

Town of Brookeville
Planning Commission Meeting Minutes
Tuesday, February 5, 2019
7:30 PM

Planning Commission Members:

Present: Harper Pryor, Miche Booz, Chris Scanlon

Absent: Stefan Syski, Garrett Anderson

Quorum: Yes

Other Attendees: Chet Ambrose, Don Rider, Rev. Sue Shorb-Sterling, and Luke Olson

Proceedings: Meeting called to order at 7:30 p.m. by Chair, Harper Pryor

Minutes: January meeting minutes approved.

Permit Approvals:

- **15 High Street - TBBP & Use Permit**

As architect for this project and potential tenant, Miche Booz recused himself. There was not a BPC Quorum to approve the permits.

Preliminary Consultants:

- **Brookeville Parcel 770**

- Chet Ambrose (SUMC Board member), Don Rider (SUMC Cemetery Board member), and Rev. Sue Shorb-Sterling attended to safeguard SUMC's interest in the potential subdivision of Parcel 770. The Cemetery had been granted a 6-foot easement by the previous property owner which conveyed with the sale. Current site plan includes a 40-foot Forest Conservation easement between Parcel 770 and the cemetery, allowing for a permanent buffer between the two properties.
- Luke Olson (GTM Architect) presented an updated site plan for Parcel 770. The updated plan was developed after the 1/23/19 3rd preliminary HPC consultation. Current plan has Lot A - American Craftsman style bungalow, Lot B – Federal style house, Lot C - American Four-Square house; Lot D - Colonial Revival house with a slate roof. Items discussed included driveway access and a shared driveway agreement for the four homeowners, no multiple bay garages to front High Street, and redesign of accessory buildings for compatibility with the Town.

Comprehensive Plan:

- BPC Chair will be meeting with Rebeccah Ballo, Supervisor of the Historic Preservation Office, Michael Kyne, HPC Staff, and DOT representatives to discuss the goals of the Comprehensive Plan in pursuit of a CLG grant application to assist in Plan development.
- The BPC Chair will attend the next Commissioners meeting to request that the Town develop a “tree replacement” policy

Other Business:

- **FCC Small Cell Survey:** FCC Order on small cells that went into effect on 1/14/19 allows municipalities to establish aesthetic guidelines to evaluate small cell applications if published before 4/15/19. No action.
- BPC members plan to attend the 1/26/19 MoCo hearing on **Accessory Dwelling Unit (ADU)** zoning modifications. BPC Chair obtained approval from Commissioner Sue Daley to testify on Town experience.
- Next BPC meeting will be **March 12, 2019** – the 2nd Tuesday of the month.

Meeting adjourned at 9:39 pm.
Cate McDonald, Town Clerk