

**TOWN OF MIDDLETOWN
PLANNING COMMISSION MEETING MINUTES
December 22, 2025 | 7:00 P.M.**

The Town of Middletown Planning Commission meeting was held on Monday, December 22, 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
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 with the addition of Jen Favela's Planning Commission application under new business item one. The motion was 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 November 24, 2025, meeting. Commissioner Boring made a motion to approve the November 24th minutes with the addition of Deputy Clerk Rachel Henry to the Staff Present. The motion was seconded by Commissioner Obetz. The motion carried unanimously.

3. Public Comments

None

4. Chairwoman's Comments

Chairwoman Morelock expressed appreciation to the Town for the recent Christmas Party. She reminded Commission members to notify the Chair and staff in advance if they plan to be absent from any meeting. Chairwoman Morelock also noted that this would be her final meeting as Chair, and that the Commission would elect new leadership at the January meeting.

5. Planner's Report

Staff reported that they are currently conducting a review of the recently submitted site plan for the Steel Dog development.

Staff also advised the Commission that the full draft of the Comprehensive Plan is now available for review. The draft will be posted on the Town's website for public review and shared with Town Council. Staff is tentatively planning a Comprehensive Plan open house on February 9 and will provide briefings and updates to Town Council at the January 5 and February 2 work session meetings.

6. Update from Council Liaison George Smith

Councilor Smith reported that the owners of Tax Map Parcels 91-A-33B, 33C, and 33D presented a proposal for apartment development at the most recent Town Council work session. Councilor Smith stated that Town Council is not interested in apartment uses at that location and would prefer commercial development. A brief discussion followed, after which the Commission requested that Councilor Smith

seek additional clarification from Town Council regarding the preferred types of commercial uses for the area. Councilor Smith agreed to take this request back to Council at the next work session.

7. Unfinished Business

None

8. New Business

The Commission reviewed and discussed applications for new Commission members submitted by Tracy Madagan and Jennifer Favela. After a lengthy discussion, the Commission agreed that both applicants were well qualified, each bringing unique strengths. The Commission requested that Town Council review the applications, conduct interviews, and appoint a new member at its January meeting.

Staff also reported that a joint public hearing will be held on January 12 for the adoption of the Town Code recodification. Because the Zoning Ordinance is part of the Town Code, the Planning Commission is required to attend the hearing and provide a recommendation to Town Council in accordance with state law.

9. Announcements

Chairwoman Morelock requested that staff send an email outlining the upcoming meeting schedule. Commissioner Obetz announced that her home would be open to Commission members for breakfast on Christmas Day.

10. Adjournment

Chairwoman Morelock adjourned the meeting at 7:37 p.m.

Amanda Kerns,
Senior Planner, NSVRC

Angela Morelock
Chairwoman