

**APPROVED MINUTES
BROOKFIELD ZONING COMMISSION
SPECIAL MEETING
THURSDAY – May 16, 2013 – 7:00 P.M.
MEETING ROOM #209 – TOWN HALL, 100 POCONO ROAD**

1. **Convene Meeting:** Chairman Blessey convened the meeting at 7:09 PM and established a quorum of members:
Present: Chairman R. Blessey, Vice Chairman M. Grimes, Alternate J. Varda
Absent: Secretary F. Lollie, Commissioners L. Miller and C. Lynch, Alternates M. Frankel and J. Cordisco

2. **Discuss Town Center District Regulation Amendments - Discussion topics include but are not limited to:**
 - **Four Corners Brookfield Town Center District Revitalization Plan – prepared by FHI dated September 2012.**

Chairman Blessey began the meeting stating it would be a “catch-up” meeting since there are only a few Commissioners present. He said there wouldn’t be any major changes made to the Regulations at this meeting. They are going to review the handouts given to them by CDD K. Daniel and ZEO A. Dew which show different versions of Towns with similar set-backs as in the TCD regulations B thru H.

Chairman Blessey used the Town of Kent as an example of a Town Center with similarities to Brookfield and asked the Commissioners to visualize Kent in their minds. Chairman Blessey said the buildings are mostly one and two story buildings and a lot of the buildings are very contemporary. He further stated that the Town of Kent’s setbacks are very similar to what Brookfield’s Zoning Commission is proposing for the TCD. Vice Chairman Grimes said that Kent is a Town that does not have a Charter, therefore zoning is not governed by a Charter as it is in Brookfield and the same goes for New Fairfield. Chairman Blessey said Ridgefield also seems to have the same setbacks as Brookfield does.

Pictures of Bethel and Kent were reviewed. Chairman Blessey went on to discuss signs (building and roadside). He liked the look of a sign on a post in the grassy area of the sidewalk shown in one of the pictures. He suggested they change the TCD regulations to allow this type of sign. Chairman Blessey went on to review the sign regulations for Commercial Zones in Ridgefield and he read some of them to the Commission group. Vice Chairman Grimes questioned if a sign could be put on the roof of a building and be counted as a building sign. Chairman Blessey said that technically it would count as a building sign. He said there is nothing in the current regulations that says this is not allowed. There was discussion of signs when there is more than one tenant in a building. There was also discussion of how much a building sign can project out from the wall of a building. Chairman Blessey reviewed the current Sign Regulations for Brookfield. He mentioned three types of signs: 1) building sign, 2) roadside sign and 3) a sign that hangs perpendicular to the sidewalk off of the building which would be a sub-category sign. Right now, as the sign regulations read you can have one building sign and one roadside sign. In Brookfield’s current sign regulations, three (3) signs are not allowed per business.

There was conversation about a “condo” situation for signs. Vice Chairman Grimes mentioned Woodbury Commons. Commissioner Varda said he thinks of Brookfield Village this way. Chairman Blessey said there would be a “Special Permit” for this type of situation. He said if there is a parcel with multiple tenants and the site is confusing as to who is who, they would need additional signs. He discussed “Interior Signs” which are not used for advertising. He said this is something the Zoning

Commission doesn't regulate. Chairman Blessey said the only signs the Zoning Commission regulates are the ones that can be seen from the front of the street. Commissioner Varda stressed that these regulations must be very clearly written. V. Chairman Grimes said the existing sign regulations do work well for the Town and Chairman Blessey agreed saying the current regulations would just need to be tweaked. He further explained that the existing sign regulations would be adjusted just for the Town Center District.

Chairman Blessey said the regular sign regulations could use a slight adjusting also. Some examples of possible sign changes include: Special Event signs, A-frame signs, canopy signs and illuminated signs (which might require a technical expert to advise Zoning about).

Chairman Blessey suggested the Commissioners check other Town Centers and measure their sign setbacks when visiting the area. There was discussion about some of the surrounding towns and their setbacks. The Commissioners also discussed interior parcels in plazas.

The next area of sign regulation to be researched and discussed is perpendicular building signs and roadside signs. Particular attention should be paid to size, height minimum and maximum and depth of protrusion.

Chairman Blessey suggested the Commissioners take the Draft of TCD Regulation changes home and go through it for further discussion at the next Special Meeting.

Discussion/no motions

3. **TCD Regulations Draft Definitions** – Discussion/no motions.
4. **TCD Regulations Draft Modifications** – Discussion/no motions.
5. **Adjourn** – Vice Chairman Grimes made a motion to adjourn at 8:00 PM. J. Varda seconded the motion, and it carried unanimously.

*****Next regular meeting scheduled for May 23, 2013*****