

APPROVED Minutes
BROOKFIELD PLANNING COMMISSION
THURSDAY, July 11, 2013 7:30 PM
MEETING ROOM #133 – TOWN HALL, 100 POCONO ROAD

1. **Convene Meeting** Chairman J. Van Hise convened the meeting at 7:30 p.m. and established a quorum of members: Chairman J. Van Hise; Vice Chairman A. Kerley (arrived 7:32 p.m.); Secretary D. Frankel; Regular members P. Conlon and L. Taylor; Alternate N. Tolmoff (arrived 7:32 p.m.). Also present: Town Director of Public Works, R. Tedesco and Recording Secretary J. Llewellyn.

2. **Review Minutes of Previous Meetings: 06/20/13: A motion was made to accept the Minutes of 6/20/13 as written was made by P. Conlon, seconded by D. Frankel and carried unanimously.**

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

A motion was made by A. Kerley to amend the agenda to go to item 4. b.: **New Business/Park Revitalization Program: Candlewood Lake Road. Motion seconded by P. Conlon and carried unanimously.**

4. **New Business:**

b. **Parks Revitalization Program(Candlewood Lake Road) #201300630: 8-24 Referral – Renovations & Improvements of Cadigan Park and the Town Beach**

1. **Memo from William Davidson to the Planning Commission dated 07/09/13 Re: Parks Revitalization Program**

2. **Resolution for Planning Commission Minutes received in the Land Use Office on 07/10/13**

3. **Powerpoint Presentation of the Parks Revitalization Program received in the Land Use Office on 07/10/13**

Present was D. DiPinto, Director of Parks and Recreation, Town of Brookfield.

All Commissioners had received a packet of information, and Mr. DiPinto brought a copy of the latest draft of the plan, offering to compare this proposal to the one previously presented to the Commission several years back. The proposed Town Beach building has been scaled back “quite a bit”: now a 2,000 foot range (conceptually). A grant to pay for that building in its entirety has been secured by the Town. On the Cadigan Park side, this plan eliminated the concept of moving both fields towards Prange Road. Now, the parking is being left where it is, and will be expanded. Existing buildings will be renovated. Storm water drainage and erosion controls are the main issues on both sides of the road. The proposal for Cadigan Park remains essentially the same, adding a stone walking trail, and using a synthetic surface for both fields. L. Taylor asked for the difference in surfaces (synthetic vs. natural grass). Mr. DiPinto said that synthetic fields can be used year-round. This precludes the need for investing in a new location for another field, and is an example of working “smarter with what we have.” Currently, during the fall when the fields are used by two sports (lacrosse and football), the natural grass becomes mud due to increased use. The synthetic surface will allow the Town to get the most of the field. The top “carpet” layer generally lasts 12-15 years. N. Tolmoff asked about possible negative impacts, since an allergy issue was raised in a prior public discussion. This design is different than those

in the past, Mr. DiPinto noted, so a number of problems from the past have been reduced or eliminated. The drawing indicated two larger fields separated by a small grass strip, with one concrete curb around the entire piece. It may end up being one large field when the project is finalized.

N. Tolmoff asked about the basketball court configuration, and Mr. DiPinto stated that the septic reserve area, shared by both the beach property and Cadigan Field, exists near the basketball courts, and if another court is needed, there is property available at other Town locations, such as the schools. For now, two courts are proposed.

The parking area will be repaved, and speed bumps are being considered. New boat trailer parking is proposed for the southern part of the site, and will likely be stone. To prevent access to the rear of the parking area, alongside Prange Road, a gate is proposed near this section of the lot. The tennis and basketball courts are proposed to be lit, but as with the fields, the lights will be set to go dark at 10:00 p.m. The crosswalk between the parking lot and the beach will be made safer, modeled on WCSU's White Street street level crossing.

On the beach side, erosion is a problem due to the grade of the property which slopes toward the beachfront and water. Any rain event results in further beach erosion. A number of trees will have to be removed to regrade for this project, being replaced by other vegetation.

