

**Town of Millington  
Planning Commission  
Minutes of the Meeting  
July 27, 2017**

**Call to order:** The meeting of the Planning Commission for the Town of Millington was called to order by Joyce Morales. The Commissioners in attendance were Moe Morton and Sam Johnston. Also in attendance Mitchell Mowell, Peter Johnston, Kevin Hemstock, and Trish McGee of the Kent County News.

**Minutes:** The minutes of the June 22, 2017 meeting were approved. A motion to accept was entered by Morton, a second by Johnston, approved 3-0 to accept was entered.

**New Business:**

Chair Morales announced she received a letter of resignation for Kathy Hemstock as a member of the Planning Commission. The Mayor and Council will appoint someone to fulfill Kathy's term.

The Commissioners reviewed the monthly permit log and rental permit log. Manning and Mowell reviewed the Reed court case, a decision will be issued by Judge Nunn on Monday, July 31<sup>st</sup>. A discussion regarding procedure for out of compliance properties ensued. Mowell explained if a property is out of compliance and the Town has not received the proper renewal paperwork and inspection the Town can pull the permit and ask for an injunction. To enforce this non-compliance; the Town should issue a daily citation to the property owner. With regards to the Reed case, if the Courts rule in favor of the Town and Mr. Reed does not submit the application and schedule an inspection by end of day on Tuesday, August 1<sup>st</sup>; we can initiate the process of daily citations immediately.

The Commissioners reviewed comments submitted to Kent County Planning Commission by Richardson Properties, LLC. Peter Johnston reviewed his comments and information he received from Kent County regarding this document. Johnston informed the Commissioners the documents state Richardson's plans were endorsed by Kent County Economic Committee, this is a false statement there has been no endorsement by any Kent County Committee. He reminded everyone the development plans stated in Mr. Richardson's letter can be accomplished in Millington without any changes to the County's zoning regulations. Johnston recommended the Town Planning Commission take the position that we agree with the growth aspect of the plan, we will entertain a request for annexation, and are willing to work with Mr. Richardson to achieve his goals but do not agree on the rezoning concept. Johnston recommended a member of the Commission be present at the hearing as well as present a written statement at that meeting. It was also recommended to hold a meeting with the various property owners to determine their concerns and wishes with regards to annexation and future development. It is important to remember that the Critical Area component will affect the majority of the properties mentioned in the plan. The Town is going to need to update its Comprehensive Plan growth element and water and sewer element to coincide with the County's plan as well as to allow the future growth with the various property annexations. The costs for this amendment as well as the costs for preparation of any annexation agreements can be deferred to the developer.

The master sign plan for SCG Used Tires was rereviewed. All questions from last month's meeting were addressed as well as detailed information regarding the sign structure and location were reviewed. A motion to approve the sign plan was made by Sam Johnston, a second by Moe Morton, a vote of 3-0 to approve was entered.

A report of Sign Plan compliance was reviewed. There are numerous business that are out of compliance, changes made without approval or amendment to the master sign plan. Manning will address each business out of compliance via a letter requesting removal of unapproved signs or application to amend the master sign plan. All amendment requests will be reviewed by the Planning Commission for approval. Kevin Hemstock stressed his concern with signage on construction materials (i.e. Tyvek), propane tanks, dumpsters, etc. Morales stated the Commission would be reviewing the code in the future and any necessary changes would be made at that time. Hemstock asked at what point is a determination made to the number of signs per property. Morales explained this is part of the approval process with the master sign plan. Hemstock asked if a time limit could be placed on construction materials and to address if there should be any restrictions on public service signs. Michelle Marshall is working with other local municipalities to obtain their sign ordinances for review by the Commission.

Sam Johnston asked if the canister for clothing in the parking lot between the liquor store and the pharmacy could be moved. It causes a traffic problem when someone stops to make a donation of clothing. Manning will talk with the owner of the liquor store to determine if there is a less congested location to place the bin.

A motion to adjourn the meeting at 8:25 PM was made by Johnston, a second was made by Morton; a vote of 3-0 was entered.

Respectfully submitted,

Jo Manning, Town Administrator