

1 **CALL TO ORDER**

2

3 **ROLL CALL**

4

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

7

8 Absent: Ethan Bensley, Vice Chair

9

10 Staff: Max Zakian, Town Planner

11

12 Advisory:

13

14 **PLEDGE OF ALLEGIANCE**

15

16 1:35

17 **APPROVAL OF AGENDA**

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19 Chair Dunkelberger proposed to address Item 3 before Item 2. The Board agreed.

20

21 **PUBLIC COMMENTS**

22

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

26

27 Public comment and opinion are welcome during this meeting. Public comment is
28 limited to land use and ordinances related to land use within the scope of the Planning
29 Board's responsibilities. Comments and opinions related to development projects
30 currently being reviewed by the Planning Board will be heard only during a scheduled
31 public hearing when all interested parties have an opportunity to participate. Any
32 commentaries pertaining to projects currently in front of the Board or containing abusive
33 or profane language may be terminated by the Board Chair. The public may submit
34 written public comments via email, US Mail, or by hand delivery to Town Hall. Those in
35 the room providing comments must clearly state their name and address and record it in
36 writing at the podium. For those attending via Zoom, please state your name and
37 address for the record.

38

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

43

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

45

46 **OLD BUSINESS –**

47

48 **NEW BUSINESS-**

49

50 3:36

51 **ITEM 1 – 178 Whipple Road– Shoreland Development Plan Review**

52 Action: Accept application. Approve plan or continue review: Parker Deptula, on behalf
53 of owner/applicants Leslie and James Lynch, request approval for the relocation and
54 reconstruction of an existing house, along with two accessory sheds, on the property of
55 178 Whipple Road, Tax Map 17 Lot 22, in the Residential-Urban, Shoreland Overlay,
56 and Resource Protection Overlay Zones.

57

58 Parker Deptula, Attar Engineering, presented the plan to the Board. Discussion included
59 the relocation of an existing stone wall, driveway slope standards, and the foundation.
60 Board members expressed interest in a site walk.

61 James Lynch, property owner, described the current state of the home and foundation,
62 as well as plans to add a garage and reconfigure the driveways.

63 Mr. Deptula and the Board discussed options to relocate the house.

64 **Mr. White moved to accept the application. Seconded by Ms. Kalmar. The motion**
65 **passed 6-0-0.**

66 **Mr. White moved to schedule a site walk for June 4, 2024, at 4:30pm.**

67 The Board briefly discussed the necessity of a public hearing.

68 **Mr. White moved to continue this item to the June 13, 2024 Planning Board**
69 **agenda. Seconded by Ms. Kalmar. The motions passed 6-0-0.**

70

71 21:45

72 **ITEM 3—77 Bartlett Road—Major Subdivision Plan Modification Review**

73 Action: Accept application as complete. Approve plan: Griffin Wood, on behalf of
74 owner/applicant Green & Company, proposes an amendment to relocate a building on
75 the lot of an approved subdivision for 77 Bartlett Road, Tax Map 62 Lot 26, in the
76 Residential-Rural (R-RL) and Resource Protection Overlay (OZ-RP) Zones.

77

78 Griffin Wood, Terradyn Consultants, presented the plan modification to the Board.
79 Michael Green, Green & Company, discussed the demolition of the existing home on
80 proposed lot 8.

81 Mr. Wood and the Board discussed relocation of the existing historical rock wall.

82 Mr. Zakian addressed a public comment sent to the Board by Carrie Lyons, 69 Bartlet
83 Road, and staff recommendations on each issue mentioned in the letter. Mr. Wood
84 addressed the issue of clearing trees.

85 **Mr. White moved to accept the application. Seconded by Ms. Kalmar. The motion**
86 **passed 6-0-0.**

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

89 **Mr. White read the findings of fact into record. The Board moved to approve each**
90 **finding, 6-0-0.**

91 **The Board moved to approve with stated conditions by roll call vote, 6-0-0.**

92

93 44:18

94 **ITEM 2— Working Waterfront Amendments**

95 Action: Hold workshop. Schedule public hearing. The Town of Kittery is proposing
96 updates to clarify allowable land use proposals for nonconforming uses and structures
97 in the Commercial Fisheries/Maritime Activities Overlay Zone (OZ-CFMU).

98

99 Jason Garnham, Director of Planning, gave an overview of the Commercial
100 Fisheries/Maritime Activities Overlay Zone and the proposed updates. He and Mr.
101 Zakian answered several questions from the Board.

102 **Mr. White moved to schedule a public hearing for June 13, 2024. Seconded by Ms.**
103 **Kalmar. The motion passed 6-0-0.**

104

105 **APPROVAL OF MINUTES-**

106

107 54:38

108 **ITEM 4 – April 25, 2024, Meeting Minutes**

109

110 **Mr. White moved to accept the minutes as written. Seconded by Ms. Kalmar. The**
111 **motion passed 6-0-0.**

112

113 55:16

114 **BOARD MEMBER ITEMS-**

115 **ITEM 5 – Amendment to bylaws**

116 Chair Dunkelberger discussed the amendment to the bylaws.

117

118 The Board discussed attendance for upcoming meetings.

119 Subcommittee reports: Chair Dunkelberger shared that Kittery's climate action plan has
120 been completed.

121

122 **STAFF ITEMS-**

123

124 1:00:31

125 **Adjournment**

126

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

128

129 The Kittery Planning Board meeting of May 9, 2024 adjourned at 7:00 p.m.

130

131 Submitted by Niki Floros, Development Staff Clerk on May 13, 2024.

132

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

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

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

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

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

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

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