

**TOWN OF MILLINGTON
PLANNING COMMISSION
MINUTES OF THE MEETING
November 24, 2015**

Call to Order: The meeting of the Planning Commission for the Town of Millington was called to order by Co-Chair Moe Morton at 7:00 PM. Those in attendance were, Moe Morton, Sam Johnston, Kathy Hemstock and Jo Manning, with Wayne Starkey and Joyce Morales arriving later. Also in attendance were Dennis Hager and Gary Fellows as part of the Streetscape Task Force, Kevin Hemstock, and many members for Maryland State Highway Administration.

Minutes: The minutes for the October 22, 2015 meeting were approved. A motion to accept was entered by Johnston, a second by Hemstock, a vote of 3-0 to accept was entered.

Permit Logs: The monthly permit log and Rental Inspection log were reviewed.

New Business:

- Streetscape Task Force: SHA reminded everyone that the project has been funded for design but it has not been funded for construction. The design is about 30% completed. Topics discussed are as follows:
 - Restrict parking from fire house to intersection on the west side of Sassafras Street in order to help traffic flow in that area and to allow a large enough road area for fire trucks and buses to get by with ease.
 - Make Back Street a “one way” road to allow additional parking for the parking that is being taken away on Sassafras Street.
 - Restrict parking from the last parking space in from of 205 Sassafras Street as the road narrows to the QA side of town.
 - Removal of large trees along Cypress Street to reduce future curb damage.
 - Cemetery Entrance was discussed. SHA plans to eliminate parking leading up to the entrance to the cemetery by bumping out the curb but still leaving an area for the trucks and equipment to enter the cemetery safely. SHA was advised to look into the deeds along those parking spaces in order to determine who will own the property gained from bumping out the curbing. Bumping out the curb in this location will also assist with drainage.
 - Intersection changes were discussed. SHA plans show a bump out in from of 201 Sassafras Street in order to shorten the distance of the cross walk and to slow people down who are try to make that right turn at the intersection. It was determined that only one parking space would be lost. Removal of the “turn on red” sign was also discussed. The “stop bar” will be moved back on all streets at the intersection to allow truck, fire trucks, and buses to turn. SHA is aware that the drainage at the intersection is terrible.
 - Restrict the parking on the south side of Cypress Street around 439 Cypress Street because there is a parking lot there.
 - SHA asked the Town for the Utilities As-Builts. The Town sent those to Bobby Tucker.
 - Manning received a call from Brain Lavigne requesting any knowledge on underground gas tanks that may still be in the Town. Manning will contact Carville Robinson and Travis Manning to collect that information
 - Property Notification Letters will be sent to property owners notifying them of the project. The Town has requested that SHA notify the Town at least 2 weeks ahead of time so that the Town can send out notices informing property owner that there may be companies employed by SHA or SHA workers around Town gathering information for the project. Property owners would also like some to come and talk to them before going on their property just as a curtesy. Soil boring should be happening in the near future.

A motion to adjourn the meeting was made by Morton, a second was made by Starkey; a vote of 5-0 was entered.

Respectfully submitted,

Michelle Marshall
Clerk-Treasurer