

**Town of Millington
Planning Commission
Minutes of the Meeting
November 26, 2024**

Call to order: The meeting of the Planning Commission for the Town of Millington was called to order at 7 pm by Chair Joyce Morales. The Commissioners in attendance were Rita Jackson and Patty Cartagena-Santiago

Minutes: Minutes of October 24, 2024 meeting were reviewed; Commissioner Cartagena-Santiago entered a motion to approve, Commissioner Jackson seconded the motion, vote of 3-0 was entered.

Public: No Public in attendance.

Reports: All reports were reviewed.

Old Business: Admin Manning reminded the Planning Commission to consider the purpose of the Developer's Right and Responsible document. In order to create impact fees, the Town can only assess this fee for actual property and infrastructure the Town owns and maintains; i.e. streets, sidewalks, lights, grass, etc. There is an option to create a fee to include in the Developer's Rights and Responsibilities document per developed lot instead of creating a special tax district for new developments. Manning asked Commissioners to think of what to include in the structure of such a fee for future discussion. This is not a utility allocation fee; this is in addition to the utility allocation fee.

Admin Manning provided an update on Senior Housing; the installation of the horizontal infrastructure is planned to begin next month and the buildings in the spring. Admin Manning provided an update on the community/business center and is working with Torchio Architects to design the refurbishing of the building.

New Business:

A request to approve a lot line adjustment land locked property behind 404 and 406 Back street was submitted for approval. A motion to approve the lot line adjustment was made by Commissioner Cartagena-Santiago and seconded by Commissioner Jackson, a vote of 2-0-1 (Morales recused herself).

A request to amend the Master Sign Plan for Kent Reserve was submitted for review. Commissioner Cartagena-Santiago entered a motion to approve, Commissioner Jackson seconded the motion, a vote of 3-0 was entered.

Zoning Ordinance Review and Amendments:

The Planning Commission reviewed amendments to Part II – Planned Neighborhood Development Floating Zone. The amended section will be submitted for approval at the next meeting.

The next meeting will be on December 19, 2024, at 7:00 PM. With no further discussion a motion to adjourn the meeting was made by Cartagena-Santiago at 8:00 PM, a second made by Jackson, a vote of 3-0 was entered.

Respectfully Submitted,

Jill Starkey
Town Clerk