

1 **CALL TO ORDER**

2

3 **ROLL CALL**

4

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

7

8 Absent: Ethan Bensley, Member, and Russell White, Member

9

10 Staff: Max Zakian, Town Planner

11

12 Advisory:

13

14 **PLEDGE OF ALLEGIANCE**

15

16 **APPROVAL OF AGENDA**

17

18 **PUBLIC COMMENTS**

19

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

24 [https://us02web.zoom.us/webinar/register/WN\\_qycXEoK5SLm6FOA1FJDjYg](https://us02web.zoom.us/webinar/register/WN_qycXEoK5SLm6FOA1FJDjYg) or

25 <https://www.kitteryme.gov/planning-board>.

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

35

36 Jeff Clifford, 27 Miller Road made a comment regarding LD 2003 amendments.

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

38

39 **OLD BUSINESS –**

40

41 5:50

42 **ITEM 1 – 120 US Route 1—Site Plan — Preliminary Review**

43 Action: Approve preliminary plan or continue review. Nicole Duquette, on behalf of  
44 owner/applicant Kittery Circle LLC, is proposing to re-develop the site of a former gas  
45 station into a hotel with 102 rooms and associated parking and utilities. The proposed  
46 hotel is located on the properties of 112 & 120 US Route 1 Bypass and 139 Old Post  
47 Road, Map 14 Lots 10, 12, & 12A, in the C-3 (Bypass/Old Post Road Commercial)  
48 Zone.

49

50 Nicole Duquette, GPI, presented the project, gave updates, and reviewed the requested  
51 waivers with the Board.

52 **Vice Chair Kalmar moved to approve the underground utility waiver. Seconded by**  
53 **Mr. Doyle. The motion passed 5-0-0.**

54 **Vice Chair Kalmar moved to approve the drainage pipe size waiver. Seconded by**  
55 **Mr. Doyle. The motion passed 4-1-0, with Ms. Wells voting in the negative.**

56 **Vice Chair Kalmar moved to approve the parking dimensions standards waiver.**  
57 **Seconded by Mr. Doyle. The motion passed 5-0-0.**

58 **Vice Chair Kalmar moved to approve the landscape strip requirements waiver.**  
59 **Seconded by Mr. Doyle. The motion passed 4-1-0, with Mr. Bellantone voting in**  
60 **the negative.**

61 **Vice Chair Kalmar moved to approve the parking space minimums waiver.**  
62 **Seconded by Mr. Doyle.**

63 Ms. Wells noted her concern on the waiver.

64 **The motion passed 4-1-0, with Ms. Wells voting in the negative.**

65 Discussion ensued regarding the traffic assessment, shade trees, and landscaping plan.

66 **Vice Chair Kalmar moved to approve with conditions. Seconded by Mr.**  
67 **Bellantone. The motion passed 5-0-0.**

68

69 33:27

70 **ITEM 2 – 27 & 29 Wentworth—Site Plan — Preliminary Review**

71 Action: Approve plan or continue review. Eric Weinrieb, on behalf of applicant Madbury  
72 Real Estate Ventures, is proposing to convert an existing bed and breakfast into two  
73 independent inns with a total of 24 rental units and 2 innkeeper's suites. The proposed  
74 development is located on the properties of 27 & 29 Wentworth Street, Map 9 Lots 37,  
75 38, in the Kittery Foreside (MU-KF) Zone.

76

77 Eric Weinrieb, Altus Engineering, presented the project to the Board. He reviewed any  
78 updates briefly, including requested waivers.

79 **Vice Chair Kalmar moved to approve the parking minimum modification waiver.**  
80 **Seconded by Mr. Doyle. The motion passed 4-0-1, with Ms. Wells abstaining.**

81 **Vice Chair Kalmar moved to approve the signpost distance modification waiver.**  
82 **Seconded by Mr. Doyle. The motion passed 5-0-0.**

83 **Vice Chair Kalmar moved to approve the drainpipe size waiver. Seconded by Mr.**  
84 **Doyle. The motion passed 5-0-0.**

85 **Vice Chair Kalmar moved to approve with conditions. Seconded by Mr.**  
86 **Bellantone. The motion passed 5-0-0.**

87

88 45:35

89 **ITEM 3 – 283 US Route 1—Master Site Plan — Preliminary Review**

90 Action: Hold public hearing. Approve Preliminary Plan or Continue Review. Neil  
91 Hansen, on behalf of owner/applicant Two International Group, is proposing a multi-  
92 phase project to re-develop existing commercial retail facilities into a 107-unit housing  
93 complex, 119 room hotel, and 6,000 square feet commercial building intended for a  
94 restaurant, along with associated parking and utilities, located on the property of 283 US  
95 Route 1, Map 30 Lot 44, in the Route 1 Commercial (C-1) Zone.

96

97 Patrick Crimmins, Tighe & Bond, presented the project and provided updates on the  
98 traffic study, the landscape plan, and the architecture design.

99 Discussion ensued briefly.

100 Chair Dunkelberger opened the public hearing. Public comment was heard from:  
101 Debbie Driscoll, 9 Pepperrell Terrace.

102 Chair Dunkelberger closed the public hearing.

103 **Vice Chair Kalmar moved to continue the application. Seconded by Mr. Doyle. The**  
104 **motion passed 5-0-0.**

105 The Board took a five-minute break.

106

107 1:13:40

108 **ITEM 4 – 77 Bartlett Road – Conservation Subdivision Plan – Preliminary Review**

109 Action: Hold public hearing. Approve plan or continue review. Michael Tadema-  
110 Wielandt, on behalf of owner/applicant Geoff Bowley, is proposing to divide a 19.11-  
111 acre parcel into a conservation subdivision of 9 single-family residential building lots, a  
112 private street system, and an open space plot around identified wetlands, vernal pools,  
113 and a pre-existing cemetery. The proposed subdivision is located on the property of 77  
114 Bartlett Road, Map 62 Lot 26, in the Residential-Rural (R-RL) and Resource Protection  
115 Overlay (OZ-RP) Zones.

