

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 to be reviewed by Board at August 23, 2018 meeting  Recodification will address larger issues	
6	TBD	Staff	Parking strategies for Foreside	4	Short-term strategy has been identified	
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 set for public hearing and vote on August 23, 2018	
9	6/14/2018	Staff	Neighborhood Mixed Use Zone (formerly Business Park) amendments	Done	Public hearing and vote done June 14, 2018	Yes
10	TBD	Staff	Neighborhood Mixed Use Zone (formerly Business Park) boundary changes	1	Public Hearing and vote scheduled for August 21, 2018	
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		
<b>STAFF</b>						
13	TBD		UPDATE DESIGN STANDARDS FOR LED LIGHTING AND SIGNS:	Staff	Pending	

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14	<b>TBD</b>		Definition: Substantially complete re: development vs. building permits	CEO	Staff draft definition differentiating from bldg permits as appropriate	
15	<b>TBD</b>		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	<b>TBD</b>		Vision for Route 1 Bypass	NA	Wait on recommendations from the Economic Development Committee	
17	<b>TBD</b>		Fines and Fees (increases?)	Staff	Staff will research	
18	<b>TBD</b>		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 3/28/2013 2/25/2016		<u>Comp Plan Items</u> - Pedestrian / Bike paths / Bike Racks - CONTINUE WORKSHOP WITH KCPC, KOSC REGARDING 1 - 3 ACRE RR; and future land use regulation; restrict # building permits issued per year - ROADS / SIDEWALKS TO NOWHERE (ROW plans)/Shared Driveways/ROW Standards/Emergency access roads	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	
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	Staff prepare draft version of Bylaw to present to Board	
Complete	1/8/2015		Foreside Review Committee (16.3.2.15.F)	1	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	1/23/2014		Outdoor Seating/Use of Public Way; extend to other zones	Done	PB review: 10/23/14; rev. language 12/18/14; 1/22/15 discussion; Foreside only; CDM to work w/ NCP/TC to add to Title 5 permanently; ordained by TC 4/27	
Complete	2/27/2014		Approved Plan Expiration; Requests for Extension; Expiration of Wetland Alteration Permit	Done	Reviewed 3/27/14; PB approval 6/26/14; to Council 11/10/14; Effective 2/28/15	
Complete	2/27/2014	AG	List of Committees/Boards to monitor	Done	CDM to place in 2/26 packets	
Complete	11/14/2013	Staff	16.7.3.5.6 Structure replacement <u>outside</u> of shoreland zone (missing from code)	1	Board recommended to Council on 5/28, will be before TC this summer	

\*CPC = Comp Plan Committee

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<b>Complete</b>	<b>10/24/2013</b>		16.7.8 Soil Suitability Guide; discontinue; replace with Net Residential Acreage calculations	Done	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
<b>Complete</b>	<b>8/22/2013</b>	<b>Staff</b>	Site dev pre-meeting; CMA construction inspection; Ref: 16.4.4.1.A (for May 2015 TC workshop)	1	Discussed December, 2014; staff drafted language for review, reviewed 3/12/15. Public Hearing and recommendation to Council 3/26/15
<b>Complete</b>	<b>2/27/2014</b>		Flag Lots (16.8.-16.9)	Done	
<b>No longer required</b>	<b>3/13/2014</b>		Septic pretreatment requirement as bonus (See also: VIII.3.i.ii 2015 Code Amendments: Briefing Book, #38)	Done	
<b>Complete</b>	LEGAL NOTICES IN PACKET OR EMAILED TO PB MEMBERS (email to PB @ same time sent to publication)				Complete
<b>4/25/2013</b>	UNBUNDLE ZONING AMENDMENTS				Complete / Ongoing
<b>Complete</b>	BUILDING PERMIT LIST IN PACKETS				Complete / Ongoing
<b>3/25/2013</b>	Amendment: 16.8.24.2 F (LED lights); amended 12/14 (allowing LED lighting)				Ordained: 3/25/2013; ordained 12/14
<b>3/25/2013</b>	DISCUSS PUBLIC NOTICES; ABUTTER'S LIST EARLY, INCLUDE M/L AND PHYSICAL ADDRESS; Sales (assessor) close April 1; system update in Fall				Complete
<b>4/25/2013</b>	Amendment: Speciality Food & Beverage				ordained 6/10/2013
<b>1/24/2014</b>	Foreside workshop with Council				
<b>1/24/2014</b>	REVIEW REPORT TO COUNCIL (RTC) FORMAT				1/24/2013
<b>4/25/2013</b>	PB Workshop Update: training; education; conflict of interest; attendance/voting;				Retreat: January 10, 2014; MMA workshop 3/25/14
<b>4/25/2013</b>	Title 16.11 Marine Development				Ordained: 1/27/2014
<b>2/14/2013</b>	Outdoor Seating/use of public ROW extension period/Title 5 (Seasonal only; extend sunset date)				To Council 6/9/14
<b>Complete</b>	Proposed Ordinance Changes on line				Packets posted online
<b>4/24/2013</b>	ABUTTER'S LIST TO PB EARLY ON, BEFORE PUBLIC HEARING (at sketch plan)				
	Waivers;				January 2014
	Post Building Permits on Web Site				Provided in Board packets
<b>11/14/2013</b>	ByLaw Changes				Adopted 1/22/15
<b>2/28/2015</b>	Approved Plan Expiration; Requests for Extension; Expiration of Wetland Alteration Permit				Effective 2/28/15

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Complete	Outdoor Seating/Use of Public Way; extend to other zones	Effective 5/28/15
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