

CALL TO ORDER

ROLL CALL

Present: Steve Bellantone, Member; Ronald Ledgett, Clerk; John Perry, Member; Karen Kalmar, Vice Chair, and Dutch Dunkelberger, Chair

Absent: Russell White, Member and Drew Fitch, Member

Staff: Adam Causey, Planning and Development Director; Bart McDonough, Town Planner, and Kathy Connor, Project Planner

Advisory: Earldean Wells, Conservation Commission

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES- None.

PUBLIC COMMENTS

Public comment and opinion are welcome during this open session. However, comments related to development projects currently under review by the Planning Board shall be heard only during their respective scheduled public hearing. Due to the current pandemic, all meetings and public hearings held by the Planning Board are conducted via Zoom webinar. To register in advance for the webinar, please submit a request to bmcdonough@kitteryme.org. After registering, you will receive a confirmation email containing information about joining the webinar. Webinar participants will be able to submit questions and comments during the public hearing and public comment period. Members of the public unable to participate during the webinar may submit comments for agenda items via email, US Mail, or by dropping written comments in the Drop Box outside the Town Hall entrance. Emailed comments should be sent to bmcdonough@kitteryme.org. Comments received by noon on the day of the meeting will be read into the record by the Planning Board Chair.

There being none the Chair closed the public comments.

OLD BUSINESS

None.

NEW BUSINESS

ITEM 1- Review Planning Board Priority List

Mr. McDonough open the discussion on reviewing the priority list and asked the Board how they want to approach the review process. The Planning Board agreed to go down the list in order as illustrated on priority document.

During the review of the document Mr. Ledgett inquired on the timeline on recodification and mentioned it was his understanding that recodification review by Town Council was to begin in September, to which Mr. McDonough replied that this timeline was his understanding as well; however, the timeline might be modified due to the pending marijuana zoning ordinance.

Mr. Ledgett continue the discussion by looking forward post-recodification and establish a working review timeline on the other zoning initiatives. These initiatives include: (1) Business Local and Business Local-1 amendments, (2) solar ordinance and (3) cluster subdivision amendments.

Mr. Ledgett asked Ms. Conner to approach the Planning Board and comment on the changes made to the Business Local and Business Local-1 zoning districts and cluster subdivision provisions.

Ms. Conner briefly gave a status update on the Business Local and Business Local-1 amendments then gave a more detailed overview on the new provisions proposed for the cluster subdivision standards, to be renamed conservation subdivision.

Mr. McDonough then gave a brief overview of the solar ordinance and the pertinent elements therein.

Thereafter, Mr. Ledgett mentioned to the Planning Board that the Town Council has endorsed the Maine Climate Adaptation and further elaborated that a request from the Town Council to establish a Kittery specific climate adaption plan was made. Mr. Ledgett then went into detail on how the climate adaption plan will intersect and

influence future zoning initiatives made by the Town. An ensuing discussion took place on the topic with Ms. Conner establishing administrative and procedural path forward and giving some details on what types of land uses would be affected therefrom.

A discussion between the Planning Board and Staff reverted to the establishing a timeline and expectations for recodification and the subsequent zoning amendments.

Mr. Ledgett wanted to clarify that at the state level there is a lot of activity working to develop and educate the populace on climate adaptation measure; however, measures to educate and effectively communicate at the local level have been limited.

Vice Chair Kalmar agreed with Mr. Ledgett and stated that a process at the local level needs to be created to communicate and inform with residents who would be affected by any proposed ordinance changes.

Mr. Ledgett then asked what additional measures the Planning Board needed to take to recommend the Title 16 recodification amendments. Mr. Causey described what actions needed to be taken by the Planning Board and a brief discussion between the Planning Board thereon ensued.

Thereafter, a brief discussion on the proposed marijuana ordinance and the procedural methods for reviewing the 'queued' zoning amendments occurred.

ITEM 2 -Discussion relative to attending Maine Municipal Association's Planning Board Training

The Planning Board and staff had a brief discussion on which meeting to attend and ultimately selected the July 20, 2021 webinar meeting.

ITEM 3 – Board Member Items / Discussion

Mr. Dunkelberger initiated a discussion on Planning Board term limits with Mr. McDonough enumerated the term limits of each member and following up with the Town Clerk on which members would term out.

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

Mr. McDonough gave a brief description on the applications to appear before the Planning Board at their July 22, 2021 meeting.

A small discussion ensued about future meetings and Chair Dunkelberger solicited a motion to adjourn.

ADJOURNMENT

Vice Chair Kalmar motioned to adjourn.

Mr. Ledgett seconded.

Motion carried by roll call vote: 5-0-0

The Kittery Planning Board meeting of July 8, 2021 adjourned at 6:55 p.m.

Submitted by Bart McDonough, Town Planner on July 20, 2021.

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>.