

TOWN OF MIDDLETOWN
PLANNING COMMISSION MEETING MINUTES
FEBRUARY 27, 2023 | 7:00 P.M.

The Town of Middletown Planning Commission meeting was held in the council chambers located at 7875 Church Street, Middletown VA on Monday February 27, 2023 at 7:00 p.m.

Planning Commission Members Present

Chairman David Gustafson
Vice Chairman Rebecca Anderson
Jennifer Davidson
Mark Klein
Jeffrey Pennington – Liaison

Planning Commission Members Absent

Clifton Good

Staff Present

Municipal Clerk Christina Smith

1. Set Agenda

Chairman Gustafson asked for a motion to set the agenda. Commissioner Klein made a motion to set the agenda. Commissioner Anderson seconded the motion. All Commissioners were in favor and the agenda was set.

2. Approval of Previous Meeting Minutes

Chairman Gustafson asked for a motion to approve the Planning Commission minutes from January 23, 2023. Commissioner Anderson made a motion to approve the minutes. Commissioner Klein seconded the motion. All Commissioners were in favor and the minutes were passed.

3. Report from Interim Planning and Zoning Administrator

Nothing to report

4. Update from Council Liaison Jeffrey Pennington

Liaison Pennington stated there has been no interest as of date for the current Planning & Zoning Administrator vacancy.

5. Unfinished Business

PC Member Training Certification - Chairman Gustafson advised the certification training for Commissioners is on March 6, 2023 and without time to prepare we will wait for the next training session to be announced. Those looking to attend are hoping for online certification training to be offered soon. Commissioner Anderson stated she is not opposed to traveling for the training.

Appointment of Secretary - Chairman Gustafson discussed appointment of a secretary to transcribe meeting minutes. Commissioner Jennifer Davidson volunteered to be the secretary for the Planning Commission

6. New Business

Chairman Gustafson discussed visiting the police department and/or fire department as a meet and greet for the Commissioners to see and hear firsthand how the growth in our area has affected their departments. Date and time TBA.

Chairman Gustafson set the next Planning Commission meeting for March 27, 2023 at 7:00 p.m.

7. Adjournment

Chairman Gustafson adjourned the meeting at 7:43 p.m.

Christina Smith
Municipal Clerk

David Gustafson
Chairman