

**Town of Brookeville**  
**Planning Commission Meeting Minutes**  
**Tuesday, November 7, 2019**  
**7:30 PM**

**Planning Commission Members:**

*Present:* Harper Pryor, Chris Scanlon, Margaret Kay

*Absent:* Miche Booz, Stefan Syski

*Quorum:* Yes

*Other Attendees:* Commissioner President Bill Gaskill; Commissioner Mark Davis

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

**Minutes:** October meeting minutes approved.

**Permit Approvals:**

- **106 Water Street:** TBBP for installation of additional solar panels approved.
- **School House:** TBBP package incomplete; awaiting additional information.

**Brookeville Parcel 770 - Status:**

- Town clerk provided subdivision submittal form to applicant following October 2019 updates by Town Commissioners.
- BPC discussed items for subdivision plans to promote walkability and consistency with the Town.

**Comprehensive Plan:**

- Reviewed information provided by the Transportation Planners with MoCo Dept of Planning, including line drawings and cross sections. The Town will need to engage engineering support to advance feasibility studies with ROW delineations to develop realistic costs.
- Anticipate new MDOT SHA guidelines and policies for Context Zones to be released soon. Unsure how policy changes may impact Brookeville speed limits, road lane widths and crosswalks.
- MoCo Transportation Planners to obtain and review previous preliminary MDOT SHA Brookeville streetscape project and check for consistency of recommendations and ROW specifications.
- MoCo Transportation Planners also curious about long-term benefits of MDOT SHA versus MCDOT ownership of High Street.

**Other Business:**

- BPC members to complete any outstanding Planning Commission **Training** modules.
- Next BPC meeting will be **December 3, 2019**.

Meeting adjourned at 8:50 pm.