

**Town of Brookeville**  
**Planning Commission Meeting Minutes**  
**Tuesday, February 6, 2018**  
**7:30 PM**

**Planning Commission Members:**

*Present:* Harper Pryor, Chris Scanlon, and Stefan Syski

*Absent:* Garrett Anderson, Miche Booz

*Quorum:* Yes

**Additional Attendees:**

*Town Residents:* None

*Others:* Nell Ziehl, Chief, MHT Office of Planning, Education, and Outreach

**Proceedings**

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

**Minutes:** 1/9/2018 meeting minutes approved.

**Preliminary Consultations:** 1 High Street. The Town was contacted by a potential buyer of 1 High Street interested in opening a French bistro. The proposed plan was for 15 tables with maximum occupancy of 50, to be open for breakfast, lunch, and dinner. After a review of Brookeville zoning, a bistro would fall outside the acceptable use as a bistro would not be low activity, low traffic, and the site has inadequate parking.

**Permit Approvals:** None

**Comprehensive Plan:**

- Schedule: Need deliverable and schedule guidance from Brookeville Commissioners – requested 1/18/2018.
- Post ByPass: Invited Nell Ziehl to explore planning support options to update the Comprehensive Plan. BPC has specific interest in streetscape planning that would enhance town historic character post ByPass.
  - Certified Local Government program - the Historic Preservation Commission (HPC) is a partner with the Maryland Historical Trust (MHT) for the Certified Local Government (CLG) program. Ms. Ziehl suggested the BPC partner with the HPC to apply for a grant for streetscape planning and assistance with Comprehensive Plan update. The application for this grant program should be released next week and will be due 3 weeks after the release date.
  - Maryland Association of Historic District Commissions (MAHDC) can be used as a resource to find a historic planner to assist with the Comprehensive Plan update.
  - Harper Pryor to review approach with President of the Commissioners and coordinate grant writing support with Sandy Heiler.

**Brookeville Radio Tower:**

Montgomery County Dept of Technology Services, Radio Communication Services, plans to install a radio tower at 20315 Georgia Avenue. Harper Pryor gave a recap of the Community Meeting held at Greenwood Elementary School on 1/31/2018 at 7:30pm.

Meeting adjourned at 9:15p.m.  
Cate McDonald, Town Clerk