

2018-2019
PLANNING BOARD ACTION ITEMS

ITEM #	DATE	BY	ITEM	PRIORITY	ACTION TAKEN	COMPLETE
1	TBD	DD	Define Commercial Recreation	Pending	Part of Recodification	
2	TBD	DD	Workshop: Cluster Ordinance needs work	Pending	Part of Recodification	
			Usable Open Space Retain Road Frontage (Buffers) Traffic Studies			
3		Staff	HAT - Highest Annual Tide	4	In context of climate change	
5	8/23/2018	Staff	Sign ordinance changes:	Completed	Proposed ordinance amendments recommended by the Board at August 23, 2018 meeting; Town Council Public hearing set for 12/10/18; Approved by Town Council on December 10, 2018, Effective on January 9, 2019	Adopted 12/10/18, Effective 1/9/19
	8/23/2019		Message boards/internal & external lights & timers	Completed		1/9/2019
	2/28/2019		Sign character/appearance/administration & enforcement	Completed		1/9/2019
	8/23/2019		Window/A-frame & portable signs/banners	2		Planning Board Discussion Item - 10/25/18 Meeting; Draft Amendments - 2/28/19 Meeting; PB Public Hearing - 3//28/19
6	TBD	Staff	Parking strategies for Foreside	Completed	Proposed changes to on-street parking in the Foreside were submitted to the Town Manager for the October 10 Town Council meeting; Town Council scheduled a public hearing for Monday, October 22	Title 10 Amendments ordained by Town Council on 10/22/18
7	TBD	Staff	Shoreland Zone:	Pending	Updated per Ch. 1000 guidance, ordained by Town Council on 10/26/2015	
			Excavation	Completed		10/26/2015
			Invasive plants; shoreland invasive plant removal			
			Shoreland definition			
			Structure replacement; time periods			

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8	8/23/2018	Staff	Shoreland zoning amendments to address nonconformance issues	Completed	Amendments to comply with Ch. 1000 guidelines recommended by the Board on August 23, 2018; Forwarded to Town Council for consideration at their 11/14/18 meeting	Adopted 12/10/18, Effective 1/9/19
9	6/14/2018	Staff	Neighborhood Mixed Use Zone (formerly Business Park) text amendment	Completed	Town Council held a Public hearing on 9/24/18; Town Council scheduled a public forum for citizen input 10/29/18; Town Council adopted amendments at 11/26/18 meeting	Adopted 11/26/18, Effective 12/26/19
10	TBD	Staff	Neighborhood Mixed Use Zone (formerly Business Park) boundary changes	3	Public Hearings held on 8/21/18 & 8/23/18; Town Council still considering	
11	TBD	IHWG	2 Board members participate in Inclusionary Housing Working Group (IHWG)	On-going	Russell White and Drew Fitch are members	
12	TBD	Staff	AirBnB and short term rentals	1	Awaiting completion of the proposed amendments to the ADU regulations; Draft ADU amendments being reviewed by KOSAC in early Nov 2018 then Planning Board; Draft ADU regulations presented to the Planning Board on 1/24/19 & 2/28/19	
STAFF						
13	TBD	Staff	Update Design Standards for LED Lighting and Signs	Staff	Pending	
14	TBD	CEO	Definition: Substantially complete re: development vs. building permits	CEO	Staff to draft definition differentiating from bldg permits as appropriate	
15	TBD	Staff	Wetland Protection: Review how man-made wetlands are and should be regulated.	Staff	Part of Recodification	
16	TBD		Vision for Route 1 Bypass	NA	Wait on recommendations from the Economic Development Committee	
17	TBD	Staff	Fines and Fees (increases?)	Staff	Staff will research	
18	TBD		Route 236 safety	NA	No formal action - studies must be funded and completed	

