

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

**Planning Commission Members:**

*Present:* Andy Spagnolo, Stefan Syski, Harper Pryor, and Fred Teal

*Present during portions of the meeting:* Garrett Anderson,

*Absent:* Chris Scanlon and Miche Booz

*Quorum present?* Yes

*Town Resident Present:* Commissioner Sue Daley, Don DeWall, Iris Stratton, Todd Van Gelder

*Others Present:* none

**Proceedings:** *Meeting called to order at 7:30 p.m. by Chair, Andy Spagnolo*

**PERMIT APPROVALS:**

- 210 Market: Tree removal and fence installation  
HAWP was approved at the 9/6/2017 HPC meeting for the tree removal and fence. Residents have removed the diseased tree already; tree removal permit will be signed retroactively.  
The Residents are proposing to erect a 4' high wooden Gothic picket fence in the rear yard. Todd Van Gelder, an adjacent property owner, has concerns about the fence. Mr. Van Gelder wants to make sure the fence is set-back far enough from his property line so the existing trees and scrubs are not disturbed; the trees and shrubs are on the property line. Mr. Van Gelder has not talked to the residents of 210 Market about the fence plans and was encouraged to speak with his neighbors. The BPC did not do a site inspection due to the rain, and it is dark outside.  
Fence permit was not approved.
  
- 106 Water: shed installation  
HAWP was approved at the 10/11/2017 HPC meeting; 106 Water St is a non-contributing resource to the Brookeville Historic District.  
The Residents proposes a 12' x 16' Cape Cod-styled shed painted to match the house and with a green metal roof. The shed will be behind the existing garage and will not be visible from the street.  
There was a discussion about the aesthetics of the proposed shed and the houses on Water Street having too many outbuilding, giving that area a jumbled look.  
Approval: 3 yes, 1 no. BPC Chair signed the shed permit.

**Streetscapes / Comprehensive Plan**

The BPC discussed plans for eastern Market Street post-ByPass. Harper Pryor will invite Tim Tamburrino, from MHT to the December or January BPC meeting to start a conversation about streetscape options. Updates for the Comprehensive Plan will need to be scheduled at a Work Session and not at an open meeting. The BPC spends the majority of the open meetings dealing with permit issues and cannot concentrate on what needs to occur to update the Comprehensive Plan.

**Review of Maryland Open Meeting Act**

A review of Maryland's Open Meeting requirements was discussed: keeping of minutes, Open vs. Closed meetings, what needs to occur to close a session, and the timeline for posting agendas especially when a permit is being reviewed.

Meeting adjourned at 9:34p.m.  
Cate McDonald, Town Clerk