

APPROVED Minutes
BROOKFIELD PLANNING COMMISSION
THURSDAY, January 8, 2015 7:30 PM
MEETING ROOM #135 – 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; Secretary D. Frankel; Regular member G. Hunton and Alternate G. Blass.* Also present: Director of Community Development, K. Daniel, and Recording Secretary, Jean Llewellyn.

*G. Blass was appointed a regular member.

(L. Taylor and A. Kerley arrived at 7:31 p.m. and G. Blass resumed Alternate status.)

Absent: Alternate I. Agard.

2. Review Minutes of Previous Meetings: 12/04/14: Following the Commission's review of the Minutes, a motion was made by D. Frankel to accept the Minutes of 12/4/2014 with the two noted amendments.* A. Kerley seconded the motion which carried 3-0-2 with L. Taylor and G. Hunton abstaining: not present at the 12/4/14 meeting.

**Amendments: Under Item 4.a. Nominating Committee: delete "and" between Geoff Hunton's first and last names; correct the Commission's first meeting as January 8, 2015, not 2014.*

3. Old Business:

a. Nomination Of Officers for the 2015 Calendar Year: Nominating Committee Recommendation

• Planning Commission By Laws

The Commissioners had reviewed the By-Laws which had been made available in their packets. L. Taylor, Chairperson of the Nominating Committee, reported that per discussions with Co-Chairman G. Hunton, the slate for nomination is as follows: J. Van Hise, Chairman; A. Kerley, Vice Chairman and D. Frankel, Secretary, for another term. Additional nominations will be accepted at the next regular meeting. This item is continued to the next meeting.

4. New Business:

a. Memo from the Zoning Commission to the Planning Commission dated 12/15/14 Re: Proposed Zone Change Application #201401130

• Application for Zone or Regulation Change: Request to add Incentive Housing District Overlay; Center Core sub-zone to 19 Station Road property

The Commission reviewed the memo from the Zoning Commission regarding the Proposed Zone Change Application#201401130, submitted by the developer of 19 Station Road who would like this project to be considered for Incentive Housing. The application details were discussed with the reasons for said application reviewed. Chairman Van Hise noted that there was an overlay zone at one time over the whole Town Center District and they think this should be reinstated. "Core" sub-zone requires a portion of the first floor to be non-residential. A. Kerley noted that

some people in Town are in favor of more residential development to support the commercial establishments the Town is trying to attract to this district. In addition, he further added that the “push” for residential development is to address the declining population of the town (and state).

“Incentive Housing is not going to add too much to the population,” contended Chairman Van Hise. K. Daniel clarified for the Commission that the town’s average income for a family of four is \$113,000, with the maximum income allowed for Incentive Housing being 80% of that mean: \$91,200. A discussion ensued about trends in population, housing and demographics, with G. Hunton adding that what we’re seeing in Brookfield is a “microcosm of a national trend.” K. Daniel reminded the Commission that their “yardstick” for rendering an opinion back to the Zoning Commission with regard to this application is the Plan of Conservation and Development. As a side note, A. Kerley expressed hope that someone is keeping track of the Town’s percentage of affordable housing, given the recent increase in this type of development taking place in town.

A motion was made by A. Kerley to send a memo to the Zoning Commission stating that the Planning Commission looks favorably upon the Zoning change as requested by Unicorn Contracting Corporation because we feel that this will add to a population base that has the income and economic wherewithal to sustain a viable business district. G. Hunton seconded and motion carried unanimously.

5. **Minutes of Other Boards & Commissions:** The Commission reviewed the following Minutes of Other Boards and Commissions:
- **11/20/14 and 12/11/14 Aquifer Protection Agency:** Finally moved ahead to getting words for Regulations for Aquifer Protection Agency (2nd meeting: no vote the first meeting);
 - **Board of Selectmen:**
 - **12/01/14:** Bicycle discussion; hoping Town Beach Park project open by Memorial Day weekend; Assessment Deferral for Green Acres voted down; Approved Special Assessment for development on Route 202 including Rocco’s;
 - **12/05/14:** Special Meeting: Use of Town vehicles for personal business and other expense-related items. Chairman Van Hise said the Commissioners would like to know about this since they often travel on Commission-related business using personal vehicles; A. Kerley felt this kind of reimbursement “sets a dangerous precedent” and called for a use of judgment.
 - **12/10/14** Special Meeting: Discussion of Board of Education Supplemental Appropriation Request: \$277,000.00.
 - **Inland Wetlands Commission:**
 - **12/8/2014:** Still River Greenway “cleared one of the hurdles;” approval of 36 N. Mountain Road with 8 stipulations;

- **12/22/2014:** Public Hearing on Laurel Hill Road Incentive Housing Mixed Use Development;
- **12/27/2014: Special Meeting (Site Walk):** Laurel Hill;
- **12/01/14 Zoning Board of Appeals:** No major activity except Nomination of Officers: slate is the same;
- **12/11/14 Zoning:** 101-103-105 Laurel Hill Road; Site Plan Modification for Green Acres approved; Public Hearing on Apartments in Single Family Dwellings; Chick-Fil-A needs additional parking.

6. **Correspondence:** There was no Correspondence to review at tonight's meeting.

7. **Informal Discussion:**

a. **Plan of Conservation and Development:** K. Daniel, Director of Community Development, presented an outline of the status of various sections of the Plan of Conservation and Development (POCD), including a timeline. A discussion took place with the Commissioners trying to come up with ideas to generate more responses to the survey, to get a better feel for what the residents of the town would like within the various categories addressed by the Plan. A suggestion of approaching a teacher of a Civics class, or the like, to try to get students involved in surveying peers to solicit input from this younger demographic. The Plan by the Month was reviewed by the Commission, with K. Daniel adding the following timelines: Final draft done by 3/18/15; Submission to the Town Clerk by 4/29/15; Presentation to the Board of Selectmen and Western CT Council of Government by 5/30; Public Hearings on 6/4 and 6/18, all targeted toward the adoption deadline date of June 18th.

She further added that there is “a lot of data here along with good discussions,” adding that along with “pretty good” feedback from the study, five or six chapters are already written. The Commission noted that it looked favorably on the schedule and considered this a “reasonable timetable.” G. Blass suggested that the Commissioners start reviewing these first few chapters, and the Chairman said he'd bring it up at the next meeting.

On the topic of the Commission's next meeting, it was verified that the next meeting would be on January 22nd, as per a discussion prior to the setting of the new calendar, and driven by the New Year's holiday on the 1st of the month, the Commission's regular meeting day.

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

9. **Adjourn:** **A motion to adjourn at 8:35 p.m. was made by G. Hunton, seconded by D. Frankel, and carried unanimously.**

The next regularly scheduled Planning Commission meeting is on January 22, 2015.