



**MIDDLETOWN PLANNING COMMISSION**  
**7735 MAIN STREET**  
**MIDDLETOWN, VA 22645**  
**(540) 869-2226 Fax (540) 869-4306**

Mark Davis – Chairman (01/2021)

Daryl Terrill – Vice-Chairman (04/2020)

Phil Breeden (01/2018)

Frank Meres (04/2020)

Joan Roche (06/2018)

Shayla Wharton (04/2020)

Jeff Pennington - Council Liaison

John Copeland (10/2020)

**Meeting Minutes**

(from meeting held April 24, 2017)

- Meeting called to order at 7:00 PM, all Planning Commissioners present with the exception of Phil Breeden. Also in attendance were Middletown Mayor Charlie Harbaugh, Town Manager Rebecca Layman, and Zoning Administrator Fred Wharton.
- A motion to amend the agenda to allow Mayor Harbaugh to address the Commission was made, seconded, and approved unanimously. Mayor Harbaugh then spoke to the Commission, noting that there was much work to do and urging the Commission to complete tasks related to the pending CIP update and comprehensive plan update. Copies of a “draft” CIP were distributed to the Commissioners with a request that review comments be returned to the Town Council within the following month. A general discussion then took place on the topics of the CIP and on the Commission's previous request for a joint meeting with Council to discuss the desired scope and the visioning required for the pending comp plan update. The Mayor indicated that Council would be willing to hold a joint meeting and that a meeting would be scheduled.
- Minutes from the February, 2017 meeting were approved as distributed:  
In Favor: 5, Opposed: 0
- No additional updates were required by Council Liaison Jeff Pennington since Council – Commission activities had already been discussed as described above.
- Fred Wharton gave a brief summary of the previously approved (SIP, in 2012) Madison Stickley infill development project for which subdivision recordation is now occurring. This was informational only and no action was required on the part of the Commissioners.
- A new revised site plan for improvements to 7939 Main Street from property owner Robbie Molden was reviewed. The new revision consisted of the existing dwelling and one new (to be built) two-unit dwelling with Main Street parking access. The previous proposed alley-facing dwelling proposal was withdrawn. The updated proposal conformed to town code through granting of a special use permit. A motion and a second to approve the new site plan request was made and voted on:

In Favor: 5, Opposed: 0

- Permit Report submitted by Fred Wharton was reviewed; no additional items other than those above were discussed
- Meeting was adjourned at approximately 8:15 PM.