

**TOWN OF MIDDLETOWN
PLANNING COMMISSION MEETING MINUTES
August 25, 2025 | 7:00 P.M.**

The Town of Middletown Planning Commission meeting was held on Monday, August 25, 2025, at 7:00 p.m. in the town council chambers located at 7875 Church Street, Middletown VA.

Planning Commission Members Present

Anthony Boring
Suzanne Obetz
Joanne Berger
Corneila Hodson
George Smith, Council Liaison

Staff Present

Amanda Kerns, Senior Planner NSVRC
Town Manager Les Morefield

1. Set Agenda

Commissioner Boring called for a motion to adopt the agenda. Commissioner Obetz motioned to approve the agenda as presented, seconded by Commissioner Berger. The motion carried unanimously.

2. Approval of Previous Meeting Minutes

Commissioner Boring requested a motion to approve the meeting minutes from the July 14, 2025, meeting. Commissioner Obetz made a motion to approve the July 14th minutes as presented. The motion was seconded by Commissioner Hodson. The motion carried unanimously.

3. Public Comments

None

4. Chairwoman's Comments

None – Chairwoman Morelock was absent

5. Planner's Report

Ms. Kerns reported that no new development applications had been submitted, and there were no updates on ongoing projects. Town Manager Morefield shared that the Train Station project had recently broken ground. Commissioner Obetz inquired whether Wawa would be repaving portions of the surrounding roadway, and Mr. Morefield confirmed that they would. Commissioner Berger expressed concern regarding potential interruptions to traffic flow during construction and suggested that the Town discuss with VDOT any new technologies that could be implemented to support traffic management around the new development.

Regarding plan review, Ms. Kerns noted that the draft Vision and Goals section of the Comprehensive Plan had been distributed to the Planning Commission. She stated that the consulting team was seeking feedback and proposed holding a Plan Review meeting on September 8 at 6:00 p.m. to discuss the document in more detail. Members of the Plan Review Committee agreed that the proposed date and time worked for them, but requested that staff confirm Chairwoman Morelock's availability before finalizing the meeting.

6. Update from Council Liaison George Smith

Councilor Smith had no updates from the Town Council and stated he would share the information from this meeting with the Council at the next Work Session.

7. Unfinished Business

None

8. New Business

Under New Business, Ms. Kerns presented proposed updates to definitions related to automotive services, vehicle repair, and gas station uses. She explained that the changes stem from the Steel Dog–related text amendments and the Town Attorney’s recommendation to revise the definitions to clearly distinguish the uses permitted by right in the B-2 District from those that should be subject to additional regulations under a special use permit. Ms. Kerns requested that the Commission consider setting a date for a joint public hearing to advance the proposal. Commissioner Berger moved to schedule a joint public hearing with the Town Council on October 14 to receive public comment on Zoning Text Amendment 25-01; Commissioner Obetz seconded. The motion carried unanimously.

Ms. Kerns also noted she is beginning work on the 2025 Annual Report and requested feedback on the desired level of detail. Commissioners agreed that the content framework is laid out well in the newly adopted bylaws. Ms. Kerns agreed to proceed with drafting the report.

9. Announcements

Ms. Kerns announced that the next Planning Commission meeting would be held on September 22nd and that a Plan Review Committee meeting was tentatively scheduled for September 8th at 6 pm.

10. Adjournment

Commissioner Boring adjourned the meeting at 7:30 p.m.

Amanda Kerns,
Senior Planner, NSVRC

Angela Morelock
Chairwoman