

TOWN OF MIDDLETOWN
PLANNING COMMISSION MEETING MINUTES
July 20, 2026 | 7:00 P.M.

The Town of Middletown Planning Commission meeting was held on Monday, July 20th, 2026, at 7:00 p.m. in the town council chambers located at 7875 Church Street, Middletown VA.

Planning Commission Members Present

Corneila Hodson
Jennifer Favela
Tracy Madagan
Chairman Anthony Boring
Joanne Berger
Councilor Gearoge Smith

Staff Present

Amanda Kerns, Senior Planner NSVRC
Town Manager, Les Morefield
Rachel Henry, Deputy Clerk

1. Set Agenda

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

2. Approval of Previous Meeting Minutes

Chairman Boring requested a motion to approve the meeting minutes from the April 27, 2026, meeting. Vice Chair Hodson moved to approve the April 27th minutes as presented. The motion was seconded by Commissioner Favela. The motion carried unanimously.

Chairman Boring requested a motion to approve the meeting minutes from the May 11, 2026, meeting. Commissioner Madagan moved to approve the May 11th minutes as presented. The motion was seconded by Commissioner Berger. The motion carried unanimously.

3. Public Comments

None

4. Chairman's Comments

Chairman Boring commented that he is looking forward to moving into the next phase of the plan update and focusing on the Zoning Ordinance.

5. Planner's Report

Staff provided updates on the site plan approval for the Steel Dog development and permit issuance for 2140 Sixth Street.

Staff shared that they had been working with the consulting team outline a scope of work for the zoning ordinance update, identify priority sections to focus on. Staff also detailed they were working on a memo on the completed projects from the current Capital Improvements Plan. In an effort to start working on an update to plan, staff suggested scheduling a plan review committee meeting. Planning Commission agreed to schedule a plan review meeting on September 28th at 6pm, just before the regular September Planning Commission meeting. Staff agreed to reach out to the Town departments to start compiling a list of projects that could be included in the updated plan.

6. Update from Council Liaison George Smith

Councilor Smith stated that he would take the Planning Commission Applications to the next work session meeting to discuss interviews and possible appointments.

7. Unfinished Business

None

8. New Business

Staff shared new member applications from Jorge Diaz and Shayla Rickerd. Staff requested feedback or direction from the Commission to share with Town Council. Commissioner Berger stated that she felt both applicants were qualified and would make good candidates. The Commission agreed that Town Council should move forward with reviewing the applications and conducting interviews at their convenience.

9. Announcements

Next regular meeting on August 24, 2026.

10. Adjournment

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

Amanda Kerns,
Senior Planner, NSVRC

Anthony Boring
Chairman