

# Brookeville Times



**July 18, 2024: the last leg of the ByPass finally opens!**

## Town Applies for HAWPs

The Town will have two Historic Area Workplace Permits (HAWP) on the July 24 HPC agenda:

1. A new parking sign for the corner of High and Church Streets. The sign's purpose is to alert renters of the Brookeville Academy to park behind Salem United Methodist Church (SUMC). The Town pays SUMC annually for using their parking lot for the Town functions. Pictured is the proposed parking sign. The Town received a Heritage Montgomery Mini-Grant to help pay for the sign and installation.
2. Changing the luminaires on existing fifteen (15) cast iron street light poles throughout the Town. The Town will purchase the new LED light fixtures from Spring City, which will look similar to the existing ones. A Maryland Energy Administration (MEA) grant will fund the new luminaires.



## News from the BPC

At the July 2<sup>nd</sup> Brookeville Planning Commission (BPC) meeting, the owner of 1 High Street had a preliminary consultation for his proposed redevelopment of 1 High Street. The owner has a Historic Area Workplace Permit (HAWP) for building a one-story, 1327 sq. ft. addition, for an overall footprint total of 2789 square feet. The proposed use of the building will be for medical offices. All commercial buildings within the Town must submit a Historic Use Permit with a proposed parking plan. There will be six parking spaces for the building and one handicap space. The applicant proposed using the building Monday – Friday from 8:00 am – 6:00 pm and occasionally on Saturday. The owner feels six spaces will be adequate for the building's use and will not impact the adjacent residents.

*Continues next page.*

**Mark Your Calendars**

**Planning Commission Meeting**  
Tuesday, August 6, 2024  
7:30 pm via Zoom

**Commissioners Meeting**  
Wednesday, August 7, 2024  
7:30 pm via Zoom  
**\*\*Please Note Date Change\*\***

**Planning Commission Meeting**  
Tuesday, September 3, 2024  
7:30 pm via Zoom

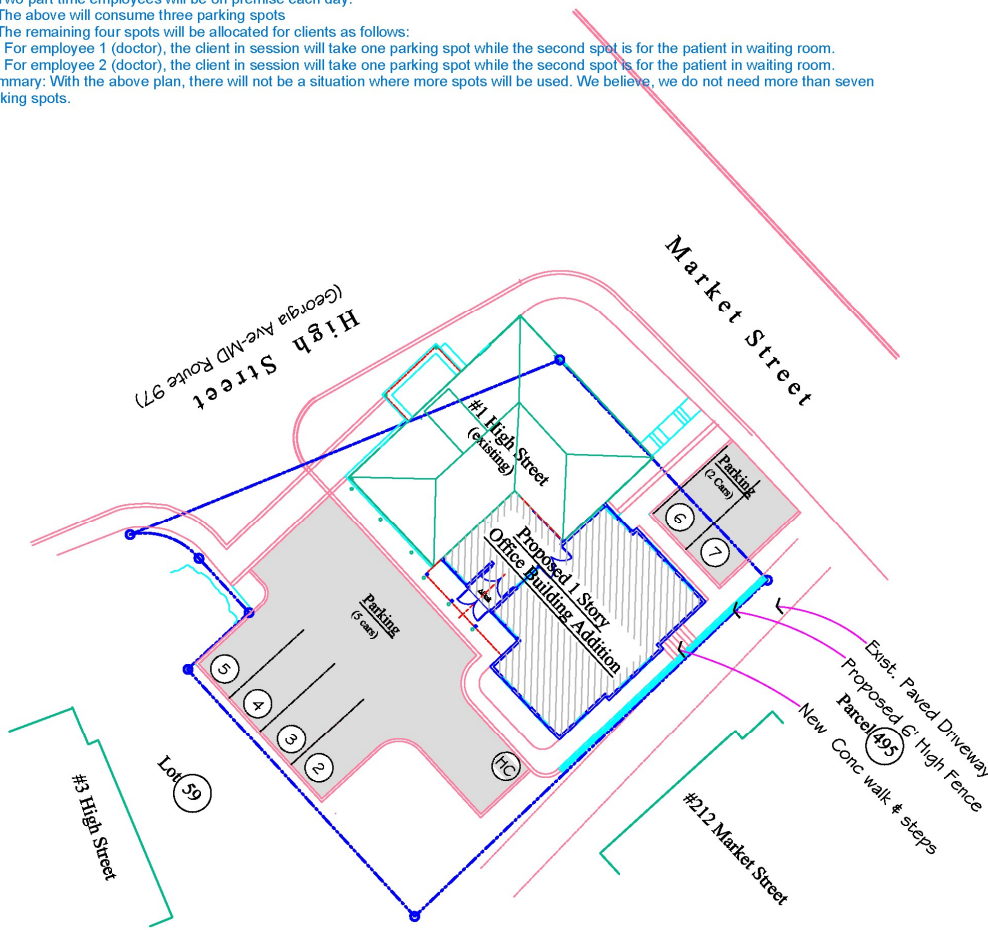
**Commissioners Meeting**  
Wednesday, September 11, 2024  
7:30 pm via Zoom

