

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

**Planning Commission Members:**

*Present:* Harper Pryor, Miche Booz, Stefan Syski, Chris Scanlon, Garrett Anderson

*Absent:* None

*Quorum:* Yes

**Additional Attendees:**

*Town Residents:* Sue Daley

*Others:* Julie Hussman

**Proceedings**

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

**Minutes:** October meeting minutes approved as edited.

**Permit Approvals:** None

**Preliminary Consultations:**

- **15 High Street** Julie Hussman, property owner of 15 High Street, is considering various retail opportunities for the property. She still envisions a community-oriented, walkable business – perhaps a small, café/market (without a commercial kitchen) or a professional office with art education/therapy. Mrs. Hussman has been in consultation with WSSC, MoCo Dept of Permitting and the HPC pursuant to maintenance activities. BPC advised that no Town permits are required for interior work or routine exterior maintenance. When a business plan is identified, the property owner will submit a Historic Use permit. The BPC will then determine if the proposed use is permissible per the Historical Village Commercial (HVC) zoning or if an amendment to the zoning is required. Mrs. Hussman anticipates having more information about the project in the Spring 2019 timeframe.
- **Brookeville Parcel 770** BPC reviewed the applicant’s revised proposal, dated 10/24/18. Changes were included in response to the 1<sup>st</sup> preliminary HPC hearing, especially with respect to placement of four homes. However, the BPC identified important concerns including: Size and massing of the proposed homes; compatibility of the proposed home at the rear of the parcel; style and construction materials of the proposed homes and accessory buildings; and walkability features. BPC discussed need for additional information including: Subdivision 3D perspective drawings; more diversity in home and accessory building design; reduced impervious surfaces; strategy for pedestrian routes; as well as details of construction materials. A 2<sup>nd</sup> preliminary HPC hearing is scheduled for 11/14/18. BPC Chair will be unable to attend this hearing but will prepare detailed notes to submit to the HPC or (preferably) for another BPC member to deliver.

**Comprehensive Plan:**

- Bypass Construction status was discussed as ongoing.
- BPC members requested and received copies of current and previous Comprehensive Plans for review.

**Other Business:**

- Schedule of upcoming HPC meetings:
  - December 4, 2018
  - January 15, 2019

Meeting adjourned at 9:36pm  
Cate McDonald, Town Clerk