

**TOWN OF KITTERY, MAINE  
PLANNING BOARD MEETING  
Council Chambers**

**APPROVED**  
January 28, 2010

Meeting called to order at 6:12 p.m.

Board Members Present: Russell White, George Burke, Scott Lincoln, David Kelly

Members absent: Michael Luekens, Ernest Evancic, Joseph Carleton

Staff: Gerry Mylroie, Town Planner; Mike Asciola, Assistant Planner

Minutes: January 14, 2010 Planning Board Meeting

**Mr. Kelly moved** to accept the minutes as amended

**Mr. Burke seconded**

**Motion carries by all members present**

**PUBLIC COMMENT** – There was no public comment.

**ITEM 1 - Planning Board Business Plan 2010 - Goals and Implementation – A workshop.**

**David O'Brien, Kittery Fire Chief**, presented his concern regarding private roads. The ordinance lacks a definition for *public streets* as used in private road street standards, and this omission could be improperly interpreted by developers. Aside from this omission, the standards appear concise and complete, and the application of these standards meets life safety needs. Board members discussed these concerns and agreed that minimum standards should be established, allowing no exceptions, that meet the logistical requirements of firefighting equipment and personnel. The Fire Chief will work with the Planner and present recommended language to the Board for further review and discussion. The Chief also discussed the need for underground utilities, specifically asking the Board to consider requiring developers to link water lines and hydrants as a standard during site plan and subdivision review. It was his opinion that providing the means to connect municipal water to future developments will increase value. Mr. Mylroie noted the suggested water line standards could be included in a utility map, as part of the Comprehensive Plan. The Fire Chief explained that hydrants are rented and maintained by communities or associations, and this adds to the cost of private road maintenance. These increasing costs could result in less than desirable road conditions, and life safety is then compromised. Board members requested the Planner to work with the Fire Chief to compile the necessary information and documentation for the Board to review.

**Mr. Mylroie** spoke to the workshop about comprehensive planning and community design, including pedestrian friendly design throughout the community, linking the shopping outlets using sidewalks, a trolley from the welcome center, and other similar measures to reduce the use of automobiles along the busy Route 1 corridor. He illustrated sidewalk design placing pedestrians alongside a road or providing a grass or tree separation. Board members agreed this would be best, but the existing town layout prohibits this application in most areas. Mr. Mylroie suggested this could be applied along Route 1, as is being done with the “When Pigs Fly” development, and provided an illustrative sample of sidewalk development in Wells. While this may not be attainable all at once, a master plan would guide future development to achieve these results. **Mr. Burke** asked if these improvements to accessibility could be accelerated. **Mr. Mylroie** suggested the information center at the north of town could be an anchor to begin this process, and a market study is underway utilizing graduate students and discussions with outlet owners. A Business Improvement District discussion will be held on February 1, identifying areas of improvement and possible use of a TIF.

Board members were surveyed regarding their personal experience with planning and design. Mr. Mylroie provided handouts, “Toward an Action Plan for 2010 and Beyond”, with questions for thought and discussion. He spoke of general planning, comprehensive planning, community planning and design, and how to combine the principles of design into community planning, leading to sound policy decisions over time. **Chairman White** asked how these planning concepts can be applied to Kittery with the many development constraints, such as the shoreland, wetlands, a fairly significant housing stock, and areas of

town where development is discouraged by ordinance. **Mr. Mylroie** explained by taking sections of the community, each area can be analyzed for their needs. For example, around the Shapleigh Middle School neighborhood, there are undeveloped areas. This area could be planned to include a road access and each developed subdivision contributes, by requirement, to the planned road. The same concept would apply to trails and sidewalks as part of the review and approval process. Planned development communities throughout the country utilize this method. **Chairman White** noted a sidewalk master plan had been created by the Kittery Public Works department, but the Board never saw it. This plan connected sections of the community through sidewalks, paths and bike lanes. **Mr. Mylroie** explained an inventory of each area would illustrate unique needs that would then be connected into a master plan. Design standards can be implemented for streets, water mains, future parks, sidewalks, paths, and more. The Council is interested in expanding the discussion to include a capital improvement program. The Port Authority has received a grant [inaudible]... There is also interest in changing the existing Mixed Use zone that was formerly a Commercial zone. **Chairman White** recalled the prior comprehensive plan meetings were long and exhaustive, and suggested the Planner design the meeting formats with the State mandates in mind. **Mr. Burke** recommended a Freeport model, perhaps starting in the mixed use area. **Chairman White** commented that Woodland Commons was placed in the Mixed Use zone, but there are no resources, sidewalks or recreation areas for residents. **Mr. Mylroie** reported the Frisbee Revitalization Committee met and recommended the Council hire an architect to discuss the reuse of the school. Some ideas include a recreation department, theater arts and library facilities, and include a village green for outdoor festivals. This would become the neighborhood center, and could include, for example, a book store and coffee shop as well.

**Members** briefly discussed a resident's request to change the mixed use/rural residential boundary at Lewis and Route 1.

**Mr. Burke** suggested the Board look at neighborhoods in town, analyze their needs, and discuss design ideas and how these areas can connect to one another.

**Mr. Kelly** motioned to adjourn

**Mr. Lincoln** seconded

**Motion carries unanimously**

The Planning Board meeting of January 28, 2010 adjourned at 8:20 p.m.

Submitted by Jan Fisk, Recorder – February 3, 2010