

1 **CALL TO ORDER**

2

3 **ROLL CALL**

4

5 Present: Steve Bellantone, Member; Ron Ledgett, Member; Russell White, Member;
6 Karen Kalmar, Vice Chair and Dutch Dunkelberger, Chair

7

8 Absent: Drew Fitch, Member; Mark Alesse, Member

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10 Staff: Jamie Steffen, Town Planner; Adam Causey, Director of Planning and
11 Development

12

13 **PLEDGE OF ALLEGIANCE**

14

15 **APPROVAL OF MINUTES – May 9, 2019**

16

17 Vice Chair Kalmar moved to accept the minutes of May 9, 2019. Seconded by Mr.
18 Bellatone.

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20 The motion carried 5-0-0.

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22 **APPROVAL OF MINUTES – May 23, 2019**

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24 Vice Chair Kalmar moved to accept the minutes of May 23, 2019.

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26 Seconded by Mr. Ledgett.

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28 The motion carried 5-0-0.

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30 **APPROVAL OF MINUTES – Site Walk – July 2, 2019**

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32 Line 38 – change to read septic system replacement.

33

34 Vice Chair Kalmar moved to accept the minutes of July 2, 2019 as amended. Seconded
35 by Mr. White.

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37 The motion carried 4-0-1.

38

39 **PUBLIC COMMENT**

40 None.

41
42 **PUBLIC HEARING**

43
44 **ITEM 1 – Land Use and Development Code Amendments – Title 16.5.7,
45 16.8.3.1, 16.8.3.2 & 16.10.7.2.B**

46 The proposed amendments to Title 16 zoning ordinance are to remove conflict
47 and redundancy that resulted from the adoption Chapter 8.4 Street Addressing.
48 Public Hearing, Take public comment. Review and discuss. Vote to recommend
49 to the Town Council.

50 Chair Dunkelberger opened the Public Hearing.

51 No public spoke to the proposed amendments.

52
53 Chair Dunkelberger then closed the Public Hearing.

54
55 There were no further comments or changes from the Board.

56
57 **Vice Chair Kalmar moved to approve the proposed amendments to Title
58 16.5.7 Numbering of Buildings, 16.8.3.1 Names, 16.8.3.2 Signs Provided &
59 16.10.7.2.B Final Plan Application Submittal Content with the
60 recommendation that they be adopted by the Town Council. Seconded by
61 Mr. White.**

62
63 **The motion carried 5-0-0.**

64
65 **ITEM 3 – Board Member Items / Discussion**

66 None.

67 **ITEM 4 - Town Planner / Director of Planning & Development Items**

68 Mr. Steffen provided an update on the Recodification effort.

69
70 Mr. Causey noted that the Town hired a new Code Enforcement Officer whose name is
71 Craig Alfis.

72
73 **Mr. Bellantone moved to adjourn the meeting.
74 Mr. Ledgett seconded the motion.**

75
76 **The motion carried 5-0-0.**

77

78 The Kittery Planning Board meeting of July 25, 2019 was adjourned at 6:10 p.m.

79

80 Submitted by Jamie Steffen, Town Planner, on September 18, 2019.

81

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

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

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

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

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

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