

CALL TO ORDER

ROLL CALL

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

Absent: Steve Bellantone, Member, and Russell White, Member

Staff: Adam Causey, Director of Planning and Kathy Connor, Project Planner

Advisory: Earledean Wells, Conservation Commission

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA- None

APPROVAL OF MINUTES- May 13, 2021; May 27, 2021; and July 22, 2021

May, 13, 2021: Line 180, add Mr. Ledgett as the dissenter. Line 114, add “plan” after preliminary.

May, 27, 2021: no corrections

July 22, 2021: Line 28: Change the motion numbers to “4-0-2” and add who abstained.

Line 106: Change the motion numbers to “4-2-0”, with the minority as Chair

Dunkelberger and Mr. White.

Mr. Ledgett moved to accept the minutes as amended. Seconded by Vice Chair Kalmar. The motion passed 5-0-0.

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. 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 acausey@kitterymaine.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 the Director of Planning and Development.

Chair Dunkelberger read a written comment from Filomena Knowles, 2 Estuary Drive.

Chair Dunkelberger replied to the comment.

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

Chair Dunkelberger re-opened the public comments.

Comments were heard via Zoom from Steven Thomson, Lisa Linehan, and Sarah Dennett.

Mr. Causey responded to Ms. Linehan's comment. Chair Dunkelberger replied to Ms. Dennett.

Jen Thayer, 47 Martin Road read her letter to the Board.

Mr. Causey gave an update on the Board's request for a historical and hydrology study of the Mixed-Use Neighborhood zone. Chair Dunkelberger responded to her other comments. Discussion on the Comprehensive Plan ensued.

Chair Dunkelberger closed the public comments.

OLD BUSINESS- None

NEW BUSINESS

33:25

ITEM 1—523 US Route 1—Final Site Plan Review

Action: Accept plan as complete, continue to a subsequent meeting or vote on final plan application; Pursuant to §16.3.23 *Mixed-Use*, §16.7 *Site Plan Review* of the Town of Kittery Land Use and Development Code, the Planning Board shall consider a final site plan application from applicant GSC Enterprises, LLC and agent Haley Ward, Inc. requesting final approval to construct 1,010-sf coffee shop with a drive-through with appurtenant infrastructure and landscaping on real property with an address of 523 U.S. Route 1 (Tax Map 68, Lot 26) located in the Mixed-Use (MU) Zone.

Sean Thies, Haley Ward Inc., gave an update on the project, addressing the changes made in response from the Board's and DOT's input.

The Board asked questions relating to the sign location and design, Parsons Lane access and exit, and entrance on Route 1 and public safety. Discussion continued around potential development, traffic, safety, DOT and CMA review. Questions around the proposed use and zoning clarified. The Board discussed the primary use and the Code. Waiver request for the flat roof on the rear of the building discussed briefly.

Stormwater management plan with CMA review, and erosion control discussed. Snow storage mentioned.

Mr. Ledgett moved to continue the application. Seconded by Vice Chair Kalmar. The applicant asked for a summary of the issues the Board identified.

Mr. Ledgett amended the motion. Mr. Ledgett moved to continue the application to 5/12/2022 at 6PM. Seconded by Vice Chair Kalmar. The motion passed 5-0-0.

1:17:25

ITEM 2— 460 US Route 1—Site Plan Modification

Action: Accept application as complete; continue to a subsequent meeting, or vote on plan application; Pursuant to §16.3.23 *Mixed-Use*, §16.7 *Site Plan Review* and of the Town of Kittery Land Use and Development Code, the Planning Board shall consider a site plan modification application from applicant PigPenPartners and agent Civil Consultants requesting approval to construct 10,000-sf outdoor dining space with a 180-sf outdoor bar and converting 360-sf of customer access space within the restaurant to employee space on real property with an address of 460 U.S. Route 1 (Tax Map 61, Lot 27A) located in the Mixed-Use (MU) Zone and Shoreland (OZ-SL-250) and Resource Protection (OZ-RP) Overlay Zones.

Dan Caiazzo, Civil Consultants gave an update of the project to the Board. Discussion on the potential expansion of the use related to parking and seating continued. Vegetation and stormwater discussed. Plan details around lighting, server access, buffers, striping, and vegetative calculations discussed.

Mr. Ledgett moved to continue the application to 5/12/2022 at 6 PM. Seconded by Mr. Fitch. The motion passed 5-0-0.

OTHER BUSINESS

1:41:32

ITEM 3 – Board Member Items/Discussion

Chair Dunkelberger reported that the Town Manager is looking for a representative for the Diversity Council.

Mr. Ledgett commented about summer events in reference to the last application. Discussion on the process for special events was discussed briefly.

Mr. Fitch asked about full-size site plan requirements in the Code.

Ms. Wells would like to review the table for wetland setbacks.

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

Mr. Causey gave the Board a brief update on the Planning Department since the previous Planner's departure.

1:49:00

Adjournment

Mr. Ledgett moved to adjourn. Seconded by Mr. Fitch. The motion passed 5-0-0.

The Kittery Planning Board meeting of April 14, 2022 adjourned at 7:49 p.m.

Submitted by Carrie Varao, Development Staff Clerk on April 28, 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>.