

1 **CALL TO ORDER**

2

3 **ROLL CALL**

4

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

8

9 Absent:

10

11 Staff: Max Zakian, Town Planner

12

13 Advisory:

14

15 **PLEDGE OF ALLEGIANCE**

16

17 **APPROVAL OF AGENDA**

18

19 **PUBLIC COMMENTS**

20

21 The public may attend the meeting in person or remotely via Zoom.
22 Attendees via Zoom will be recognized during the public hearings and public
23 comment portion of the meeting.

24

25 Public comment and opinion are welcome during this meeting. However,
26 comments and opinions related to development projects currently being
27 reviewed by the Planning Board will be heard only during a scheduled public
28 hearing when all interested parties have an opportunity to participate. The
29 public may submit written public comments via email, US Mail, or by hand
30 delivery to Town Hall. Those in the room providing comments must clearly
31 state their name and address and record it in writing at the podium. For
32 those attending via Zoom, please state your name and address for the record.

33

34 Emailed comments should be sent to: mzakian@kitteryme.org, or hand-
35 delivered to Town Hall. Comments received by noon on the day of the
36 meeting will become part of the public record and may be read in whole or in
37 summary by the Planning Board or Town Staff.

38

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

40

41 **OLD BUSINESS –**

42

43 2:35

44 **ITEM 1—90 US Route 1—Major Site Plan — Preliminary Review**

45 Action: accept site plan as complete. Schedule site walk/public hearing. Geoff
46 Aleva, on behalf of owner/applicants 90 US Route 1 LLC, requests approval to
47 develop a hotel with 62 rooms and associated parking and utilities on the
48 property of 90 US Route 1, Tax Map 14, Lot 2, in the Bypass-Old Post Road
49 Commercial (C-3) Zone.

50

51 Geoff Aleva, Civil Consultants, presented the project to the Board and
52 reviewed the changes since the sketch plan review. The parking waiver
53 request was mentioned.

54 Discussion ensued briefly on rear access, approval letters, environmental
55 impacts, snow storage removal, plantings guarantee, stormwater treatment,
56 maintenance report, trash and refuse, rear walkway and buffer plantings,
57 gate and signage, impacts to the residential road, sidewalks, glare, and
58 elevations.

59 **Mr. White moved to accept the application as complete. Seconded by Ms.
60 Kalmar. The motion passed 7-0-0.**

61 **Mr. White moved to schedule a site walk on February 20, 2024 at 4:30 PM.
62 Seconded by Ms. Kalmar. The motion passed 7-0-0.**

63 **Mr. White moved to schedule a public hearing on March 14, 2024 at 6 PM.
64 Seconded by Ms. Kalmar. The motion passed 7-0-0.**

65

66 **APPROVAL OF MINUTES**

67

68 28:25

69 **ITEM 2 – January 25, 2024 Meeting Minutes**

70 Line 51: add “change to the project to include two affordable housing units on
71 the lower level.”

72 **Vice Chair Bensley moved to accept the minutes as amended. Seconded
73 by Ms. Kalmar. The motion passed 7-0-0.**

74

75 30:52

76 **BOARD MEMBER ITEMS-**

77 Chair Dunkelberger discussed storm damage procedures and an expedited
78 process for in-kind repairs.

79

80 Subcommittee reports

81

82 38:10

83 **STAFF ITEMS-**

84

85 **ITEM 3** – Planning board 2024 goals

86 Chair Dunkelberger reviewed the proposed goals handout, suggesting a
87 quarterly review to monitor the goals.

88 Mr. Zakian mentioned a housekeeping ordinance update coming up.

89

90 47:00

91 **Adjournment**

92

93 **Ms. Kalmar moved to adjourn. Seconded by Vice Chair Bensley. The**
94 **motion passed 7-0-0.**

95

96 The Kittery Planning Board meeting of February 8, 2024 adjourned at 6:47
97 p.m.

98

99 Submitted by Carrie Varao, Development Staff Clerk on February 15, 2024.

100

101 Disclaimer: The following minutes constitute the author's understanding of
102 the meeting. Whilst every effort has been made to ensure the accuracy of
103 the information, the minutes are not intended as a verbatim transcript of
104 comments at the meeting, but a summary of the discussion and actions that
105 took place. For complete details, please refer to the video of the meeting on
106 the Town of Kittery website at

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