

1 **CALL TO ORDER**

2

3 **ROLL CALL**

4

5 Present: Ethan Bensley, Member, Robert Doyle, Member, Earledean Wells, Member,
6 Russell White, Member, Karen Kalmar, Vice Chair, Dutch Dunkelberger, Chair, and
7 Steve Bellantone, 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. 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 1:03:14

41 **ITEM 1 – 47 Cutts Road – Conservation Subdivision Plan – Preliminary Review**

42 Action: accept plan as complete or continue review. Schedule site walk/public hearing.

43 Mike Sudak, on behalf of owner/applicant Chip and Anne Andrews, is proposing to
44 divide 14.1 acres of a 36.06-acre parcel into a major conservation subdivision of 13
45 single-family residential building lots, a private street system, and a public access
46 parking lot for abutting Kittery Land Trust nature trails. The proposed subdivision is
47 located on the current property of 28 Andys Lane, Map 60 Lot 10-3, in the Residential-
48 Rural, Shoreland Overlay, and Resource Protection Overlay Zones.

49

50 Mike Sudak, Attar Engineering, Inc., presented the project.

51 Discussion ensued briefly on test pit buffers, community septic system, plan scale and
52 waiver, Lot 10-1 “island lot”, snow storage, wetland permit, tree removal, house
53 construction, flood control mechanisms, road class and waiver, and sidewalks.

54

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

57 **Mr. White moved to schedule a site walk on October 17, 2023 at 4:30 PM.**

58 **Seconded by Vice Chair Kalmar. The motion passed 7-0-0.**

59 **Mr. White moved to schedule a public hearing on October 26, 2023 at 6 PM.**

60 **Seconded by Vice Chair Kalmar. The motion passed 7-0-0.**

61

62 1:39:00

63 **ITEM 2 – 77 Bartlett Road – Conservation Subdivision Plan – Preliminary Review**

64 Action: Hold public hearing. Continue review. Michael Tadema-Wielandt, on behalf of
65 owner/applicant Geoff Bowley, is proposing to divide a 19.11-acre parcel into a
66 conservation subdivision of 9 single-family residential building lots, a private street
67 system, and an open space plot around identified wetlands, vernal pools, and a pre-
68 existing cemetery. The proposed subdivision is located on the property of 77 Bartlett
69 Road, Map 62 Lot 26, in the Residential-Rural (R-RL) and Resource Protection Overlay
70 (OZ-RP) Zones.

71

72 Michael Tadema-Wielandt, Terradyn Consultants, LLC presented the project.

73 Discussion ensued briefly on the rock walls, stormwater, snow storage removal plan,
74 and septic design.

75 Chair Dunkelberger opened the public hearing.

76 Public comment was heard from: Carrie Lyons, 69 Bartlett Road; Catherine Murray
77 Houle, 60 Bartlett Road; Bill Paarlberg, 82 Bartlett Road; Jeff Clifford, Kittery Land

78 Trust; Kevin Niles, 80 Bartlett Road; Katy Black, 76 Bartlett Road; Kelly O’Laughlin, 32
79 Miller Road; and Melanie Moore, 26 High Pasture Road.
80 Mr. Tadema-Wielandt addressed the public comments.

81

82 **Mr. White moved to continue the public hearing and application until October 26,**
83 **2023. Seconded by Vice Chair Kalmar. The motion passed 7-0-0.**

84

85 The Board took a five-minute recess.

86

87 3:02:35

88 **ITEM 3 – 27 & 29 Wentworth—Site Plan — Preliminary Review**

89 Action: Hold public hearing. Continue review. Eric Weinrieb, on behalf of applicant
90 Madbury Real Estate Ventures, is proposing to convert an existing bed and breakfast
91 into two independent inns with a total of 12 rental units each and a single innkeeper’s
92 suite. The proposed development is located on the properties of 27 & 29 Wentworth
93 Street, Map 9 Lots 37, 38, in the Kittery Foreside (MU-KF) Zone.

94

95 Eric Weinrieb, Altus Engineering Inc., presented the project.

96 Discussion ensued briefly on waivers, curb cuts, stormwater, landscape plan, and
97 architecture.

98 Chair Dunkelberger opened the public hearing. Public comment was heard from:
99 Victoria & Larry Elbroch, 24 Wentworth Street; and Carl Fitzgerald, 21 Wentworth
100 Street.

101 Chair Dunkelberger closed the public hearing.

102 Mr. Weinrieb and Mr. Holben responded to the public comments.

103

104 **Mr. White moved to continue, not to exceed 90-days. Seconded by Vice Chair**
105 **Kalmar. The motion passed 7-0-0.**

106

107 **NEW BUSINESS –**

108

109 3:53:30

110 **ITEM 4 – L.D. 2003 Amendments**

111 Action: Schedule public hearing. The Town of Kittery is legally required to update zoning
112 standards to comply with state statute regarding housing. The proposed amendments
113 will change applicability for land area per dwelling unit, lot area per dwelling unit, and
114 net residential acreage calculations.

115

116 **Vice Chair Kalmar moved to schedule a public hearing on October 12, 2023.**
117 **Seconded by Mr. White. The motion passed 7-0-0.**

118
119 3:55:39

120 **APPROVAL OF MINUTES**

121
122 **ITEM 5 – September 14, 2023 Meeting Minutes**
123 **Vice Chair Kalmar moved to approve the minutes as written. Seconded by Mr.**
124 **White. The motion passed 6-0-1, with Mr. Bellantone abstaining.**

125
126 3:55:30

127 **BOARD MEMBER ITEMS-**

128
129 **Subcommittee reports**

130
131
132 **STAFF MEMBER ITEMS-**

133
134 3:55:36
135 **Adjournment**

136
137 **Mr. Bensley moved to adjourn. Seconded by Mr. White. The motion passed 6-0-1,**
138 **with Mr. Bellantone abstaining.**

139
140 The Kittery Planning Board meeting of September 28, 2023 adjourned at 8:55 p.m.

141
142 Submitted by Carrie Varao, Development Staff Clerk on October 3, 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>.