

**REVISED DRAFT MINUTES  
BROOKFIELD ECONOMIC DEVELOPMENT COMMISSION MEETING  
TUESDAY, JULY 21, 2015 ROOM 209  
7:00 PM**

- 1. Convene Meeting** – Chair Kurfehs convened the meeting at 7:00 PM, with the following in attendance:  
**Present:** Chair Hal Kurfehs; Commissioner Nancy Tolmoff; Commissioner Jim Fisher  
**Absent:** Vice Chair Greg Dembowski; Secretary Dave Matte  
**Also Present:** Mr. Mike Doré; Recording Secretary Emily Cole Prescott
  
- 2. Approval of Meeting Minutes (06/16/15)** – The minutes will be added to the next meeting agenda, as there were not enough people present at this meeting who had attended the previous meeting.
  
- 3. Update on Public Hearing: Zoning Moratorium on 4-Corners Development** – The new POCD has been posted to the EDC website; the link is from the Planning Commission’s webpage.

Chair Kurfehs mentioned that there were many rumors throughout the Town about Laurel Hill Residences (40 & 64 Laurel Hill Road) including the possibility of section eight housing. The rental rate of these units is between \$1,325 and \$1,395, depending on how many people are living in the dwelling. Because there were no elevators, many people were concerned about the quality of living on site. Chair Kurfehs explained that because of the concerns the Zoning Commission is conducting a public hearing on a proposed housing moratorium. Chair Kurfehs stated that he and Vice Chair Greg Dembowski went on a tour of the buildings, and afterwards, Chair Kurfehs had sent the extensive information from the tour to the EDC and various other Land Use Commissions. The rumors are worse than the reality, as attested by the first two families who rented the units being a mother with two college-attending children, and the other a doctor with a wife and young child. Chair Kurfehs stated that the emphasis of the public comment at the Zoning Commission’s public hearing on a proposed moratorium on housing in the Town Center District was that development in this area cannot be started and stopped and would be toxic to development, as would be the result of a housing moratorium adoption. Commissioner Tolmoff mentioned a previous Zoning Commission moratorium on design guidelines in the Town Center District. Chair Kurfehs explained that incentive housing regulations only require that twenty percent of the units be rented at incentive rates. For incentive housing, the qualifications for the incentive units are based on the area median income, and not the State median income. Chair Kurfehs mentioned that the area median income is over \$100,000. Affordable housing requires that thirty percent of the units be set aside as affordable housing, with the state median income used to determine qualifications. Neither incentive or affordable housing has a maximum number of units to be rented at either affordable or incentive. Chair Kurfehs mentioned that because of federal and state funding, all of the apartment units in the Laurel Hill Residences development will be rented at affordable rates. Chair Kurfehs stated that the Zoning Commission could conceivably have a cap on the number of incentive units available

within each development, but there is currently no such regulation of which he is aware. Chair Kurfehs mentioned that 100 units are planned at Green Acres, which will be a luxury-style development. The Brookfield Village units have a small percentage of the units which are financed by the government, but the great majority of the units will be rented at incentive or market rates. The Commission briefly discussed commercial development on Laurel Hill Road, in both developments planned in the area (101-105 Laurel Hill Road and at the previous Peter's Imports location). Chair Kurfehs mentioned that Todd Poole of 4Ward Planning was present at the Zoning Commission's public hearing on the proposed housing moratorium. Chair Kurfehs stated that according to the 4Ward Planning Study, approximately 30,000 square feet of commercial space would be required to make the downtown area a viable Town Center. Chair Kurfehs stated that Brookfield Village already has two-thirds of the retail space needed for the entire downtown area. If there is 22,000 square feet of retail space, there will be approximately 11-22 retailers, depending on the size of the retail stores. Chair Kurfehs stated that retailers prefer to congregate because customers will be in the area all the time, but will not always visit the same restaurant, etc. Commissioner Tolmoff stated that the Town should be flexible with regulations pertaining to development in the Town Center District. Upon inquiry from Commissioner Tolmoff regarding the timetable for demolition of the buildings at 800 Federal Road (future Brookfield Village development), Chair Kurfehs replied that an encroachment permit is needed from the State DOT. The Town has been waiting for its encroachment permit, and there is money set aside for the streetscape in the area. The demolition in the TCD cannot be done until the DOT grants the encroachment permit. There was some discussion about the phasing of the construction of the buildings; the goal of the developer is to retain as many tenants as possible.

**4. Update on Website Functioning & Newsletter Contact List** – E. Cole Prescott reported that there are 308 contacts on the EDC list. E. Cole Prescott stated that there are two articles which have been posted to the website. She asked that if there is anything else to be added to the website, to send it along to her. E. Cole Prescott will post the latest news article to the website, written by Chair Kurfehs about the State's Economy. E. Cole Prescott has not heard back from Andrea Wagner, and she will be checking with the IT Department at Town Hall to see if there are any changes that can be done without removing the Business Incubator page altogether. She has not yet contacted Greg Dembowski to let him know, but will continue to work on the previously requested website revision.

**5. Plan of Conservation and Development Update** – The updated Plan of Conservation and Development is linked to the EDC's website directly from the Planning Commission's website, and the Commissioners will review the POCD for action items.

**6. SBDC Chamber Partnership/Opportunity Information sent by Chair Kurfehs on 07/09/15** – Chair Kurfehs stated that he had sent along this information earlier because the Chamber has set up a formal process whereby appointments may be scheduled with Nelson Merchan of the SBDC.

**7. Article on the State Economy sent by Chair Kurfehs on 07/10/15** – Chair Kurfehs asked that this article be added to the EDC website.

**8. Information on News & “Blurb” Write-Ups: Articles available on *The Patch*** – Chair Kurfehs asked which Commissioners view *The Patch*. Chair Kurfehs stated that in the last month, there have been ratings for various topics, many related to local public school ratings. Chair Kurfehs stated that he does not have time to write a blog on the updates, but he asked that as Commissioners see new articles, to write a summary of the article, and send it to the rest of the EDC for review, and a possible addition to the website. *The Patch* is an online news source. The website is Brookfieldpatch.com, and the updates are sent via email if the viewer has subscribed. Chair Kurfehs stated that the idea is to increase traffic to the website by offering something new to the viewers.

**9. Other Discussion** – There was no additional discussion at this time.

**10. Adjournment** – Commissioner Tolmoff made a motion to adjourn the meeting at 8:00 PM. Commissioner Fisher seconded the motion, and it carried unanimously.