

**TOWN OF MIDDLEFIELD
PLANNING BOARD
August 27, 2014
MIDDLEFIELD TOWN HALL
MINUTES**

Board Members Present:

Chairman Alan Vint, Michael Hale, Maureen Sullivan, and Jay Swift.

Regrets: Cam McNeill

Meeting was called to order at 6:15 P.M.

Minutes: The minutes of August 14, 2014 were reviewed. Maureen made the motion to accept the minutes as amended. Jay seconded the motion. All were in favor. 0 opposed.

Home Based Business Bylaw:

4.7.3 b. Minimum Dimensional Requirements

Discussion ensued. It was agreed to change the language to:

Minimum dimensional requirements must be applied to the Agriculture/ Residential and Business Districts.

Sentences about Home Occupations and Cottage Industries requirements will stand as is.

Sentence stating that the planning board issues a special permit and the 3 bullet points after will be deleted.

4.7.3. h. Hours of Operation

It was agreed to change the end of the following sentence to: and received deliveries earlier than 7:00 a.m. The comma was removed after deliveries.

4.7.3. l. Traffic

It was agreed to change the word owners to applicants.

4.7.3. d. Certificate of Occupancy

It was suggested to change the paragraph to:

The Home Based business owner shall apply for a certificate of occupancy prior to initiating any business activity on the premises. The Building Commissioner will inspect the property to insure that all of the applicable sections of this bylaw, building codes, and state laws and regulations have been met.

If upon determination that one or all requirements and/or conditions are not met, the Building Commissioner is authorized to revoke such Certificate of Business Occupancy.

Discussion ensued. It was agreed to have Alan speak to the Building Commissioner Bill Gerard to find out what he feels would be legitimate language to be able to enforce the bylaw.

4.7.5. d. It was agreed to discuss the "Floor Area" at the next meeting.

Next Meeting: September 10, 2014 at 6:00 P.M.

Adjournment:

Alan made a motion to adjourn the meeting at 8:05 P.M. Maureen seconded the motion. All were in favor. 0 opposed.

Respectfully submitted,

Suzanne C. Lemieux
Recording Secretary

