

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 USABLE OPEN SPACE RETAIN ROAD FRONTAGE (Buffers) TRAFFIC STUDIES	Pending	Part of Recodification	
3		Staff	HAT - Highest Annual Tide	5	In context of climate change	
5	8/23/2018	Staff	Sign ordinance changes: Message boards/internal & external lights & timers Window/A-frame & portable signs/banners Sign character/appearance/administration & enforcement	3	Proposed ordinance amendments recommended by the Board at August 23, 2018 meeting. Town Council Public hearing set for 12/10/18. Planning Board Discussion Item - 10/25/18 Meeting Recodification will address larger issues	8/23/2018
6	TBD	Staff	Parking strategies for Foreside	4	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.	
7	TBD	Staff	<u>Shoreland Zone:</u> Invasive plants; shoreland invasive plant removal Excavation Structure replacement; time periods Shoreland definition	Pending	Updated per Ch. 1000 guidance, ordained by Town Council on 10/26/2015	10/26/2015
8	8/23/2018	Staff	Shoreland zoning amendments to address nonconformance issues	0	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.	8/23/2018
9	6/14/2018	Staff	Neighborhood Mixed Use Zone (formerly Business Park) amendments	Done	A public forum for citizen input has been scheduled for Monday, October 29 at 6 pm at Town Hall.	

Revised 10/18/2018

2018-2019
PLANNING BOARD ACTION ITEMS

10	TBD	Staff	Neighborhood Mixed Use Zone (formerly Business Park) boundary changes	1	Public Hearings held on 8/21/18 & 8/23/18. Final action pending Town Council action on the proposed text amendment.	
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	2	Awaiting completion of the proposed amendments to the ADU regulations. Draft ADU amendments being reviewed by KOSAC in early Nov. 2018 then Planning Board	
STAFF						
13	TBD		UPDATE DESIGN STANDARDS FOR LED LIGHTING AND SIGNS:	Staff	Pending	
14	TBD		Definition: Substantially complete re: development vs. building permits	CEO	Staff draft definition differentiating from bldg permits as appropriate	
15	TBD		Wetland Protection: Review how man-made wetlands are and should be regulated.	Staff	Staff prepare information and possible draft amendment for Board's review at future	
16	TBD		Vision for Route 1 Bypass	NA	Wait on recommendations from the Economic Development Committee	
17	TBD		Fines and Fees (increases?)	Staff	Staff will research	
18	TBD		Route 236 safety	NA	No formal action - studies must be funded and completed	

Revised 10/18/2018

2018-2019
PLANNING BOARD ACTION ITEMS

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		

Revised 10/18/2018

*CPC = Comp Plan Committee

2018-2019
PLANNING BOARD ACTION ITEMS

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

Revised 10/18/2018

2018-2019
PLANNING BOARD ACTION ITEMS

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

Revised 10/18/2018