

1 **CALL TO ORDER**

2

3 **ROLL CALL**

4

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

7

8 Absent: Russell White, Member

9

10 Staff: Bart McDonough, Town Planner

11

12 Advisory: Earledean Wells, Conservation Commission

13

14 **PLEDGE OF ALLEGIANCE**

15

16 **APPROVAL OF AGENDA**

17 Chair Dunkelberger proposed moving the public hearing to the first agenda item. All
18 were in favor.

19

20 **APPROVAL OF MINUTES-** None

21

22 **PUBLIC COMMENTS**

23

24 1:45

25 The public may attend the meeting in person or remotely via Zoom. Attendees via Zoom
26 will be recognized during the public hearings and public comment portion of the
27 meeting. Please note, the Town is testing its hybrid meeting technology. Every effort will
28 be made to make this run smoothly, however some technical difficulties may occur as
29 the Town implements this new approach. To register via Zoom:

30 https://us02web.zoom.us/webinar/register/WN_Rcj4kiG4SRayzqXJDsCeyg

31 Further, the public may submit public comments via email, US Mail, or by dropping
32 written comments in the Drop Box outside the Town Hall entrance. Emailed comments
33 should be sent to bmcDonough@kitteryme.org. Comments received by noon on the day
34 of the meeting will become part of the public record and may be read in whole or in
35 summary by the Planning Board Chair or Town Planner.

36

37 There being no comments, the Chair closed the public comments.

38

39 3:25

40 **PUBLIC HEARING**

41

42 **ITEM 3—524 U.S. Route 1—Preliminary Site Plan & Right-of-Way Plan Review**

43 Action: continue public hearing to a subsequent meeting, close public hearing and/or
44 approve or deny preliminary plan; Pursuant to §16.3.2.13 *Mixed-Use*, §16.8 *Design and*
45 *Performance Standards for Built Environment* and Article V *Preliminary Plan Application*
46 *Review* of §16.10 *Development Plan Application* of the Town of Kittery Land Use and
47 Development Code, the Planning Board shall consider an preliminary site plan
48 application from applicant/owner C-Coast Properties and agent Altus Engineering, Inc.
49 requesting preliminary approval to construct 20,000-sf manufacturing building with
50 appurtenant infrastructure and landscaping on real property with an address of 524 U.S.
51 Route 1 (Tax Map 67, Lot 1) located in the Mixed-Use (MU) and Residential-Rural (R-
52 RL) Zones and Shoreland (OZ-SL-250) and Resource Protection (OZ-RP) Overlay
53 Zones.

54

55 Erik Saari, Altus Engineering, Inc. gave an overview of the project. CMA comments
56 were reviewed and detailed. Technical Review Committee comments were reviewed.
57 David and Jen Koorits spoke of the road regarding the issue of it being public or private.
58 The Board and Mr. McDonough discussed the road. Department of Public works will be
59 consulted regarding the road and waivers. Sidewalks and the rock wall briefly
60 discussed.

61 The Board opened the Item up to the public.

62 Charles Thomas, 18 Landmark Hill Lane, commented on the road and truck traffic,
63 property value, and smells. The applicant answered the questions.

64 Chris Estano, Landmark Hill Development, commented on the sidewalk waiver, the
65 distance of his property to the proposed road, the town line dispute, road design and
66 waivers.

67 Kevin Erikson C-Coast Properties, commented on the road and the abutter issues.

68 Chair Dunkelberger closed the public hearing.

69

70 **Vice Chair Kalmar moved to approve the preliminary plan with stated conditions.**

71 **Seconded by Mr. Bellantone.**

72 Mr. Ledgett requested the road conditions of approval be more specific.

73 **The motion passed by roll call vote 6-0-0.**

74

75 **NEW BUSINESS**

76

77 1:00:40

78 **ITEM 1— 2-4 Dana Ave—Preliminary Site Plan Review**

79 Action: Accept plan as complete; continue application to a subsequent meeting; set
80 public hearing and/or site walk; Pursuant to §16.3.2.11 *Commercial (C-1, C-2, C-3)*,
81 16.6.4.D *Special exception use request*, §16.8 *Design and Performance Standards for*
82 *Built Environment*, §16.9 *Design and Performance Standards for Natural Environment*
83 and Article V *Preliminary Plan Application Review* of §16.10 *Development Plan*
84 *Application* of the Town of Kittery Land Use and Development Code, the Planning
85 Board shall consider an preliminary site plan application from applicant/owner Dow
86 Highway Properties requesting preliminary approval to construct 12,750-sf storage unit
87 facility with appurtenant infrastructure and landscaping on real property with an address
88 of 2 Dana Ave. (Tax Map 21, Lot 7) located in the Commercial-2 (C-2) and Residential-
89 Suburban (R-S) Zones and Resource Protection (OZ-RP) Overlay Zone.

