

CALL TO ORDER

ROLL CALL

Present: John Perry, Member, Drew Fitch, Member, Ronald Ledgett, Member, Karen Kalmar, Vice Chair, and Dutch Dunkelberger, Chair

Absent: Member Steve Bellantone and Member Russell White

Staff: Bart McDonough, Town Planner, Adam Causey, Director of Planning & Development, Kathy Connor, Project Planner, and Kendra Amaral, Town Manager

Advisory: Earldean Wells, Conservation Commission

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES- None

PUBLIC COMMENTS

Public comment and opinion are welcome during this open session. However, comments related to development projects currently under review by the Planning Board shall be heard only during their respective scheduled public hearing. Due to the current pandemic, all meetings and public hearings held by the Planning Board are conducted via Zoom webinar. To register in advance for the webinar, please submit a request to bmcdonough@kitteryme.org. After registering, you will receive a confirmation email containing information about joining the webinar. Webinar participants will be able to submit questions and comments during the public hearing and public comment period. Members of the public unable to participate during the webinar may submit comments for agenda items via email, US Mail, or by dropping written comments in the Drop Box outside the Town Hall entrance. Emailed comments should be sent to bmcdonough@kitteryme.org. Comments received by noon on the day of the meeting will be read into the record by the Planning Board Chair.

There being none, the Chair closed the public comments.

OLD BUSINESS

None

PUBLIC HEARING

ITEM 1— 8 Wentworth Street, Rice Public Library – Preliminary Site Plan Review

Action: Continue or close public hearing, approve with or without conditions, or deny plan. Owner/applicant, the Town of Kittery, requests consideration of a preliminary site plan review for a three-story addition and related site improvements to the Rice Public Library located at 8 Wentworth Street (Tax Map 4, Lot 88) in the Mixed Use – Kittery Foreside (MU-KF) Zone. Agent is Ryan Kanteres, Scott Simons Architects.

Steve Doe gave an update on the project, including the dumpster location. He offered to address any further questions from the Board.

Chair Dunkelberger asked about the parking requirement and the thoughts from the Board. Mr. Ledgett asked for clarification on if the two spaces in question are 15-minute spaces, and Town Manager Kendra Amaral confirmed that they are. Discussion continued around whether those should be counted towards the parking requirement, the enforcement of the public parking, and ADA parking.

Chair Dunkelberger read public comments into the record.

Chair Dunkelberger went over the rest of the notes and concerns from the Board, including the sprinkler system, sidewalk waiver, and stormwater management. The Board agreed a site walk is not needed.

As there were no public comments, Chair Dunkelberger closed the public hearing.

Vice Chair Kalmar moved to approve the preliminary site plan application with conditions. Seconded by Mr. Ledgett. The motion passed by roll call vote, 5-0-0.

ITEM 2— Route 236 / MacKenzie Lane—Preliminary Site Plan Review Action: Continue or close public hearing, approve with or without conditions, or deny plan.

Owner/applicant Robert T. Brennan, Jr. requests consideration of a preliminary site plan for a 1,672 sf 1-story building proposed for a car wash on a 324,233 sf lot located at the corner of Route 236 and MacKenzie Lane (Tax Map 28, Lot 25D) in the Commercial (C-2) Zone. Agent is Ryan McCarthy, Tidewater Engineering, Inc.

Bart McDonough gave a brief summary of the project.

Ryan McCarthy provided updates and new plans for the Board to review that addressed the concerns from the last meeting. Existing fill materials on site, in regards to structural concerns and the stormwater basin were reviewed. Test pit locations and quantity were explained, and foundation details were described. Landscaping plan and concerns discussed. Wetland delineation and drainage ditch definitions explained, with follow up discussion on the differences.

Chair Dunkelberger asked for an update on the DPW approval for right turn lanes, and Mr. McDonough gave an update on the turn lanes and traffic lights.

Ryan McCarthy reviewed the sign design changes. Cottontail sighting and habitat discussed briefly. Requirement of a bathroom discussed with direction from the CEO needed. Stormwater management and setbacks from the wetlands discussed, including best management practices. Sidewalk waiver reviewed, and the Board agreed to the waiver.

Chair Dunkelberger closed the public hearing as there were no public comments.

Mr. Ledgett moved to approve the preliminary site plan application with conditions. Seconded by Vice Chair Kalmar. The motion passed by roll call vote, 5-0-0.

ITEM 3— Land Use Development Code Amendments—Title 16.2 Definitions and 16.3.2.11 Commercial (C-1, C-2, C-3) Action: Continue or close public hearing, recommend or not recommend to Town Council. The proposed amendments to Title 16.2 Definitions seek to add and amend terms therein while the proposed amendments to 16.3.2.11 Commercial (C-1, C-2, C-3) seek to amend use, dimensional and performance standards for the commercial zones.

Chair Dunkelberger read into the record comments from the public.

The Chair opened up comments to the Board.

An update on the attended Economic Development Committee meeting in regards to the amendments was given by Mr. Ledgett and Mr. Fitch.

Mr. Causey clarified the intent of the staff in the amendments, and elaborated on the current zoning and the changes. He addressed a few of the public comments, noting that staff will continue to work on the language of the amendments and addressing the comments.

Ms. Conner clarified height restrictions, setbacks, special exceptions, connectivity, and storm management. Ms. Conner asked the Board to report any more inappropriate uses in these zones.

Discussion continued around building height, allowed uses and the intent of the redevelopment of the zones.

The Board and staff continued to discuss allowed uses and proposed changes of uses in the zones.

Chair Dunkelberger allowed the public to comment.

Chair Dunkelberger suggested a workshop to discuss in greater length the proposed changes of use in the zones.

Chair Dunkelberger closed the public hearing.

ITEM 4— Land Use Development Code Amendments— Add new section to Title 16 titled “Affordable Housing”, to amend §16.3.2.4.D Standards, to amend §16.7.8.4 Exemptions to net residential acreage standards, and to amend §16.8.9.4 Off street parking standards Action: Continue or close public hearing, recommend or not recommend to Town Council. The proposed amendments to Title 16 include inserting a new section entitled “Affordable Housing” that intends to provide and incentivize the construction of a diversity of housing types; an amendment to §16.3.2.4.D Standards that intends to remove a dwelling unit standard so as to be in conformance with the definition of a dwelling unit; an amendment to §16.7.8.4 Exemptions to net residential acreage standards that intends to provide exemptions from the standards for certain uses in the C-1 and C-3 zones; to amend §16.8.9.4 Off-street parking standards that intends to provide dimensional standards for compact vehicles, or take any other action relative thereto.

Chair Dunkelberger opened the hearing up to Board member comments.
Mr. Ledgett expressed concern over the payment in lieu of affordable units’ provision.
Mr. McDonough addressed his concern and discussion continued around the provision.

Chair Dunkelberger opened the hearing up to the public for comments. There were no public comments.

Ms. Conner read the concerns from the Housing Committee to the Board.

The Board agreed to include this agenda item in the workshop.

Chair Dunkelberger closed the public hearing.

NEW BUSINESS

ITEM 5 – Board Member Items/Discussion

No Board Member Items or Discussion.

ITEM 6 – Town Planner/Director of Planning & Development Items

Mr. McDonough told the Board that the art barriers are up in the Foreside.

Adjournment

Vice Chair Kalmar moved to adjourn the meeting. Seconded by Mr. Ledgett. The motion passed by roll call vote 5-0-0.

The Kittery Planning Board meeting of August 27, 2020 adjourned at 8:36 p.m.

Submitted by Carrie Varao, Development Staff Clerk on December 1, 2021.

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>.