

Kingfield Planning Board Draft Minutes

Date: Monday, March 10, 2026
Location: Webster Hall
Time: 6:00-7:13
Board present: Jared Clukey, Sue Davis, Richard Hawkes, Scott Hoisington, Rob Woodhouse
Board absent: Babe Smith
Other: Ryan Rother, Stephen Gould, William A. Caron

Agenda

Chair Richard Hawkes called the Tuesday, March 10, 2026, Kingfield Planning Board meeting to order at 6:00 pm. He noted that there was a quorum.

Scott Hoisington moved approval of the minutes of the January 26, 2026, meeting, seconded by Jared Clukey. The motion passed unanimously

Sue Davis reported that she had received an email from Mark Wahl that his work causes him to miss too many meetings so he must resign. He addressed it to "All" but neglected to 'Select All.' Davis will forward this to the rest of the PB and to Town Manager Leanna Targett.

Mainly Redemption Holdings LLC "change of use" for 363 Main Street (old video rental): From 2 retail spaces to 2 residential spaces

This is a change of use from two commercial spaces to two residential spaces. Representing the Wastewater department, Travis Targett has approved the change. Code Enforcement Officer Ben Hitchcock will provide the necessary permits.

Scott Hoisington moved to approve the change of use from 2 commercial to two residential units, seconded by Jared Clukey. The motion passed unanimously.

IRA Mt Subdivision Correction: Steve Gould: Pleasant River Partners. On top of Ira for 4 lots. Showing us final plan.

Representing Pleasant River Partners, Stephen Gould submitted a subdivision correction to Lot 25, which relocates a lot line. No new lots are created. This correction will be recorded as Ira Mountain Perspectives, Phase III, Revision 6A.

Jared Clukey moved to accept the correction to Ira Mountain subdivision, seconded by Scott Hoisington. The motion passed unanimously.

Chair report: Refresh impact fee discussion; Review differences between lawyer and PB on LD2003 in ordinance; Refresh memories on presenting new Sign Ordinance to Select Board.

Re impact fees, after research, Hawkes recommended impact fees be considered by the town. The Select Board and Town Manager will consider this when they create a fee schedule document in the coming year, which the Code Enforcement Officer will apply

Re LD2003, Hawkes noted that the Town had limited budget to have its lawyer review the work the PB had done incorporating LD2003 into Kingfield's ordinance. Once its review did come back, the PB responded to the lawyer's comments and recommendations with some changes. Chair Tranten was scheduled to defend those changes to the SB but didn't get to the designated meeting, so it is still in limbo. Hawkes noted that the Town's plan is to have this ready for a town vote at a Town Meeting to be scheduled in November.

A similar situation happened with the PB's recommendations for a signage ordinance. Hawkes noted that due to limited funding, the Town's plan is to have this ready for a town vote in November.

Hawkes took the action to incorporate all changes re LD2003 and signage into the ordinance for the PB to review and to send back to the SB for its final approval. He would like to see this ready for a November Town Meeting as it will not be ready for this Year's June meeting.

Subdivision ordinance review

An update of the subdivision ordinance has been intended for some time. Former chair Tranten has copies of a short version and a long version. This will also be on the PB's agenda going forward.

Scenic Byway

The Planning Board received comments related to the "Christmas Tree" houses on Route 27 and took an action to look into it with our CEO (Ben Hitchcock). Hitchcock explained that all requirements were followed at a previous meeting, that our ordinance gives him little help. Hawkes took an action to look into it further, to consider possible changes to our zoning ordinance. After discussions with Maine DOT and review of Carrabassett Valleys zoning ordinance, he concluded that our wording related to "buffers" could be improved. He presented that information at the February Planning Board Meeting, which did not have quorum. He went over that information again at this March meeting. A proposed change to Section 5:4a page 32 of our zoning ordinance was discussed and agreed to with a specified revegetated tree height to be added.

In a discussion of buffers and setbacks, CV measures from the edge of the ROW, Kingfield measures from the middle of the road. Hawkes has spoken with MaineDOT's Tim Soucie, who recommends Kingfield maintain its guidance. Given that some of the maps are from the 1930s, this is something that should be reviewed.

Bowdoin site plan review application

There are 8 copies of Bowdoin's site plan review application at the Town Office for PB members to retrieve and study for the April meeting at which this will be the primary agenda item. CEO Hitchcock has digital copies and will send them to members and interested citizens if requested.
codeofficer@kingfieldme.org or hitchcock207@gmail.com.

Scott Hoisington will have his work on the signage ordinance ready for the next meeting.

Hawkes offered to take an action to review the difference between a waiver and variance.

Hawkes discussed doing something to honor Clay Tranten's 25 years of service on the Planning Board.

At 7:13, Jared Clukey moved to adjourn, seconded by Sue Davis. The motion passed unanimously.

Respectfully submitted,

Sue Davis, Secretary