

**TOWN OF SMITHFIELD  
PLANNING BOARD MEETING MINUTES OF  
MAY 10<sup>TH</sup>, 2023**

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

**MEMBERS EXCUSED:** Ed Glasheen Jodie Mosher  
Eric Rasmussen

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Hans Rasmussen Nichole Clark Dawnette White  
Gary Jones Danielle Wilde Keay Leland Keay  
James Marden III Dean Jones

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

Gloria Kelly will be voting due to a regular member being absent.

**Minutes of the April 12<sup>th</sup>, Meeting:**

Jo-Anne Bushey motioned to accept the April 12<sup>th</sup>, 2023 minutes as typed. Gloria Kelly seconded the motion. Motion passed.

**Board Update/Info:** None

**Code Enforcement Update/Report:**

**OLD BUSINESS:**

**1. Approved Commercial Addition (12april23) Site Plan Signatures**

Still waiting on members that approved the above Commercial to be in attendance to sign the site map.

**NEW BUSINESS:**

**1. Application for a Commercial Mechanic Garage, Map 1 Lot 16-A-2, James Marden III**

James Marden III submitted an application for a Commercial Mechanics Garage, located at 13 Debbie Lane. Mr. Marden provided the board with his Limited Liability certificate of formation; a current copy of the septic system is on file and a recorded deed of the property which shows the ownership is Mr. Marden. The fee of \$250.00 was paid.

The CEO comment page is on file and attached to these minutes.

Michelle Taylor motioned to approve the application for commercial pending the following; a 12” erosion control berm will be installed between the garage and property boundaries on all downward sloping surfaces prior to business startup and maintain as long as business is active and replace if damaged. A proper fireproof cabinet for all chemical will be purchased and a pallet will be placed under the cabinet for a spillage event. Gloria Kelly seconded the motion. Motion passed.

The board went through the application and the criteria check list. A copy of the criteria check list is attached to these minutes and is available at the town office. The board reviewed the site plan and the list of requirements.

**2. Election of Officers (Chair, Vice Chair, & Secretary)**

Michelle Taylor motioned to move the election of officers to the next meeting. Jo-Anne Bushey seconded the motion. Motion passed.

**MEETING ADJOURNED**

Michelle Taylor motioned to adjourn the meeting. Gloria Kelly seconded the motion. Motion passed.