

Town of Brookeville
Planning Commission Meeting Minutes
Tuesday, September 3, 2019
7:30 PM

Planning Commission Members:

Present: Harper Pryor (remote), Chris Scanlon, Miche Booz, Stefan Syski, Margaret Kay

Absent: None

Quorum: Yes

Other Attendees: None

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

Minutes: September meeting minutes approved.

Permit Approvals:

- **313 Market:** Retroactive tree removal permit submitted. Permit will be reviewed at upcoming October 1, 2019 meeting.
- **TBBP form:** Update requested, pending Commissioners review on 9/9/19.

Brookeville Parcel 770 - Status:

- HPC approved HAWP for Parcel 770 on 8/14/19. BPC members were in attendance.
- Subdivision submittal form to be drafted based on the subdivision ordinance and delivered to Town Commissioners for approval.

Comprehensive Plan:

- To facilitate communication, BPC members met with MoCo Planning Dept in Silver Spring on 8/14/19. Using an aerial map, discussion items included:
 - Walkability around Town
 - Traffic calming measures
 - Parking along High and Market Streets
- BPC Chair will reach out to MoCo Planning Dept Transportation Planners to obtain draft plan(s) for discussion at next meeting.

Other Business:

- Accessory Dwelling Unit (ADU) zoning is on the Commissioner's 9/9/19 agenda. BPC members will attend to support discussion, as requested.
- BPC members to complete any outstanding Planning Commission **Training** modules.
- Next BPC meeting will be **October 1, 2019**.

Meeting adjourned at 8:36 pm.

Cate McDonald, Town Clerk