

**MIDDLETOWN PLANNING COMMISSION  
MEETING  
June 24, 2019**

**Commission Present**

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

**Commission Absent**

Alexandra Hannigan – (4/2020)

**Staff**

Michele Snyder- Zoning Administrator

**Meeting Minutes**

**I. CALL TO ORDER**

Chairman Dalton called the meeting to order at 7:00 pm.

**II. ROLL CALL**

All Commissioners were present with the exception of Alexandra Hannigan.

**III. SET AGENDA**

Vice Chair Joan Roche made a motion to set the agenda. All Commissioners were in favor.

**IV. PUBLIC COMMENT**

None

**V. APPROVAL OF MINUTES**

Chairman Dalton asked if any amendments needed for the May 28, 2019 minutes as presented. Commissioner Furman made motion to approve the minutes from May 28, 2019. With no further discussion all Commissioners were in favor. Minutes were approved.

**VI. ZONING REPORT**

Staff provided the Planning Commission the year-to-date zoning permits issued for zoning permits issued in 2019.

Mrs. Snyder wanted to bring to the attention of the Planning Commission that the proposed changes to the zoning fees discussed last year should be adopted with this year's budget. Mrs. Snyder explained the changes being proposed.

## **VII. COUNCIL REPORT**

Councilman Pennington stated that the proposed changes to the definitions and the R-1 District changes were passed by Council.

## **VIII. UNFINISHED BUSINESS**

Chairman Dalton stated that the Planning Commission has been given an example of a neighboring CIP. Chairman Dalton asked staff if the Town Manager had been approached about a meeting with the other department heads about items they might want to put in the CIP. Staff stated she has not reached out the Town Manager yet but has spoke with the Public Works Supervisor and many of the priorities that were given to Planning Commission are being worked on. Staff suggested meeting with Department Heads and Committee Chairs to in addition to the Town Manager to make a priority list for all departments and not just Public Works. Chairman Dalton suggested reaching out to the Town Manager to set a group meeting. Planning Commission discussed some different aspects they would like to see if the CIP. Chairman Dalton stated he and staff would speak with the Town Manager to try and get something set up with the other departments so they can provide items they would like to have added in the CIP. Vice Chair Roche stated she did a little research about the street lights.

## **IX. New Business**

Chairman Dalton asked the Commissioners that attended the recent certification their impression of the program. Commissioner Furman stated he enjoyed Saturday's presentation the most. Commissioner Furman and Commissioner Begnaud stated that it was very beneficial. Commissioner Begnaud stated that there were other Commissioners present from neighboring Towns and Counties.

Next item on the agenda is the bylaw change. Staff presented the one item that would need to be changed which is the language about the Chairman having a vote. Vice Chair Roche stated she feels the Chair should have a vote.

Vice Chair Roche made a motion to change Article 2.2.1 of the Town of Middletown Planning Commission by-laws to remove the language of the one non-voting Chairperson vote in the event of a tie. All Commissioners were in favor.

Next meeting set for July 22, 2019.

## **Adjournment**

Chairman Dalton adjourned the meeting at 7:28 pm.

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Michele Snyder  
Middletown Zoning

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Mark Dalton  
Chairman