

TOWN OF BROOKFIELD PLANNING BOARD
Planning Board Meeting Minutes
Monday, January 09th 2023
APPROVED

Call to Order.

The meeting was called to order at 7:00 PM

Roll Call: Members, Alternates.

Mr. Straz present, Mr. Meyer present, Mr. Ward present, Mr. Stratton present, Ms. McMenamy present, Mr. Ingalls present, and Mr. Zacher present.

Mr. Straz asked Mr. Ingalls if he would fill the open member position for this meeting. Mr. Ingalls accepted.

Public Present:

Ed Comeau, Chris Kinville, Faith Buell, Mark Lofgren, Craig Evans, and Steve Nappellio

Public Hearing - Warrant Articles - Called to order at 7:00.

- **Amendment No. 1 - Amend Zoning Ordinance RA-1, 3c**
Mr. Straz read the amendment aloud, stating the rationale is to correct the missing “approved” to private roads and to have lot access on the 250’ of frontage. Public comment: Mr. Evans asked about the definition of a private road.
- **Amendment No. 2 - Amend Zoning Ordinance Ra-1, 2i**
Mr. Straz read the amendment aloud, stating the rationale is to align with setback requirements for right-of-way and wet areas. Public Comment: Mrs Buell asked about setbacks.
- **Amendment No. 3 - Repeal Article II, 2 and Appendix E**
Mr. Straz read the amendment aloud, stating the rationale is to update to a permissive ordinance. Public comment: Mr. Lofgren asked about the list.
- **Amendment No. 4 - Amend Zoning Ordinance, RA-1, 3d**
Mr. Straz read the amendment aloud, stating the rationale is to support the building inspector to manage ancillary structures. Public comment: none.
- **Amendment No. 5 - Rewrite Zoning Ordinance, RA-1, 1b**
Mr. Straz read the amendment aloud, stating the rationale is to update and create a method for Selectmen to administer a permit system. Public comment: Mr. Evans asked about the permit process and suggested the planning board creates a document defining this process.
- **Amendment No. 6 - Redefine Article X.B from Accessory Building to Ancillary Structure**
Mr. Straz read the amendment aloud, stating the rationale is to support the building inspector to manage ancillary structures. Public comment: none.
- **Amendment No. 7 - Add viii & ix to RA-1 1.d ADUs**
Mr. Straz read the amendment aloud, stating the rationale is to update and better define the footprint of an ADU and type. Public comment: Mr. Comeau disagrees with the 30%

of total area. Mr. Kinville also disagrees with the 30% of total area.

- **Amendment No. 8 - Add K to Article III - General Provisions (HB 1021 add)**

Mr. Straz read the amendment aloud, stating the rationale is to capture HB 1021 rules regarding religious purpose. Public comment: none.

- **Closed Hearing at 7:25**

- **Deliberation**

The Board reviewed public comments for each amendment. No. 5 the wording for “Zoning” permit was changed to “Operating”. There was a discussion about comments to No. 7. Mr. Straz proposed combining No. 4 & 6. The Board discussed and decided to keep them separate. Mr. Straz then inquired about renumbering the amendments. The Board renumbered the amendments and the results are detailed in the vote tally below.

- **Board vote on Amendment No. 1 - Redefine Article X.B from Accessory Building to Ancillary Structure**

Mr. Straz made the motion to adopt the amendment as written. Mr. Meyer seconded. (VOTE: 7-0-0)

- **Board vote on Amendment No. 2 - Amend Zoning Ordinance RA-1, 3d**

Mr. Straz made the motion to adopt the amendment as written. Mr. Stratton seconded. (VOTE: 7-0-0)

- **Board vote on Amendment No. 3 - Amend Zoning Ordinance RA-1, 3c**

Mr. Straz made the motion to adopt the amendment as written. Mr. Zacher seconded. (VOTE: 6-0-1)

- **Board vote on Amendment No. 4 - Amend Zoning Ordinance RA-1, 3i**

Mr. Straz made the motion to adopt the amendment as written. Mr. Ingalls seconded. (VOTE: 7-0-0)

- **Board vote on Amendment No. 5 - Repeal Article II, 2 and Appendix E**

Mr. Straz made the motion to adopt the amendment as written. Mr. Ward seconded. (VOTE: 7-0-0)

- **Board vote on Amendment No. 6 - Rewrite Zoning Ordinance RA-1, 1b**

Mr. Straz made the motion to adopt the amendment as written. Ms. McMenamy seconded. (VOTE: 7-0-0)

- **Board vote on Amendment No. 7 - Add viii & ix to RA-1 1.d ADUs**

Mr. Straz made the motion to adopt the amendment as written. Mr. Zacher seconded. (VOTE: 4-3-0)

- **Board vote on Amendment No. 8 - Add K to Article III - General Provisions (HB 1021 add)**

Mr. Straz made the motion to adopt the amendment as written. Mr. Stratton seconded. (VOTE: 7-0-0)

Public Comments

Mr. Comeau asked if the Board’s vote tally for each amendment would be shown on the ballot? The Board discussed and confirmed that the vote tally for each amendment would be submitted to the Selectmen for the ballot. Mr. Evans asked for more information on HB 1021.

Announcements/Correspondence/Mail

None

Review and possible approval of minutes: December 12 & 28, 2022

Mr. Straz made the motion to accept minutes as presented. Mr. Meyer seconded. (VOTE: 6-0-1)

Old Business

- Gravel Pit Reclamation Plans

Mr. Meyer presented a letter to be sent to the pit owners, requesting a copy of their Reclamation Plans. The Board reviewed and asked Mr. Meyers to go ahead with this mailing.

Member Comments

Mr. Zacher inquired how to solicit for feedback on zoning from the town? There was a brief discussion.

Set next meeting date

The next meeting is February 13th, 2023.

Adjournment.

Mr. Straz adjourned the meeting at 8:03 PM

Respectfully submitted for approval at the next Planning Board meeting,

Tim Straz - Chair

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John Meyer - Vice Chair

Rich Zacher - Selectman Rep

Terry Ward

Kerry McMenamy

Gus Stratton