

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

Planning Commission Members:

Present: Harper Pryor, Chris Scanlon, Stefan Syski, Garrett Anderson

Absent: Miche Booz

Quorum: Yes

Additional Attendees:

Town Residents: Sue Daley, Don DeWall, Iris Stratton

Others: Philip Sardelis, Luke Olson

Proceedings

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

Minutes: July 10, 2018 meeting minutes reviewed and approved as edited.

Permit Approvals: 1 South Street – Garage

A TBBP was submitted to demolish the existing non-historic garage and construct a new garage in the same location. The existing garage is a one-story structure (22'x24'), and the applicant would like to build a garage with an attached tool shed and a 2nd story (24'x38').

BPC provisionally approved the project, pending submission of the following outstanding items:

- Submit a site plan showing set-backs a minimum of 2 (two) feet from the property line
- The windows on the upper level to have divided light to be consistent across the structure
- Submit a HAWP with signatures when approved

Preliminary Consultations: Parcel 770

Philip Sardelis (property owner) and Luke Olson (GTM Architect)

BPC reviewed conceptual plans for new “Brookeville Farms” subdivision at July meeting and provided feedback to Luke Olson on 7/17/18. Specifically, BPC did not believe scale of proposed homes was compatible with existing homes nearby and recommended adjustments to lot configurations to minimize impact to existing forested areas. Sardelis and Olsen attended August meeting to advance this discussion.

GTM also provided conceptual plans to the HPC staff. BPC met with HPC staff member to achieve common understanding. HPC staff is likewise concerned about scale and profile of homes in conceptual plans, especially as this is the gateway to the Brookeville historic district. HPC staff would like to see smaller scaled homes with reduced profile. HPC staff indicated new legislation regarding building adjacent to cemeteries. Additionally, HPC staff recognized challenge of placing four homes on Parcel 770 and achieving harmony with existing homes on High Street.

As an alternative, BPC proposed a possible land-swap to have the four homes front High Street with narrow lots similar to the existing homes on High Street. However, the property owner was not willing to discuss this proposed plan. Luke Olson will take the feedback from the BPC and re-submit conceptual drawings to the BPC for review.

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:

- The fee for filing a TBBP has not been updated since 2003. The Town Clerk will research what other MoCo municipalities charge and submit a proposed new fee schedule to the Town Commissioners for approval.
- Property maintenance: BPC has concerns regarding several properties in the Town and has appealed to the Town Commissioner to initiate/continue action(s) to ensure Brookeville property values do not deteriorate.

BPC Schedule: To accommodate holiday schedules, the next meeting will be held on September 11, 2018

Meeting adjourned at 9:29pm
Cate McDonald, Town Clerk