

**TOWN OF KITTERY, Maine
PLANNING BOARD MEETING
COUNCIL CHAMBERS**

**UNAPPROVED
April 25, 2024**

1 **CALL TO ORDER**

2

3 **ROLL CALL**

4

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

7

8 Absent: Earldean Wells, 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.

23

24 Public comment and opinion are welcome during this meeting. Public comment is
25 limited to land use and ordinances related to land use within the scope of the Planning
26 Board's responsibilities. However, comments and opinions related to development
27 projects currently being reviewed by the Planning Board will be heard only during a
28 scheduled public hearing when all interested parties have an opportunity to participate.

29 Any commentaries pertaining to projects currently in front of the Board or containing
30 abusive or profane language may be terminated by the Board Chair. The public may
31 submit written public comments via email, US Mail, or by hand delivery to Town Hall.

32 Those in the room providing comments must clearly state their name and address and
33 record it in writing at the podium. For those attending via Zoom, please state your name
34 and address for the record.

35

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

40

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

42

43 **OLD BUSINESS –**

44

45 2:25

46 **ITEM 1 – 0 Appledore Island– Shoreland Development Plan Review**

47 Action: Accept application. Approve plan or continue review: Ross Hansen, on behalf of
48 the Shoals Marine Lab, requests approval to install a 2,500 square foot extension to an
49 existing solar array on Appledore Island, Tax Map 70, Lot 17, in the Residential-Rural
50 Conservation and Resource Protection Overlay Zone.

51

52 Ross Hansen, Shoals Marine Lab, provided an overview of the project. Discussion
53 included seasonal power needs of the buildings on Appledore Island, diesel generators,
54 battery capacity, project location and map of Appledore and Shoals Marine Lab
55 facilities, and timeline of project.

56 **Mr. White moved to accept the application. Seconded by Vice Chair Bensley. The
57 motion passed 6-0-0.**

58 **Ms. Kalmar moved to approve the application. Seconded by Mr. White. The
59 motion passed 6-0-0.**

60 **Vice Chair Bensley read the findings of fact into record. The Board moved to
61 approve each finding, 6-0-0.**

62 **The Board moved to approve, 6-0-0.**

63

64 **APPROVAL OF MINUTES**

65

66 18:32

67 **ITEM 3 – February 22, 2024 Meeting Minutes**

68 **ITEM 4 – March 14, 2024 Meeting Minutes**

69 **ITEM 5 – March 28, 2024 Meeting Minutes**

70 **ITEM 6 – April 11, 2024 Meeting Minutes**

71

72 **Ms. Kalmar moved to accept the minutes for items 3-6 as written. Seconded by
73 Vice Chair Bensley. The motion passed 6-0-0.**

74

75 19:48

76 **ITEM 2 – FEMA Floodplain Map Amendments**

77 Action: Schedule public hearing: As a requirement to remain within the National Flood
78 Insurance Program, the Town plans to update of the FEMA Floodplain Maps and

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79 related amendments to Title 16 Land Use and Development Code, specifically 16.3.2
80 Definitions and 16.5.11 Floodplain Management

81

82 Chair Dunkelberger provided upcoming dates for a public hearing.

83 **Vice Chair Bensley moved to schedule a public hearing for May 23, 2024.**

84 **Seconded by Ms. Kalmar. The motion passed 6-0-0.**

85

86 21:39

87 **BOARD MEMBER ITEMS-**

88 Chair Dunkelberger proposed an update to the language of section 11 of the Planning
89 Board bylaws. The Board discussed the adding language regarding pertinence of public
90 comments, as well as the Chair having discretion to terminate comments containing
91 inappropriate or abusive language.

92 **Vice Chair Bensley moved to approve the bylaw amendment as proposed by**

93 **Chair Dunkelberger. Seconded by Mr. Doyle. The motion passed 6-0-0.**

94

95 Subcommittee reports

96

97 38:10

98 **STAFF ITEMS-**

99

100 26:00

101 **Adjournment**

102

103 **Ms. Kalmar moved to adjourn. Seconded by Mr. White. The motion passed 6-0-0.**

104

105 The Kittery Planning Board meeting of April 25, 2024 adjourned at 6:26 p.m.

106

107 Submitted by Niki Floros, Development Staff Clerk on April 29, 2024.

108

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

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

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

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

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

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

115