



Town of Middletown
7875 Church Street
Middletown, Virginia 22645
(540) 869-2226 ♦ Fax (540) 869-4306
Gateway to Cedar Creek and Belle Grove National Historical Park

Charles H. Harbaugh IV, Mayor

MIDDLETOWN PLANNING COMMISSION

Meeting Minutes, from the regularly scheduled meeting held Monday,
September 26, 2016

- Meeting called to order at 7:00 PM, all Planning Commissioners present.
- As part of Committee report (Scott Fink), copies of an email thread discussing the alleys in town (David Griffin, Town Attorney) were distributed to members with the request that members read and prepare to discuss at the October meeting.
- Follow-up discussion regarding the Village at Middletown proffer amendment/re-zoning request before the Commission. Only one citizen offered comment (in favor) at the public hearing held at the beginning of the month. The Planning Commission received from Candice Perkins, Assistant Director of Planning, Frederick County, written comments dated September 02, 2016, resulting from a summary review of the proffer amendment. Comments were reviewed individually, as follows:
 - The proposed amendment does not appear to be constant [sic] with the goals of Middletown MTND zoning: The Commission noted that the current development proposal does not conform to MTND zoning, but that since the majority of the “non-conformance” was accepted and approved in 2007, and that the amendment simply eliminates the townhouses from the original proposal, it would not be appropriate for the Planning Commission to deny approval on these grounds.
 - A reminder that Middletown must comply with the Joint Agreement for Administration of Proffers that the town has signed with Frederick County: (noted and agreed).
 - Main Street Enhancements – it was agreed (including agreement by Patrick Sowers, in attendance, Pennoni Assoc, for the developer) that these issues would be addressed and complied with during the SIP phase of development approval.
 - Interparcel Connection – it is suggested that the developer retain access space for a possible future road to the adjacent Davis parcel in the event that that parcel is developed in the future, so as to eliminate the

requirement for any additional road access from Main Street or Reliance Road: The Commission, and Patrick Sowers, agreed that this change should/will be made.

- No roadway is proposed from Reliance Road to the college, as represented in other Town documents: It was noted and agreed that this access had been discussed numerous times during the original rezoning process, and would not be provided in the plan.
- Sidewalks are not shown on portions of Route 11 and Cougill Road in the GIP – but should be provided along all roadways that border the development: The Commission and Patrick Sowers agreed that all roadways bordering the development will have sidewalks (to be illustrated properly in the SIP).
- Buffering/screening is suggested for properties bordering the I81 corridor: It was noted that the current topography should provide some noise buffering, and again, since the original GIP was approved without buffering it would not be appropriate to change the requirement for the amendment.

A motion was then made to pass the current proffer amendment/re-zoning proposal to Council with a recommendation for approval. By roll-call vote, in favor: 5, opposed: 0. Motion passed.

- Discussion regarding possible changes to Main Street residential zoning density, as suggested by Robbie Molden, who would like to re-develop his ½ acre lot on Main Street (current use residential) by retaining the existing single family dwelling but adding several townhouses, which is prohibited by current zoning. It was agreed that Commission members would review the Comprehensive Plan in preparation for further discussion as to whether any future changes in Main Street zoning should be considered based on the contents of the plan.
- Discussion regarding the overdue PC annual report owed to Council. Joan Roche and Mark Davis agreed that they would attempt to complete the gathering of documentation and complete the summary during the next month.
- Daryl Terrill presented a status summary of the Planning Commissioner training that he is currently attending. He indicated that so far it has been a very positive and educational experience, and he strongly recommends that other PC members attend future training sessions.
- A brief review of the Permit Summary report from Fred Wharton, that included permits for a Church Street garage and the demolition permit for the Robbie Molden property on Main Street (next to the north strip mall) that is to be replaced by three dwelling units, previously approved by the town.
- Nominations were taken for the offices of Planning Commissioner Chairman and Vice-Chairman. Mark Davis was nominated and unanimously approved by voice vote as Chairman, and Daryl Terrill was nominated and unanimously approved by voice vote as Vice-Chairman. No other nominations were offered.
- It was noted that the next regularly scheduled PC meeting would be Monday, October 24, 2016.
- Meeting adjourned.