

CALL TO ORDER

ROLL CALL

Present: John Perry, Member, Steve Bellantone, Member, Karen Kalmar, Vice Chair and Dutch Dunkelberger, Chair

Absent: Drew Fitch, Member, Russell White, Member, and Ronald Ledgett, Member

Staff: Bart McDonough, Town Planner

Advisory: Steve Hall, Conservation Commission

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES- None

PUBLIC COMMENTS

1:50

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. Please note, the Town is testing its hybrid meeting technology. Every effort will be made to make this run smoothly, however some technical difficulties may occur as the Town implements this new approach. To register via Zoom:

https://us02web.zoom.us/webinar/register/WN_Rcj4kiG4SRayzgXJDsCeyg

Further, the public may submit public comments 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 become part of the public record and may be read in whole or in summary by the Planning Board Chair or Town Planner.

Steve Hall commented regarding the last meeting, referencing Earldean Wells.

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

OLD BUSINESS

None

New Business

5:45

ITEM 1—134 Whipple Road—Shoreland Development Plan Review

Action: Accept plan as complete, continue the agenda item to a subsequent meeting, schedule a public hearing and/or site walk, or approve or deny plan: Pursuant to §16.10.3.2 *Shoreland Development Review* and Article III *Nonconformance* of §16.7 *General Development Requirements* of the Town of Kittery Land Use and Development Code, owners Nicolas and Amy Mercier and agent Altus Engineering, Inc. requests approval to reconstruct and relocate a legally non-conforming structure on a legally non-conforming lot within the base zone setback of the Shoreland Overlay Zone located on real property with the address of 134 Whipple Road, Tax Map 10, Lot 6A, in the Residential-Urban (R-U) Zone and the Shoreland Overlay Zone.

Erik Saari, Altus Engineering, Inc. gave an overview of the project, reviewing the site plans and proposed house. He asked the Board for any questions.

Questions around the stairs and DEP rules were asked. The Board discussed the need for a site walk, especially in terms of de-vegetation. Materials for the patio and stairs discussed.

Dates for a site walk discussed. The Board did not want to schedule a public hearing.

Vice Chair Kalmar moved to accept the plan. Seconded by Mr. Perry. The motion passed by roll call vote 4-0-0.

Vice Chair Kalmar moved to schedule a site walk on either 8/24/21 or 8/26/21 at 9 AM. Seconded by Mr. Perry. The motion passed by roll call vote 4-0-0.

Vice Chair Kalmar moved to continue the application to 8/26/21. Seconded by Mr. Perry. The motion passed by roll call vote 4-0-0.

30:50

ITEM 2—524 U.S. Route 1—Preliminary Site Plan & Right-of-Way Plan Review

Action: Accept plan as complete; continue application to a subsequent meeting; set public hearing and/or site walk; Pursuant to §16.3.2.13 *Mixed-Use*, §16.8 *Design and Performance Standards for Built Environment* and Article V *Preliminary Plan Application Review* of §16.10 *Development Plan Application* of the Town of Kittery Land Use and Development Code, the Planning Board shall consider an preliminary site plan application from applicant/owner C-Coast Properties and agent Altus Engineering, Inc. requesting preliminary approval to construct 20,000-sf manufacturing building with

appurtenant infrastructure and landscaping on real property with an address of 524 U.S. Route 1 (Tax Map 67, Lot 1) located in the Mixed-Use (MU) and Residential-Rural (R-RL) Zones and Shoreland (OZ-SL-250) and Resource Protection (OZ-RP) Overlay Zones.

Erik Saari, Altus Engineering, Inc. gave an overview of the project, reviewing the site plans. The traffic study and stormwater management plan discussed briefly. Blasting, erosion control, utilities, lighting, landscaping, and elevations discussed. The requested waivers were discussed, including sidewalks, street grading, side slopes, tangent between reverse curves, and minimum curve radius.

Mr. McDonough mentioned that a technical review meeting would be set up next with all town departments.

Discussion around the road continued. Roof pitch discussed briefly.

The Board discussed dates for site walks and public hearing.

Vice Chair Kalmar moved to accept the plan. Seconded by Mr. Perry. The motion passed by roll call vote 4-0-0.

Vice Chair Kalmar moved to schedule a site walk on either 9/2/21 or 8/31/21 at 1 PM. Seconded by Mr. Perry. The motion passed by roll call vote 4-0-0.

Vice Chair Kalmar moved to schedule the public hearing for 9/9/21 at 6 PM. Seconded by Mr. Perry. The motion passed by roll call vote 4-0-0.

OTHER BUSINESS

56:10

ITEM 3 – Board Member Items/Discussion

Chair Dunkelberger asked the Board about their schedules. They requested that Mr. McDonough send out memos and updates on the proposed site walks.

57:23

ITEM 4 – Town Planner/Director of Planning & Development Items

Mr. McDonough told the Board about the upcoming meeting agenda.

58:15

Adjournment

Mr. Perry moved to adjourn the meeting. Seconded by Vice Chair Kalmar. The motion passed by roll call vote 4-0-0.

The Kittery Planning Board meeting of August 12, 2021 adjourned at 6:52 p.m.

Submitted by Carrie Varao, Development Staff Clerk on March 10, 2022.

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>.