

**MIDDLETOWN PLANNING COMMISSION
MEETING
March 25, 2019**

Commission Present

Joan Roche – Vice Chair (06/2022)
Marc Furman (10/2020)
Mark Dalton (01/2022)
Kimberly Begnaud (04/2020)
Alexandra Hannigan – (4/2020)
Jeff Pennington – Council Liaison

Commission Absent

Staff

Michele Snyder- Zoning Administrator

Meeting Minutes

I. CALL TO ORDER

Vice-Chairman Roche called the meeting to order at 7:00 pm.

II. ROLL CALL

All Commissioners were present.

III. SET AGENDA

Vice-Chairman asked for a motion to set the agenda. Commissioner Dalton made a motion to set the agenda. Commissioner Hannigan second the motion. All commissioners were in favor. Agenda was set.

IV. PUBLIC COMMENT

None

V. APPROVAL OF MINUTES

Vice Chair Roche stated the minutes from the January 28, 2019 Planning Commission meeting were in the packets. Commissioner Hannigan made motion to approve the minutes from January 28, 2019. Commissioner _____ second the motion. All Commissioners were in favor. Minutes were approved.

VI. ZONING REPORT

Staff provided the Planning Commission the year-to-date zoning permits issued for 2018 and for zoning permits issued thus far in 2019. Mrs. Snyder stated for the new Commissioners, that recently Phase one Subdivision Plat of the Village of Middletown was approved which means many zoning permits will be coming up.

Staff also went over the definition revisions out of the Zoning Ordinance. Mrs. Snyder stated that this was just adding a few definitions and cleaning up some currently to match uses in the Zoning Ordinance. All changes have comments explaining staff's recommendation and why the change may be needed. Vice Chair Roche asked staff about some of the new definitions.

Vice Chair Roche stated she would like for the Commissioners to take home the information and make their comments for the next Planning Commission meeting. Vice Chair Roche stated then this can go to the Ordinance Committee.

Commissioner Dalton asked about spacing between structures. Mrs. Snyder explained that after the Commission goes through the definitions it is an opportunity to look at the Districts and the uses.

VII. COUNCIL REPORT

Councilman Pennington stated he does not much but would like to welcome the new Commissioners on behalf of the Council. Councilman Pennington reminded the Commission of the list of priorities set by the Town Attorney and was really hoping that officers would be established so work could be underway. Councilman Pennington said that he would forward this to Vice Chair Roche.

Councilman Pennington stated that he would also like to see something done with the Historic District. He stated nothing restrictive but is fearful that a contributing home may be allowed to be demolished.

Councilman Pennington also stated that the Comprehensive Plan was approved at the last Town Council meeting and the proffer amendment was approved for the Village of Middletown.

VIII. UNFINISHED BUSINESS

Vice Chair Roche reiterated what Councilman Pennington had stated; that recently Planning Commission was given a list of projects and knowing that new Commissioners were coming onboard they decided to hold off. Staff presented the Commissioners with the Public Works priorities. Vice Chair Roche went over the items that Planning Commission would be looking at and asked for the next meeting if everyone could take a look at these items so they could be prioritized.

IX. New Business

Vice Chair Roche explained that at next month's meeting she would like to appoint the officers for Planning Commission. Vice Chair Roche went over the duties of Chair and Vice Chair of the Planning Commission. Vice Chair Roche made motion to appoint officers at next month's meeting. Commissioner Begnaud second the motion. All Commissioners were in favor.

Next meeting set for April 22, 2019.

Adjournment

Vice Chair Roche made a motion to adjourn. Commissioner Dalton seconded the motion. Meeting adjourned at 7:31 pm.

Michele Snyder
Middletown Zoning

Joan Roche
Vice Chair