

**TOWN OF MIDDLETOWN
PLANNING COMMISSION MEETING MINUTES
November 24, 2025 | 7:00 P.M.**

The Town of Middletown Planning Commission meeting was held on Monday, November 24, 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
Chairwoman, Angela Morelock
George Smith, Council Liaison

Staff Present

Amanda Kerns, Senior Planner NSVRC
Town Manager Les Morefield

1. Set Agenda

Chairwoman Morelock 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

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

3. Public Comments

None

4. Chairwoman's Comments

Chairwoman Morelock announced that she would be stepping down as Chair in January. She clarified she will still be a member of Planning Commission.

5. Planner's Report

Ms. Kerns reported that interest in a new development has been received; the presentation related to this project was scheduled under New Business. In addition, the developers of Steel Dog have submitted their site plan, which is currently under staff review. Ms. Kerns anticipates presenting the site plan to the Commission in the new year, once review comments are received and the plan is updated accordingly.

Ms. Kerns stated that the consulting team has completed the full draft of the Comprehensive Plan and that the draft has been distributed to the Commission via email. A plan review meeting is proposed for December 8 at 5:30 p.m. Ms. Kerns emphasized the importance of reviewing the draft in advance in order to provide feedback during that meeting. She also shared a tentative timeline moving forward, which includes releasing the draft for public review in December and hosting a public open house in early February.

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

Ms. Kerns reported that Town Manager Morefield and she recently met with Ms. Marisa Whitacre of Greenway Engineering, who is representing the owners of Tax Map Parcels 91-A-33B, 33C, and 33D, located on Main Street near the 7-11. The owners are proposing a 24-unit apartment complex on the property.

The owners and Ms. Whitacre were present to provide a preliminary presentation to gauge the Commission's interest in the proposed development and to receive feedback prior to deciding whether to move forward with the required Special Use Permit application. Following the presentation, the Planning Commission discussed the proposal and asked questions regarding housing affordability and overall project design.

9. Announcements

Town Manager Morefield shared that the Town Christmas party would take place on December 13th at Paladin at 6 pm. Ms. Kerns stated there would be a Plan Review Committee meeting at 5:30 pm on December 8th. She also reminded the Commission that the December meeting would be tentative, based on whether any applications for permits or Planning Commission membership were received. Ms. Kerns stated she would follow up via email.

10. Adjournment

Chairwoman Morelock adjourned the meeting at 7:36 p.m.

Amanda Kerns,
Senior Planner, NSVRC

Angela Morelock
Chairwoman