TOWN OF MIDDLETOWN
PLANNING COMMISSION MEETING MINUTES
September 28, 2026 | 7:00 P.M.

The Town of Middletown Planning Commission meeting was held on Monday, September 28th, 2026, at 7:00 p.m. in the town council chambers located at 7875 Church Street, Middletown VA.

Planning Commission Members Present	**Staff Present**
Jennifer Favela	Amanda Kerns, Senior Planner NSVRC
Tracy Madagan	Town Manager, Les Morefield
Anthony Boring, Chair	Rachel Henry, Deputy Clerk
Cornelia Hodson, Vice Chair	
Shayla Rickard	
Joanne Berger	
Councilor George Smith	

1. Set Agenda
Chairman Boring called for a motion to adopt the agenda. Vice Chair Hodson motioned to approve the agenda as presented. The motion was seconded by Commissioner Madagan. The motion carried unanimously.

2. Approval of Previous Meeting Minutes
Chairman Boring requested a motion to approve the meeting minutes from the August 24th, 2026, meeting. Commissioner Favela moved to approve August 24th minutes as presented. The motion was seconded by Commissioner Madagan. The motion carried unanimously.

3. Public Comments
None

4. Chairman's Comments
Chairman Boring welcomed Shayla Rickard as the newly appointed member to the Planning Commission. He also thanked everyone who participated in the Plan Review meeting.

5. Planner's Report
Staff provided a brief update on the Steel Dog development, noting that the necessary County permits had been obtained and the project was moving toward breaking ground.

Staff discussed several potential ordinance updates suggested by Town Manager Morefield, including fence materials, fence types, and restrictions on corner lots, as well as property owners' responsibilities for maintaining VDOT rights-of-way, particularly along Route 11. The Commission requested that staff bring a draft fence ordinance to the next meeting.

Staff also mentioned recent changes to state law regarding accessory dwelling units and manufactured housing. Staff is reviewing how other localities are addressing these changes and plans to incorporate appropriate regulations into the upcoming Zoning Ordinance update.

The Commission briefly discussed updates to the Capital Improvements Plan (CIP). Staff asked commissioners to submit any project ideas using the provided form by October 21, ahead of the next CIP review meeting on October 26.

6. Update from Council Liaison George Smith
Councilor Smith stated that he shared an overview of last month's meeting with Town Council that he had no questions at this time.

7. Unfinished Business
None

8. New Business
None

9. Announcements
Next regular meeting on October 26, 2026. Planning Review Committee Meeting October 26th at 6pm.

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

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Amanda Kerns,
Senior Planner, NSVRC

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Anthony Boring
Chairman