90

91 John Chagnon, Ambit Engineering, Inc. presented the project and reviewed the plans.
92 The Board requested an independent wetland survey be completed. The Board
93 requested a peer review before accepting the plan.

94

95 **Vice Chair Kalmar moved to continue the application until 10/14/2021. Seconded**
96 **by Mr. Fitch. The motion passed by roll call vote 6-0-0.**

97

98 1:24:12

99 **ITEM 2— 89 Route 236—Preliminary Site Plan Review**

100 Action: Accept plan as complete; continue application to a subsequent meeting; set
101 public hearing and/or site walk; Pursuant to *Commercial (C-1, C-2, C-3)*, §16.8 *Design*
102 *and Performance Standards for Built Environment* and Article V *Preliminary Plan*
103 *Application Review* of §16.10 *Development Plan Application* of the Town of Kittery Land
104 Use and Development Code, the Planning Board shall consider an preliminary site plan
105 application from applicant/owner JD Investment Inc. and agent Jones & Beach
106 Engineers, Inc. requesting preliminary approval to expand the existing parking lot by 11
107 spaces manufacturing totaling 3,400-sf. of additional impervious surface with
108 appurtenant stormwater infrastructure on real property with an address of 89 Route 236
109 (Tax Map 28, Lot 14-2) located in the Commercial-2 (C2) Zone.

110

111 Wayne Morrill, Jones & Beach Engineers, Inc. presented the plan to the Board. The site
112 plans were reviewed.

113 Questions were asked about ledge, tree clearing, and total parking space count.

114 Mr. McDonough suggested the Board continue the application to the next meeting to
115 allow for more detailed analysis.

116 Earldean Wells asked for clarification on the change of use and what is driving the
117 increased need for parking. Mr. Bellantone asked the same question.

118

119 **Vice Chair Kalmar moved to accept the preliminary plan. Seconded by Mr.**
120 **Ledgett. The motion passed by roll call vote 6-0-0.**

121

122 The Board discussed dates for a site walk and a public hearing.

123

124 **Vice Chair Kalmar moved to hold a site walk on 9/30/2021 at 10AM. Seconded by**
125 **Mr. Ledgett. The motion passed by roll call vote 6-0-0.**

126

127 **Vice Chair Kalmar moved to schedule a public hearing on 10/14/2021. Seconded**
128 **by Mr. Fitch. The motion passed by roll call vote 6-0-0.**

129

130 **OTHER BUSINESS**

131

132 1:46:55

133 **ITEM 4 – Board Member Items/Discussion**

134

135 Chair Dunkelberger commented that he liked the improvements to the notes from Mr.
136 McDonough.

137

138 Earldean Wells told the Board that Steve Hall passed away.

139

140 1:48:20

141 **ITEM 5 – Town Planner/Director of Planning & Development Items**

142

143 Mr. McDonough told the Board about the upcoming meeting agenda.

144

145 1:49:42

146 **Adjournment**

147

148 **Vice Chair Kalmar moved to adjourn. Seconded by Mr. Ledgett. The motion**
149 **passed by roll call vote 6-0-0.**

150

151 The Kittery Planning Board meeting of September 9, 2021 adjourned at 7:50 p.m.

152

153 Submitted by Carrie Varao, Development Staff Clerk on March 24, 2022.

154

155 Disclaimer: The following minutes constitute the author's understanding of the meeting.
156 Whilst every effort has been made to ensure the accuracy of the information, the
157 minutes are not intended as a verbatim transcript of comments at the meeting, but a
158 summary of the discussion and actions that took place. For complete details, please

159 refer to the video of the meeting on the Town of Kittery website at
160 <http://www.townhallstreams.com/locations/kittery-maine>.