

**CALL TO ORDER**

**ROLL CALL**

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

Absent: Russell White, Member

Staff: Bart McDonough, Town Planner

Advisory: Earledean Wells, Conservation Commission

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

Chair Dunkelberger proposed moving the public hearing to the first agenda item. All were in favor.

**APPROVAL OF MINUTES- None**

**PUBLIC COMMENTS**

1:45

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](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](mailto: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.

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

3:25

## **PUBLIC HEARING**

### **ITEM 3—524 U.S. Route 1—Preliminary Site Plan & Right-of-Way Plan Review**

Action: continue public hearing to a subsequent meeting, close public hearing and/or approve or deny preliminary plan; 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. CMA comments were reviewed and detailed. Technical Review Committee comments were reviewed. David and Jen Koorits spoke of the road regarding the issue of it being public or private. The Board and Mr. McDonough discussed the road. Department of Public works will be consulted regarding the road and waivers. Sidewalks and the rock wall briefly discussed.

The Board opened the Item up to the public.

Charles Thomas, 18 Landmark Hill Lane, commented on the road and truck traffic, property value, and smells. The applicant answered the questions.

Chris Estano, Landmark Hill Development, commented on the sidewalk waiver, the distance of his property to the proposed road, the town line dispute, road design and waivers.

Kevin Erikson C-Coast Properties, commented on the road and the abutter issues. Chair Dunkelberger closed the public hearing.

**Vice Chair Kalmar moved to approve the preliminary plan with stated conditions. Seconded by Mr. Bellantone.**

Mr. Ledgett requested the road conditions of approval be more specific.

**The motion passed by roll call vote 6-0-0.**

## **NEW BUSINESS**

1:00:40

### **ITEM 1— 2-4 Dana Ave—Preliminary Site Plan Review**

Action: Accept plan as complete; continue application to a subsequent meeting; set public hearing and/or site walk; Pursuant to §16.3.2.11 *Commercial (C-1, C-2, C-3)*, 16.6.4.D *Special exception use request*, §16.8 *Design and Performance Standards for Built Environment*, §16.9 *Design and Performance Standards for Natural 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 Dow Highway Properties requesting preliminary approval to construct 12,750-sf storage unit facility with appurtenant infrastructure and landscaping on real property with an address of 2 Dana Ave. (Tax Map 21, Lot 7) located in the Commercial-2 (C-2) and Residential-Suburban (R-S) Zones and Resource Protection (OZ-RP) Overlay Zone.

John Chagnon, Ambit Engineering, Inc. presented the project and reviewed the plans. The Board requested an independent wetland survey be completed. The Board requested a peer review before accepting the plan.

**Vice Chair Kalmar moved to continue the application until 10/14/2021. Seconded by Mr. Fitch. The motion passed by roll call vote 6-0-0.**

1:24:12

**ITEM 2— 89 Route 236—Preliminary Site Plan Review**

Action: Accept plan as complete; continue application to a subsequent meeting; set public hearing and/or site walk; Pursuant to *Commercial (C-1, C-2, C-3)*, §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 JD Investment Inc. and agent Jones & Beach Engineers, Inc. requesting preliminary approval to expand the existing parking lot by 11 spaces manufacturing totaling 3,400-sf. of additional impervious surface with appurtenant stormwater infrastructure on real property with an address of 89 Route 236 (Tax Map 28, Lot 14-2) located in the Commercial-2 (C2) Zone.

Wayne Morrill, Jones & Beach Engineers, Inc. presented the plan to the Board. The site plans were reviewed.

Questions were asked about ledge, tree clearing, and total parking space count.

Mr. McDonough suggested the Board continue the application to the next meeting to allow for more detailed analysis.

Earldean Wells asked for clarification on the change of use and what is driving the increased need for parking. Mr. Bellantone asked the same question.

**Vice Chair Kalmar moved to accept the preliminary plan. Seconded by Mr. Ledgett. The motion passed by roll call vote 6-0-0.**

The Board discussed dates for a site walk and a public hearing.

**Vice Chair Kalmar moved to hold a site walk on 9/30/2021 at 10AM. Seconded by Mr. Ledgett. The motion passed by roll call vote 6-0-0.**

**Vice Chair Kalmar moved to schedule a public hearing on 10/14/2021. Seconded by Mr. Fitch. The motion passed by roll call vote 6-0-0.**

## **OTHER BUSINESS**

1:46:55

### **ITEM 4 – Board Member Items/Discussion**

Chair Dunkelberger commented that he liked the improvements to the notes from Mr. McDonough.

Earldean Wells told the Board that Steve Hall passed away.

1:48:20

### **ITEM 5 – Town Planner/Director of Planning & Development Items**

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

1:49:42

### **Adjournment**

**Vice Chair Kalmar moved to adjourn. Seconded by Mr. Ledgett. The motion passed by roll call vote 6-0-0.**

The Kittery Planning Board meeting of September 9, 2021 adjourned at 7:50 p.m.

Submitted by Carrie Varao, Development Staff Clerk on March 24, 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

**TOWN OF KITTERY, Maine  
PLANNING BOARD MEETING  
REMOTE**

**APPROVED**  
**SEPTEMBER 9, 2021**

refer to the video of the meeting on the Town of Kittery website at  
<http://www.townhallstreams.com/locations/kittery-maine>.