TOWN OF MIDDLETOWN
PLANNING COMMISSION MEETING MINUTES
August 24, 2026 | 7:00 P.M.

The Town of Middletown Planning Commission meeting was held on Monday, August 24th, 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
Chairman Anthony Boring	Rachel Henry, Deputy Clerk
Councilor George Smith	

1. Set Agenda
Chairman Boring called for a motion to adopt the agenda. Commissioner Favela 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 July 20, 2026, meeting. Commissioner Favela moved to approve July 20th minutes as presented. The motion was seconded by Commissioner Madagan. The motion carried unanimously.

3. Public Comments
None

4. Chairman's Comments
None

5. Planner's Report
Staff had no updates on ongoing projects. Commissioner Boring asked for an update on the redevelopment of the Holtzman/Liberty Gas Station. Town Manager Morefield shared that they would begin construction around September 8th. He also shared that Wawa would be opening on September 4th.

Staff shared that they were asked to look at the height regulations for signs in B-2 district. Staff took a few minutes to highlight the pertinent sections of the ordinance and requested that Planning Commissioners review and follow up with feedback at the next meeting. Tony suggested looking at the possibility of implementing a gateway district the in the B-2 area that would have a welcome sign and small signage. Staff agreed to share this information with the Summit team at their next meeting.

Staff reminded Planning Commission that a lan Review Meeting was scheduled for September 28th at 6pm to discuss potential updates to the Capital Improvements Plan.

6. Update from Council Liaison George Smith
None

7. Unfinished Business
Staff shared that Town Council had scheduled interviews with both Planning Commission member applicants and the work session meeting on September 8th.

8. New Business
Staff shared that Shaffer's BBQ reached out to the Town because they were interested in placing a very large pig in front of their store. The pig would be an art installation, contain signage, and act as a tourist attraction. Ms. Kerns explained the steps involved in permitting the art installation and the signage.

9. Announcements
Next regular meeting on September 28, 2026. Planning Review Committee Meeting September 28th at 6pm.

10. Adjournment
Chairman Boring adjourned the meeting at 7:20 p.m.

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Amanda Kerns,
Senior Planner, NSVRC

Anthony Boring
Chairman