

CALL TO ORDER

ROLL CALL

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

Absent: Russell White, Member

Staff: Kathy Conner, Project Planner, Bart McDonough, Town Planner, and Adam Causey, Director of Planning

Advisory: Earledean Wells, Conservation Commission

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Chair Dunkelberger proposed moving Item 2 to the first agenda item, Item 4 to the second spot, and Item 1 last. All were in favor.

APPROVAL OF MINUTES- None

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 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.

OLD BUSINESS- None

PUBLIC HEARING

7:13

ITEM 2—89 Route 236—Preliminary Site Plan Review

Action: Hold public hearing, continue to a subsequent meeting: 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 hold a public hearing on October 14, 2021 at 6:00 pm in Council Chambers located in Town Hall with an address of 200 Rogers Road, Kittery ME to 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 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. gave an update and reviewed the comments from the Board. He updated the Board on the new plans, addressing concerns and giving the history of the site.

The Board asked questions regarding the failed septic and the new design, snow storage, and re-planting.

The Chair opened the item up to the public. There being no public comments, the public hearing was closed by the Chair.

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

NEW BUSINESS

29:03

ITEM 4—524 US Route 1—Final Site & Right-of-Way Plan Review

Action: continue to a subsequent meeting; approve or deny final 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 final site and right-of-way plan application from applicant/owner C-Coast Properties and agent Altus Engineering, Inc. requesting final 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 update to the Board regarding the final plans. Discussion around the road and the cemetery ensued briefly. The Board asked questions regarding the pole easement, designated open space, snow storage, and road classification.

Vice Chair Kalmar moved to approve the site plan and right of way application with the stated conditions. Vice Chair Kalmar withdrew the motion.

Vice Chair Kalmar moved to approve the stated waivers. Seconded by Mr. Fitch. The motion passed by roll call vote 6-0-0.

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

Vice Chair Kalmar read the findings of fact. The Board approved each finding as stated, 6-0-0.

Vice Chair Kalmar read the granted waivers and conditions of approval. The Board motions passed by roll call vote 6-0-0.

57:20

ITEM 3— Route 236 / MacKenzie Lane —Permit Extension Request

Continue to a subsequent meeting. Pursuant to 16.10.9.1 D *Approve Plan Expiration* of the Town of Kittery Land Use and Development Code, the Planning Board shall consider a permit extension request from Waebak, LLC for an approved site plan depicting a 1,672-sf Car Wash with appurtenant infrastructure at the corner of Route 236 and MacKenzie Lane (Tax Map 28, Lot 25D) located within the Commercial (C-2) zone.

Mr. McDonough gave an overview of the request and an update of the project to the Board.

Vice Chair Kalmar moved to extend the approval for three years. Seconded by Mr. Bellantone. The motion passed by roll call vote 6-0-0.

PUBLIC HEARING

103:00

ITEM 1—Land Use and Development Code Amendments—Recodification of Title 16

Action: Hold public hearing, continue to a subsequent meeting, recommend/not recommend to Town Council. Pursuant to M.R.S.A Title 30-A, Chapter 187, §4352 and §16.1.9 *Amendments* of the Town of Kittery Land Use and Development Code, the Planning Board will hold a public hearing for a proposed amendment to Title 16 by reorganizing the title while modifying certain provisions therein to align with the Town's Comprehensive Plan, or taking any other action relative thereto.

Chair Dunkelberger assigned sections to each Board member for review.
The Chair opened the public hearing.
Kate Johnston shared her comments with the Board.

**Mr. Ledgett moved to continue the public hearing until 10/28/2021 at 6PM.
Seconded by Mr. Perry. The motion passed by roll call vote 6-0-0.**

OTHER BUSINESS

1:12:30

ITEM 5 – Board Member Items/Discussion

None

1:12:40

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

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

1:13:13

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 October 14, 2021 adjourned at 7:13 p.m.

Submitted by Carrie Varao, Development Staff Clerk on April 21, 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

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

**APPROVED
OCTOBER 14, 2021**

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>.