116 Michael Tadema-Wielandt, Terradyn Consultants, Inc. presented the project to the  
117 Board. He discussed the changes to the project, including buffers, stormwater runoff,  
118 shared well and water supply. Discussion ensued briefly.

119 Chair Dunkelberger opened the public hearing. Public comment was heard from: Carrie  
120 Lyons, 69 Bartlett Road; Roger Cole, Brave Boat Harbor Road; Catherine Murray  
121 Houle, 60 Bartlett Road; Mary Alice LaPointe, 115 Pepperrell Road; Michael  
122 Landgarten, 86 Bartlett Road; Moire Daniel, 74 Bartlett Road; Judith Daniel, 74 Bartlett  
123 Road; Jake Frost, 68 Bartlett Road, and Jeff Clifford, Kittery Land Trust.

124 Mr. Tadema-Wielandt responded to public comments.

125 Chair Dunkelberger closed the public hearing.

126 **Vice Chair Kalmar moved to approve the plan with conditions. Seconded by Mr.**  
127 **Bellantone. The motion passed 5-0-0.**

128

129 2:41:35

130 **ITEM 5—17 and 25 US Route 236—Major Site Plan — Preliminary Review**

131 Action: Hold public hearing. Approve plan or continue review. Geoff Aleva, on behalf of  
132 owner/applicant 25 & 17 Route 236 LLC, is proposing to develop a 35-unit rooming  
133 house and associated parking shared with an existing 7-unit apartment on the  
134 properties of 25 and 17 Route 236, Tax Map 21 Lot 20 & Map 20 Lot 12, in the Route  
135 236 Commercial (C-2) Zone.

136

137 Geoff Aleva, Civil Consultants, presented the project to the Board and reviewed  
138 changes briefly.

139 Chair Dunkelberger opened the public hearing. There being no comments, Chair  
140 Dunkelberger closed the public hearing.

141 **Vice Chair Kalmar moved to approve the minimum parking standards waiver.**  
142 **Seconded by Mr. Doyle. The motion passed 4-1-0, with Ms. Wells voting in the**  
143 **negative.**

144 **Mr. Bellantone moved to approve the landscaping of parking requirements**  
145 **waver. Seconded by Vice Chair Kalmar. The motion passed 5-0-0.**

146 **Vice Chair Kalmar moved to approve the landscaping plan modification waiver.**  
147 **Seconded by Mr. Doyle. The motion passed 5-0-0.**

148 **Vice Chair Kalmar moved to approve the plan. Seconded by Mr. Bellantone. The**  
149 **motion passed 5-0-0.**

150

151 **NEW BUSINESS –**

152

153 2:52:48

154 **ITEM 6 – 0 Norton Road– Shoreland Development Plan Review**

155 Action: Accept application. Approve plan or continue review: Pursuant to §16.9.3  
156 Shoreland Development Review of the Town of Kittery Land Use and Development  
157 Code, Josh Schneier, on behalf of owner/applicants Ruth I Lawrence Revocable Trust,  
158 request approval for the construction of a single-family home on a vacant lot, outside of  
159 all relevant setbacks, on a currently unaddressed property off Miller Road, Tax Map 56,  
160 Lot 21B, in the Residential-Rural and Resource Protection Overlay Zones.

161

162 Josh Schneier, North Easterly Surveying, presented the plan to the Board.

163 **Vice Chair Kalmar moved to accept the plan. Seconded by Mr. Bellantone. The**  
164 **motion passed 5-0-0.**

165 **Vice Chair Kalmar moved to approve the plan. Seconded by Mr. Bellantone. The**  
166 **motion passed 5-0-0.**

167 **Vice Chair Kalmar read the findings of fact into record. The Board moved to**  
168 **approve each finding, 5-0-0.**

169 **The Board moved to approve by roll call vote, 5-0-0.**

170

171 3:13:24

172 **APPROVAL OF MINUTES**

173

174 **ITEM 7 – October 26, 2023 Meeting Minutes**

175

176 **Mr. Bellantone moved to approve the minutes as presented. Seconded by Mr.**  
177 **Doyle. The motion passed 5-0-0.**

178

179 3:14:10

180 **BOARD MEMBER ITEMS-**

181 Chair Dunkelberger announced that the Board will have two openings next year. Election  
182 of Officers was also discussed.

183

184 Subcommittee reports

185

186 **STAFF ITEMS-**

187

188 3:16:35

189 **Adjournment**

190

191 **Ms. Wells moved to adjourn. Seconded by Vice Chair Kalmar. The motion passed**  
192 **5-0-0.**

193

194 The Kittery Planning Board meeting of November 16, 2023 adjourned at 9:16 p.m.

195

196 Submitted by Carrie Varao, Development Staff Clerk on November 29, 2023.

197

198 Disclaimer: The following minutes constitute the author's understanding of the meeting.

199 Whilst every effort has been made to ensure the accuracy of the information, the

200 minutes are not intended as a verbatim transcript of comments at the meeting, but a

201 summary of the discussion and actions that took place. For complete details, please

202 refer to the video of the meeting on the Town of Kittery website at

203 <http://www.townhallstreams.com/locations/kittery-maine>.