

**NORTHFIELD PLANNING BOARD  
WORKSHOP – Nov. 1, 2007**

**MINUTES**

Members present: Doug Read, Wayne Crowley, Dick Maher, Michelle Bonsteel, Bill Dawson, Glen Brown. Also present: Mike Izard, LRPC, Lisa Martin and Eliza Conde.

**Subdivision Regulations:**

- Definitions of “Technical Subdivision” and “Buildable Area” included
- Restricting building of steep slopes: Discussion of whether the ordinance should be amended to include protection of steep slopes 25% and over. It could be just in the regulations, but should be made part of the ordinance. Mike Izard will provide a model ordinance and other supporting materials for the Board’s consideration. The intent of such an ordinance is to protect steep slopes and the character of the land so that a developer cannot alter the terrain to become buildable.
- With the new regulations, abutters will be notified for the Design Review, again when the completed application has been submitted and again when the application has been accepted as complete. At the first meeting after the application is submitted, the Board will only consider the completeness of the application. The Board can take testimony from abutters, but it is not necessarily a public hearing at this point. If the application is accepted as complete, then abutters will be notified again for the next meeting which will include a public hearing.
- Members discussed methods of listing those abutters notified in order for the public to be able to determine if someone was not notified.

**Other:**

Michelle Bonsteel reminded members of the importance of maintaining integrity of the Board by recusing themselves if there is any possibility of a conflict of interest or even an appearance of a conflict of interest. Members of the Planning Board should not have any discussion with an applicant or give advice to an applicant without the other board members being present. Michelle stressed the importance of maintaining an impartial board.

Cross Mill Village has obtained services of Gove Environmental Services.

Reminder that there needs to be a CIP meeting soon.

Planning Board requested balloons be placed at the height of all four corners of the Partridge/Coyne project for the site walk on November 10.

Meeting adjourned at 9:00 PM.

Respectfully submitted,

Eliza Conde, Secretary

Northfield Planning  
Workshop minutes 11-01-07