

CALL TO ORDER

ROLL CALL

Present: Steve Bellantone, Member; Ron Ledgett, Member; Russell White, Member; Mark Alesse, Member, and Karen Kalmar, Vice Chair

Absent: Drew Fitch, Member; Dutch Dunkelberger, Chair

Staff: Jamie Steffen, Town Planner; Adam Causey, Director of Planning and Development; Jessa Kellogg, Shoreland Resource Officer / Stormwater Coordinator

Advisory: Earledean Wells, Conservation Commission

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – April 11, 2019

Mr. Ledgett moved to accept the minutes of April 11, 2019. Seconded by Mr. White.

The motion carried 5-0-0.

APPROVAL OF MINUTES – April 25, 2019

Ms. Wells noted that Nanci Lovett was the Conservation Commission representative that night.

Mr. Ledgett moved to accept the minutes as amended. Seconded by Vice Chair Kalmar.

The motion carried 4-0-1.

PUBLIC COMMENT

Vice Chair Kalmar opened the public comment segment of the meeting. There being no comments, Vice Chair Kalmar closed the public comment segment.

PUBLIC HEARING

ITEM 1 – Land Use and Development Code Amendments – Title 16.2.2,

16.3.2.17, 16.7.3.3 & 16.8.28.1

The proposed amendments to Title 16 zoning ordinance attempt to clarify and update the permitting authority for review and approval of projects in the Shoreland Overlay Zone.

Public Hearing, Vote to Recommend. Take public comment. Review and discuss. Vote to recommend to the Town Council.

Vice Chair Kalmar opened the Public Hearing.

No public spoke to the proposed amendments.

Vice Chair Kalmar then closed the Public Hearing.

Jessa Kellogg, Shoreland Resource Officer / Stormwater Coordinator gave an overview of the proposed amendments.

Mr. Ledgett noted he was concerned with the special exception provision proposed in Section 16.3.2.17. He stated that he would like to see the provision of allowing single and duplex dwellings located between 75 feet and 100 feet from the waterbody / wetland edge as a special exception removed. He discussed the history of these types of requests and was concerned about the impact on Spruce Creek and other waterbodies in Town. Ms. Kellogg responded by citing the criteria that would have to be met before a special exception could be granted.

Vice Chair Kalmar commented that she thought the staff's proposed amendment with a special exception use option was a cleaner way to make the distinction and was not in favor of the change. She asked for a sense of how the rest of the Board felt. There was concern expressed that leaving it in the regulations might invite more development within the shoreland and resource protection areas. After more discussion, Vice Chair Kalmar polled of the Board resulted in a 3-2 vote in favor of removing special exception provision. It was decided that staff would redraft the amendment taking those sections out.

Ms. Kellogg discussed the distinctions between the regulated waterbodies/wetlands relative to the setback requirement and clarified what was meant by the term any waterbody.

Ms. Kellogg then discussed the changes relative to the 1500 square foot maximum footprint limitation in the base zone setback and Resource Protection Overlay Zone. She discussed the proposed change in permitting authority where the development falls outside of the base zone setback.

Ms. Kellogg made some further clarifying comments on the proposed wording of the amendments.

Mr. White moved to forward the proposed amendments to Title 16.2.2,

16.3.2.17, 16.7.3.3 & 16.8.28.1 as further amended by the Board with the recommendation that they be adopted by the Town Council. Seconded by Mr. Ledgett.

The motion carried 5-0-0.

NEW BUSINESS

ITEM 2 – Title 16 changes – conformance with the new Street Addressing ordinance

Action: Review draft amendments and schedule a Public Hearing

Adam Causey, Director of Planning and Development, gave an overview of the proposed changes. He explained that these were simply to bring Title 16 into conformance with recently enacted Street Addressing ordinance (8.4) that brings Kittery in line with E-911 street addressing standards.

The Board asked Mr. Causey a couple of clarifying questions regarding the Street Addressing ordinance.

Vice Chair Kalmar observed that there is reference in the Final Plan submittal requirements to street naming and addressing. She wanted to make sure that these changes align with that language. Mr. Causey responded that Staff will include the reference to that when the changes go to public hearing.

Mr. Ledgett moved to schedule a Public Hearing on the proposed amendments to Title 16 pertaining to street addressing and numbering for July 25, 2019. Seconded by Mr. White.

The motion carried 5-0-0.

ITEM 3 – Board Member Items / Discussion

None.

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

None.

**Mr. Alesse moved to adjourn the meeting.
Mr. White seconded the motion.**

The motion carried 5-0-0.

The Kittery Planning Board meeting of June 27, 2019 was adjourned at 6:43 p.m.

Submitted by Jamie Steffen, Town Planner, on August 6, 2019.

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>.