

**MIDDLETOWN PLANNING COMMISSION SPECIAL
MEETING**

November 23rd, 2020| 7:00 p.m.

Commission Present

Mark Dalton –Chair (01/2022)
Joan Roche – Vice Chair(06/2022)
Dave Gustaffson
Jeff Pennington – Council Liaison

Commission Absent

Staff

Eric Bittner- Zoning Administrator

Meeting Minutes

CALL TO ORDER

Chairman Dalton called the meeting to order

ROLL CALL

Mark Dalton, Joan Roche, Dave Gustaffson, Jeff Pennington, and Eric Bittner Present

SET AGENDA

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

NOTES

Comp Plan Update from prior Special Meeting

- Commissioners discussed possible changes, and discussed ideas
- Made a decision to have the possible changes provided by staff given to the commissioners to use as a template

- Staff was not able to open the email of the comp plan edits sent in by commissioner Furman. Commissioner Furman will re send the e-mail, David Gustaffson was able to open the document.
- Once staff receives the e-mail he will print out commissioner Furmans comments and provide a hard copy to the commission

December planning commission meeting

- Commissioners discussed that there will not be a planning commission meeting in December

Flood Plain Ordinance

- ZA20-002 Proposed ammendment to the town code of the flood plains
- Middletown is part of the national flood plain program, which allows property owners to qualify for programs if there property is in the floodplain
- Every 10 years FEMA updates the floodplains, the amendments are changing our ordinance to be in compliance with the new FEMA updates.
- Final Draft was given to the commissioners, a public hearing is scheduled for December 14th.

Council Update

- The council has been made aware of the high chances of the comp plan receiving multiple updates and changes
- Council voiced concern about continued absences from the planning commission members, Council wants to stress the importance of members attending the meeting
- Joan asked about a council approving a new member to the planning commission without the planning commission first approving, Chairman Dalton discussed the importance of the process being followed going forward
- Councilman Pennington complimented Chairman Dalton on his commitment to process. He wanted it to be known that he agrees in the importance of following a process for all things to work smoothly

Update on Madison Stickley

- Staff has received the bonds. In process of reviewing. If all is good, the plat will be filed
- The property will be going by the name The Grove at Middletown
- The new water supply system, and the access road to Lost Pond Rd have been added to the plans, as well as the one additional fire hydrant requested, making a total of 4

Village at Middletown

- Phase 1 is close to being completed
- Phase 2 should be reviewing the plans for phase 2 shortly.
- The town does not allow private roads, all roads are VDOT roads.
- Street lights will be added per request, commissioner Gustaffson wanted to know if the lights were going to be LED, at this time the town does not know.

Adams Property

- They will not be having the plans entered by the October deadline. They are expected to be given in the spring, possibly February.

ADJOURNEMENT

Vice Chair Joane Roache made a motion to adjourn, planning commission voted to adjourn

Eric Bittner
Middletown Zoning

Mark Dalton
Chairman