

CALL TO ORDER

ROLL CALL

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

Absent: Steve Bellantone, Member

Staff: Max Zakian, Town Planner and 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/j/81906646338?pwd=YVJHSWgwdWlzWmt5azI4ZTVSK0xCZz09> or <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 mzakian@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.

OLD BUSINESS –

4:25

ITEM 1 – Proposed Amendments to Title 16.8.10.D

Action: set a public hearing date, continue review: Kittery property owners James and Tudor Austin request a change to §16.8.10-D of Kittery's Land Use and Development Code to allow variances for first-time septic systems in minimum setback areas. §16.8.10-D.2.b.1 currently states that the minimum setback distance for a first-time subsurface disposal system may not be reduced by variance. This item was tabled during the January 12, 2023 meeting.

James and Tudor Austin presented to the Board and summarized their intent.

Mr. White moved to schedule the public hearing on July, 13, 2023. Seconded by Vice Chair Kalmar. The motion passed 6-0-0.

11:07

ITEM 2 – 16 Ridgewood Drive – Shoreland Development Plan Review

Action: Accept or deny application. Approve or deny plan: Pursuant to §16.9.3 Shoreland Development Review of the Town of Kittery Land Use and Development Code, Jill and Daniel White request approval to build a 32'x 8' uncovered farmer's porch on the front of their house located on the property of 16 Ridgewood Drive, Tax Map 20, Lot 2-8, in the Residential-Suburban (R-S) and Resource Protection Zone (OZ-RP). Item is the resubmittal of an application tabled during the June 9, 2022 meeting.

Jill and Daniel White briefly presented their revised plan.
The Board asked several questions regarding the roof and steps.

Mr. White moved to accept the application as presented. Seconded by Vice Chair Kalmar. The motion passed 6-0-0.

Mr. White moved to approve the application with the stated flood hazard condition. Seconded by Vice Chair Kalmar. The motion passed 6-0-0.
Vice Chair Kalmar read the findings of fact into record. The Board moved to approve each finding 6-0-0. The Board moved to approve by roll call vote 6-0-0.

25:30

ITEM 3 – 23 Bond Road – Shoreland Development Plan – Public Hearing

Action: Hold public hearing. Approve or deny plan: Pursuant to §16.9.3 Shoreland Development Review of the Town of Kittery Land Use and Development Code, Ryan McCarthy of Tidewater Engineering & Surveying Inc, on behalf of Touchdown Capital LLC, requests approval for the reconstruction of a house and garage/guest house, new septic system, and associated walkways/driveways on the property of 23 Bond Road,

Tax Map 25, Lot 9, in the Residential-Kittery Point Village (R-KPV), Shoreland Overlay Zone (OZ-SL-250'), and Resource Protection Zone (OZ-RP).

Ryan McCarthy, Tidewater Engineering, presented the project and reviewed the plans. The Board asked questions regarding the septic system.

Chair Dunkelberger opened the public hearing.

Public comment was heard from: Patrick Bedard on behalf of Sandra Lutts, 20 Bond Road; Phyllis Ford, 19 Bond Road; Marjan Frank, 18 Bond Road; and George Glidden, 18 Bond Road.

Chair Dunkelberger closed the public hearing.

Mr. McCarthy and staff responded to the comments from the public.

Chair Dunkelberger re-opened the public hearing. Public comment was heard again from Phyllis Ford, 19 Bond Road.

Mr. McCarthy responded.

Mike Scelly, relative and caretaker, described the intended use of the property.

Chair Dunkelberger closed the public hearing.

Discussion continued on: the need for a legal opinion, record review, septic replacement, allowed uses, and discontinued uses.

Mr. White moved to continue the application, not to exceed 90 days. Seconded by Mr. Bensley. The motion passed 6-0-0.

The Board took a five-minute recess.

NEW BUSINESS-

2:00:55

ITEM 4 – 27 & 29 Wentworth Street – Hotel Site Plan – Sketch Plan Review

Action: accept sketch plan or continue review. Architect Brandon Holben, on behalf of owner/applicant Madbury Real Estate Ventures, is proposing to convert an existing bed and breakfast into two independent inns with a total of 12 rental units plus 1 innkeeper's suite each. The proposed hotel is located on the properties of 27 & 29 Wentworth Street, Map 9 Lots 37 & 38, in the MU-KF (Kittery Foreside) Zone.

Taylor McMaster, Madbury Real Estate Ventures, presented the project to the Board.

Eric Weinrieb, Altus Engineering, Inc. reviewed the site plans briefly.

Brandon Holben, Winter Holben Design, LLC, discussed the various proposals and presented the renderings to the Board.

The Board asked various questions. Discussion ensued with the applicants and staff on parking, lot coverage, sewer connection, abutting railroad, shared driveway, off-site parking, and green roofs.

Mr. White moved to continue the application. Seconded by Vice Chair Kalmar. The motion passed 6-0-0.

2:54:25

APPROVAL OF MINUTES

ITEM 5 – June 8, 2023 Meeting Minutes

Mr. White moved to approve the minutes as written. Seconded by Vice Chair Kalmar. The motion passed 6-0-0.

2:55:05

BOARD MEMBER ITEMS-

Subcommittee reports

2:55:20

STAFF MEMBER ITEMS-

Traffic Impact Fees

Mr. Garnham provided an update on the Green Truck project, the traffic impact analysis study and their condition of approval.

2:58:42

Adjournment

Vice Chair Kalmar moved to adjourn. Seconded by Mr. White. The motion passed 6-0-0.

The Kittery Planning Board meeting of June 22, 2023 adjourned at 8:58 p.m.

Submitted by Carrie Varao, Development Staff Clerk on July 5, 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

**TOWN OF KITTERY, Maine
PLANNING BOARD MEETING
COUNCIL CHAMBERS**

**APPROVED
JUNE 22, 2023**

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>.