

Brookville Planning Commission  
Regular Meeting  
June 12, 2025

The Regular Meeting of the Brookville Planning Commission was called to order by Chairperson Henderson at 7:30 p.m. on June 12, 2025. The meeting was held in the City Council Chambers. The Pledge of Allegiance was recited. Mayor Letner, Members Claggett, Ezerski, Kristof, Schreier and Wright; Manager Kuntz, Law Director Stephan and Clerk Duncan were present.

Roll call by Clerk Duncan.

Motion by Claggett, second by Ezerski to adopt the Agenda as presented. All yeas, motion carried.

Motion by Claggett, second by Schreier to approve the minutes of the April 17, 2025 Planning Commission Meeting as presented. Letner yea, Claggett yea, Ezerski yea, Kristof abstained, Schreier yea, Wright yea, Henderson yea. Motion carried with six yeas and one abstention.

Law Director Stephan reported O'Brien Burgers has filed a special use application to operate as mobile food vendor in the City of Brookville. They would be operating from the municipal lot adjacent to Arlington Road, as they have in prior years.

Motion by Kristof, second by Schreier to approve the special use application for O'Brien Burgers, for a one-year period as presented. All yeas, motion carried.

Law Director Stephan reported Italian Ice has filed a special use application to operate as mobile food vendor in the City of Brookville. They would be operating from the municipal lot adjacent to Arlington Road, as they have in prior years.

Motion by Claggett, second by Kristof to approve the special use application for Italian Ice to operate as a mobile food vendor for a one-year period as presented. All yeas, motion carried.

Law Director Stephan reported Oakes Tree Development has filed a final subdivision application for The Orchard Section One. This subdivision will be located on Hill Street, Lot Number 2543, County Auditor Parcel C05 00627 0001. This property is the site where the Brookville High School and Middle School were previously located and is now currently vacant. The Orchard-Section One subdivision record plan establishes fourteen (14) lots for single family housing. The property is zoned R-1 C. Single family housing is a permitted use in this zoning district. The R-1 C standards require lots with 70 feet of frontage, and a minimum square footage of 1400 sq. ft. The proposed subdivision meets the R-1 C standards.

Law Director Stephan provided historical context about the site, which was previously occupied by Brookville Schools.

Lance Oakes, of Oakes Tree Development, stated he plans to develop 14 lots, with the potential of another 8 lots when the city upgrades the utility infrastructure along Hill Street.

Discussion included zoning requirements, engineering review, establishing an HOA, and maintaining the detention pond, sidewalks and basements.

Motion by Schreier, second by Claggett to approve the final subdivision application for The Orchard Section One, located on Hill Street, Lot Number 2543, County Auditor Parcel C05 00627 0001 as presented. All yeas, motion carried.

Member Schreier inquired about the damaged canopies at Brookside Plaza.

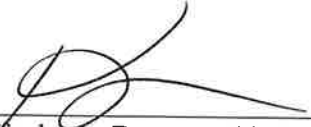
Manager Kuntz advised he will have the Zoning Enforcement Officer follow up with the owner of the plaza about repairing the awnings.

Member Schreier commented it appears there is a structural issue with the wall at the vape shop on Market Street.

Member Ezerski inquired about the status of the Comprehensive Land Use Plan Update.

Manager Kuntz advised the first draft should be available for public feedback in late summer or early fall.

Motion by Kristof, second by Ezerski to adjourn. All yeas, motion carried.

  
\_\_\_\_\_  
Kimberly Duncan, Clerk

  
\_\_\_\_\_  
Ryan Henderson, Chairperson