

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

Planning Commission Members:

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

Absent: None

Quorum: Yes

Other Attendees: Commissioner President Bill Gaskill

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

Minutes: November meeting minutes approved.

Permit Approvals:

- Schoolhouse - Porta-potty enclosure approved.
- 211 Market Street -Roof-mounted solar panels approved.
- 209 Market Street - Railing replacement approved; Harper Pryor recused.

Brookeville Parcel 770 - Status:

- No submissions from applicant for BPC review.
- BPC discussed items for potential subdivision plans to preserve consistency with the Town including materials and placement of sidewalks, street lights, driveway, mailbox(es) and landscaping.

Comprehensive Plan:

- Anticipate new MDOT SHA guidelines and policies for Context Zones to be released soon, but not available to date. Unsure how policy changes may impact Brookeville speed limits, road lane widths and crosswalks.
- Reviewed information provided by the Transportation Planners with MoCo Dept of Planning, and their efforts to obtain information regarding Context Zones from MDOT and ROW from SHA. Once information is collected, BPC recommends the Town hire an engineering firm to advance design for east Market Street utilizing the recent Market Street Improvement grant.
- BPC recommends facilitating meeting with State, County, Park & Planning and HPC attendees to navigate the complexities associated with Brookeville transportation changes.

Other Business:

- Stefan Syski's term expires on December 31, 2019 and has requested the Town Commissioners make a new appointment.
- BPC members to complete any outstanding Planning Commission Training modules.
- Next BPC meeting will be **January 7, 2020**.

Meeting adjourned at 9:45 pm.

Cate McDonald, Town Clerk