

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

**APPROVED
FEBRUARY 22, 2024**

CALL TO ORDER

ROLL CALL

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

Absent:

Staff: Max Zakian, Town Planner

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.

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 an opportunity to participate. The public may submit written public comments via email, US Mail, or by hand delivery to Town Hall. Those in the room providing comments must clearly state their name and address and record it in writing at the podium. For those attending via Zoom, please state your name and address for the record.

Emailed comments should be sent to: mzakian@kitteryme.org, or hand-delivered to Town Hall. 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 –

2:17

ITEM 1— 3 Walker Street—Major Site Plan — Final Review

Action: Approve plan or continue review. Eric Weinrieb, on behalf of owner/applicant 3 Walker Street LLC, is proposing to redevelop an existing structure into a 1,500 sq ft. mixed-use building consisting of two floors of office space and 3 residential units located on the property of 3 Walker Street, Map 4 Lot 99, in the Mixed-Use Kittery Foreside Zone.

Eric Weinrieb, Altus Engineering, presented project updates to the board including that Winter Holben will be purchasing the property and chain link fence will remain until line of occupation is determined.

Questions and discussion regarding chain link fence and property line, updated confirmation from sewer and water, storm drain and snow storage, lighting modification, and water main.

Brandon Holben addressed question regarding basement apartment windows and sprinklers.

Vice Chair Bensley moved to approve the final site plan. Seconded by Mr. White. The motion passed 7-0-0.

Mr. Bensley read the findings of fact into record. The Board moved to approve each finding, 7-0-0.

Chair Dunkelberger moved to approve waiver 1. The motion passed 6-1-0, with Ms. Wells voting in the negative.

Chair Dunkelberger moved to approve waiver 2. The motion passed 7-0-0.

Chair Dunkelberger moved to approve waiver 3. The motion passed 7-0-0. The Board moved to approve, 7-0-0.

24:45

ITEM 2 —283 US Route 1—Master Site Plan — Final Review

Action: Approve plan or continue review. Neil Hansen, on behalf of owner/applicant Two International Group, is proposing a multi-phase project to re-develop existing commercial retail facilities into a 107-unit housing complex, 119-room hotel, and 6,000 square foot commercial building intended for a restaurant, along with associated parking and utilities, located on the property of 283 US Route 1, Map 30 Lot 44, in the Route 1 Commercial (C-1) Zone.

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

**APPROVED
FEBRUARY 22, 2024**

Neil Hansen, Tighe and Bond, reviewed minor modifications to plans following peer review letters. Provided clarification of staff memo regarding waiver request 1.

Adam Wagner, Market Square Architects, reviewed updated design.

Brief discussion of landscaping plan as it relates to parking lot and headlights spilling onto route 1.

Ryan Plummer of Two International Group answered questions about dog park access and management.

Brief discussion on condition of approval regarding lifetime of plants, storm water inspections, parking, and hotel use/ extended stay.

Chair Dunkelberger moved to approve waiver 1. The motion passed 7-0-0.

Chair Dunkelberger moved to approve waiver 2. The motion passed 7-0-0.

Chair Dunkelberger moved to approve waiver 3. The motion passed 7-0-0.

Chair Dunkelberger moved to approve waiver 4. The motion passed 7-0-0.

Vice Chair Bensley moved to approve the final site plan with conditions.

Seconded by Mr. White. The motion passed 7-0-0.

Mr. Bensley read the findings of fact into record. The Board moved to approve each finding, 7-0-0.

The Board moved to approve, 7-0-0.

APPROVAL OF MINUTES

1:04:04

ITEM 3 – February 8, 2024 meeting minutes

Mr. White moved to accept the minutes as presented. Seconded by Vice Chair Bensley. The motion passed 7-0-0.

1:05:15

BOARD MEMBER ITEMS-

Subcommittee reports

Low impact development ordinance

March agenda

Town email address for planning board members

STAFF ITEMS-

1:10:57

Adjournment

Mr. White moved to adjourn. Seconded by Mr. Doyle. The motion passed 7-0-0.

The Kittery Planning Board meeting of February 22, 2024 adjourned at 7:11p.m.

Submitted by Niki Floros, Development Staff Clerk on April 9, 2024.

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>.