

1 **CALL TO ORDER**

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3 **ROLL CALL**

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5 Present: Ethan Bensley, Member, Robert Doyle, Member, Steve Bellantone, Member,
6 Karen Kalmar, Vice Chair, Dutch Dunkelberger, Chair, and Eardean Wells, Member,

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8 Absent: Russell White, Member

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10 Staff: Max Zakian, Town Planner

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12 Advisory:

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14 **PLEDGE OF ALLEGIANCE**

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16 **APPROVAL OF AGENDA**

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18 **Mr. Doyle moved to continue the public hearing of 77 Bartlett Road and continue**
19 **review of application to the next meeting. Seconded by Vice Chair Kalmar. The**
20 **motion passed 6-0-0.**

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22 **PUBLIC COMMENTS**

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24 The public may attend the meeting in person or remotely via Zoom. Attendees via Zoom
25 will be recognized during the public hearings and public comment portion of the
26 meeting. Please note: every effort will be made to make this run smoothly; however,
27 some technical difficulties may occur. To register via Zoom visit

28 https://us02web.zoom.us/webinar/register/WN_NBwg4NWRtk2KaA2C9bpt8Q or
29 <https://www.kitteryme.gov/planning-board>.

30 Public comment and opinion are welcome during this meeting. However, comments and
31 opinions related to development projects currently being reviewed by the Planning
32 Board will be heard only during a scheduled public hearing when all interested parties
33 have the opportunity to participate. Those providing comment must state clearly their
34 name and address, and record it in writing at the podium. Further, the public may submit
35 written public comments via email, US Mail, or by hand delivery to Town Hall. Emailed
36 comments should be sent to mzakian@kitteryme.org. Comments received by noon on
37 the day of the meeting will become part of the public record and may be read in whole
38 or in summary by the Planning Board or Town Staff.

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40 Tom Emerson, 10 Ox Point Drive, made a comment regarding LD2003 amendments.
41 MaryAlice Lapoint, 115 Pepperrell Road, made a public comment regarding the LD2003
42 workshop.
43 There being no other public comments, the Chair closed the public comments.

44

45 **OLD BUSINESS –**

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47 12:09

48 **ITEM 1 – 283 US Route 1—Master Site Plan — Preliminary Review**

49 Action: accept site plan as complete. Schedule site walk/public hearing. Neil Hansen, on
50 behalf of owner/applicant Two International Group, is proposing a multi-phase project to
51 re-develop existing commercial retail facilities into a 107-unit housing complex, 119-
52 room hotel, and 6,000 square feet commercial building intended for a restaurant, along
53 with associated parking and utilities, located on the property of 283 US Route 1, Map 30
54 Lot 44, in the Route 1 Commercial (C-1) Zone.

55

56 Mr. Hansen presented the project to the Board. He summarized the plan and
57 highlighted the changes.

58 Board comments and discussion included: the hotel canopy; water connections for
59 hotel; charging stations; property line on Wilson Road; snow storage; renderings;
60 parking; buffers; dog park; and parking garage.

61

62 **Mr. Bellantone moved to accept the application. Seconded by Vice Chair Kalmar.**
63 **The motion passed 6-0-0.**

64 **Vice Chair Kalmar moved to schedule a site walk on Thursday, November 9, 2023**
65 **at 3:30 PM. Seconded by Mr. Doyle. The motion passed 6-0-0.**

66 **Mr. Bensley moved to schedule a public hearing for November 16, 2023.**
67 **Seconded by Vice Chair Kalmar. The motion passed 6-0-0.**

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69 45:18

70 **ITEM 2 – 17 and 25 US Route 236—Major Site Plan — Preliminary Review**

71 Action: accept site plan as complete. Schedule site walk/public hearing. Geoff Aleva, on
72 behalf of owner/applicant 25 & 17 Route 236 LLC, is proposing to develop a 35-unit
73 rooming house and associated parking shared with an existing 7-unit apartment on the
74 properties of 25 and 17 Route 236, Tax Map 21 Lot 20 & Map 20 Lot 12, in the Route
75 236 Commercial (C-2) Zone.

