

1 Town of Kittery Planning Board  
2 Site Walk Meeting Minutes

3 **88 Pepperrell Road Parking Plan Site Walk**

4 Purpose: To inspect the property located at 88 Pepperrell Road, Tax Map 27 Lots 2A/49  
5 Thursday, December 27, 2018 – 10:00 am

6 **Attendees**

7 Planning Board Members: Ann Grinnell, Karen Kalmar, Ron Ledgett, Mark Alesse, Dutch Dunkelberger, Russell  
8 White

9 Planning Staff: Adam Causey, Jamie Steffen, Stephen Wilson

10 Applicant: Ken Wood, Attar Engineering, Carla Goodnight, CJ Architects, Al Damico, Owner, Donna Ryan,  
11 Partner, Henry Ares, Partner, Eides Ares, Partner

12 Abutters: Nanci Lovett, Kate Johnston, Keith Frisbee, Clint Reed

13 Other: John Brosnihan, Harbormaster, Kelly Philbrook, KPA, Earldean Wells, Conservation Commission, Shaye  
14 Robbins, Economic Development Committee member

15  
16 **Meeting**

17 Ms. Grinnell called the meeting to order at 10:03 am.

18 Ken Wood led the site walk and gave a brief overview of the proposal. He presented the revised parking plan  
19 and explained the redesign and realignment of the parking spaces for the main parking lot. The paved portion  
20 would be lined/striped to delineate the spaces and the traffic flow. For the gravel/grassed portion signed  
21 wheel stops would be utilized. He noted that they had made an appeal to the Board of Appeals (BOA) for relief  
22 from the landscaping and lighting standards of the off-street parking standards. He noted that he would be  
23 filing the revised plans for the Board's review later that day. Chair Grinnell discussed the Board possibly  
24 holding a public hearing on the proposal.

25 Mr. Dunkelberger asked about the discrepancies in the parking calculations. Staff noted that after meeting  
26 with applicant's representatives the uses and their square footages have been clarified. The parking  
27 calculations on the revised plans reflect what current / proposed uses are and the 81 spaces complies with  
28 ordinance requirements.

29 Ms. Kalmar asked about the unimproved portion of the main parking lot. Mr. Causey responded that the  
30 parking lot is split zoning. Most of the lot is in the Business – Local (B-L) zone but there is a portion of the lot to  
31 the rear which is in the Residential - Kittery Point Village (R-KPV) zone. He explained that the parking lot in the  
32 R-KPV zone is a legal, non-conforming use but the regulations state that any change or alteration to the use  
33 requires that the site be brought up the current standards. He further explained that the Planning Board could  
34 not approve waivers to these requirements, which necessitated the appeal to the BOA.

35 Mr. Dunkelberger asked about what improvements were proposed for the parking lot. Ms. Ryan responded  
36 that they would prefer to not have to pave the unimproved portion of the lot instead utilize signage and wheel  
37 stops. Ms. Grinnell asked about the boundaries of the lot. Mr. Wood pointed out the limits and noted the 40-  
38 foot setback required for the Pepperrell tomb. Ms. Grinnell noted the potential existence of slave burials  
39 outside tomb area. Mr. Causey noted State limitations for known burial sites that restricts construction or  
40 excavation to within 25 feet. More information would be necessary for a determination on the slave burials.

41 There was discussion by the group regarding the boundaries of the parking lot and Pepperrell Terrace. Ms.  
42 Grinnell asked for a better demarcation between the two. Ms. Philbrook asked if the applicant would consider

43 flipping the parking arrangement so that vehicles would not overhang into Pepperrell Terrace. Ms. Goodnight  
44 explained that it would not be feasible to flip the parking because the lot is not rectangular shaped. Mr. Reed  
45 (4 Pepperrell Terrace) asked if they could install a split-rail fence along Pepperrell Terrace the length of the lot.  
46 Ms. Grinnell read comments received from Debbie Driscoll Davis, a resident of Pepperrell Terrace, which  
47 stated "Would the applicant consider installing a split-rail fence along Pepperrell Terrace to keep vehicles and  
48 pedestrians on their own property? There was fence along Pepperrell Terrace when Cap'n Simeon's was in full  
49 swing, 70-80's."

50 Ms. Kalmar asked about the proposed traffic flow and how would it be controlled on the unimproved portion.  
51 Mr. Wood responded that signage would be installed at the end of each aisle. A one way, do not enter sign  
52 would be placed at the entrance/exit to the lot. There was discussion amongst the group regarding the site's  
53 drainage. Mr. Wilson confirmed the existence of open catch basins in the parking lot. Buffers were discussed  
54 and it was confirmed that salt would not be utilized on the unpaved portion. Ms. Wells mentioned possible  
55 rain garden utilization. Jessa Kellogg, the Town's Stormwater Coordinator should be consulted on the  
56 stormwater requirements. Mr. Ledgett asked about winter storage of dock floats in back portion of the  
57 parking lot and not restricting the necessary parking requirements for the year round uses.

