

**TOWN OF MIDDLEFIELD
PLANNING BOARD
January 06, 2016
MIDDLEFIELD TOWN HALL
MINUTES**

Board Members Present:

Chairman Alan Vint, Maureen Sullivan, Michael Hale, Bob Costa and Cam McNeill.

Meeting was called to order at 5:45 P.M.

Minutes:

11/18 minutes were reviewed. Bob made a motion to approve the minutes. Cam seconded. Motion passed unanimously.

8/29 is the last approved minutes on the Town's website. Bob will email 10/6, 10/20 and 12/1 approved minutes and Cam will email August and September approved minutes to Suzanne.

Maureen read the 12/16 minute notes:

- Members present were Cam McNeill, Bob Costa, Michael Hale and Maureen Sullivan. Meeting was called to order at 5:30. Maureen will type up her notes on 11/18 minutes. 10/06 minutes were read and approved unanimously, 10/20 was amended and approved unanimously and 12-01 was amended and approved. Next meeting will be 1-06-16 at 5:30. Meeting adjourned at 6:02.
- Alan made a motion that 12-16 minutes be accepted, Bob seconded. Motion passed unanimously.

Section 7.0 Definitions (6-18-2015)

Bed & Breakfast Inn:

- Discussion ensued on each of the following definitions: Language removed is underlined and additions are in **bold italics**.
- **Bed and Breakfast:** Alan made a motion to change the word meals to breakfast. Maureen seconded. Alan and Maureen voted aye. Michel, Cam and Bob voted Nay. The word meals will remain. Cam made a motion that we add a sentence at the very end that says the maximum lodging units will be ten. No second was made. Motion failed. Cam will research the Board of Health regulations to find out where the thresholds are for commercial kitchens and septic. Further discussion will follow on whether to change the amount of units from 4 to 8.
- Amended definition:
- ***Bed and Breakfast Inn*** - A house or portion thereof, where short-term lodging rooms and meals are ***may be*** provided to ***overnight guests***. The operator of an inn ***B&B*** providing four lodging units or less shall live on the premises. The operator of an inn ***B&B*** providing more than four lodging units does not have to live on the premises.
- Child Day Care will be changed to Child Day Care Facility under the use tables.
- Amended definition
- ***Child Day Care Facility*** – Any facility operated on a regular basis whether known as a day nursery, nursery school, kindergarten, child play school, progressive school, child development center, or preschool, or known under any other name which receives children not of common parentage under seven years of age, or ***up to*** sixteen years of

age if such children have special needs for nonresidential custody and care during part or all of the day separate from their parents **Child Day Care Center Facility** shall not include: No changes made to last paragraph. **Child Day Care Facilities shall be inspected annually by the building inspector and certified as in compliance** was added.

- **Community Facilities:** Land and buildings owned, maintained and operated by a governmental or other chartered nonprofit organization **open to the public** such as school, hospital, or church, but not including a membership club. or public utility
- **Convenience Store** – Accepted as is
- **Cottage Industry**—Accepted as is
- **Dining Club Establishment:** A dining facility operated in a residence open to the public which provides meals no more than twice a week for no more than 28 customers per event. A Dining Club may also have outdoor activities for not more than 50 people, not more than four times per calendar year. This bylaw definition is in effect.
- **Drive-in Eating Establishment:** Accepted as is
- Elder Care Home –In the Use tables, Day will be removed from Elder Day Care Home.

Next meeting: Alan made a motion to hold the next meeting on January 13th at 5:30 P.M. Everyone seconded.

Adjournment: Bob made a motion to adjourn at 7:30 P.M. Cam seconded the motion. The motion passed unanimously.

Respectfully submitted,

Suzanne C. Lemieux
Recording Secretary