

CALL TO ORDER

ROLL CALL

Present: Steve Bellantone, Member, Earledean Wells, Member, Russell White, Member, Karen Kalmar, Vice Chair, Dutch Dunkelberger, Chair, Robert Doyle, Member, and Ethan Bensley, Member

Absent:

Staff: Jason Garnham, Director of Planning

Advisory:

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

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: every effort will be made to make this run smoothly, however some technical difficulties may occur. To register via Zoom visit https://us02web.zoom.us/webinar/register/WN_NBwg4NWRTk2KaA2C9bpt8Q or at <https://www.kitteryme.gov/planning-board>

Public comment and opinion are welcome during this meeting. However, comments and opinions related to development projects currently being reviewed by the Planning Board will be heard only during a scheduled public hearing when all interested parties have the opportunity to participate. Those providing comment must state clearly their name and address, and record it in writing at the podium. Further, the public may submit written public comments via email, US Mail, or by hand delivery to Town Hall. Emailed comments should be sent to jgarnham@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 or Town Staff.

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

NEW BUSINESS-

3:30

ITEM 1 – 22 Shapleigh Road– Preliminary Site Plan Review

Action: Determine application completeness, schedule public hearing, schedule site walk. Owner/applicant Fair Tide and acting agent Geoffrey R Aleva, PE of Civil Consultants propose to redevelop an existing commercial building with additions creating a footprint of 5,669sf, and to add a 6-unit residential building consisting of a 2,058sf building footprint, at real property located at 22 Shapleigh Road (Tax Map 15, Lot 64) in the Business-Local (B-LI) and Residential-Urban (R-U) Zones respectively.

Geoffrey Aleva, presented the project and provided updates since the last time the Board saw the application. Traffic analysis was discussed.

Mr. Garnham updated the Board on the Technical Review Committee notes on traffic for the housing portion of the plan. Mr. Aleva gave details to the Board and will provide a memo.

Ms. Wells asked about the stormwater plan and the wetland. Mr. Aleva discussed the site plan.

Mr. Bensley asked about guest parking for the residential side. Mr. Bellantone had concerns over the parking on the residential side.

Mr. White moved to determine the application as complete. Seconded by Vice Chair Kalmar. The motion passed 7-0-0.

Vice Chair moved to hold a site walk on February 6, 2023 at 4 PM. Seconded by Mr. White. The motion passed 7-0-0.

Vice Chair moved to schedule a public hearing on February 9, 2023 at 6 PM. Seconded by Mr. White. The motion passed 7-0-0.

28:05

ITEM 2 – MS4 Stormwater Changes to Title 16

Action: Review/ discuss and schedule public hearing. Staff and consultants presented draft amendments to Title 16 that are required to be adopted by June 30, 2023 in accordance with state law during the January 12 workshop. Draft amendments and supporting memos from the January 12 workshop are provided for review and discussion.

Mr. Garnham introduced Ms. Kellogg from the Kittery Department of Public Works.

Ms. Kellogg answered a few questions from the workshop, including: the verification of a qualified erosion and sediment control professional; and who is conducting inspections during construction and post construction.

Vice Chair Kalmar moved to schedule a public hearing on February 9, 2023 at 6PM. Seconded by Mr. White. The motion passed 7-0-0.

APPROVAL OF MINUTES

38:05

ITEM 3 – January 12, 2023 Meeting Minutes

Line 93: “The applicant and the Board agreed to a 90-day extension”.

Mr. Doyle moved to approve the minutes as amended. Seconded by Vice Chair Kalmar. The motion passed 7-0-0.

39:25

BOARD MEMBER ITEMS-

Meeting Packet preferences

The Board agreed that some information, like the deed and the application itself, are not required in the paper packet. Discussion continued briefly. 11x17 inches for follow up plans is acceptable.

Subcommittee reports from Housing and from Climate Adaptation and Kittery Land Issues.

Mr. White directed the Board to refer to the Town Manager’s report for the Housing Committee.

Chair Dunkelberger updated the Board on the Climate Adaptation Committee’s community outreach program initiative. He provided a hand-out to interested members.

Ms. Wells asked Mr. White about affordable housing, and discussion ensued.

49:45

TOWN STAFF ITEMS-

Mr. Garnham updated the Board on training opportunities. The webinar from MMA will be available at the Town Hall on February 16th at 4 PM-7:30 PM. New members are required to complete the training in addition to FOAA. There is a training on March 7th for just FOAA as well. Mr. Garnham is working on creating an onboarding list for new members.

53:15

Adjournment

**Mr. White moved to adjourn. Seconded by Ms. Wells. The motion passed 6-0-0.
Mr. Bellantone was silent.**

The Kittery Planning Board meeting of January 26, 2023 adjourned at 6:53 p.m.

Submitted by Carrie Varao, Development Staff Clerk on January 31, 2023.

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>.