

APPROVED Minutes
BROOKFIELD PLANNING COMMISSION
THURSDAY, November 20, 2014 7:30 PM
MEETING ROOM #135 – TOWN HALL, 100 POCONO ROAD

1. Convene Meeting: Chairman J. Van Hise convened the meeting at 7:31 p.m. and established a quorum of members: J. Van Hise, Chairman; Vice Chairman A. Kerley; Secretary D. Frankel; Regular member L. Taylor; and Alternate G. Blass.* Also present: Community Development Director K. Daniel; Town Director of Public Works, R. Tedesco, and Recording Secretary J. Llewellyn.

Absent: Regular member G. Hunton and Alternate I. Agard.

*G. Blass was appointed a voting member.

2. Review Minutes of Previous Meetings: 11/06/14 A motion to accept the Minutes of 11/06/2014 as amended* was made by A. Kerley, seconded by D. Frankel and carried unanimously. *Amendments: p. 1/Item 2 (Minutes): Typo “approve”; p.2/ Informal Discussion Item 2: Mr. Linear should be “Mr. Harris.”

3. Old Business: There was none at this meeting.

4. New Business:

a. Draft 2015 Land Use Commission Regular Meeting Calendar: The Commission reviewed the schedule of proposed 2015 meetings. Chairman Van Hise noted that there is only one meeting scheduled in January (15th) and suggested meeting on January 8th and 22nd instead, since the Commission only meets once in December (4th). He further added that since the Commission traditionally meets only once in December, the meeting of December 17, 2015, should be removed. The Commission retained the July 2, 2015, meeting but said it would see how busy the agenda is at that time. **A motion was made by G. Blass to approve the 2015 Land Use Commission Regular Meeting Calendar (Planning Commission portion) with the changes as follows: delete the meeting of January 15, 2015, and instead add January 8, 2015, and January 22, 2015. Also, remove the meeting for December 17, 2015. The motion was seconded by L. Taylor and carried unanimously.**

b. Proposed Zoning Regulation Change Application #201401012: Section 242-405A-G: Apartment Units within Single Family Dwellings
1. Memo from Zoning Commission to the Planning Commission dated 11/14/14 Re: Proposed Zoning Regulation Change

The Commission reviewed the proposed change as Chairman Van Hise reminded the Commission that it only has an advisory role, offering comments only on this proposal. A. Kerley said there was nothing “substantive” in the proposed change. The Chairman clarified that there was an attempt made in 2010 to streamline the approval process for an accessory apartment, and sought legal counsel. Town Attorney Beecher has responded with the proposed change. A. Kerley reminded the Commission that there still has to be a family connection for an accessory apartment in a single family dwelling.

A motion was made by A. Kerley to send a memo to the Zoning Commission stating that the Planning Commission has reviewed the proposed regulation change for Section 242-405 A-G, citing that said changes consist largely of language and process, and that the Planning Commission looks favorably upon the changes without objection. D. Frankel seconded the motion which carried unanimously.

5. Minutes of Other Boards & Commissions:

- **11/10/14: Inland Wetlands Commission:** a lot of “business as usual”; 36 N. Mountain Road Public Hearing has closed.
- **10/6/14: Board of Selectmen:** Some items discussed were: PTAK House at 108 Pocono Road; Business Incentive Tax Deferral; Bond Release for 20 Vale Road;
- **10/14/14: Board of Selectmen Special Meeting:** No comments.
- **10/15/14: Board of Selectmen Special Meeting:** Septic System Regulations and Well Testing: *A. Kerley asked for a copy of that update;*
- **11/03/14:** Informational Workshop: Candlewood Lake Authority and Septic System regulations; some tax abatement for Brookfield Village LLC
- **11/14/2014:** Among other items, a motion to enter into an agreement with Western CT Medical Group (Brookfield Family Practice) to provide physical exams and other tests to employees of the Brookfield Police Department.

6. Correspondence: There was none at this meeting.

7. Informal Discussion:

a. Plan of Conservation and Development: *K. Daniel, Community Development Director, also Enforcement Officer for the Aquifer Protection Agency, present.* Ms. Daniel noted that Brookfield has had an Aquifer Protection District which was established in the 1980’s following the Kingsmark Study. Ms. Daniel outlined this district on the map, noting that it parallels Federal Road and the Still River, except for the Four Corners area, and then picks up in the northern part of Brookfield, including the Meadowbrook Manor area.

Ms. Daniel noted that when Aquarion became the Town’s water supplier, they acquired wells from the Brookfield Water Company, located in stratified drift in the residential Meadowbrook Manor area. Since these wells now serve more than 1,000 residential customers, per the DEP they must be deemed an Aquifer Protection “area.” (Wells located in stratified drift tend to be more susceptible to pollution). The Town had to name an Aquifer Protection Agency, which was established this year as an arm of the Zoning Commission, and holds monthly meetings. Ms. Daniel added tha Aquifer Protection Regulations will be adopted at the next Zoning Commission meeting.

The 2002 Plan of Conservation and Development’s section entitled “Natural Resources” states that as a strategy to protect water quality and water resources, the Aquifer Protection Zone and regulations be reviewed regularly. Now, there is an Agency in place to regulate this. However, in the wider Aquifer Protection District, there are many regulated uses, and Ms. Daniel suggests that in the next revision of the Plan of Conservation and Development, the Planning Commission recommends that the Zoning Commission merge the Aquifer Protection District and Aquifer Protection Area together and retain the same regulations.

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

9. Adjourn: A motion was made by D. Frankel to adjourn the meeting at 8:05 p.m. L. Taylor seconded the motion which carried unanimously.