



City of Caribou, Maine

AGENDA Caribou Planning Board Regular Meeting

Thursday June 9, 2022, at 5:30 p.m.

*Municipal Building
25 High Street
Caribou, ME 04736
Telephone (207) 493-3324
Fax (207) 498-3954*

The meeting will be broadcast on Cable Channel 1301 and the City's YouTube Channel. Public Comments submitted prior to the meeting no later than 4:00 pm on Thursday, June 9, 2022, will be read during the meeting. Send comments to CEO Ken Murchison at kmurchison@cariboumaine.org or call 493-5967.

- I. Call Meeting to Order, Determine Quorum
- II. Public Hearings
- III. Approval of minutes
 - a. Approval of Minutes of the May 12, 2022, Planning Board Meeting
- IV. Council Liaison Updates
- V. New Business
 - a. Apartment Accessory to Commercial Use at 653 Main Street, Map 31 Lot 201 Concept Review
 - b. Affordable Housing
 - c. Riverfront Development District
 - d. Comprehensive Plan 2024
- VI. Old Business
 - a. Land Use Table Workshop Next Work Session
- VII. Staff Report
 - a. Dangerous Buildings
 - b. Caribou Trailer Park Closure/West Gate Villa Clean Up
 - c. Maine Northern Railroad Reuse
- VIII. Adjournment



City of Caribou, Maine

Municipal Building
25 High Street
Caribou, ME 04736
Telephone (207) 493-3324
Fax (207) 493-4228
www.cariboumaine.org

Caribou Planning Board Notice of Site Design Review

**Thursday, June 9, 2022, at 5:30 pm
City Council Chambers at the City Office, 25 High Street**

To: Owner of Record within 500' of the proposed project property

From: Caribou Planning Board

Date: May 27, 2022

Re: The Caribou Planning Board will conduct a Concept Plan Review for an Apartment Accessory to Commercial Use on Thursday, June 9, 2022, at 5:30 pm in the City Council Chambers at the Caribou City Office located at 25 High Street. The side door (nearest the bank) will be open to the public to attend the meeting.

Concept Plan Review: A Site Design Review Application from Blair Crawford for an Apartment Accessory to Commercial Use at 653 Main Street, Map 031 Lot 201.

Additional information about this Concept Review may be posted at the City's website seven days prior to the meeting:

<http://www.cariboumaine.org/government/planning-board-minutes-and-agendas/>

To view tax maps, zoning maps, the local ordinance or other information, please visit the Code Enforcement page at the City's website:

<http://www.cariboumaine.org/index.php/departments/code-enforcement/>

Interested individuals are encouraged to attend.

Best Regards,

Ken Murchison
Zoning Administrator/CEO



City of Caribou Site Design Review Application

Planning & Code Enforcement
25 High Street
Caribou, Maine 04736
(207) 493-5967
kmurchison@cariboumaine.org

Site Design Review will be scheduled only after the Code Enforcement Officer and/or Planning Board has determined that the application is complete, and all necessary information to review the proposal and render a decision has been provided by the applicant. Applicants are advised to meet with the Code Enforcement Officer prior to submitting the application for review. For applications that must be approved by the Planning Board, the review process includes at least one (1) presentation to the Planning Board, and possibly additional presentations, until all required information has been provided. Applicant may be required to tender a performance guarantee prior to, or as a condition of, project approval.

Note to Applicant: Complete this application and return it with the required documents. In addition, the required non-refundable fee must be returned along with this completed application. Make checks payable to: "City of Caribou", in the amount of \$90.00 plus \$10.00 per 2000 square feet of total gross floor area for commercial, industrial or other non residential applications. Please refer to Section 13-300 Site Design Review Ordinance for further details concerning requirements and submission/approval processes.

Please print or type all information

Name of Property Owner / Developer: Blair Crawford

Development Name: _____

Location of Property (Street Address): 653 Main St.

City of Caribou Tax Map: 31 Lot: 201 Zone: _____

Applicant Information

Brief description of project:

Leave commercial/retail space (with half bath) of 1st floor available for business rental and use unfinished space on the first floor to create a 3rd apartment.

