

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

**Regular Meeting**

**September 18, 2023**

The regular meeting of the Middletown Planning Commission took place on Monday, September 18, 2023, at 7:00 p.m. via in-person and Lifesize. Those present (quorum) were Commission Chairman Mark Carney, Commission members Sean Mahar, Christopher Mills, Alternate Lori Summers, Temporary Alternate Dave Hiller and Town Board Liaison Jean LaPadula. Others present in official capacity: Cindy Unangst (Staff Planner), Jen Rhinaman (Recording Secretary). There was no one present via LifeSize.

**SEPTEMBER MONTHLY PLANNING COMMISSION MEETING:**

- I. PUBLIC COMMENT- None.**
- II. Minutes of August 2023 Planning Commission Meeting -Approved as submitted.**
- III. PLAN REVIEW – None**
- IV. ZONING – None**
- V. COMPREHENSIVE PLAN UPDATE:**

**Comprehensive Plan as of August 18, 2023** – Cindy Unangst, Staff Planner, reviewed minor changes to the list of tables and figures that need to be added. Cindy Unangst, Staff Planner, stated that the Middletown Glen roads were added to Map 5-2, and the Glen parcels were added to Map 8-1. She also stated that Map 9-2 was amended to delete the residential use areas outside of the growth boundary. There was also discussion regarding possibly adding the new proposed Trail from Middletown to Myersville. Commission member Chris Mills stated to show what is on the Feasibility Study for the proposed trail, but ultimately the commission members decided to leave the proposed trail as is on Map 5-3 Walkways and Trails Commission Chairman, Mark Carney stated that the deadline for John Mattingly to complete the Comp Plan should be the end of September so that the Comp Plan can be sent to Frederick County and just note that there will be format changes only if Mr. Mattingly is not finished with the Comp Plan. There was also discussion regarding having an open house on November 6, 2023, during the Joint Town Board and Planning Commission meeting. Commission Chairman, Mark Carney also stated that the Planning Commission should have a public hearing in January for the Comp Plan ahead of it being presented to the Town Board.

**VI. MISCELLANEOUS:** Cindy Unangst, Staff Planner stated that Green Street Flats Improvement Plan is ready for signature. There was discussion regarding the upcoming concept plans from Frederick County Public Schools for the new co-located middle and elementary school. There was discussion regarding the upcoming improvement plan for Foxfield Section Six


for review in October. There was also discussion regarding the Middletown Library project. Commission Chairman, Mark Carney stated that the Planning Commission will review the plan for the Town Library with some changes to trees and shrubbery once it comes back red-lined with the updates. Commission Chairman, Mark Carney also stated that there is a motion detection light located above the garage door at Memorial Hall that is not dark sky compliant and will be removed according to the applicant.

**VII. Additional Public Comment — None**

The meeting was adjourned at 8:13 P.M.

Respectfully Submitted,

Jen Rhinaman,

A handwritten signature in cursive script that reads "Jen Rhinaman". The signature is written in black ink and is positioned above the printed name "Jen Rhinaman".

Recording Secretary