

**MIDDLETOWN PLANNING COMMISSION
MEETING
January 28, 2019**

Commission Present

Joan Roche – Vice Chair (06/2022)
John Copeland (10/2020)
Mark Dalton (01/2022)
Jeff Pennington – Council Liaison

Commission Absent

Staff Absent

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 Roche stated that due to the Zoning Administrator's absence there will not be a zoning department report. Motion was not made to set the agenda.

IV. PUBLIC COMMENT

None

V. APPROVAL OF MINUTES

Vice Chair Roche stated the minutes from the November 26, 2018 Planning Commission meeting were in the packets. All Commissioners were in favor of the November 26, 2018 Planning Commission minutes.

VI. ZONING REPORT

None

VII. COUNCIL REPORT

Councilman Pennington stated he does not have a report from Council but did state he recently spoke with the Zoning Administrator and know she is working on the zoning maps for the Town. Vice-Chair Roche stated that Mrs. Snyder just recently celebrated her one year anniversary with the Town.

VIII. UNFINISHED BUSINESS

Vice Chair Roche presented the four applications for Planning Commission. They are Alexandra Hannigan, Tess Klimm, Marc Furman and Fred Wharton. Vice Chair Roche asked the commissioners if they had a chance to review the applications. Vice Chair Roche asked the commissioners to write down their 2 picks based on this information would be the recommendation to Council. The final names that would be going to Council for recommendation are Tess Klimm and Alexandra Hannigan.

Vice Chair Roche stated that at the next Council meeting in February would be when the recommendations are confirmed. Vice Chair explained that next Planning Commission meeting will be February 25 but she will be in contact with the newly appointed commissioners once there is a formal vote. Vice Chair Roche stated she appreciates on the applicants and also wanted to add that both of these appointments are only till April 2020.

IX. New Business

Vice Chair Roche explained that the next item on the agenda were the priorities from the Public Works Committee found in the October minutes. Vice Chair Roche said she would like to wait on looking at the priorities until there is a full planning commission. Commissioner Dalton stated he agrees. Vice Chair Roche stated that this would be put on the agenda for next month.

Vice Chair Roche stated the new by-laws that were recently adopted by Town Council and are found in the meeting packet. Commission went over a few key points, one being that the Chair is to be the admin if staff is removed. Commission also discussed appointment of officers to be at the next meeting with a full commission.

Next meeting set for February 25, 2019.

Adjournment

Vice Chair Roche asked for a motion to adjourn. Commissioner Copeland made a motion to adjourn. Commissioner Dalton seconded the motion. Meeting adjourned at 7:32pm.

Michele Snyder
Middletown Zoning

Joan Roche
Vice Chair