

**Newfield Planning Board Minutes Sept.1,2021  
Town of Newfield,**

Present: Anthony, Ben, Gloria, Dan, Eric (consultant from S.M.P.D.C.), Dylan Langone, Sara, Skip came in at 7:08

Absent: Emily (Ben is voting member for Emily tonight)

Quorum present: yes @ 7:02 pm ,Ben, Gloria, Dan, Anthony

<b>Topic</b>	<b>Discussion</b>	<b>Decision</b>
<b><u>Call to order</u></b>		7:02 pm
<b><u>Pledge</u></b>  <b><u>Minutes</u></b> from Aug.4,2021		<b>Motion</b> to approve Aug.4 <sup>th</sup> meeting minutes made by Ben and Seconded by Anthony Vote 4-0-0
<b><u>Public Comment</u></b>	none	
<b><u>Old Business</u></b>  Findings of Fact Pombriant Sandwich Shack Map 60 Lot 5	Reviewed draft findings of fact for Pombriant Sandwich Shack on Shady Nook Rd. Eight conditions of approval and F.O.F. were reviewed by the board and Eric from S.M.P.D.C. for accuracy See attached F.O.F.	<b>Motion</b> made by Ben and seconded by Skip to approve the conditional use permit for the Pombriant Sandwich Shack and the findings of fact as presented. Vote 5-0-0  F.O.F.'s were signed by the board.
<b><u>New Business</u></b>  Langone request for reconsideration of Minor Subdivision application for 621 Wakefield Rd.  Map 27 Lot 4.11 and 4.11.1 in the rural zone	A pre-application meeting was held on 1-6-21 and on 2-24-21 an application was submitted. On March 3,2021the Board started the review of the 4-lot minor subdivision on 621 Wakefield Rd. A site walk was scheduled for April 7,2021. The applicant then sent a written notice wishing to withdraw their application a few days prior to the site walk which was subsequently canceled. It was found that the application withdrawal triggered noncompliance with the subdivision law since development of the third and potentially fourth lot had apparently already begun as evidenced by significant earth work and the installation of a cement tank. A letter was sent to the applicant suggesting that they reconsider their w/drawal due to the compliance issue. The matter was placed on the board's May 5,2021 agenda. At that May mtg. the subdivision law noncompliance was confirmed by Newfield C.E.O. The board voted with the C.E.O.'s agreement that a violation notice would be written by the C.E.O. in coordination with the Town lawyer informing the applicant of the compliance problem and ask that it be rectified. To date there has been no confirmation that the property has been brought in to compliance. However, Dylan Langone reports tonight that the tank has been	F.O.F will be mailed to applicant, copy given to C.E.O., T.O. and PB file.  <b>Motion</b> made by Gloria seconded by Ben to bring up from the new business on the agenda Langone's request for reconsideration of an application for a Minor Subdivision Vote 5-0-0

	<p>removed. C.E.O. is not in attendance tonight to confirm. Applicant has sent a letter to this board to reconsider the application withdrawal and moved forward in the process. Dylan Langone is present tonight to discuss the matter. Dylan reported that the withdrawal was in regards to the road issue. They think that they are going to just do a family split. Not going to do three lots and just do a split if there is a way to conform to the 3:1 lot ratio or possibly buy back lot one and reconfigure the two-lot division. Applicant has not reviewed these concepts with the C.E.O. yet. Confirmation needs to be received that there are only two existing lots at this time and that the violation on lot three has been rectified. Dylan's dad would like to build his retirement home somewhere on the property. There is a residence already built on lot 2. Lot 1 has been sold. The board found that the family exemption is not applicable in this case because the family has not owned the property for five years yet (the property was purchased in May 2019 and the first division was in fall of 2019 or early 2020). Questions remain regarding driveway requirements and lot ratio/spaghetti lots.</p> <p>The board and Eric reviewed the State subdivision law and interpreted it to say that even to obtain a family exemption the donor would need to own the property for five years.</p>	<p>Gloria will contact the Town C.E.O. and ask for written notice to the PB of the Langon's compliance status.</p> <p>Dylan reports that he will get the new plan drawn up in the next week or so and try to get on the next agenda.</p>
<p><b><u>OLD BUSINESS</u></b></p>		
<p><b>LD 32, Remote meeting policy</b></p>	<p>An act requiring a policy for the procedure of holding remote meetings has been passed by the state legislature.</p> <p>The board reviewed the sample policy provided by SMPDC.</p> <p>If the policy is adopted, members of the board are still expected to be present at in person meetings unless it is not practicable.</p> <p>Some members also expressed interest in having all meetings in town televised for the public access.</p>	<p><b>Motion</b> made by Ben to accept the remote participation policy and seconded by Skip Vote: 5-0-0</p> <p>Policy signed and filed</p> <p>Copies to town office</p> <p>Public Hearing scheduled for Oct. 6,2021</p>
<p><b>Shoreland Ordinance Update</b></p>	<p>Workshop was held on August 18 to work on the shoreland ordinance update</p> <p>Draft has been sent to Jeff Kalinch at D.E.P. for input. C.E.O. has provided some notes on contiguous lots.</p>	<p>Put on Oct.6th agenda to review D.E.P. comments also invite Norm ,C.E.O. to the next meeting</p>
<p><b>Medical Caregiver Licensing Ordinance</b></p>	<p>Eric has supplied the board with a medical marijuana caregiver licensing ordinance to use as a starting point to develop a licensing process. The purpose of such an ordinance was briefly reviewed. Enacting a licensing process will help provide oversight for Medical Marijuana Caregiver Establishments in town.</p>	<p><b>Motion</b> made by Gloria to work on a medical marijuana licensing ordinance seconded by Skip. Vote: 5-0-1(Dan)</p>
<p><b><u>Other Items</u></b></p> <p>Growth Ordinance</p>	<p>Growth Ord. had its three-year review on Aug.4,2021</p> <p>Chair suggested to put this overview of the growth ordinance on the public hearing scheduled in Oct. as public notice item.</p>	

<p>Administrative Assistant status</p> <p>Oct agenda item</p>	<p>Dan and Gloria were part of the interview committee that interviewed two candidates who applied for the planning Board Administrative Assistant Position. The interview committee has made a recommendation and the board agrees with the selection.</p> <p>Skip requested an agenda item be put on the next meeting agenda. He would like to have a discussion about broadcasting the board meetings.</p>	<p>Nichole at town office will be notified to contact the applicant and offer her the position.</p> <p>Skip will gather more information and report back to the board on the process and equipment used to air live meetings.</p>
<p>Meeting adjourned</p>		<p><b>Motion</b> to adjourn 5-0-0 8:59pm</p>

Next meeting: Oct. 6, 2021