

CALL TO ORDER

ROLL CALL

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

Absent: None

Staff: Adam Causey, Director of Planning and Development

Advisory: Earldean Wells, Conservation Commission

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES- 8/8/19 (Planning Board Meeting)

Vice Chair Kalmar moved to approve the minutes as presented. Seconded by Mr. Ledgett.

The motion carried 4-0-3.

PUBLIC COMMENTS

The Chair opened the Public Comments session.

Susan Emery, 5 School Lane, commented on the process of public comments in the planning board. She spoke briefly about the hotel design and the town's design standards.

The Chair closed the public comments.

NEW BUSINESS

ITEM 1 – 8 Wentworth Street, Rice Public Library – Sketch Plan Review

Action: Approve or deny building design plans. Owner/applicant, the Town of Kittery, requests consideration of a sketch plan for a three-story addition and related site improvements to the Rice Public Library located at 8 Wentworth Street (Tax Map 4, Lot

88) in the Mixed Use – Kittery Foreside (MU-KF) Zone. Agent is Ryan Kanteres, Scott Simons Architects.

Scott Simons presented the plan to expand the library. Site plans were reviewed to show the expansion to the rear of the historic building. Handicap accessibility with the entrance discussed. Parking plan includes 29 spaces, which doubles the current spaces. Building design elements discussed. Site concerns discussed include the need to bring more power to the site, install new electric poles with three-phase power underground. Storm water has limited capacity; the storm water lines will run along the back property lines. The connector piece of the roof is a flat-pitched roof, which will be presented to the Board of Appeals.

Chair Dunkelberger asked about the height of the addition. The height does not exceed 40 feet. Vice Chair asked that it be noted on the plan. Chair also asked about the setback requirements.

Mr. Causey responded that the addition meets all set back requirements. The original building does not meet the height restrictions.

Mr. Fitch asked about the code regarding the Foreside zone and the dimension standards not being able to exceed the current footprint of the building.

Mr. Causey explained that since it is an addition that code does not apply, however if the addition exceeds 30% other standards are applied. The Board of Appeals will address and determine any necessary design elements.

Mr. Fitch asked for clarification for the parking, and the applicant said that leased spaces would be given up and used for the library. Vice Chair added that including more handicap parking would be beneficial.

Mr. White commented on the garden and the original design and the history of the design.

Mr. Fitch asked if there was a plan for the site across the street.

Kendra Amaral, Town Manager, responded that a separate committee is working on a plan and timeline for determining what should be done on the site.

Mr. Ledgett moved to accept and approve the sketch plan. Seconded by Vice Chair Kalmar.

The motion carried 7-0-0.

OLD BUSINESS

ITEM 2- 76 Dennett Road- Sidewalk Waiver Discussion

Action: Approve or deny sidewalk waiver. Owners William J. Cullen and Sail Away, LLC and applicant William Wharff were granted Preliminary plan approval on September 26, 2019. That approval was granted with conditions, one of which was to present sidewalk options for the frontage of the property per the requirements of Title 16. Applicant is now requesting a waiver of the sidewalk requirements. Agent is Shawn Tobey, P.E. Hoyle, Tanner & Associates, Inc.

Mr. Tobey presented the sidewalk waiver and the reasons why it is unsafe. Speed limit and actual speed of vehicles discussed. Lack of crossing light, the on/off ramps, and lighting were discussed. Internal sidewalks widened as a mixed-use pathway for bikes and pedestrians discussed. Sidewalk to the road noted on the plan in case of future sidewalks.

Vice Chair asked why the DOT standards for sidewalks was not provided.

Mr. Tobey reported that the standards of the town were detailed.

Mr. Causey responded that CMA was asked to weigh in on the sidewalks and supplemental information was provided to the board. DOT requirement for sidewalks reviewed.

Chair Dunkelberger asked the board if they want to continue the consideration despite just receiving new supplemental information, or review the information and wait for decision.

Mr. White agreed to delay and would like to see a DOT fourth option for the sidewalk

Discussion ensued on the sidewalk options already presented and projections of the fourth option- sidewalk right along the street.

**Vice Chair moved to continue the discussion of the sidewalk until the next review.
Seconded by Mr. Ledgett.**

The motion carried 7-0-0.

ITEM 3- 459 U.S. Route 1- Hotel Building Design Plan Review Findings of Fact.

Action: Approve or deny Findings of Fact from December 12, 2019 approval.

Mr. Causey explained that he created a separate notice of decision for the plan to amend the conditions of approval. This new notice will be put with the original findings of fact.

Mr. White commented on the design of the building and thinks the board did the best they could with the approvals of the design.

Mr. Ledgett moved to accept the findings of fact. Seconded by Vice Chair Kalmar. Vice Chair read each finding of fact.

The motion carried 6-0-1.

ITEM 4 – Board Member Items / Discussion

Chair Dunkelberger postponed the requested research suggestions from the board members. He asked the board to schedule a workshop before the busier building season.

Mr. Ledgett reported that he emailed Mr. Causey on suggestions to consider based on the Climate Adaptation Committee. A regional meeting on 1/15/2020 at 6pm, at the York High School on rising sea levels and run-off will be held, open to the public. A two-phase workshop will be addressing specific issues for Maine climate checklists and vulnerabilities. It is a staff and committee member workshop only.

Vice Chair asked about the new GIS systems and whether it will address the vulnerable areas of the town. Mr. Causey gave an update on the new GIS system.

Chair Dunkelberger reported he would be scheduling a few workshops: January 23, February 13, and March 26, all at 5pm. Potential topics reviewed: cluster housing, climate change, and re-zoning.

Kathy Connor, Project Planner, answered Mr. Ledgett's question regarding the number of allowed hotels in the Mixed-Use District: 3 total allowed currently. There is also an online tool on the State's website for the Climate Change Adaptation issues. Ms. Connor told board she would send them the link.

Earldean Wells, Conservation Commission, asked if the last applicant received a letter from the Army Corps of Engineers, and if there were any after-the-fact permits for the wetland crossing. Mr. Causey reported that the department has not received anything yet.

ITEM 5- Town Planner / Director of Planning & Development Items

Mr. Causey said he would have a brief update on the recodification at the next meeting.

Adjournment

Mr. Ledgett moved to adjourn the meeting. Mr. White seconded the motion.

The motion carried 7-0-0.

The Kittery Planning Board meeting of January 9, 2020 adjourned at 7:15 p.m.

Submitted by Carrie Bacon, Development Staff Clerk on April 27, 2020.

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>.