

Approved Minutes
BROOKFIELD PLANNING COMMISSION
THURSDAY, February 20, 2014 7:30 PM
MEETING ROOM #135 –
TOWN HALL, 100 POCONO ROAD

1. **Convene Meeting** : Chairman J. 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. I. Agard arrived at 7:42 p.m. as noted. Also present: K. Daniel, Community Planning Director and J. Llewellyn, Recording Secretary.

Absent: Town Director of Public Works/Town Engineer R. Tedesco, and Commissioner G. Hunton.

2. **Review Minutes of Previous Meetings: 02/06/14**: **A motion to approve the minutes of February 6, 2014, was made by A. Kerley, seconded by D. Frankel and carried unanimously.**

3. **Old Business**:

- b. **20 Vale Road #201200913: Berkshire Corporate Park – Bond Release Request -\$1,320**
No one present. Chairman Van Hise indicated that he had received an email from Town Engineer R. Tedesco who was unable to make tonight's meeting. Mr. Tedesco said he had issued a report stating that the property owner has not called him to go out and inspect staking. The Chairman believed this was probably due to the recently snowy weather. This item is continued under Old Business.

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

5. **Minutes of Other Boards & Commissions**:

- 2/10/14: Inland Wetlands: No comment.

6. **Correspondence**:

- a. **Connecticut Federation of Planning and Zoning Agencies 66th Annual Conference Information & Lifetime Achievement Award Nomination Form**

Initially, A. Kerley was interested in nominating J. Van Hise who has over 25 years of service to the Commission for a recognition award. He thought that in order to nominate, one needed to be a member of the Connecticut Federation of Planning and Zoning Agencies. **A motion was made by A. Kerley to table this agenda item 6. Correspondence until later in the meeting for further discussion. D. Frankel seconded and the motion carried unanimously.**

Later in the meeting (as noted), the Commission discussed this and the following motions were made:

A motion to investigate membership in the Connecticut Federation of Planning and Zoning Agencies, and if this Commission is not a member to sign up, was made by A. Kerley, seconded by D. Frankel, and carried unanimously.

A motion was made by A. Kerley to nominate Jon Van Hise for a Lifetime Achievement Award for 25 years of service from the Connecticut Federation of Planning and Zoning Agencies, and to send Jon Van Hise and a designated guest to the recognition dinner on March 13, 2014. D. Frankel seconded the motion which carried unanimously.

Jon will complete the required form and submit to Land Use Department.

7. Informal Discussion:

a. Plan of Conservation and Development (POCD): Community Planning Director K. Daniel led this portion of the meeting by first distributing a revised original draft (hard copy) to each Commissioner. Chairman Van Hise noted the issue of funding which was addressed at the last meeting, indicating he had had a conversation with the First Selectman about possibly adding a part-time staffer with this year's funds to assist Ms. Daniel with the revision of this lengthy document. At this time, \$25,000 has been appropriated for the POCD. Ms. Daniel stated that per a conversation with Selectman Davidson, he agreed to look into whether this year's aforementioned funding can be carried over to next year. Ms. Daniel said she will provide the Commission with recommendations on spending these funds at the next meeting.

Tonight's discussion centered on POCD Chapter 14/Utility Services. Ms. Daniel presented a map showing a 2002 Sewer Service Area map from the existing POCD, along with an Incentive Housing Overlay Zone for the Town Center District.

(I. Agard arrived at 7:42 p.m.).

N. Malwitz, Chairman of the WPCA offered a number of comments, mostly encouraging the Commission and the Town to be proactive in keeping the WPCA informed of proposed developments. His rationale was that he wanted to be updated on what the whole Town Center District looked like with regard to Incentive Housing so that the "sewering is not done piecemeal." He'd prefer that his agency be allowed to "design to meet the plan."

Chairman J. Van Hise summarized that the POCD would call for public water and sewer in the Town Center District within the next 20 years. He later added that the POCD's Utility chapter will indicate that the Commission would like to see the Town Center District have water and sewer, with Incentive Housing getting first priority.

The WPCA map was also displayed for public view, with the areas in white the "sewer avoidance areas." This map would have to be modified to align with the revised one adopted by the Zoning Commission since 2010, and reflected in the approved map displayed by K. Daniel.

Mr. Prinz indicated an area which is currently sewerred (on Old Route 7) which was not indicated on Ms. Daniel's map.

There was a brief discussion on sewer options for Brookfield Market which is the only food service in town which is still on septic. Cost seemed to be the major factor. Mr. Prinz further noted that the Brookfield Craft Center is a "jewel" for the Town, and that area, which includes a potential railroad station, cannot grow without sewer and water.

It was also pointed out during the discussion that some of the proposed Incentive Housing lots are in the WPCA's Sewer Avoidance area.

Art Kerley clarified that the Planning Commission’s role mainly focuses on residential subdivisions, and the Commission adds non-binding comments on 8-24 Referrals for municipal projects.

K. Daniel said that the objective of tonight’s discussion was to refine the sewer plan to determine which of the “yellow areas” (on the 2002 map) the Commission is “serious about sewerage.” In other words, to create something that is manageable, rational and reasonable.

K. McPadden suggested that the WPCA change the map to highlight the Incentive Areas, so that when developers come to them, the question will no longer be if they “can or can’t” be sewerage, but “how.”

Chairman Van Hise said that the objective of the Plan of Conservation and Development is to guide developers, and the revised POCD needs to confirm that the Town Center District is to be watered and sewerage. K. Daniel agreed that while the Zoning and Planning Commissions collaborated and communicated regularly, the “missing link” was that a number of projects and proposals also need to go to the WPCA.

N. Malwitz agreed that the WPCA map needs to be revised. J. Van Hise thanked all who participated and offered their comments, which helped “crystallize” what’s going to be said in the POCD about sewerage.

On the matter of further revisions of the POCD, A. Kerley volunteered to review Chapters 6 and 7, and will forward revisions to the Commission as they are completed. K. Daniel said that she wants to work with the Brookfield Open Space Legacy and the Conservation Commission to include information on the Riverway, and to also see what other trails area to be an area of focus. She further added that Community Character was a popular topic on the survey, though the perception of what gives a town its character needs to be refined.

Chairman Van Hise said that the 2002 Plan of Conservation and Development gave a “broad brush” on a number of topics, and represents a good foundation that needs to be narrowed down.

K. Daniel again agreed to bring to the next meeting proposal(s) on how to spend this year’s funding for the POCD.

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

8. **Adjourn**: A motion was made by A. Kerley to adjourn the meeting at 8:38.m. L. Taylor seconded the motion which carried unanimously.

J. Van Hise, Chairman