

**TOWN OF KITTERY, Maine
PLANNING BOARD WORKSHOP
Council Chambers**

**APPROVED
February 27, 2020**

Present: Ronald Ledgett, Member, Russell White, Member, Stephen Bellantone, Member, John Perry, Member, and Karen Kalmar, Vice Chair

Absent: Dutch Dunkelberger, Chair, and Drew Fitch, Member

Staff: Kathy Connor, Project Planner, Adam Causey, Director of Planning and Development, and Craig Alfis, Code Enforcement Officer

Advisory: Earldean Wells, Conservation Commission

NEW BUSINESS

ITEM 1 – Cluster Subdivision Workshop

PURPOSE: The Planning Board will review and discuss potential amendments to Chapter 16.8 Article XI Cluster Residential and Cluster Mixed-Use Development.

Mr. Causey gave a brief overview of the topic.

Mr. Ledgett discussed his positive view of the writing style and format of the Biddeford ordinance.

Ms. Connor reviewed the discussion guide.

Those present agreed that changing the ordinance title to Conservation Subdivision was preferable.

Dropping the Mixed-Use Cluster from the ordinance was also agreed upon.

The purpose statement was discussed by all members; including affordable housing and incentives in the ordinance was favored by the workshop.

Zoning and lot requirements explored for cluster development, emphasizing the need for each zone to have tailored standards. Different types of open space, such as urban open space discussed. Incentives could be linked to cluster development in certain zones. Discussion ensued around achieving cluster density in the urban zones where lot size is smaller. Mr. Causey suggested limiting cluster development to public sewer utilities instead of specifying zoning.

Plan submission requirements discussed. Vice Chair Kalmar would like to keep the two sketch plan submissions comparing the cluster subdivision versus the conventional subdivision to see the benefits of cluster development. The Planning Department is reviewing the process and flow for plan submissions. Cluster subdivision could have a separate process in the code, and the revisions could happen in phases.

Discussion continued about requiring two plans at sketch review. Workshop members present did not think this was an issue despite wanting to simplify the process for applicants.

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Open space standards discussed. A “green belt” is not considered open space, and benefits the residents. This would not work in all Kittery zones, especially in the urban zones. Buffering should be required around cluster developments, and can protect open space. Ms. Wells discussed the protections of wetlands and other natural resources in the developments.

Mr. Causey concluded that the Planning Department will take suggestions from the workshop to KLIC.

The Kittery Planning Board workshop of February 27, 2020 was adjourned by the Vice Chair at 5:55 p.m.

Submitted by Carrie Bacon, Development Staff Clerk on September 17, 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>.