

**TOWN OF MIDDLEFIELD  
PLANNING BOARD  
June 25, 2014  
MIDDLEFIELD TOWN HALL  
MINUTES**

**Board Members Present:**

Chairman Alan Vint, Michael Hale, Cam McNeill, Maureen Sullivan, and Jay Swift  
Meeting was called to order at 6:00 P.M.

**Minutes:**

Minutes of 6/11/2014 were deferred until the next meeting.

**PVPC:**

After introductions, PVPC Planner Larry Smith spoke about the history of the size of Village Center District. The size was chosen to coincide with the Historic District. Maureen Sullivan spoke about concentrating the effort in the center of the community. Larry questioned how to get this adopted at Town Meeting. Tying the Brownfield clean-up with a Village Center District could cement support for the Village district. A smaller district allows for more potential over time.

Non-conforming lots: In Larry's view, the easiest thing to get in zoning is the By-right use which means as long as you got the lot, you can do what you want to. The second easiest is a finding from the Zoning Board of Appeals. In order to get a finding, you have to prove that what you want is substantially less detrimental than what you have. This varies on the Zoning Board and how stringent or loose that they are. Reducing a lot size to 1/2 acre is not an option, because there would be no room for the septic and the well.

The Design Guidelines could be adopted and removed, should be front and center and can be listed on the application.

Signage- Bandit signs and directional signs are important to the economy of business. It was suggested that the town design its own format that could be placed in key intersections and also that residents should have flexibility in creating their own signs.

Larry will email a zoning permit form. Suzanne will email Larry to remind him.

Next step is the public hearing. Larry would like to be notified as soon as they're scheduled.

The Board was provided a map of the Mixed Use Village Center District. Each member drew a line where he or she thought the perimeters of the Village Center should be. All of the maps were similar. The Board needs to be unified upon presentation.

**Next Meeting:** July 9 at 6:00 P.M.

**Adjournment:**

Alan made a motion to adjourn the meeting at 7:35 P.M. Maureen seconded the motion. All were in favor. 0 opposed.

Respectfully submitted,  
Suzanne C. Lemieux

