

1 **CALL TO ORDER**

2

3 **ROLL CALL**

4

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

8

9 Absent:

10

11 Staff: Jason Garnham, Director of Planning

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. Attendees via Zoom
22 will be recognized during the public hearings and public comment portion of the
23 meeting. Please note: every effort will be made to make this run smoothly; however,
24 some technical difficulties may occur. To register via Zoom visit
25 https://us02web.zoom.us/webinar/register/WN_qycXEoK5SLm6FOA1FJDjYq
26 or at <https://www.kitteryme.gov/planning-board>

27

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

37

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

39

40 **OLD BUSINESS –**

41

42 4:25

43 **ITEM 1 – 21 Happy Avenue and 12 Roseberry Road Right-of-Way (ROW)**

44 Action: approve application and Findings of Fact following January 12 vote to
45 reconsider. Owners and applicants, William and Cathy Cullen and Caroline Hall request
46 consideration of a right-of-way plan for a 4.78 acre +/- acre parcel (Tax Map 11, Lot 29)
47 proposing a ROW located on Happy Avenue (Tax Map 11 Lot 29-5) in the Residential
48 Suburban Zone (R-S). Agent is Nathan Amsden, PLS., Amsden Field Survey.

49

50 Nathan Amsden updated the Board and provided an updated plan.
51 Septic and sewer, property lines, and right-of-way details discussed.

52

53 **Mr. White moved to approve the plan. Seconded by Vice Chair Kalmar. The**
54 **motion passed 5-0-2, with Mr. Bensley and Mr. Doyle abstaining.**

55

56 **Vice Chair Kalmar read the findings of fact into record. The Board moved to**
57 **approve the findings: A, C, E, F, G, H, J, M, N, O, P, S, and Article III 5-0-2, with Mr.**
58 **Bensley and Mr. Doyle abstaining. The Board moved to approve the findings: B, I,**
59 **K, and L 4-0-3, with Mr. Bensley, Mr. Doyle, and Ms. Wells abstaining.**

60 **The Board moved to approve 5-0-2, with Mr. Bensley and Mr. Doyle abstaining.**

61

62 **NEW BUSINESS –**

63

64 31:10

65 **ITEM 2 – 283 Route 1 Mixed Use Master Site Development Plan – Sketch Plan**
66 **Review**

67 Action: accept sketch plan or continue review. Neil Hansen of Tighe & Bond, Inc,
68 representing the property owner, proposes to re-develop the 6.4-acre property located
69 at 283 Route 1 with a mixed-use project comprised of three separate buildings including
70 a 120-room, 18,500 square foot hotel, a 100-unit, 25,000 square-foot apartment
71 building, and a 10,000 square foot retail/ service building. The property is identified as
72 Map 30 Lot 44, is within the C-1 Commercial 1 zoning district, and is currently
73 developed with retail uses.

74

75 Neil Hansen, Tighe & Bond, Inc. presented the project to the Board. He briefly reviewed
76 parking, traffic, stormwater, utilities, open space, and construction timelines.

77 Questions on zone setbacks, green space, and parking discussed. Discussion ensued
78 on maximum setbacks. Snow storage, visibility, traffic, and sewer discussed briefly.

79

80 **Mr. White moved to continue the review of the plan. Seconded by Mr. Bensley.**
81 **The motion passed 6-1-0, with Chair Dunkelberger opposing.**

82

83 **APPROVAL OF MINUTES**

84

85 1:07:30

86 **ITEM 3 – March 23, 2023 Meeting Minutes**

87

88 **Mr. White moved to approve the minutes as written. Seconded by Mr. Doyle. The**
89 **motion passed 7-0-0.**

90

91 1:08:20

92 **BOARD MEMBER ITEMS –**

93

94 **Subcommittee reports**

95 Chair Dunkelberger updated the Board on the Climate Adaptation Committee. Mr.
96 Garnham updated the Board on the Housing Committee.

97

98 **Planning Board 2023 Goals discussion, continued**

99 Chair Dunkelberger mentioned the Master Site Development Plan requirements and the
100 process. A workshop for May 11, 2023 at 5 PM was discussed and confirmed.
101 Mr. Garnham informed the Board that the new Planner will start in a week.

102

103 1:20:28

104 **Adjournment**

105

106 **Mr. White moved to adjourn. Seconded by Vice Chair Kalmar. The motion passed**
107 **7-0-0.**

108

109 The Kittery Planning Board meeting of April 13, 2023 adjourned at 7:21 p.m.

110

111 Submitted by Carrie Varao, Development Staff Clerk on April 20, 2023.

112

113 Disclaimer: The following minutes constitute the author's understanding of the meeting.
114 Whilst every effort has been made to ensure the accuracy of the information, the
115 minutes are not intended as a verbatim transcript of comments at the meeting, but a
116 summary of the discussion and actions that took place. For complete details, please
117 refer to the video of the meeting on the Town of Kittery website at
118 <http://www.townhallstreams.com/locations/kittery-maine>.