

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

Virtual Workshop

April 15, 2020

The virtual workshop of the Middletown Planning Commission took place on Wednesday, April 15, 2020 at 7:00 p.m. via a Zoom meeting. Those present (quorum) were Commission Chairman Mark Carney, Ex-officio member Tom Catania, Commission Members Rich Gallagher, Bob Miller, David Lake, Dixie Eichelberger, Alternate, and Eric Ware, Temporary Alternate. Others present in official capacity: Cindy Unangst (Staff Planner) and Becky Axilbund (Main Street Manager). Applicants present: Mark Lancaster (Lancaster Builders)

APRIL MONTHLY PLANNING COMMISSION WORKSHOP:

PLAN REVIEW –

Hollow Creek Professional Center Architectural Renderings – Mr. Lancaster of Lancaster Builders reviewed the changes to the building renderings and all of building, retaining wall, planter and gazebo details that have been submitted. There was dialogue from the Main Street Manager about changes that could be made to the three-story building to help it fit in with the historic look of the town. The applicant was asked to provide some additional renderings ahead of the meeting.

St. Thomas More Academy Revised Site Plan – Cindy showed the updated renderings of what the proposed building would look like that included decking around the building and access ramps and stairs.

Memorial Park Storage Shed Replacement Site Plan – Cindy stated that the applicant might resubmit plans for a slightly smaller shed so that it doesn't need approval by Frederick County, but since they had not been received yet, she suggested that the item be tabled until May.

ZONING –

Forest Resource Ordinance text amendment – Cindy explained that the reason for the text amendment is to comply with the state regulations that went into effect last October. They entail reporting requirements and the addition of forest mitigation banking efforts ahead of contributing fee-in-lieu money to the town's forest conservation fund. There will need to be a public hearing by the planning commission before they give a recommendation to the town board who will then also need to have a public hearing before approving the text amendment.

MISCELLANEOUS –

2019 Annual Planning and Zoning Report - Cindy reviewed the draft report which isn't quite finished yet, and urged the commission members to review the recommendations section of the report before the meeting.

Workshop adjourned at 8:40pm.

Respectfully submitted,

Cynthia K. Unangst, AICP
Middletown Staff Planner