

Town of Brookeville
Planning Commission Meeting Minutes
Tuesday, June 2, 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

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

Approval of Meeting Minutes: the April 7, 2020 and May 5, 2020 minutes were approved.

Permits: none

Town Roads:

Market Street east – next steps

- Get preliminary pricing for resurfacing the road and fixing the curb
- Interview 2-3 potential design firms via Zoom after devising a scope of work

Market Street east

goals and topics for discussion

- Integration of new traffic patterns post by-pass
- Parking and streetscape for a historic village
- Use the transportation report developed by Eli Glazier and Stephen Aldridge, MoCo Planning Dept Transportation Planners
- Pedestrian circulation (sidewalks and / or trails)
- Search for old photos from different eras of Market Street
- Design firm should have examples from other historic towns to help design the conceptual plans

Firms to contact & Budget for a Planner

GLW, Alta, and Rodgers Consulting were contacted previously; follow up contact will be made

Contact will be made with the firms suggested by Susan Llareus.

Budget = \$15K - \$20K, approximately 200 hours of work.

Allison will contact the firms with the Town's overall vision and gauge interest in this project.

Action Items:

- Miche, Chris, and Maggie will draft an RFP
- Allison will contact firms by next meeting
- Research old photos of Market Street.

The next BPC meeting is July 7, 2020, via Zoom.

Meeting adjourned at 8:36 pm.

Cate McDonald, Town Clerk