

**TOWN OF SMITHFIELD
PLANNING BOARD MEETING MINUTES OF
OCTOBER 13TH, 2021**

MEMBERS PRESENT: Erik Rasmussen Michelle Taylor
David Kincaid Jo-Anne Bushey
David Merry Jr. Jodie Mosher Towle

MEMBERS EXCUSED: Ed Glasheen

MEMBERS ABSENT:

OTHERS PRESENT: Andy Marble Nichole Clark
Dale Churchill

7:00PM meeting was called to order and members present reviewed all documents presented to them. The chair, Erik Rasmussen noted that regular member Ed Glasheen was absent and that Jodie Mosher Towle will be voting in place of him. Jodie Mosher Towle left the meeting at 7:55pm and Erik Rasmussen, chair noted that Michelle Taylor will be voting in place of the absent regular member Ed Glasheen.

Minutes of the September 8th, 2021, Meeting:

David Merry Jr. motioned to accept the September 8th, 2021; minutes as typed. Jo-Anne Bushey seconded the motion. Motion passed.

Board Update/Info:

1. Planning Board Meeting Video Clip from Recent PB/AP workshop

Three members of the board attended a zoom workshop for PB, and Appeals members held by MMA. Jo-Anne Bushey printed off a hard copy of the video clip that was used in the workshop. A copy was given to all members and Jo-Anne gave some insight on it.

Code Enforcement Update/Report: None

OLD BUSINESS: None

NEW BUSINESS:

1. Application to Rebuild Existing Deck with Increase, Map 4 Lot 1B, Elizabeth McLeod & Leonardo Brizuela

The applicants applied to rebuild the existing deck and increase the size by 16 square feet. Please see CEO's comment page attached to these minutes for full details of inspection, current files, and measurements. The board referenced section 12(C)(1)

expansions, 12(C)(4), and section 15B. The expansion is very minor and doesn't change the structures setback to the water. The total area coverage of the property is only at 5.1%. David Merry Jr. motioned to approve Map 4 Lot 1B application. David Kincaid seconded the motion. Motion passed.

2. Application for a Parking Area, Map 15 Lot 4, Dale Churchill

1. Dale Churchill applied to install a parking area on his lot known as map 15 Lot 4 along Lake View Dr. The board reviewed Section 15(B) and 15(G) "Parking areas". The applicant wants to install two parking areas along the property. One 8' x 45' parking area, and one 8' x 75' parking area. The CEO looked at Vegetation

- Over the past three years a large portion of the low growing vegetation on this lot has been removed. To correct this, the applicant has spread erosion control mulch on all exposed soils and signed a consent agreement with the Town to re-vegetate a 54' x 75' section by planting 15 saplings and blueberry bushes.
 - Because this area will be revegetated, and is already covered with ECM, it should probably not be counted
- The road to the water should be included, since this is not going to be re-vegetated (its 6'4" wide, and 100' long).
- Even with the road added in, the applicant should be well under the 20% threshold

The CEO looked at Setback

- Based on my site visit, the majority of the wooden fence is 90' (+-) from the high waterline.
 - If the applicant is proposing to put the parking area right up to the fence (which the plot plan shows), I think a large portion will be within 100' of the water
- I would recommend the Board conduct a site visit and confirm the measurements to ensure the parking area will meet the required setback and also a surveyor could also establish the setback.

The CEO looked at Runoff

- The parking area will not be located in an area of steep slope, and the applicant is proposing to put ECM on it after it is built.
 - I do not think there will be any runoff issues from the parking area.

The CEO commented, since this is abutting the DOT right of way, has the applicant received approval from DOT?

- Will part of this be within the DOT right of way?

The CEO states that overall

Lot coverage and runoff are not going to be issues, but setback from the water is and I suggest the Board look at setbacks closely, and perhaps do a site visit (like it did two years ago for the David Merry driveway application). Alternatively, a licensed surveyor could “officially” determine where the 100’ setback is.

Jo-Anne Bushey motioned to schedule a site visit for the property for Friday Oct. 15th at 1:00 pm. Jodie Mosher Towle seconded the motion. Motion passed.

David Merry motioned to table the application until the board has completed the site visit. David Kincaid seconded the motion. Motion passed.

Dale Churchill came back to the meeting and asked to be heard again. Mr.

Churchill requested that his application be withdrawn, the board withdrew the application.

3. Request for the Following to be discussed

David Merry motioned to table the below items until a full board is present. Jo-Anne Bushey seconded the motion. Motion passed.

- a. Update to Application Review/Voting Procedures**
- b. Use a check List to Fully Document Board Review and Vote**
- c. Update Shoreland Zoning Ordinance Section 16: Administration D. Procedure for Administrating Permits 1 line 5**
- d. Decide to Update Commercial/Industrial Site Review Ordinance to Support Solar Energy Systems**
- e. Discuss a Fertilizer Ordinance for Shoreland Zone**

MEETING ADJOURNED

David Merry Jr. motioned to adjourn. David Kincaid seconded the motion. Motion passed.