If you would like to attend a public meeting that is being held via Zoom, please send an email to [clerk@townofbrookevillemd.org](mailto:clerk@townofbrookevillemd.org) for login credentials

Below is the parking plan submitted by the owner of 1 High Street.

**Parking Plan:**

- 1) As we all know, post COVID, our employees are doing telehealth from remote locations. This will lessen the burden on physical presence and parking.
  - 2) As discussed in previous BPC, seven offices are allocated to part time employees.
  - 2) The office manager is planned for Mon - Fri.
  - 3) Two part time employees will be on premise each day.
  - 4) The above will consume three parking spots
  - 5) The remaining four spots will be allocated for clients as follows:
    - 5a) For employee 1 (doctor), the client in session will take one parking spot while the second spot is for the patient in waiting room.
    - 5b) For employee 2 (doctor), the client in session will take one parking spot while the second spot is for the patient in waiting room.
- Summary: With the above plan, there will not be a situation where more spots will be used. We believe, we do not need more than seven parking spots.



The area outlined in blue is the property line for 1 High Street.

The applicant will be revising his HAWP and submitting a revised site plan to the BPC to include the following changes:

- Exit stairs on the northeast side of the building with no encroachment on the buffer zone with 212 Market Street.
- Relocate three HVAC condensing units to the from the parking lot area to the northwest side of the building along Market Street with adequate landscaping between the Market Street sidewalk and the units.

The owner of 1 High Street is expected to have a Building Permit and Historic Use permit on the August 6<sup>th</sup> BPC meeting agenda. If you want to attend the Zoom meeting or have questions regarding the project, please email [clerk@townofbrookevillemd.org](mailto:clerk@townofbrookevillemd.org).

## Water Street Modifications

At the July Commissioners Meeting, a Goshen Enterprise contract was approved for \$9,515 for the following:

Create new parking area for 2 cars between house/shed at 301 Market St; install gravel subbase	\$4,220
Landscape screening at north side of new parking area between house/shed at 301 Market St (incl 3 shrubs)	\$645
Remove existing parking area at 301 Market St, replace with landscaping (incl 6 shrubs)	\$1,535
Expand existing parking area in front of 211 Market St to allow for 2 cars; install gravel subbase	\$1,550
Landscape screening at south side of expanded parking area at 301 Market St (incl 3 shrubs); cut back existing vegetation approx 4' up to corner of Water/Market St	\$1,565
<b>Total</b>	<b>\$9,515</b>

The BPC has approved the proposed project.

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Garrett Anderson (2025) 301.706.9506  
Dan Ennis (2026) 410.274.7380

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Miche Booz (2025) Chris Scanlon (2025)  
Margaret Kay (2024) Allison Moffett (2024)

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Beth Anderson

All public Commissioner and Planning Commission agendas are posted on the Town's website at least 24 hours before each meeting. Please note that agendas are subject to change until the time of convening. Meeting minutes for Open Meetings are posted on the Town's website after adoption and as soon as practicable.

[The Comprehensive Plan for the Town of Brookeville](#) can be viewed and downloaded from the Town's website.

*Save the Date*

**Annual Town Picnic**  
**Sunday, October 6, 2024**  
3:00pm – 7:00pm  
Brookeville Academy Lawn