

Approved Minutes  
BROOKFIELD PLANNING COMMISSION  
THURSDAY, June 5, 2014 7:30 PM  
MEETING ROOM #133 – TOWN HALL, 100 POCONO ROAD

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1. **Convene Meeting:** Chairman J. Van Hise convened the meeting at 7:30 p.m. and established a quorum of members: J. Van Hise, Chairman; A. Kerley, Vice Chairman (arrived at 7:33 p.m.); D. Frankel, Secretary; Regular member L. Taylor; Alternates I. Agard\* and G. Blass (arrived 7:36 p.m.). Also present: Town Director of Public Works, R. Tedesco and Recording Secretary J. Llewellyn.

\*I. Agard was appointed a voting member.

Absent: G. Hunton.

2. **Review Minutes of Previous Meetings: 05/15/14:** A motion was made by A. Kerley to approve the Minutes of the meeting of 5/15/14 as rendered and submitted. D. Frankel seconded the motion which carried unanimously.

A motion was made by D. Frankel, seconded by I. Agard, to amend the agenda to go to item 4. c: New Business: **11 & 13 Gereg Glen Rd #201400447: Lot Line Revision.** Motion carried unanimously.

4. **New Business:**

c. **11 & 13 Gereg Glen Rd #201400447: Lot Line Revision.** (*dec. date 08/09/14*)

1. Sheet 1 of 1 – Property Survey showing Lot Line Revision Lots 6 & 7 Gereg Glen (11 & 13 Gereg Glen Road) prepared by CCA, LLC dated 05/30/14
2. Warranty Deeds for 11 & 13 Gereg Glen Road: Volume 504, Page 870 & Volume 560, Page 555, respectively
3. Vision Appraisal Field Cards of 11 & 13 Gereg Glen Road *Present was D.*

*DeCosta and Mr. and Mrs. Sloan, property owners of 11 and 13 Gereg Glen Road.* Mrs. DeCosta explained the reasoning behind the proposed lot line revision, which is actually an even land swap of .04 acres for each party. Mr. Sloan conceded that he had no problem with this proposal and called it a “good solution.” **A motion was made by A. Kerley that regarding Application #201400447, 11 & 13 Gereg Glen Road: Lot Line Revision, that the Planning Commission looks favorably on this lot line revision. D. Frankel seconded the motion which carried unanimously.**

Chairman Van Hise reminded the applicants to file the mylar with the Town Clerk.

*Please note: G. Blass arrived during the above discussion: 7:36 p.m.*

A motion was made by A. Kerley to return to New Business, item 4.a. Motion withdrawn and subsequently amended to return to Old Business/the regular order of business, Item 3: Granite Drive. D. Frankel seconded the amended motion which carried unanimously.

3. **Old Business:**

a. **Granite Drive: Request to Accept Road into the Town Road System**

(*dec. date 06/21/14*) *No one present.* Town Director of Public Works, R. Tedesco, reported that he’s been in touch with the developer who has worked on the majority of outstanding items. He needs to sweep the road, and when that is complete, Ralph will inspect and report back to the Commission, anticipating that at that time he will recommend acceptance of Granite Drive into the Town road system. This item is continued.

4. **New Business:**

a. **272, 273, 277 Whisconier Rd #201400363: 8-24 Referral request for sewer extension to service Brookfield Market and Craft Center**

1. **Memo from First Selectman William Tinsley to the Planning Commission dated 05/14/14  
Re: Request for Sewer Extension – Brookfield Market/Craft Center**

*No one present.* The Commission supported the concept, and I. Agard added more information for clarification. He indicated that originally the WPCA thought they might be able to qualify for a STEAP Grant for this project. The proposal includes running lines along the side of the exiting bridge. J. Van Hise asked for plans to come from the WPCA with specifics. There was also a brief discussion of the future possibility of adding some properties on Pocono Road which have had septic difficulties. Those, however, are not part of this application. **A motion was made by I. Agard, seconded by L. Taylor, to send a note to the Board of Selectmen stating that the Planning Commission looks favorably on this application . The motion carried unanimously.**

b. **Proposed Zoning Regulation Changes: Memo from the Zoning Commission to the Planning Commission dated 05/23/14 Re: Proposed Zoning Regulation Changes**

1. **Application #201400362 – Section 242-202: Definition of “Structure”:** The Commission noted that this is a small change, and as a result, **a motion was made by A. Kerley to send a note to the Zoning Commission stating that the Planning Commission looks favorably on the Zoning Regulation Proposed change for Application #201400362: Section 242-202: Definition of “Structure.” Motion seconded by I. Agard and carried unanimously.**

2. **Application #201400367 – Section 242-202: Definition of “Setback”:** The small proposed change adds the words “or structure.” Clarification of the rationale behind the change was also presented. **A motion was made by I. Agard to send a note to the Zoning Commission stating that the Planning Commission looks favorably on the proposed change to Zoning Regulations Section 242-202/Definition of “Setback.” Motion seconded by A. Kerley and carried unanimously.**

3. **Application #201400368 –**

- **Section 242-202: Definition of “Commercial Vehicles”**
- **Section 242-401A(2)(g): Permitted Uses in Residential Zones – Customary Home Occupation**
- **Section 242-305F – Off-Street Parking and Loading – Commercial Vehicles in Residential Zones**

The Commission reviewed all of the proposed changes as noted in the application. This revision defines commercial vehicles much more tightly than in the past. **A motion was made by A. Kerley to send a note to the Zoning Commission stating that the Planning Commission looks favorably on the proposed change to Commercial Vehicles in Residential Zones (Section 242-202; Section 242-401A(2)(g); and Section 242-305F. L. Taylor seconded the motion which carried unanimously.**

5. **Minutes of Other Boards & Commissions:** The Commission reviewed and commented on the following minutes:

- **05/05/14 Board of Selectmen:** A. Kerley mentioned that they referred to the Laurel Hill approval by this Commission; he further questioned why the Mitchell Oil pricing was at two levels, but was told that this is a traded commodity with a fluctuating price;

- **05/23/14 Special Board of Selectmen:** mostly insurance- and business-related discussions;
- **05/08/14 Zoning:** Echo Bay Marina looking for a food cart;
- **05/12/14 Inland Wetlands:** Business as usual.

**6. Correspondence:**

- a. Memo received from First Selectman William Tinsley to the Planning Commission dated 05/13/14 Re: Sources and Uses of STEAP Grant funds for Town Center District Streetscape Improvements:** This is a response to the Commission’s request for clarification on expenditures of the STEAP Grant funds.
- b. CLEARscapes Spring 2014**
- c. Connecticut Federation of Planning and Zoning Agencies Quarterly Newsletter Spring 2014, Volume XVIII, Issue 2**

**7. Informal Discussion:**

**a. Plan of Conservation and Development**

- 1. Demographic Study and Population Growth Analysis dated March 19, 2014**
- 2. Land Use Development Potential Map & Table dated 06/02/14**
- 3. Revised Sidewalk & Access Management Plan dated 05/29/14**

K. Daniel had left some documents for the Commissioners to review. They were particularly interested in the demographic data, wondering what impact these numbers will have on the age-restricted developments for the 55 and over population which are being built in town. Chairman Van Hise reminded the Commissioners that representatives from the Historical Commission will be at the next meeting.

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

- 9. Adjourn:** A motion was made by A. Kerley to adjourn the meeting at 8:25 p.m. D. Frankel seconded the motion which carried unanimously.

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**J. Van Hise, Chairman**