

**Town of Brookeville**  
**Planning Commission Meeting Minutes**  
**Tuesday, August 1, 2017**  
**7:30 PM**

**Planning Commission Members:**

*Present:* Andy Spagnolo, Chris Scanlon, Harper Pryor, Garrett Anderson, and, Miche Booz

*Absent:* Stefan Syski and Fred Teal

*Quorum present?* Yes

*Town Resident Present:* Commissioner Sue Daley, Commissioner Buck Bartley, Barbara Ray, and Debbie Wagner

*Others Present:* Joe Bell, Harry Kass, and Josh Bryant

**Proceedings:** *Meeting called to order at 7:40 p.m. by Chair, Andy Spagnolo*

**1 High Street:** Joe Bell of Bell & Frech, the current owner of 1 High Street, introduced a potential buyer of 1 High Street, Harry Kass. Mr. Kass owns Kass Design & Build and gave an overview of his business to the BPC. His business would be compatible with the Town's zoning. The sale of 1 High Street is expected to take place the end of August.

**2 High Street:** Garrett Anderson, owner of 2 High St, submitted a Town of Brookeville Building Permit for exterior renovations to his property. A HAWP has been approved for this project. The owner is restoring the original porch, removing the brick and replacing with cedar shingles, replacing windows, replacing the railing around the front porch, replacing gutters, and removing one tree. After the plans were reviewed and discussed, the permit was signed by BPC Chair Andy Spagnolo. Since the Town Commissioners are not meeting until September, Commissioner Bartley signed the permit at the BPC meeting.

**ByPass:** There was a brief discussion regarding the progress of the ByPass. The construction bid is scheduled to be released in October. Work is anticipated to start in April 2018 if all permits are signed.

**Streetscape:** Commissioner Bartley invited Josh Bryant (CPH) to presents some redesign ideas for post-ByPass eastern Market Street and heard feedback from the BPC. Josh Bryant gave an overview of the work CPH has done for the Town and the services his company can provide the Town post-ByPass. CPH can also work with SHA and help with finding grants. There was a discussion about what the Town will be post-ByPass, who will own what streets, sidewalks, how to narrow the road, greenspace for plantings, what type of roadway (tar & chip, gravel, asphalt). The BPC would find it helpful to have a base map with CAD files from SHA with the topographic survey to get an overview. The BPC will send specific questions and goals to Josh Bryant so he can draft a proposal of the cost.

**Inn at Brookeville:** Jody Kline, the lawyer representing the Inn at Brookeville, call Miche to advise the owner wants to move all 11 cottages onto the parcels located within the Town's boundaries. The Inn has not given the BPC a formal proposal to review. The Inn's plans, as presented to the BPC, have been vague.

**One-room Schoolhouse proposed use and easement:** the Town Commissioners did not approve gifting an easement on the Schoolhouse property, if asked, to MHT. The Commissioners and Heritage Montgomery are in agreement that the Town will pay for capital improvement at the Schoolhouse and Heritage Montgomery will get a grant for the educational program during the next grant cycle.

Meeting adjourned at 9:27p.m.

Cate McDonald, Town Clerk