

2012-2016  
PLANNING BOARD ACTION ITEMS

ITEM #	DATE	BY	ITEM	PRIORITY	ACTION TAKEN	COMPLETE
1	8/9/2012		16.10.9.2 REDEFINE FIELD CHANGES; Major/Minor (for May 2015 TC workshop)	2	Staff to draft language for review	
2	10/13/2012	TE	DPW PROJECTS COME BEFORE PB; NEED UPDATED LIST	2	CDM to discuss with DPW, report to PB	
3	2/14/2013	DD	DEFINE COMMERCIAL RECREATION (for May 2015 TC workshop)	2	CDM to propose / December 2014; re-draft for 1/22/15 discussion; Re-send 12/18 pkt to PB for HOMEWORK; Board discussed reducing to priority 2; staff is reviewing all permitted uses/definitions, creating table of uses	
4	4/25/2013		WORKSHOP: Cluster Ordinance needs work USABLE OPEN SPACE RETAIN ROAD FRONTAGE (Buffers) TRAFFIC STUDIES	1	Workshop held May 28; follow-up discussion 6/25/2015; PB Review 1/14/2016; Public Hearing 1/28/2016; Workshop w TC 2/1/2016...	
5	10/24/2013	Staff	HAT - Highest Annual Tide: no Elevation 6 (for May 2015 TC workshop)	1	January, 2015	
6	11/14/2013		Fines	3	CDM to discuss with TM	
7	11/14/2013		Review flood hazard ordinance; 16.5.3.4; (esp. <i>No alteration of the natural contour of the land by grading or filling for any purpose is permitted in an area subject to periodic flooding.</i> )	3	Coordinate w CMA; draft language, if needed	
8	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	
9	3/27/2014	DD	Kittery Historic Resources; historic designation identification	3		
10	5/8/2014	Staff	<u>Sign ordinance changes:</u> Message boards/internal & external lights & timers Window/A-frame & portable signs/banners Sign character/appearance/administration & enforcement	2	Workshop: 7/14/14; Int'l Sign Assoc. 10/23/14 16.8.10.2.C approved by TC, effective 2/28/15	Done

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11	5/22/2014	DD		1	Staff review; PB to discuss/recommend amendment if needed; PB to analyze results of Foreside Forum/site walk scheduled for 10/22 ... comprehensive plan suggested parking req not be as strict in the Foreside. Not as many spaces req in a dense area bc of on street parking. No room on parcels for off street parking. Hindering devlp that is desireable for area. CDM completed KACTS RFP to study land use and parking issues in the Foreside
12	1/22/2015		Shoreland Zone: Invasive plants; shoreland invasive plant removal Excavation Structure replacement; time periods Shoreland definition	3	CDM to research Code for use of term;
<b>STAFF</b>					
13	2/28/2013		UPDATE DESIGN STANDARDS FOR LED LIGHTING:	Staff	
14	10/13/2012		BUSINESS OVERLAY ZONES: WHERE AND WHAT CHANGES; 16.3.2.20 Proposed Quality Improvement Overlay; form based code vs. individual ordinances	Staff/CPC	Workshop; Sustain So ME; set up January 2014 workshop; Further discussion; PB input to CPC when appropriate
15	10/24/13 Amendment		DPW Road Cuts; Title 12 amendment; approved by PB 10/24/13; to Council 11/25/13	Staff	Revise per Council Action / Re-visit: January 2015; 1/15: Shared notification w/ DPW & Planning per CDM
16	10/24/2013		Definition: Substantially complete re: development vs. building permits (for May 2015 TC workshop)	Staff	Staff draft definition differentiating from bldg permits as appropriate
17	8/27/2015		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 meeting.
18	11/19/2015		Vision for Route 1 Bypass	NA	No formal action - will wait on recommendations from the Economic Development Committee

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<b>COMPLETED ITEMS</b>					
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

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<b>Complete</b>	<b>1/23/2014</b>		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; <b>Foreside only</b> ; CDM to work w/ NCP/TC to add to Title 5 permanently; ordained by TC 4/27
<b>Complete</b>	<b>2/27/2014</b>		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
<b>Complete</b>	<b>2/27/2014</b>	<b>AG</b>	List of Committees/Boards to monitor	Done	CDM to place in 2/26 packets
<b>Complete</b>	<b>11/14/2013</b>	<b>Staff</b>	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
<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

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	Proposed Ordinance Changes on line	Packets posted online
4/24/2013	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
11/14/2013	ByLaw Changes	Adopted 1/22/15
2/28/2015	Approved Plan Expiration; Requests for Extension; Expiration of Wetland Alteration Permit	Effective 2/28/15
Complete	Outdoor Seating/Use of Public Way; extend to other zones	Effective 5/28/15