

DRAFT MINUTES
Brookfield Planning Commission
Thursday, April 4, 2013 - 7:30 p.m.
Meeting Room #133 - Town Hall, 100 Pocono Road

1. **Convene Meeting:** Chairman Van Hise convened the meeting at 7:32 p.m. and established a quorum of members: Chairman J. Van Hise; Vice Chairman A. Kerley; Secretary D. Frankel; and Alternates L. Taylor,* and N. Tolmoff.* Also present: Town Director of Public Works, R. Tedesco, and Recording Secretary, J. Llewellyn.

Absent: Regular Member P. Conlon.

*L. Taylor and N. Tolmoff were appointed voting members.

2. **Review Minutes of Previous Meetings:**
3/21/2013: A motion was made by D. Frankel to accept the Brookfield Planning Commission Minutes of 3/21/13. The motion was seconded by L. Taylor, and carried 3-0-2 with A. Kerley and N. Tolmoff abstaining: not present 3/21/13.

The Chairman asked that the Land Use Office be advised that per the Minutes, he had requested that his Plan of Conservation and Development edits be sent to all Commissioners prior to this meeting. No Commissioners had received them, and Chairman Van Hise asked that the office send copies, and return his original, prior to the next meeting.

3. **Old Business:** There was none at this meeting.

4. **New Business:** There was none at this meeting.

A motion was made by A. Kerley, seconded by D. Frankel, to go to item 7: Informal Discussion to address items in the Plan of Conservation and Development with R. Tedesco, and then return to item 5. Motion carried unanimously.

7. **Informal Discussion:**

a. **Plan of Conservation and Development (POCD):**

Chairman Van Hise noted that he had asked Commissioners to read over Section Four prior to this meeting. He himself had one question pertaining to the town Land Use Department: Road Maintenance "Conserved Natural Resources" p. 20, third paragraph.

In the current POCD, the Public Works Department indicated it cannot clean the approximately 2,000 drainage structures on a regular schedule. The Chairman contended that if this is still true, it could have an adverse affect effect on water quality. R. Tedesco confirmed that this is true, adding that it is part of his budget proposal this year to request additional manpower, since they have the maintenance equipment. The number is still approximately 2,000 drainage structures. Per a review of the recent budget discussions, the most recent adjustment allows for one additional person for the Town Public Works Department.

On a separate matter, Commissioner A. Kerley asked if the Housatonic Valley Association is still in existence, since it's mentioned in the latest POCD. No one seemed to know. .

N. Tolmoff proposed using the quarry property (also noted later in the discussion), believing that it would be a great park that ties in with the Four Corners downtown area. She will research the ownership of this property.

A motion was made by D. Frankel to return to item 5. Motion seconded by A. Kerley and carried unanimously.

5. Minutes of Other Boards and Commissions:

- **Zoning Commission 3/14/13:** The items discussed at this meeting include regulation changes that meet with the Plan of Development for the Village Center; Elbow Hill property; and denial of Riverview Luxury Apartments. The Zoning Commission also briefly discussed a moratorium on applications for the Town Center District to allow for time to get the regulations in place. They will hold a Special Meeting to discuss this, though there is no moratorium at this time.
- **Zoning Commission 3/21/13 Special Meeting:** This was devoted solely to Town Center District regulation amendments. Allowable uses were discussed for that district as well. D. Frankel questioned the reasoning for not allowing a publishing business, with Art Kerley adding that most publishing companies being mainly digital and not industrial. D. Frankel asked why they are not allowing gas stations. J. Van Hise clarified that this is not allowing *new* businesses, but the ones already there may remain. J. Van Hise added that this is a “work in progress” and it is premature to comment on this as it is only a review of their Minutes
- **Zoning Commission 3/28/13:** Application for Chick-Fil-A has been received for the former Burger King location. Brookfield Village multi-use development project “coming along.”
- **Inland Wetlands Commission 3/25/13:** Also discussed Brookfield Village: 2.9 acres: 76 elderly rental units and 20,000 sq. ft. retail space, at the current Rocco’s – Subway location on Federal Road. Chick-Fil-A is also being reviewed by this Commission as well.

6. Correspondence:

- a) Chairman Van Hise noted that he’d received a letter from the First Selectmen for consideration of lease of land near the Fire Department (Brush Pile) for a proposed cell tower, but First Selectman felt 8-24 Referral was not necessary. Chairman Van Hise referred to the regulations and followed up with a response to the First Selectman, Board of Selectmen and Planning Commissioners that the 8-24 Referral was necessary. In addition, he felt that cell phone towers were a contentious issue in the past (visual pollution) and believes it should be open for public comment. A reply was received from the First Selectman promising more details to come.

b) Copy of the Invitation from Katherine to other Boards and Commissions seeking input for the meeting on April 18th.

c) Received a copy of sidewalk proposals for the Village Center District, based upon the survey results.

At this point, the Commission continued further discussion of item 7:

7. **Informal Discussion:**

- a. **Plan of Conservation and Development (POCD):** Chairman Van Hise noted that there will be no new survey done for the revised POCD, but the Brookfield Patch may help with opinions and feedback.

The Commission continued with its Section Four discussion: Chairman Van Hise called most of this section on Natural Resources “common sense,” as the Commission and Town share a vision to conserve and protect natural resources. This section was developed to address the State’s model on natural resources, generally addressing water quality and natural resources. N. Tolmoff had earlier raised an interest in the quarry, and she will pursue this. A. Kerley would like to see some kind of statement on enforcement, since he is concerned over dumping taking place in these places. He further expressed frustration on people not cleaning up after their pets on the trails. He added that all open spaces should be identified on the map, as well as in the field, and adding on site signage to “leave only your footprints” along with a fine for violating that. Chairman Van Hise said the Commission could recommend that the Town create an ordinance that would cover this. N. Tolmoff suggested that there be downloadable Trail Guides and Maps for Brookfield, and J. Van Hise said that the Parks and Recreation Department has some already on-line. Clear Trailblazers should be visible on this open space, and perhaps could be a project for a group like the Boy Scouts.

N. Tolmoff noted that on p. 26, addressing the Greenbelt, asked that the Quarry be considered part of this, also for bike paths. She further added that the trails should connect to form a larger proposed route along Route 7/Still River route from the Sound to Massachusetts.

Chairman Van Hise noted that this has to be part of the Housatonic Valley’s plan.

On a cosmetic note, Commissioner Kerley asked that justified spacing for Sidebars. J. Van Hise added he is not in favor of the sidebars at all.

b. **Vacancy:** Chairman Van Hise noted that R. Baiad will be leaving the Commission although there has not yet been a letter of resignation. According to the Charter, once this resignation is received, the Commission has 60 days to fill the unexpired portion of the vacated member. R. Baiad’s term ends December 2, 2013, so at that time the Commission will have a chance to select someone at that time.

8. **Tabled Items:** There were none at this meeting.

9. **Adjourn:** A motion to adjourn at 8:37 p.m. was made by A. Kerley, seconded by D. Frankel and carried unanimously.

J. Van Hise, Chairman