Planner