

Approved Minutes
BROOKFIELD PLANNING COMMISSION
THURSDAY, March 6, 2014 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 7:31 p.m.); Secretary D. Frankel; Regular Members L. Taylor and G. Hunton; Alternates I. Agard and G. Blass.* Also present: Town Public Works Director R. Tedesco and Recording Secretary J. Llewellyn.

*G. Blass was appointed a voting alternate, after being introduced to the Commission.

Upon the arrival of A. Kerley at 7:31 p.m., G. Blass resumed non-voting alternate status.

2. **Review Minutes of Previous Meetings: 02/20/14: A motion to approve the Minutes of 2/20/14 as submitted was made by A. Kerley as submitted, seconded by D. Frankel and carried 4-0-1 with G. Hunton abstaining.**

3. **Old Business:**

a. **20 Vale Road #201200913: Berkshire Corporate Park – Bond Release Request - \$1,320:**
R. Tedesco reported that he spoke with Mr. Steiner and he is aware of what needs to be in: a certified letter from the surveyor along with a map. Mr. Tedesco reported that the weather has been a factor in inspecting the pins and monuments. This item is continued.

4. **New Business:**

a. **Proposed Regulation Change Application #201400115: Section 242-404K: Design Guidelines**

1. **Memo from the Zoning Commission to the Planning Commission dated 02/24/14 Re: Proposed Zoning Regulation Change**

The Commission acknowledged receipt of the Design Manual, an extensive and detailed proposal of design guidelines for the Town Center District, covering topics ranging from signage to building heights to bicycle parking to residential doors, to name a few. The Zoning Commission will hold a public hearing on this on March 27, 2014, and seeks comments from the Planning Commission. “A lot of thought” went into it, commented the Chairman, who encouraged the rest of the Commissioners to read it through. I. Agard stated that he had also read it and added that they had done a “really nice job.” D. Frankel took issue with the underground parking in Appendix A, adding that he sees nothing wrong with an above-ground parking facility. However, J. Van Hise reminded everyone that the Commission is only charged with commenting on what’s being proposed to be revised. He added that if developers really follow what’s proposed, “it may turn out for the four corners to look really good.” This item will be discussed more in depth at the next meeting. A. Kerley further noted how many comments came at a recent Town Meeting about the streetscape in the Village Center District.

5. **Minutes of Other Boards & Commissions: All minutes were reviewed:**
Board of Selectmen Minutes:

- **02/03/14: Radon issue addressed; land next to Gurski property not accepted;**
- **02/10/14 special: Budget discussions;**
- **02/18/14 special: Budget discussions;**
- **02/20/14 special: Budget discussions;**
- **02/21/14 special: Budget discussions.**

6. Correspondence:

- a) **Letter from First Selectman Tinsley to G. Blass, Planning Commission:** Chairman Van Hise noted that he received a copy of the letter sent to G. Blass from the First Selectman indicating his appointment as an Alternate on the Planning Commission.
- b) **Connecticut Agency of Planning and Zoning Commissions:** Chairman Van Hise said he received correspondence from this Agency acknowledging his 25 years of service and inviting him to be recognized at a dinner at the Aqua Turf later this month.

7. Informal Discussion:

a. **Plan of Conservation and Development:** A. Kerley apologized that he had not had time to work on the revisions. Chairman Van Hise said the revision from K. Daniel is “pretty good” so far: a “good start.”

b) Chairman Van Hise said he received notice from the First Selectman that the Commission will be receiving an 8-24 Referral for its comments on the STEAP grant for streetscape improvements. The Commission would like to have K. Daniel present to them the rationale behind it at an upcoming meeting.

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

9. Adjourn: A motion to adjourn the meeting at 8:00 p.m. was made by G. Hunton, seconded by D. Frankel and carried unanimously.

J. Van Hise, Chairman