

1 **CALL TO ORDER**

2

3 **ROLL CALL**

4

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

8

9 Absent:

10

11 Staff: Max Zakian, Town Planner and 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_NBwg4NWRtk2KaA2C9bpt8Q or

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

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

36

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

38

39 **OLD BUSINESS –**

40 3:45

41 **ITEM 1 – 27 & 29 Wentworth Street – Hotel Site Plan – Sketch Plan Review**

42 Action: accept sketch plan or continue review. Architect Brandon Holben, on behalf of
43 owner/applicant Madbury Real Estate Ventures, is proposing to convert an existing bed
44 and breakfast into two independent inns with a total of 12 rental units each and a single
45 innkeeper’s suite. The proposed inn is located on the properties of 27 & 29 Wentworth
46 Street, Map 9 Lots 37 & 38, in the MU-KF (Kittery Foreside) Zone. This is the
47 continuation of an item originally reviewed at the June 22, 2023 meeting.

48

49 Taylor McMaster gave the Board a brief introduction, including the incorporation of the
50 feedback from the last meeting.

51 The Board asked several questions regarding ADA requirements, separate lots and the
52 innkeeper requirements, and parking. Discussion ensued on one innkeeper for both
53 inns.

54 Eric Weinrieb, Altus Engineering, Inc., reviewed the revised plans with the Board.

55 The Board asked questions regarding the lot lines, the sewer easement, and fill.

56 Robbi Woodburn, Woodburn & Co., reviewed the landscaping plans.

57 The Board asked questions regarding the trees, existing grade and neighboring lots,
58 snow removal and storage plan location.

59 Brandon Holben, Winter Holben Architecture & Design, reviewed the building design.

60 Discussion on parking ensued briefly.

61

62 **Mr. White moved to accept the application as complete. Seconded by Vice Chair**
63 **Kalmar. The motion passed 7-0-0.**

64

65 **The Board took a five-minute recess.**

66

67 53:10

68 **ITEM 2 – 21 Badgers Island West – Shoreland Development Plan Review**

69 Action: approve shoreland development plan or continue review: Pursuant to §16.9.3

70 Shoreland Development Review of the Town of Kittery Land Use and Development
71 Code, engineer Cory Belden, on behalf of owner/applicants David and Lisa Daniels,
72 request approval to remove and redevelop an existing single-family residence on a
73 property shared with a working waterfront business, while adding modifications to
74 ensure access on the property for the working waterfront business. The property is
75 located at 21 Badgers Island West, Tax Map 1, Lot 27, in the Mixed-Use Badgers Island
76 (MU-BI) and Shoreland Overlay (OZ-SL-250’) Zones, and partially within the Resource
77 Protection (RZ-OP) and Commercial Fisheries (OZ-CFMU) Zones. This is the
78 continuation of an item originally reviewed at the July 13, 2023 meeting.

79

80 Cory Belden, Altus Engineering, presented the project.

81 The Board commented on the snow storage removal requirement.

82 Dave Daniels answered questions regarding the businesses.

83

84 **Mr. White moved to approve the plan. Seconded by Mr. Bellantone. The motion**
85 **passed 7-0-0.**

86 **Vice Chair Kalmar read the findings of fact into record. The Board moved to**
87 **approve each finding, 7-0-0.**

88 **The Board moved to approve, 7-0-0.**

89

90 **NEW BUSINESS-**

91

92 1:08:19

93 **ITEM 3 – 24 Foyes Lane – Shoreland Development Plan Review**

94 Action: approve shoreland development plan or continue review: Pursuant to §16.9.3

95 Shoreland Development Review of the Town of Kittery Land Use and Development
96 Code, Josh Schneier, on behalf of owner/applicants Marshlark LLC, request approval to
97 demolish and replace an existing single-family home and associated structure, with a
98 new septic system, located on the property of 24 Foyes Lane, Tax Map 36, Lot 40-A, in
99 the Residential Rural (R-RL), Residential Kittery Point Village (R-KPV), and Resource
100 Protection (RZ-OP) Zone.

101

102 Josh Schneier, Easterly Surveying, presented the project to the Board. He reviewed the
103 site plan and the architectural renderings.

104 Discussion ensued on the septic system, town water, driveway placement, deck and
105 patio calculations, and existing bridge description.

106

107 **Mr. White moved to accept the application. Seconded by Mr. Doyle. The motion**
108 **passed 7-0-0.**

109 **Vice Chair Kalmar moved to approve the plan. Seconded by Mr. White.**

110 The Board did not schedule a site walk or public hearing.

111 **The motion passed 7-0-0.**

112 **Mr. Bensley read the findings of fact into record. The Board moved to approve**
113 **each finding, 7-0-0.**

114 **The Board moved to approve, 7-0-0.**

115

116 1:30:25

117 **APPROVAL OF MINUTES**

118

119 **ITEM 4 – July 13, 2023 Meeting Minutes**

120 Line 77: change “safe” to “save”

121 **Mr. White moved to approve the minutes as amended. Seconded by Mr. Bensley.**

122 **The motion passed 7-0-0.**

123

124 1:31:20

125 **BOARD MEMBER ITEMS-**

126

127 Chair Dunkelberger asked about attendance for the August meetings.

128

129 **Subcommittee reports**

130

131

132 **STAFF MEMBER ITEMS-**

133

134 1:34:15

135 **Adjournment**

136

137 **Mr. White moved to adjourn. Seconded by Vice Chair Kalmar. The motion passed**
138 **7-0-0.**

139

140 The Kittery Planning Board meeting of July 27, 2023 adjourned at 7:34 p.m.

141

142 Submitted by Carrie Varao, Development Staff Clerk on July 31, 2023.

143

144 Disclaimer: The following minutes constitute the author’s understanding of the meeting.

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

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

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

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

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