58 Ms. Grinnell asked about the location of the corner pins at the Pepperrell Terrace entrance. There was  
59 discussion regarding the DPW request for a raised section of sidewalk with tip downs and a handicap  
60 accessible crosswalk to break up the large expanse of pavement in front. Ms. Robbins commented the current  
61 striped pedestrian crossing was easy to walk and to put in the raised sections was not necessary.

62 Ms. Kalmar mentioned the concern about the current wheel stops located at the end of Pepperrell Terrace.  
63 Ms. Grinnell read the comments from Ms. Driscoll Davis "Would the applicant consider removing the parking  
64 bumpers at the end of Pepperrell Terrace? This would allow much easier movement of post office customers  
65 that have utilized the 4 spaces at the end of the road for decades. It would also allow folks to turn around at  
66 the end of Pepperrell Terrace without driving up a private road to turn around. At present, the parking  
67 bumpers are a hazard." Ms. Philbrook asked if the parking lot attendant could be moved to the middle of the  
68 lot as people pull into Pepperrell Terrace now then have to drive all the way the private road to turn around.  
69 Ms. Ryan addressed the parking bumpers. She said they were placed in those spaces for residents to use when  
70 getting mail at the post office. Ms. Kalmar commented that sight lines should be taken into account with the  
71 placement of the attendant. Ms. Goodnight responded that the best location for them would be where he has  
72 been. It was suggested that DPW be consulted for input on access and traffic movement.

73 There was discussion amongst the group regarding the Town parking lot. Mr. Wilson noted that these spaces  
74 could not be counted toward satisfying the ordinance requirement. Mr. Brosnihan explained the public  
75 parking arrangement. The spaces are open to the public but some are allotted to Town residents on a first-  
76 come, first-served basis. Ms. Ryan commented that they have told their customers and employees not to park  
77 in those space out of courtesy.

78 Ms. Kalmar asked the new stairway at the Bistro building and its impact on traffic and pedestrian flow through  
79 the area. Ms. Goodnight explained that the stairs were for emergency egress only and that people would not  
80 be restricted from going up them. There was discussion regarding the uses in the building and the required  
81 parking spaces. The Bistro would have seating for 115 people. Mr. Wilson noted that a future apartment in  
82 the building is accounted for. He further noted that the existing single-family residential use has a CO for 3  
83 bedrooms but is now 4. Verification of septic system capacity needs to be submitted to the CEO before any CO  
84 could be issued for the apartment in the Bistro building.

85 There was discussion amongst the group about traffic flow to the rear of the Bistro building. Mr. Wood noted  
86 that the aisle width was 12 feet and that the traffic would be one way only. Ms. Ryan explained that it is a

87 private lane that is not for public use. Mr. Ledgett asked how that would be designated. Mr. Wood stated that  
88 they would utilize pavement markings and signage on Bellamy Lane stating Do Not Enter and No Thru Traffic.  
89 There was a brief discussion regarding the parking spaces on the lot that houses the kayak storage. The owner  
90 has leased spaces for kayak storage that will not counted in the parking calculations.

91 The group viewed and discussed the outdoor seating area for the Wharf. The seating calculation for the area is  
92 based upon 1 space for every 3 seats. 42 seats are proposed. The crushed seashell area was discussed. A  
93 portion of the area will need to be restored and revegetated to the satisfaction of the Shoreland Resource  
94 Officer. Mr. Wood stated that the site plan would be revised to show the removal and re-vegetation. Ms.  
95 Grinnell stated that the Board's vote on the parking plan will not affect the restoration of the seashell area.  
96 Mr. White commented that he thought the applicant could work with staff on the restoration prior to opening  
97 of the area in the spring. Ms. Grinnell stated she was sympathetic to their opening all of the development but  
98 there were still issues that needed be addressed.

99 There was discussion regarding the parking plan approval and future use of the outdoor service area. Ms.  
100 Goodnight explained that they were utilizing the strictest interpretation for the required number of spaces for  
101 the outdoor seating so that they can open the Bistro but they would like to better address the outdoor seating  
102 after they open next spring. Ms. Kalmar stated she would like to have the BOA decision transmitted to the  
103 Planning Board as soon as possible.

104 **Ms. Kalmar moved to adjourn.**

105 **Mr. Dunkelberger seconded the motion.**

106 **Vote: 6-0-0.**

107 **The meeting was adjourned at 11:15 am.**