



Middletown Planning & Zoning Commission

Monthly Planning Commission Minute Meeting

Meeting Date and Time

Date of Meeting: June 27, 2022

Time of Meeting: 7:00 pm

Location of Meeting: Middletown Town Hall
7875 Church Street
Middletown, Va. 22645

Present at Meeting: Joan Roche, Dr. Diane Newman-Frye, David Gustafson,
Rebecca Anderson, David Burke, Jeffery Pennington

Total present: 6

Public Present: 0

- I. **Call to order:** Joan Roache - 7:02 pm
- II. **Roll Call:** All commissioners were present
- III. **Set Agenda:** Agenda amended - (correction of misspelled name) by Joan Roache , 2nd by Rebecca Anderson
- IV. **Approval of Minutes :** Unanimously by Commission
- V. **Report from Planning and Zoning Administrator**
 - a. **Enfield Knolls:** Land disturbance permit has been issued by Frederick County and they are currently clearing the parcel and working on the underground infrastructure. Plats have been signed for 30 townhouses.
 - b. **Village at Middletown:** Phase 2. Six (6) building permits have been signed and Home construction is underway. 37 more plats have been signed. To date all homeplats have been signed along Birmingham Drive .

- c. **Seasons at Middletown** : Archeology Survey is complete and the Land Disturbance permit has been issued by Frederick County .

VI. Violations:

To date, there have been 9 properties posted for high grass and all and all of them have been resolved.

To date, there have been 10 properties that have received violation letters. 6 of those properties have been resolved.

VII. Update from Council Liaison : Remarks about vacant positions on Planning and Zoning Board.

VIII. Unfinished Business: NONE

IX : New Business:

- a. Resignation of Chairman Marco Furman
- b. Appoint Chairman, Vice Chairman, and Secretary
Dr. Diane Newman-Frye was unanimously appointed by Commission as Chairman. David Gustafson, unanimously appointed by commission as Vice-Chairman.
Dr. Diane Newman-Frye will continue Secretarial duties until the position is filled.
Positions mentioned above upon approval of Town Council.
- c. Proposed Ordinance to amend ZTA22-001 Section 17-4 A, Rural Areas, to allow for subdivision of parcels of 6 to 13 acres into 2 acre lots.

X. Public Comments: NONE

Next Meeting : July 25, 2022

Meeting Adjournment : 8:18 pm

Signature:

Joan Roache (Vice- Chairman)

Signature:

Dr. Diane Newman-Frye (Secretary)