

**TOWN OF SMITHFIELD  
PLANNING BOARD MEETING MINUTES OF  
OCTOBER 11<sup>TH</sup>, 2023**

**MEMBERS PRESENT:** Jo-Anne Bushey Erik Rasmussen  
Gloria Kelly David Kincaid  
Michelle Taylor

**MEMBERS EXCUSED:** Jodie Mosher Ed Glasheen

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Hans Rasmussen, CEO Nichole Clark, AA  
Chris Hartsock John Wallingford

**6:00PM meeting was called to order and members present reviewed all documents presented to them.**

**One regular member was absent. Gloria Kelly, alternate will be voting in the regular vacancy.**

**Minutes of the September 13<sup>th</sup>, Meeting:**

Michelle Taylor motioned to accept the September 13<sup>th</sup>, 2023 minutes as corrected. Jo-Anne Bushey seconded the motion. Motion passed.

Old Business, 1 (a) “No updates” was changed to “KVCOG emailed a confirmation that they would be helping in the process of Ordinance review.”

**Board Update/Info/Motions to move Agenda Items:**

Jo-Anne Bushey motioned to move New Business items #1 before Old Business. Gloria Kelly seconded the motion. Motion passed.

Jo-Anne Bushey asked the CEO if the work currently being done at Camp Somerset is part of the approved phase 3. Hans Rasmussen, CEO stated that it is.

**Code Enforcement Update/Report:**

**OLD BUSINESS:**

**1. Ordinance Reviews**

**a. Comprehensive Plan (Jo-Anne & Ed)**

Jo-Anne Bushey reported that they have reached out to Mel Croft, Smithfield Miane Historical Society member and asked him to update the chapter on History.

**b. Holding Tank (Jodie)**

Item postponed due to Jodie being absent.

**c. Mobile Home Parks (Eric)**

Page 6, A. Minimum standards for Street design and construction, 2, the words “50 feet wide with 66 feet desirable” was changed to “ 23 feet wide”. The State of Maine Mobile Home rule states that municipalities cannot go over the 23 feet.

**d. Subdivision (Hans & Eric)**

Page 3 section 6 Application Procedure, wording will be added in to address number of copies required, how many days prior to meetings documents are needed, and site inspection.

Section 4, item 11 is being taken out.

Section 7 (I) (2) (b) the definition of multi family will have not to exceed added in rather than state 3 or more. (I) (5) (c) definitely typo is changed to definitively.

(J) (d) sub divider is changed to subdivider.

Section 10, the word Resubdivision is changed to “Revision” and “including application and lot fees” is added to the end of the paragraph.

**e. KVCOG Ordinance Review (Gloria & Michelle)**

Gloria & Michelle met and reviewed the results and suggestions from KVCOG.

They will work on sending a draft of their review for next meeting.

**2. LD 2003 ADU Ordinance Work**

The board and CEO want to have some type of wording to bring to the annual town meeting to be voted on for the new ADU rules. KVCOG will not get to our town prior to the deadline for our annual town warrant process. CEO will try and get to another towns meeting with KVCOG to get a template.

**NEW BUSINESS:**

**1. Application for Subdivision Map Amendments, Wallingford, Map 4 Lot 5B, 39 Bass Cove Ln.**

John Wallingford submitted an application to amend his lot in the Camp Eastwood Subdivision. In 2014 Mr. Wallingford submitted a map amendment application to combine all of his lots within the Camp Eastwood Subdivision.

The current application is asking to split the lots previously combined by reverting to the original Eastwood lots 2, A-1 and A-2 and combine previous lots of A-3, A-4, and A-5 into a lot.

The board reviewed Mr. Wallingford’s submission and found that the required survey map of the subdivision with proposed changes was not adequate. The application states what the plan must contain. The board also reviewed the letter from the Eastwood Homeowners Association response letter saying that the architectural committee does not approve his application for property changes with the reasonings. That letter is in the office file for review. The letter basis some of its decisions off from the associations covenants. The discussion of whether the covenants should be used in the Planning Board’s review was discussed.

Jo-Anne Bushey and Gloria Kelly both abstained from voting on this item due to a conflict of being on the Camp Eastwood Association board.

Mr. Wallingford is being required to submit an up to date licensed survey with the proposed changes, per the town's Subdivision Ordinance.

**MEETING ADJOURNED**

Jo-Anne Bushey motioned to adjourn the meeting. Gloria Kelley seconded the motion. Motion passed.