

**APPROVED Minutes**  
**BROOKFIELD PLANNING COMMISSION**  
**THURSDAY, February 5, 2015 7:30 PM**  
**MEETING ROOM #209 – TOWN HALL, 100 POCONO ROAD**

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**1. Convene Meeting:** Chairman J. Van Hise convened the meeting at 7:33 p.m. and established a quorum of member: Chairman J. Van Hise; Vice Chairman A. Kerley; Secretary D. Frankel; Alternate I. Agard.\* Also present: Community Development Director K. Daniel; and Recording Secretary J. Llewellyn.

\*I. Agard was appointed a voting member.

Absent: Regular members L. Taylor and G. Hunton; Alternate G. Blass.

**2. Review Minutes of Previous Meetings: 1/22/15: A motion was made by A. Kerley to accept draft minutes of 1/22/2015 as submitted with one noted correction. D. Frankel seconded and motion carried unanimously.**

*\*Change: Clarify the re-convening time of the meeting (8:09 p.m.)*

**3. Old Business:**

**a. Election of Officers for the 2015 Calendar Year:**

The Chairman called for any other nominations from the floor. Hearing none, he called for the vote of the nominated slate: J. Van Hise: Chairman; A. Kerley: Vice Chairman; D. Frankel, Secretary. **I. Agard moved to have the election of the slate as nominated. D. Frankel seconded. Motion carried unanimously.**

**4. New Business:**

**a. Memo from the Zoning Commission to the Planning Commission dated 1/30/2015 re: Proposed Zoning Regulation Changes:**

**1. Application #201500050: Section 242-202 and 242-501: Table of Permitted Uses – Brewery and Brewpub/Restaurant:** A. Kerley stated that these Brewpub type of establishments have been increasingly popular, adding that he hopes one ends up in the Town Center. He called this proposed regulation change “positive thinking,” given the popularity of brewpubs. **A motion was made by I. Agard to send a note to the Zoning Commission acknowledging a favorable response on their recommendations relative to the brew pubs. D. Frankel seconded the motion which carried unanimously.**

**2. Application #201500052: Section 242-202 and 242-501: Table of Permitted Uses: Drive-Through Restaurant:** This proposal is to change name to “Drive Through Facility” with the rationale being that the regulation currently only allows for “Drive Through Restaurants”. This would allow for other drive-through facilities. The Commissioners felt this was a “very good idea.” **A motion was made by A. Kerley that having reviewed the matter, the Brookfield Planning Commission looks favorably on the request of the Zoning Commission regarding Application #201500052 re:**

drive through facilities which would no longer be limited to restaurants and banks.

I. Agard seconded the motion which carried unanimously.

3. **Application #201500053: Section 242-309C(20) Non-Conforming Building or Structure:** This proposal seeks to change the wording to allow renovations within the area that meets the setback requirements (despite non-conformity). A motion was made by D. Frankel stated that the Planning Commission looks favorably upon Application #201500053 regarding Modification of Non-Conforming Building or Structure. I. Agard seconded the motion which carried unanimously.

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

- **01/22/2015: Zoning Commission:** The Commissioners reviewed these minutes and noted the following actions/discussions: Approval of a site plan modification on 40-64 Laurel Hill Road; Brookfield Village seeking site plan modification; Proposed Zone Change for 19 Station Road for Incentive Housing: approved; Informal Discussion : exploring people interested in a brewery; deputized ZEO's.

6. **Correspondence:**

- a. **Letter from B. Wingfield to K. Daniel dated 12/23/2014 re: Approval of the Town of Brookfield's Aquifer Protection Regulations:** State has approved Brookfield's Aquifer Protection Regulations.

- b. **Save The Date Letter from Connecticut Federation of Planning and Zoning Agencies for CFPZA Annual Conference: March 26, 2015:** Save the Date Letter from the Connecticut Federation of Planning and Zoning Agencies.

- c. **Connecticut Federation of Planning and Zoning Agencies Quarterly Newsletter, Volume XIX, Issue 1 Winter 2015:** The Commission noted one feature article was how to measure separation distances.

7. **Informal Discussion:**

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

1. **Partial draft of 2015 POCD**

J. Van Hise presented a copy of the proposed draft of the post card insert from Envision Brookfield 2025 which was discussed at the previous meeting, reiterating the Commission's request that there be some kind of copy on the front, such as "We Need Your Opinion." K. Daniel acknowledged that this request has been addressed and the card will appear in next week's Pennysaver (with said copy on the front).

The Commission had received a hard copy draft of the Plan of Conservation and Development for its review. J. Van Hise said there were some references to 2012 as a data point, asking if there is any more recent data. K. Daniel agreed to check. A. Kerley added that there were population estimates for 2013, but our town is too small. He further recommended adding a “65+” age category to the table on p. 9.

A discussion ensued about attracting Millennials. I. Agard felt that the housing study in the draft document was “very good.” There was a further discussion on the economy and the population exodus from the state. I. Agard inquired as to who the target audience is for the POCD, and asked K. Daniel to put it in writing so that the document can be reviewed through the lens of its intended audience(s). J. Van Hise said that the vision categories are the same as were highlighted in the 2002 POCD. The difference, as noted by one of the Commissioners, is that there are “much more enlightened” Land Use commissions which are more open-minded on certain kinds of development.

K. Daniel noted that she modeled the format after the Newtown plan, which states the issue and replies with the associated strategy. On the matter of housing, it is about not only attracting Millennials, but, as I. Agard added, retaining them to stay in town.

Some comments on the text that were made included: p. 40: Change from Casablanca Restaurant to Alexander’s; p. 5: Modification noted; p. 19: political overview: do not include.

A question was raised over who will fill in the empty spots? I. Agard clarified what the Commission’s role is, which is getting back to Ms. Daniel (either in person or email). Ms. Daniel added that she still has information to add, which will be presented at the next meeting, but welcomes the Commission’s comments on what has been submitted.

She also gave the Commissioners a set of four maps, which she intends to include in the POCD in its original 11 X 17 (ledger) size, but folded to allow for easier readability. A. Kerley just asked if the font of the Legend could be increased, and asked if the map can be printed on a heavier paper stock.

Overall, the Commissioners were thoroughly pleased and complimented Ms. Daniel on her job on the POCD thus far. A. Kerley added that he is “enthusiastic” at how it is all coming together.

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

**8. Adjourn: A motion to adjourn the meeting at 8:28 p.m. was made by I. Agard, seconded by A. Kerley and carried unanimously.**