



TOWN OF KITTERY

200 Rogers Road, Kittery, ME 03904
Telephone: (207) 475-1323 | Fax: (207) 439-6806
Visit us: www.kitteryme.gov/planning-board

Economic Development Committee Meeting Agenda

January 16, 2024 | 5:00 PM | Hybrid Meeting: Town Hall Conference Room A &
Zoom

Zoom Link to Register:

https://us02web.zoom.us/webinar/register/WN_d9CcPBaaSN6ZfkH_eUU8Rg

Interested members of the public are encouraged to attend this meeting. Committee members or the public may attend the meeting in person or remotely via Zoom.

Item 1 – Committee Goals 2024

Item 2 – Business Park & Mixed Use Zoning: tentative goals, public engagement plan

Item 3 – Market Study update

Next meeting February 20, 2024.
Tentative agenda: Draft Market Study review

Chapter 4.13

ECONOMIC DEVELOPMENT COMMITTEE

[HISTORY: Adopted 2-11-2019 by Ord. No. 19-04. Amendments noted where applicable.]

§ 4.13-1. Purpose.

The Town Council may appoint an Economic Development Committee to advise, provide input, guidance, and information to the Planning Board, Town Council, and Town administration on opportunities, challenges, and impacts of economic development within Kittery.

§ 4.13-2. Duties.

The Committee may:

- A. Serve as advocates for appropriate growth and planning activities: provide comment on potential projects, related development, zoning impact and potential financial investment by the Town of Kittery to support said projects.
- B. Provide ongoing evaluation of the Town's economic-development-related processes; provide comment and recommendations which support economic development.
- C. Develop and maintain an inventory of developable/redevelopable land and buildings working with area real estate agents, landowners, and developers; develop an understanding of the types of businesses looking for land and buildings in the area.
- D. Recommend and develop content for economic development communications, including the content of the EDC webpage on the Town's website, printed materials such as permitting guides, and marketing-related communications that promote the Town as a good place to do business.
- E. Assist in the updates and implementation of the Town's Comprehensive Plan and long-range community goals as they relate to economic development.
- F. Where appropriate, coordinate with regional organizations and neighboring groups seeking to promote economic development and business growth in the area.
- G. Provide quarterly updates to Town Council on committee activities.

§ 4.13-3. Membership.

The Committee consists of one Town Council representative, three business or industry representatives which may include Kittery property owners on which a business is located and/or a designated representative of a business located in Kittery, three citizen members and the Town Manager. Business and citizen members are appointed for terms of three years.

Business Park & Mixed Use Zoning Updates 2024: ROUGH DRAFT work plan

1. Identify Purpose and Goals of zoning district:

Lean on **market study**, hydro report: what's **feasible**? What's desirable?

BP = hydro report; MU = Route 1 Corridor study

Comp Plan/ Committee objectives?

Property owner goals?

Public meeting #1: present overview of existing conditions, market analysis, feasible alternatives,

Steps: EDC, HC, KLIC, PB

2. Identify preferred & feasible "vision" and draft zoning standards and uses

- Identify key variables @ zoning standards for feasibility of various build-outs (rely on market study, property owner input)
- Conduct scenario/ visioning exercise, utilize feedback to select/ refine a preferred draft
- Public meeting #2: present overview of feedback received, desired feasible alternatives, general outline @ zoning uses & standards to support feasible & desired alternatives
- Steps: public meeting #2, EDC, HC, KLIC, PB

3. Final draft

- Purpose and goals final version
- Uses and standards zoning ordinance
- Public meeting #3: brief overview of feedback received, process undertaken, "vision"; present detailed zoning standards
- Steps: EDC, HC, KLIC, PB → Council

Public Engagement Plan, Other:

Introductory letters to abutters: who to include?

Social media/ Town webpage/ project-specific email acct

Housing Education subcommittee?

Joint workshops? When in process? Who to include?

Public workshops?

Need for graphic design aids? Consultant? Charette? SWHC?