

**TOWN OF SMITHFIELD  
PLANNING BOARD MEETING MINUTES OF  
NOVEMBER 8<sup>TH</sup>, 2023**

**MEMBERS PRESENT:** Jo-Anne Bushey Erik Rasmussen  
Gloria Kelly  
Michelle Taylor Jodie Mosher

**MEMBERS EXCUSED:** Ed Glasheen David Kincaid

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Hans Rasmussen, CEO Nichole Clark, AA  
Mel Croft

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

**One regular member was absent. Jodie Mosher Towle, alternate will be voting in the regular vacancy.**

**Minutes of the October 11<sup>th</sup>, Meeting:**

Michelle Taylor motioned to accept the October 11<sup>th</sup>, 2023 minutes as corrected. Jo-Anne Bushey seconded the motion. Motion passed.

Title of the minutes date was wrong and was changed to “October 11<sup>th</sup>, 2023”.

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

**Code Enforcement Update/Report:**

**OLD BUSINESS:**

**1. Ordinance Reviews**

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

Jo-Anne received proposal for an update to the town’s comprehensive plan from KVCOG. The proposal was 15 pages long explaining what would be involved in the update and a task estimate of \$27,500. The board will give the proposal to the Board of Selectmen for review.

**b. Holding Tank (Jodie)**

Jodie compared State of Main holding tank guidelines with the town’s current Holding Tank Ordinance. Section 4 Rules & Regulations to be in conformity with applicable law, sentence 4 will have the updated reference numbers for the State of Maine rules “Chapter 241, section 8 of the subsurface wastewater disposal rules”. Following that sentence will be six bullet points with words (see draft

changes attached to these minutes). Section 6, subsection B will be added. Section 7 Violations will be changed to match the words in the SLZ section of violations page 51. This ordinance will be referenced in the SLZ Ordinance section K Septic Waste Disposal..

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

Gloria Kelly reviewed two sections of the ordinance review that they felt were needed to be used in two town ordinances.

In the Subdivision Ordinance, section 4 (12) should read “Whenever situated, in whole or in part, within 250 feet of any poine, lake, river, or tidal waters, please reference Shoreland Zoing Ordinance Section 15”. A hyperlink will be added to the sectionn in SLZ. Michelle Taylor will be getting information pertaining to Storm Water Management from a few neighboring town officals.

The Minimum Lot Size Ordinance, section 1, a sentence is added to the end of the paragraph saying “As for how this pertains to areas within Shoreland Zoning, please reference the Shoreland Zoning Ordinance, section 15A”. A hyperlink will be addeded.

**2. LD 2003 ADU Ordinance Work**

The board received another email from KVCOG indicating that they have not started their first meeting with the first town on their list and are not sure when that will be. The do not have anytype of template for the board to use as of yet. Due to this the board agreed that a moratorium article would need to be put in place and will recommend this to the Board of Selectmen.

**NEW BUSINESS: None**

**MEETING ADJOURNED**

Michelle Taylor motioned to adjourn the meeting. Jo-Anne Bushey seconded the motion. Motion passed.