

# Town of Brookfield Planning Board

Brookfield Town Hall  
10535 Main Street  
Brookfield, NY 13314

## Meeting Minutes

2013 Regular Monthly Meeting

**Date:** August 1, 2013

**Time/Location:** 7:00PM, Brookfield Town Hall

**Attendance:**

Marylou Rhodes – Chairwoman

John Jones – Co-Chair

Karen Nowak – Secretary

Fred Jones – Member

Daniel McCoach – Member

Karen Beehm – Alternate

**Guests:**

Brian Chapin

Doug Burdick

Deb Burdick

John Salka

**ORDER OF BUSINESS:**

- New Business:** Brian Chapin, of Chapin Land Surveyors, presented survey for Leo Hafelin property on Avery Road. Tax Map ID 141.00-1-28.2 Subdivision #13-3. Property is a 208 acre dairy farm. Mr. Hafelin wants to subdivide out 1.6 acres for his son to build a home on. 1.6 acre piece will be residential. Rosalie Keith, 100 University Street, Alfred, NY 14802 is the only neighbor to be notified. Public Hearing set for September 5, 2013
- Old Business:** Review of subdivision regulations.  
Update SEQR forms and take out of our book. Put links on website and have copies available in a folder in the Town Hall for those who do not have internet access. (Done August 3, 2013)  
Add blank page in front of book with dates reviewed and revised.  
Add Section 150.2: "The subdivision regulations shall be reviewed by the Planning Board annually and submitted to the Town Board for their Organizational Meeting."  
Type-o's found on pages 1, 6 and 24  
Need to raise fees to cover rising costs. Fees have not been raised since 2003 or 2005. Raise plat approval fee from \$50 to \$75 and per lot fee from \$12.50 to \$25. Effective January 1, 2014.  
Send sections 610.2, 625 and 630 to Bob Piersma for codes and highway review. (Sent August 4, 2013)  
Town Attorney to review Article 7 on page 21.  
Add ORPS definition of Agriculture to Section 340.  
Members to continue reviewing subdivision regulations and bring suggestions to September 5<sup>th</sup> meeting.  
Karen Nowak to combine Lebanon and Brookfield's Decision Form and bring to September 5<sup>th</sup> meeting.
- Motion to adjourn made by Karen Nowak, seconded by Fred Jones. All members voted in favor.
- Next Meeting Date:** Thursday, September 5, 2013

Respectfully submitted,

Karen Nowak