

**Town of Millington
Planning Commission
Minutes of the Meeting
November 28, 2023**

Call to order: The meeting of the Planning Commission for the Town of Millington was called to order at 6:30 pm by Chair Joyce Morales. The Commissioners in attendance were Moe Morton, Rita Jackson, Patty Cartagena-Santiago, and Rocky Datta

Minutes: Minutes of October 26, 2023, were reviewed. Jackson entered a motion to approve, Datta seconded the motion, vote of 5-0 was entered.

Public: No Public were in attendance.

Reports: All reports were reviewed.

New Business: Admin Manning asked the Commissioners to review the master sign permit submitted El Quetzal Tienda Latina LLC, located at 200 Sassafras St, a motion to approved was made by Morton, a second made by Dutta, a vote of 5-0 was entered.

Admin Manning reviewed with the Commissioners the proposed text amendment to allow outdoor retreats in Kent County. The proposal was submitted by Fellowship Farm, located on Millington Rd. Mrs. Donnelly presented her request to the County Commissioners earlier in November. Mrs. Donnelly would like to construct small one-bedroom cabins on the property with a shared bathhouse and possibly a petting zoo. Admin Manning asked if the Planning Commission would like to submit a letter to Kent County to share their thoughts and concerns. The Commission members would like the following concerns to be addressed: will emergency services be able to get to the site; how are rentals to be handled; will hotel taxes be required; how will code enforcement be handled; is there adequate parking; and how is the County planning to handle public water and sewer connectivity when it is available in this area.

Admin Manning updated and shared a draft site plan with the Commissioners for the senior housing project. Admin Manning explained the actual site plan is not quite ready for presentation and will be presented at the December meeting. The draft shows a walking trail around the property with proposed fitness equipment and benches to be installed along this trail.

Chair Morales asked for an update on the repurposing of the school, Admin Manning shared the Council granted permission to solicit banks for \$2,000,000 line of credit; these funds will pay for a new roof and fire suppression installation.

Admin Manning shared with the Commissioners the completion of the draft Emergency Preparedness Plan, this is a joint plan between Community Volunteer Fire Company and the Town of Millington. The plan has been sent to the Fire Company, Kent County EMS, Kent County Sheriff, and the Town Council for review and comment. Admin Manning shared the Town is working with MSP, KC EMS, and Community Fire Company to construct a medivac landing pad on the parcel in front of Lions Club Ballfield.

The next meeting will be on December 28th at 6:30 pm. With no further discussion a motion to adjourn the meeting was made by Jackson at 7:23 PM, a second made by Datta, a vote of 5-0 was entered.

Respectfully Submitted,

Jillian Starkey, Town Clerk