

**Kingfield Planning Board
Draft Meeting Minutes**

Date: Tuesday, September 9, 2025
Location: Webster Hall
Time: 6:00-6:37
Board present: J. Clukey, R. Hawkes, S. Hoisington, S. Davis, B. Smith, C. Tranten
Board absent: Mark Wahl
Other: Jillian Monahan

Call to Order, board member attendance & voting quorum

Chair Clay Tranten opened the September 9, 2025, meeting of the Kingfield Planning Board at 6:00 pm in Webster Hall. He declared there was a quorum with only one member absent.

Agenda approval

Jared Clukey moved approval the agenda of the September 9 PB meeting, seconded Richard Hawkes. The motion passed unanimously.

Approval Minutes: August 12, 2025

Richard Hawkes moved approval of the minutes of the August 12, 2025, PB meeting, seconded by Jared Clukey after attendance was corrected. The motion passed unanimously.

CEO report

CEO Ben Hitchcock has nothing to bring to us. The only activity has been small building permits: decks, etc.

Sign Ordinance

Tranten will ask if the Town Manager wants the PB to take the final draft of the sign ordinance to the SB or if she will pass it to SB and legal. *[At a recent SB meeting, the SB reviewed some of the PB change requests and decided that the chair should come to the SB to defend changes to the lawyer's work.]* Scott will send the final draft to all PB members.

Rt. 27 Scenic Byway

At the 9/9 PB meeting, PB members expressed concern about the last two houses on Rt. 27 in Kingfield. They took an action to see if the Kingfield ordinance should reflect recommendations of the Scenic Byway. This is now in the discovery phase. Discussion included whether the Scenic Byway report should be included in the comp plan.

The PB took an action for the next meeting to study the Rt 27 Scenic Byway plan to determine if there is anything that should be incorporated into Town ordinances and /or the Comprehensive plan. If so, should reference be made to the scenic byway in related building permits? Richard Hawkes asked if the Carrabassett Valley ordinances referred to the Scenic Byway study. Davis will check on that.

Status of PB work to date

Tranten will inform the TM of what the PB is working on before putting a lot of work on it. Davis asked if we could put these ideas directly on the SB agenda to get quick reads on this.

- **Impact Fees:** Richard Hawkes researched the use of impact fees for infrastructure improvements on developers, which could include individuals. Hawkes has looked at several other towns and checked the State's planning documents and found that it is done frequently and is legal. The State booklet has templates for how to set up fees and can be viewed online. All agreed the PB should come up with examples of how these could be applied when presenting to the SB. Issues might include:

- Bowdoin's property on Ira Mt.
- Development impacts on
 - Sewer
 - Water
 - Traffic
 - Roads
 - Sidewalks
- **LD2003:** Tranten has information from the TM that the LD2003 legislation is currently being revamped, which precludes the PB doing more work on it at this time.
- **Jordan Ventures:** Tranten will ask TM if this has been recorded in the County record of deeds.

Public Comment: Jillian Monahan is interested if there is any action on the Bowdoin project. None has been noted.

Next Meeting: October 14, 2025

Jared moved to adjourn the meeting at 6:37, seconded by Scott Hoisington. The motion passed unanimously,

Respectfully submitted,

Sue Davis, Secretary