

Town of Brookeville
Planning Commission Meeting Minutes
Tuesday, July 10, 2018
7:30 PM

Planning Commission Members:

Present: Harper Pryor, Chris Scanlon, Garrett Anderson

Absent: Stefan Syski, Miche Booz

Quorum: Yes

Additional Attendees:

Town Residents: none

Others: none

Proceedings

Call to Order: Meeting opened by Chair, Harper Pryor.

Minutes: June 5, 2018 meeting minutes reviewed and approved.

Permit Approvals: None

Preliminary Consultations: Parcel 770

- BPC received approval from Brookeville Commissioners President to engage engineering consultant to review questions from CAS Engineering.
- BPC reviewed conceptual inputs from CAS Engineering and are concerned that scale of subdivision homes is not consistent with other houses in Brookeville. Additionally, BPC would like to minimize impact to exist forest areas.
Action – Prepare and deliver response to CAS Engineering with respect to their questions.

Comprehensive Plan:

- BPC to obtain Certified Local Government (CLG) grant application schedule from Rebeccah Ballo, Supervisor of the Historic Preservation Office, in effort to fund historic planner.

Other Business:

- Brookeville Zoning Ordinance update: BPC concurred with text amendments advanced by the Brookeville Commissioners to update the Montgomery County codes referenced in the Town of Brookeville Zoning Ordinance.
- Inn at Brookeville Farm landscape: As follow-up to landscaping concerns, confirmed that the property owner received a MoCo Sediment and Erosion Control permit. Specifically, MoCo Sediment and Stormwater Management inspectors directed the owner to correct “dirt dumping” issues and provide a temporary silt fence. Additionally, the Forest Conservation inspector with MoCo Planning Department reviewed the tree and brush cleanup activities. He identified that no “State Champion”-type trees were removed, only invasive species.
- Inn at Brookeville Farm sidewalk: BPC recognized that regular ongoing grass cutting has improved walking experience, but contacted Park&Planning with location where sidewalk surface can be improved. Park&Planning confirmed that site plan requirements are effective in perpetuity and will visit the site.
- Manor at Silo Falls: Per today’s 7/10/18 edition of the Greater Olney News, The Manor at Silo Falls is expected to open in August at the site of the former Inn at Brookeville Farms.
- 1 High Street: Town Clerk contacted property owner who complied with BPC requests to relocate the For Sale sign and eliminate boat parking.

- 1 High Street: Identified that property owner covered stone foundation with concrete. Work was performed without notification to the BPC or HAWP.
- MD Planning Commissioners Association (MPCA) dues: Town Clerk renewed no-cost BPC membership
- MPCA training: Town Clerk to distributed information for local 2-day training scheduled for October 25-26, 2018 in Gaithersburg, MD.
- Brookeville ByPass: Bids were disclosed on June 14, 2018.

BPC Meeting Schedule: To better accommodate holiday schedules, note change to September meeting:

- August 7, 2018
- September 11, 2018

Meeting adjourned at 9:00pm
Cate McDonald, Town Clerk