76

77 Mr. Aleva presented the project to the Board. He reviewed the plans and noted the
78 changes.

79 Comments from the Board included: apartment for the on-site superintendent; ledger for
80 tenants; phasing; elevator; waivers; fire hydrant location; vacancy rates; and bike route
81 concerns.

82 Chair Dunkelberger asked for the opinion of the Board on the three requested waivers.
83

84 **Mr. Bellantone moved to accept the application as complete. Seconded by Vice**
85 **Chair Kalmar. The motion passed 6-0-0.**

86 **Mr. Doyle moved to schedule a site walk on November 9, 2023 at 4:30 PM.**

87 **Seconded by Mr. Bellantone. The motion passed 6-0-0.**

88 **Vice Chair Kalmar moved to schedule a public hearing on November 16, 2023.**

89 **Seconded by Mr. Bellantone. The motion passed 6-0-0.**
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91 The Board took a five-minute break.
92

93 1:06:44

94 **ITEM 3 – 47 Cutts Road – Conservation Subdivision Plan – Preliminary Review**

95 Action: Hold public hearing. Approve plan or continue review. Mike Sudak, on behalf of
96 owner/applicant Chip and Anne Andrews, is proposing to divide 14.1 acres of a 36.06-
97 acre parcel into a major conservation subdivision of 13 single-family residential building
98 lots with shared community septic systems, a private street, and a public access parking
99 lot for abutting Kittery Land Trust nature trails. The proposed subdivision is located on
100 the current property of 28 Andys Lane, Map 60 Lot 10-3, in the Residential-Rural,
101 Shoreland Overlay, and Resource Protection Overlay Zones.

102 Mr. Sudak presented the project and gave an overview.

103 Mr. Garnham commented on the property rights, abutters, and the right-of-way.

104 Mr. Sudak responded to the comment of the existing right-of-way that services the
105 “island lot”. He read his legal opinion into the record.

106 Chair Dunkelberger opened the public hearing.

107 Public comment was heard from: Judith Andrews, 25 Andy’s Lane; David Graf, 10
108 Coleman Avenue; Oriana Allen, 27 Hobbs Road, North Hampton; and Mike Harris, 25
109 Cutts Road.

110 Mr. Sudak responded to the public comments.

111 Public comment was heard from Lisa Hippert, 1 Deer Ridge Lane.

112 Chair Dunkelberger closed the public hearing.
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114 **Mr. Bellantone moved to continue the application, not to exceed 90-days.**

115 **Seconded by Mr. Doyle. The motion passed 6-0-0.**
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117 **NEW BUSINESS –**

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3:21:02

APPROVAL OF MINUTES

ITEM 4 – October 12, 2023 Meeting Minutes

Mr. Bensley moved to approve the minutes as presented. Seconded by Vice Chair Kalmar. The motion passed 6-0-0.

3:21:43

BOARD MEMBER ITEMS-

Chair Dunkelberger informed the Board of a workshop with Town Council on November 20, 2023 at 5 PM.
Chair Dunkleberger reviewed the date of the Planning Board meeting in November, as November 16, 2023.
Vice Chair Kalmar asked about the KLIC meeting on November 20, 2023.

Subcommittee reports

3:26:00

STAFF ITEMS-

Mr. Garnham reviewed the date setting procedure with the Board.
Vice Chair Kalmar moved to set the November Planning Board meeting to November 16, 2023. Seconded by Mr. Bellantone. The motion passed 6-0-0.

3:28:38

Adjournment

Vice Chair Kalmar moved to adjourn. Seconded by Mr. Bensley. The motion passed 5-0-1, with Mr. Bellantone abstaining.

The Kittery Planning Board meeting of October 26, 2023 adjourned at 9:29 p.m.

Submitted by Carrie Varao, Development Staff Clerk on November 7, 2023.

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

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