The volleyball court will be renovated and remain in the same location. The walkways will be removed, and the beach will now be ADA accessible. The boat ramp and swim dock locations will remain, since they function very well as they are. The existing hollow block buildings will be removed and the newly proposed structure, funded by a State grant, is still in the conceptual phase. A proposed small play area is to be located in the new picnic area (across from the volleyball court).

The sea wall will be removed and pushed back, resulting in the beach doubling in size. D. Frankel asked about the use of the proposed building: Men's and Women's restrooms and changing rooms; concession; and a small room set aside for up to 50 people (open to Town residents), but not yet determined to be seasonal or year-round.

N. Tolmoff was in favor of this project in terms of how it enhances the aesthetic appeal of our town.

A motion was made by A. Kerley stating that the Planning Commission has reviewed the proposal for Parks Revitalization Program(Candlewood Lake Road) #201300630 and looks favorably on the 8-24 referral from the Board of Selectmen on this project. P. Conlon seconded and motion carried unanimously.

The Commission thanked Mr. DiPinto for his thorough presentation.

A motion was made by P. Conlon, seconded by D. Frankel, to return to the regular agenda. Motion carried unanimously.

4. New Business:

a. **Memo from N. Mack on behalf of the Zoning Commission to the Planning Commission dated 07/01/13 Re: Proposed Regulation Changes:**

- **Application for Regulation Change Application #201300581: Section 242-505F(2) :** This proposed regulation change seeks to square away the composition of the Review Board for the Town Center District by simplifying the selection process. **A motion was made by L. Taylor to send a memo to the Zoning Commission that the Planning Commission looks favorably on the proposed zone regulation change for 242-505F, Application #201300581. The motion was seconded by P. Conlon and carried unanimously.**
- **Application for Regulation Change Application #201300511: Section 242-404K(7):** This proposed regulation change appears to provide a better definition of residential uses for Incentive Housing zones, which reads “may include townhouses, condominiums, apartments and single family dwellings.” However, upon review of the rationale, there was reference to “fees”. However, there was no information on proposed fee changes, so the Planning Commission asks that the Land Use Office send a memo to the Zoning Commission stating that the Planning Commission requests clarification on information for the fee as stated in the rationale. The Commission will vote on this next meeting once information received.

5. Minutes of Other Boards & Commissions: *Please reduce the density of the word “Draft” when it appears across the text in Draft copies of minutes.*

- **6/13/13: Zoning:** Mr. Plante had a chance to discuss his matter about Elbow Hill Road. On a matter regarding a boat parked at a residence on Old Middle Road, L. Taylor questioned why the resident could not keep his boat there since there are “boats everywhere in Brookfield.” A. Kerley said that sometimes people don’t use judgment and may put something not as attractive in their yard.
- **6/27/13: Zoning:** Ironworks property may be cleaned up; moratorium on some lighting; resolved 20 Elbow Hill proposed zone change (accepted).
 - **6/24/13 Inland Wetlands:** Some warehouse buildings on Pocono Road being discussed;
- **7/1/13: ZBA:** No issues.

- **7/1/13: Board of Selectmen:** Moved ahead on the cell tower, on which this Commission had sent a favorable opinion; still working on the Library cottage; acknowledged L. Taylor's position as a regular member on the Planning Commission.

6. Correspondence:

- Updated Commissioner list received.

7. Informal Discussion:

- a. **Plan of Conservation and Development:** K. Daniel was not able to make this meeting and will present further updates at the Commission's next meeting.

**Please note: A motion was made by A. Kerley stating that, in light of a very limited agenda for the proposed meeting of July 18, 2013, that this meeting be canceled and all items moved to the next regularly scheduled meeting of August 1st. The motion was seconded by L. Taylor and carried unanimously.*

The Chairman asked that Green Hills Farm Community be added to the next agenda under Informal Discussion.

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

- 9. Adjourn:** A motion was made by A. Kerley to adjourn at 8:36 p.m. Motion seconded by L. Taylor and carried unanimously.

J. Van Hise, Chairman

****NOTE: ANY OLD BUSINESS /NEW BUSINESS NOT COVERED PRIOR TO THE START OF THE PUBLIC HEARING(S) WILL BE UNDERTAKEN AFTER SAID HEARING(S)**

*****Next Regular Meeting Scheduled for August 1, 2013*****