

**Town of Millington  
Planning Commission  
Meeting Minutes  
November 27, 2019**

**Call to order:** The meeting of the Planning Commission for the Town of Millington was called to order by Joyce Morales at 7:04 PM. The Commissioners in attendance were Sam Johnston and Moe Morton.

**Public in attendance:** Frank Hodgetts of Home Partnership and John Gonzalez of Landmark Engineering

**Minutes:** The minutes of the October 24, 2019 meeting were approved. A motion to accept was entered by Morton, a second by Johnston, a vote of 3-0 was entered.

All reports were reviewed.

**Annexation:** Manning updated Commission on annexation process:

- December Town public hearing;
- December County review – TAC, Planning Commission, County Commission
- Letter to DNR requesting utility easement

**Senior Housing Project:** Mr. Hodgetts and Mr. Gonzalez reviewed the preliminary site plans presented for the Senior Housing project. The proposed project will consist of 20 units in five buildings with 1-bedroom and 2-bedroom units.

There will be a small community center with a proposed rental space to be leased to a government agency such as VA, MRDC (11<sup>th</sup> House), or other public organization. The preliminary plans show laundry facilities to be located within the community center. After discussing it was decided to move the laundry facilities from the community center to individual units. Commission agreed that during construction hookups would be placed in each unit, but it would be the tenant's responsibility to provide their own appliances. There will also be a small kitchenette.

Hodgetts shared a recent market study looks very strong for this type of project in our area. Sam Johnston shared KC Commission of Aging is very interested in this project.

The current timeline is proposed to submit the packet for review by the end of the month. Submit a complete package to the State funding agency by the end of the year. The State has a 70-day review period, allowing all State agencies to review the project and comment; so, we should have some idea of the project status by February 2020. The total project is estimated to be \$5,000,000+ with a closing in February 2021.

As part of the funding packet Mr. Hodgetts would like to include local support from churches, local businesses, KC Chamber of Commerce, Sassafras Business, Lions Club, etc.

Currently we are working on a Tenant Service Plan which will discuss nearby programs available, activities for Seniors to participate, recreational activities available, etc. Hodgetts and Manning will be contacting local organizations to discuss options and availability.

Commission asked Hodgetts and Gonzalez to review lighting and the area the lights will cover. Hodgetts asked Manning to contact the Fire Marshall and the Fire Company for information, concern, questions about the project and notify them the units will be sprinklered.

Hodgetts asked the Commission to think about what the local goal is going to be for this project. For example: 29% of total development costs should be completed by local/MBE/WBE/small business.

With no further discussion a motion to adjourn the meeting was made by Johnston at 8:06 PM, a second was made by Morton, a vote of 3-0 was entered.

Respectfully submitted,

Elizabeth Jo Manning  
Town Administrator