

**CALL TO ORDER**

**ROLL CALL**

Present: Robert Doyle, Member, Karen Kalmar, Member, Steve Bellantone, Member, Earldean Wells, Member, Russell White, Member, Ethan Bensley, Vice Chair, and Dutch Dunkelberger, Chair

Absent:

Staff: Max Zakian, Town Planner

Advisory:

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**PUBLIC COMMENTS**

The public may attend the meeting in person or remotely via Zoom. Attendees via Zoom will be recognized during the public hearings and public comment portion of the meeting.

Public comment and opinion are welcome during this meeting. However, comments and opinions related to development projects currently being reviewed by the Planning Board will be heard only during a scheduled public hearing when all interested parties have the opportunity to participate. Those providing comment must state clearly their name and address, and record it in writing at the podium.

The public may submit written public comments via email, US Mail, or by hand delivery to Town Hall. Emailed comments should be sent to [mzakian@kitteryme.org](mailto:mzakian@kitteryme.org).

Comments received by noon on the day of the meeting will become part of the public record and may be read in whole or in summary by the Planning Board or Town Staff.

There being no public comments, the Chair closed the public comments.

**OLD BUSINESS –**

3:22

**ITEM 1—3 Walker Street—Major Site Plan — Preliminary Review**

Action: Hold public hearing, Approve plan or continue review. Eric Weinrieb, on behalf of owner/applicant 3 Walker Street LLC, is proposing to redevelop an existing structure into a 1,500 sq ft. mixed-use building consisting of two floors of office space and a third floor with a residential unit located on the property of 3 Walker Street, Map 4 Lot 99, in the Mixed-Use Kittery Foreside Zone.

Elisa Winter Holben, Winter Holben Architecture & Design, presented the project to the Board, noting the change to the project to include two affordable housing units on the lower level.

Brandon Hoben, Winter Holben Architecture & Design, reviewed the plans. The Board asked several questions.

Eric Weinrieb, Altus Engineering, responded to the Board.

Chair Dunkelberger opened the public hearing. There were two emails in support of the project received. There being no other public comments the Chair closed the public hearing.

The Board discussed the potential waiver request.

**Mr. White moved to approve the preliminary plan. Seconded by Vice Chair Bensley. The motion passed 7-0-0.**

30:02

**ITEM 2—47 Cutts Road – Major Conservation Subdivision Plan – Preliminary Review**

Action: Approve plan or continue review. Mike Sudak, on behalf of owner/applicant Chip and Anne Andrews, is proposing to divide 14.1 acres of a 36.06-acre parcel into a major conservation subdivision of 12 single-family residential building lots with shared community septic systems, a private street, and a public access parking lot for abutting Kittery Land Trust nature trails, located on the current property of 28 Andys Lane, Map 60 Lot 10-3, in the Residential-Rural, Shoreland Overlay, and Resource Protection Overlay Zones.

Mike Sudak, Attar Engineering, presented the project to the Board and provided updates.

The Board asked various questions, and Mr. Sudak responded and discussion ensued. Chair Dunkelberger polled the Board on the topics of additional peer review and scheduling a second public hearing.

**Mr. White moved to conditionally approve the preliminary application with stated conditions. Seconded by Mr. Bellantone.**

Discussion ensued briefly on the ROW condition.

**The motion passed 7-0-0.**

The Board took a five-minute recess.

1:56:50

**ITEM 3 – 77 Bartlett Road – Conservation Subdivision Plan – Final Review**

Action: Approve plan or continue review. Michael Tadema-Wielandt, on behalf of owner/applicant Geoff Bowley, is proposing to divide a 19.11-acre parcel into a conservation subdivision of 9 single-family residential building lots on the property of 77 Bartlett Road, Map 62 Lot 26, in the Residential-Rural (R-RL) and Resource Protection Overlay (OZ-RP) Zones.

Michael Tadema-Wielandt, Terradyn Consultants, LLC presented the project to the Board.

The Board asked several questions and discussion ensued.

The Board discussed the sidewalk waiver.

**Mr. White moved to approve the application subject to legal review of HOA documents by the Town attorney. Seconded by Mr. Doyle. The motion passed 7-0-0.**

**Mr. Bensley read the findings of fact into record. The Board moved to approve each finding, 7-0-0.**

**The Board moved to approve by roll call vote, 7-0-0.**

**APPROVAL OF MINUTES**

2:28:50

**ITEM 4 – January 11, 2024 Meeting Minutes**

**Ms. Kalmar moved to accept the minutes as written. Seconded by Mr. Bensley. The motion passed 7-0-0.**

2:29:45

**BOARD MEMBER ITEMS-**

Subcommittee reports

2:30:40

**STAFF ITEMS-**

**ITEM 5** – Planning board 2024 goals

Mr. Garnham presented the item. Discussion ensued, old goals reviewed, and new goals were established.

2:26:43

**Adjournment**

**Ms. Kalmar moved to adjourn. Seconded by Mr. Bensley. The motion passed 7-0-0.**

The Kittery Planning Board meeting of January 25, 2024 adjourned at 9:18 p.m.

Submitted by Carrie Varao, Development Staff Clerk on January 30, 2024.

Disclaimer: The following minutes constitute the author's understanding of the meeting. Whilst every effort has been made to ensure the accuracy of the information, the minutes are not intended as a verbatim transcript of comments at the meeting, but a summary of the discussion and actions that took place. For complete details, please refer to the video of the meeting on the Town of Kittery website at

<http://www.townhallstreams.com/locations/kittery-maine>.