

**TOWN OF SMITHFIELD
PLANNING BOARD MEETING MINUTES OF
JULY 11th, 2018**

MEMBERS PRESENT: **David Kincaid** **Jo-Anne Bushey**
 Erik Rasmussen

MEMBERS ABSENT:

MEMBERS EXCUSED: **David Merry Jr Dale Churchill**
 Harold Buzzell

OTHERS PRESENT: **Andy Marble, CEO** **Steven McCarthy**
 Mike Labbe **Mark McCluskey**
 Christina Guite Al Hodsden

7:00PM meeting was called to order and members present reviewed all documents presented to them.

Two regular members and one absentee member were excused.

Minutes of the June 13th, 2018 Meeting:

Changes to the June 13th minutes are;

*page 1, top of page, meeting minutes date is changed from "May 9th" to "June 13th"

*page 1, minutes of the "June 9th" meeting is changed to "May 9th"

*page 2, new business item #1, 13th sentence down ".40" is changed to "40".

David Kincaid motioned to accept the abbreviated meeting minutes as typed. Erik Rasmussen seconded the motion. Motion passed.

Board Update/Info: None

Code Enforcement Update/Report: None

OLD BUSINESS:

1. Application for a Driveway, Map 7 Lot 11C, Mike Labbe

Mike Labbe was present to represent his application for a driveway. Erik Rasmussen stated that this application was tabled at the last meeting due to the required Entrance permit from the M.D.O.T not being submitted as required. The

driveway permit is now in front of the board for review with the application. The board reviewed section 15 (H) "Roads and Driveways of the Shore Land Zoning Ordinance. The applicant is looking to build a driveway in order to access a future house lot. The lot will be out of the Shore Land Zone. The entrance of the driveway is 200' from the high water mark of North Pond/Leach Brook.

The board reviewed the M.D.O.T driveway permit and noted that the state requires conditions for the approval of the permit, the permit and the list of conditions is attached to the minutes and on file. The board and applicant discussed the on-going road construction along Lake View Dr. and how it will affect the required conditions for the driveway permit. Andy Marble, CEO informed the board that he gave Mike Labbe a notice of violation and order of corrective actions before the meeting due to the drive way construction and septic system being started before any permits were issued. The order is attached to the minutes and on file. If the board tables the application again all work anywhere on the property will stop until a permit is granted from the Planning Board. Andy asked Mr. Labbe what the plans are for the ditches and the plunge pool. Mr. Labbe stated that he is going to grass in the ditches and rip rap the plunge pool. The board is concerned with the run off that will be coming down the steep driveway. The board recommended more than grass in the ditches due to possible heavy amounts of run off at times. At least until the grass has rooted and had time to grow. Jo-Anne Bushy motioned to issue a permit for the driveway work with in Shore Land zone from Mike Labbe with the following conditions; hay bales must be staked in the ditch while driveway work is being done and until the upper part of the property is stabilized (vegetation growing, foundation fully in) and then angular rock rip rap to be put in the ditches and pool to be permanent and meeting all the requirements from the state and monitored by town CEO throughout the construction and after. David Kincaid seconded the motion. Motion passed.

2. Phase II Somerset Camp for Girls-CEO received D.E.P. Approval of Phase II Storm Water Management Plan

A.E. Hodsdens is present to represent Somerset Camp for Girls application for phase II. The board has been waiting for the D.E.P approved phase II storm water management plan before the review could be discussed at a meeting. Al Hodgen went over the changes for phase II of the camp, indicating different maps showing this. The board had previously asked for one map showing in different color what has been permitted and what has been changed and/or added.

The discussion continued with the changes that have occurred. Andy informed the board of a building that was erected with in the 100' of East Pond for storage. Andy had previously been told about this and spoke with the contractor and gave notice to move the building ASAP. Andy did do a site inspection and measured the distance of the building which is now at 100' from the water. Andy told the contractor an assessor application is needed, but had not received anything. The owner Josh Hann emailed Andy before the meeting and assured him the paperwork is being handled and would be submitted with the double application fee. The applicant will need to revise the plan at a later date for this additional building.

Jo-Anne Bushy motioned to approve the revision of Camp Somerset for phase II, pending an updated plan that will note the sub areas labeled and shows the waterfront sports shed. David Kincaid seconded the motion. Motion passed. The board will wait to sign the updated revision site plan at the next meeting.

Andy and the board agreed that even though the ordinance doesn't require the site plans to be recorded they still want a plan with the board signatures to help indicate the plan with the correct and updated approved information.

NEW BUSINESS:

1. Revision to Existing Commercial Business, Home Hope and Healing, Owners are Greenblatt & Lufkin and Applicant is Christie Guite, Map 1 Lot 20

The applicant Christie Guite made a formal request that her application be heard before 8:00 pm.

The board started reviewing the application at 7:37 pm.

Christie Guite was present.

The board reviewed the Commercial/Industrial Site Review Ordinance for this application as a revision to an approved existing Commercial business. The board went over the criteria and standards list. A copy of that list and approvals are on file. Greenblatt and Lufkin owners of Home, Hope and Healing own the building and it is located at 189 Village Rd. A letter of permission for Christina to represent the application was submitted. The property has two buildings, the smaller one being the location of the proposed daycare known as Country Kids Daycare. The application indicates that up to 24 kids' ages 6 weeks to 5 yrs. can attend the daycare. The applicants have a permit to install a bigger septic tank to be able to have more than 20 that the existing tank allows.

The board asked the applicant what are the changes to the current parking area. The board is concerned with the traffic flow for drop off and pick up and the staff vehicles parked. The board wants a better sense of traffic flow and the dimensions of the parking lot, with some type of markings to indicate parking and flow and to make sure of the safety for this area. The CEO got out the original site map to scale for the board to use. The board used the scaled map to indicate that there would be space for 10 vehicles to be parked to the side of the building. The map indicates that the parking area to be used by incoming and going vehicles is 76' x 100' with additional parking to the side of the building. The driveway is U shaped to be able to be marked with entrance and exit to help with the flow of traffic. The board recommended curbing to be set by the building for the staff parking will be to indicate where to park and a safe and indicated walkway. A fence will be put up between the two building areas. Jo-Anne Bushy motioned to approve the application pending that the parking lot criteria is met as listed. David Kincaid seconded the motion. Motion passed.

2. Revision to Existing Commercial Business, Big & Small Storage, Owner Steven McCarthy, Map 1 Lot 16-D

Steve McCarthy was present to represent his application for a revision to an existing commercial business located at 364 Village Rd, currently a storage facility. The applicant is looking to sell sheds, docks, utility trailers and stone pavers.

The board reviewed the Commercial/Industrial Site Review Ordinance and agreed that this application is a revision to an

approved commercial business. The board started with the criteria and standard check list and the completed list is on file. Andy asked if there was a septic system located at the property and Mr. McCarthy indicated there was not a septic and has a porta potty located full time at the property.

The board asked questions about adequate parking space, due to sale being added instead of just storage use of the facility.

The board agreed that the size of the existing lot makes it adequate for more traffic. There are no new permanent buildings being added, but more coverage of the lot area is being taken.

Jo-Anne Bushy motioned to accept the application for a revision, noting that no changes be made from this application. David Kincaid seconded the motion. Motion passed.

INFORMATION:

The board agreed that it was too late to continue discussion on the Commercial Industrial Site Review Ordinance and will try again after the business at the next meeting.

MEETING ADJOURNED: (9:18pm)

David Kincaid motioned to adjourn. Jo-Anne Bushy seconded the motion. Motion passed.