

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

**Workshop**

**August 14, 2019**

The regular workshop of the Middletown Planning Commission took place on Wednesday, August 14, 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 Bob Miller, Rich Gallagher, David Lake, Dixie Eichelberger, Alternate, and Eric Ware, Temporary Alternate. Others present in official capacity: Cindy Unangst (Staff Planner). Applicants present: Mark Lancaster, Mark Crissman. Residents present: John Huegelmeier, Bernard Pond.

**AUGUST MONTHLY PLANNING COMMISSION WORKSHOP:**

**PLAN REVIEW** –

**Hollow Creek Professional Center Site Plan** – There was discussion among the commission members, the property owner, Mark Lancaster, and the project engineer, Mark Crissman, on various aspects of the proposed site plan. Topics of discussion included: changes from the concept plan, access to the site by pedestrians, the traffic impact analysis, parking and loading requirements, and signage. It was determined that the lighting plan reviewed by the staff planner was different than the one provided by pdf to the commission members.

**Hollow Creek Professional Center Preliminary Forest Conservation Plan** – Cindy briefly provided some of her comments from the staff report which included the proposed removal of the large northern catalpa tree and the yet-to-be-determined location for the proposed off-site afforestation.

**ZONING** –

**Self-storage Text Amendment** – There was discussion about a proposed definition in the text amendment for ‘self-storage facilities’ and language that could be included in relation to vehicle storage. The commission members will review proposed language that Cindy will draft during the meeting on Monday and comments will then be sent to the Town Board. Residents Bernard Pond and John Huegelmeier were invited to the table to give the commission members their thoughts in addition to hearing comments by Mark Lancaster.

**MISCELLANEOUS** –

Cindy briefly discussed a recent ruling by the Maryland Open Meetings Compliance Board regarding email and other digital communication.

**Workshop adjourned at 8:25pm.**

Respectfully submitted,

Cynthia K. Unangst, AICP  
Middletown Staff Planner