

Town of Brookeville
Planning Commission Meeting Minutes
Tuesday, May 5, 2020
7:30 pm via Zoom

Planning Commission Members:

Present: Chris Scanlon, Margaret Kay, Miche Booz, Allison Moffett, and Buck Bartley

Absent: none

Quorum: Yes

Other Attendees: Commissioners Gaskill; Susan Llareus, MD Dept. of Planning

Proceedings: Meeting called to order at 7:30 pm via video conference.

Other Business:

Susan Holm Llareus, PLA, ASLA, Regional Planner for Maryland Capital Region, Planner Supervisor, Maryland Department of Planning, introduced herself and gave an overview of her role at MDP. Ms. Llareus visited the Town over the weekend so she could prepare for this meeting.

Topics discussed:

- Comprehensive Plan
- Ownership pros / cons of MD 97 post-ByPass
- Sidewalks, pedestrian circulation, and streetscapes
- Transportation Planner, having MD97 reclassified to a lessor road post-ByPass

Updating the 2010 Comprehensive Plan was discussed at length. Ms. Llareus shared that the Town can update their plan at any time, but updating the current Comprehensive Plan is not a requirement. Local jurisdictions determine when a Comprehensive Plan needs to be updated, not the State.

After Ms. Llareus left the meeting, the BPC had an open discussion on a variety of topics that included:

- Transportation Planner: the BPC needs to find a planner that is that specialized in small, historic communities for the Market St. streetscape.
- What updated might the Comprehensive Plan need for post-ByPass, The transportation section of the Comprehensive Plan may be the only section that needs revision.
- Moving forward, the priority issue for the BPC will be Streetscapes; Comprehensive Plan will be secondary.

Town Roads

- Secondary streets:
 - the surface type needs to be determined
 - width: Water Street needs to be narrowed.
 - Phased approached for budgetary issues: North Street to the Schoolhouse would be phase 1.
- Market Street (east): The current width is between 31-32 feet. Width to be narrowed to
 - 28 ft with parking on both sides
 - 24 feet parking on one side
 - 20 feet no parking allowed
- Traffic Planner will be sought
- The BPC will solicit input from Town Residents.

Action Items:

- Put together RFP for East Market Street and MD 97 (High & West Market Streets) streetscape design. East Market will be paid for with a grant from the State

- A decision on the width and surface type for Town-owned side streets
- Determine how the Town Commissioner can be of assistance
- Contact MML for a recommendation for a transportation planner for Historic Districts.

The next BPC meeting is June 2, 2020, via Zoom.

Meeting adjourned at 9:33 pm.
Cate McDonald, Town Clerk