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COMPLETED ITEMS							
Complete	8/9/2012		16.10.9.2 REDEFINE FIELD CHANGES; Major/Minor (for May 2015 TC workshop)	2	Staff to draft language for review		
Complete	10/13/2012	TE	DPW PROJECTS COME BEFORE PB; NEED UPDATED LIST	2	CDM to discuss with DPW, report to PB		
Complete	12/12/2013	-	<u>Comp Plan Items</u> Pedestrian / Bike paths / Bike Racks	CPC*	CDM will provide existing bike path plan; disc. 12/18; req. input from T. Emerson 1/22/15; input to CPC when appropriate May 15, 2013 Workshop; December 3, 2013 workshop, w Soil Suitability; PB input to CPC* when appropriate		
	3/28/2013	-	CONTINUE WORKSHOP WITH KCPC, KOSC REGARDING 1 - 3 ACRE RR; and future land use regulation; restrict # building permits issued per year	-			
	2/25/2016	-	ROADS / SIDEWALKS TO NOWHERE (ROW plans)/Shared Driveways/ROW Standards/Emergency access roads	-			
Complete	3/27/2014	DD	Kittery Historic Resources; historic designation identification	3			
Complete	10/22/2015		Draft language and amend bylaw to require Memun workshop to newly appointed planning board members	Staff			
Complete	1/8/2015		Foreside Review Committee (16.3.2.15.F)	1	Staff prepare draft version of Bylaw to present to Board		
Complete	1/23/2014		Outdoor Seating/Use of Public Way; extend to other zones	Done	Discussed 1/22; Board to discussed results of Foreside Forums 4/23; idea is to hire out design review until Foreside study is complete		
Complete	2/27/2014		Approved Plan Expiration; Requests for Extension; Expiration of Wetland Alteration Permit	Done	PB review: 10/23/14; rev. language 12/18/14; 1/22/15 discussion; <u>Foreside only</u> ; CDM to work w/ NCP/TC to add to Title 5 permanently; ordained by TC 4/27		
Complete	2/27/2014	AG	List of Committees/Boards to monitor	Done	Reviewed 3/27/14; PB approval 6/26/14; to Council 11/10/14; Effective 2/28/15		
Complete	11/14/2013	Staff	16.7.3.5.6 Structure replacement <u>outside</u> of shoreland zone (missing from code)	1	CDM to place in 2/26 packets		

*CPC = Comp Plan Committee

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Complete	10/24/2013		16.7.8 Soil Suitability Guide; discontinue; replace with Net Residential Acreage calculations	Done	Board recommended to Council on 5/28, will be before TC this summer
Complete	8/22/2013	Staff	Site dev pre-meeting; CMA construction inspection; Ref: 16.4.4.1.A (for May 2015 TC workshop)	1	16.7.8 Land Not Suitable for Development: 10/23/14 PB Review/Recommend to Council for 11/10/14 approval; 5/4/15 TC workshop; recommendation needed 6/25/15
Complete	2/27/2014		Flag Lots (16.8.-16.9)	Done	Discussed December, 2014; staff drafted language for review, reviewed 3/12/15. Public Hearing and recommendation to Council 3/26/15
No longer required	3/13/2014		Septic pretreatment requirement as bonus (See also: VIII.3.i.ii 2015 Code Amendments: Briefing Book, #38)	Done	
Complete	LEGAL NOTICES IN PACKET OR EMAILED TO PB MEMBERS (email to PB @ same time sent to publication)				
4/25/2013	UNBUNDLE ZONING AMENDMENTS				Complete
Complete	BUILDING PERMIT LIST IN PACKETS				Complete / Ongoing
3/25/2013	Amendment: 16.8.24.2 F (LED lights); amended 12/14 (allowing LED lighting)				Complete / Ongoing
3/25/2013	DISCUSS PUBLIC NOTICES; ABUTTER'S LIST EARLY, INCLUDE M/L AND PHYSICAL ADDRESS; Sales (assessor) close April 1; system update in Fall				Ordained: 3/25/2013; ordained 12/14
4/25/2013	Amendment: Speciality Food & Beverage				Complete
1/24/2014	Foreside workshop with Council				ordained 6/10/2013
1/24/2014	REVIEW REPORT TO COUNCIL (RTC) FORMAT				
4/25/2013	PB Workshop Update: training; education; conflict of interest; attendance/voting;				1/24/2013
4/25/2013	Title 16.11 Marine Development				Retreat: January 10, 2014; MMA workshop 3/25/14
2/14/2013	Outdoor Seating/use of public ROW extension period/Title 5 (Seasonal only; extend sunset date)				Ordained: 1/27/2014
Complete	Proposed Ordinance Changes on line				To Council 6/9/14
4/24/2013	ABUTTER'S LIST TO PB EARLY ON, BEFORE PUBLIC HEARING (at sketch plan)				Packets posted online
	Waivers;				
	Post Building Permits on Web Site				January 2014
11/14/2013	ByLaw Changes				Provided in Board packets

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2/28/2015	Approved Plan Expiration; Requests for Extension; Expiration of Wetland Alteration Permit	Adopted 1/22/15
Complete	Outdoor Seating/Use of Public Way; extend to other zones	Effective 2/28/15
		Effective 5/28/15