Person and address to which all correspondence regarding this application should be sent:

Name: Lehrle Kieffer (for Blair Crawford) Phone: 207-498-2900
Address: 1013 High St. E-mail: lehrlekieffer@remax.net
City, State, Zip: Caribou, ME. 04736

If applicant is a corporation, check if licensed in Maine (Attach copy of Secretary of State Registration) ☐ Yes ☐ No ☒ N/A

Name of Land Surveyor, Engineer, Architect or other Design Professionals. (attach list if needed)

Phone: _____

Phone: _____

What legal interest does the applicant have in property to be developed (ownership, owners representative, option, purchase & sales contract, etc?)

Blair Crawford is purchasing 653 Main St. Caribou to live in.
(Attach supportive legal documentation)

General Information

Aroostook County Registry Deeds: Book # 4926 Page # 71 (attach copy of deed) ✓

Current owner
What interest does the applicant have in any abutting property? _____

Is any portion of the property within 250 feet of the normal high water line of a lake, pond, river, or wetland or within 75 feet of any stream? ☐ Yes ☒ No

Is any portion of the property within a Flood Hazard Zone? ☐ Yes ☒ No

Total area or acreage of parcel: 2326 sq ft. .67 acres Total area or acreage to be developed: 500 sq ft

Has this land been part of subdivision in the past five years? ☐ Yes ☒ No

Identify existing use(s) of land (farmland, woodlot, residential, etc.)

Currently 1-2 Bed apartment 1-efficiency 1-small commercial (Detail) space w/ half bath, and unfinished 1st floor space

Are there restrictive covenants in the deed, or to be placed in the deed (attach list) ☐ Yes ☒ No

Does the applicant propose to dedicate any recreation area, or common lands? ☐ Yes ☒ No

Recreation area(s) Estimated Area & Description: N/A

Common land(s) Estimated Area & Description: N/A

Anticipated start date for construction: Month / Year ASAP / 2022 Completion: 11 / 2022

Does any portion of the proposal cross or abut an adjoining municipal line? ☐ Yes ☒ No

Does this development require extension of public services? ☐ Yes ☒ No

Roads: ☐ Storm Drainage: ☐ Sidewalks: ☐ Sewer Lines: ☐ Other: ☐

Estimated cost for infrastructure improvements: \$ 8000.

Water Supply: Private Well: ☐ Public Water Supply: ☒ None: ☐

Sewage Disposal: Private SSWD: ☐ Public Sewer: ☒ None: ☐

Estimated sewage disposal gallons per day: (1 Bedroom apt.)

Do the plans require review by the State Fire Marshal Office? ☐ Yes ☒ No
(Attach Barrier Free and Construction Permits from SFMO)

Have the plans been reviewed & approved by the Caribou Fire Chief? ☐ Yes ☒ No

Does the building have an automatic sprinkler system? ☐ Yes ☒ No ☐ N/A

Does the building have an automatic fire detection system? ☐ Yes ☐ No ☐ N/A

Smoke detectors
Will the development require a hydrant or dry hydrant fire pond? ☐ Yes ☒ No

Concept Plan Review Requirements

At the request of the applicant, the Code Enforcement Officer or Planning Board may review the application first as a Concept Plan. Concept Plan Review is intended to ensure that the proposed plan is in conformance with the Caribou Comprehensive Plan and all City ordinances. If the application must be approved by the Planning Board, the completed application and Concept Plan must be delivered to the Code Enforcement Office no less than 21 days prior to the next scheduled meeting of the Planning Board, in order for it to be considered during that meeting. Concept Plan Review applications must include the following items:

1. _____ Name and address of the owner of record and applicant (if different).
2. _____ Name of the proposed development and location.
3. _____ Names and addresses of all property owners within 500 feet of the property.
4. _____ A copy of the deed to the property, option to purchase the property, or other documentation to demonstrate right, title, or interest in the property on the part of the applicant.
5. _____ Names and addresses of all consultants working on the project.

6. _____ 1 complete set of plans, delivered in Adobe Acrobat, high-resolution .pdf file(s)
- Plans to be included:
- Boundary Survey
 - Storm Water Management
 - Erosion and Sediment Control
 - Finish Grading Plan
 - Site Improvement Detail
 - Building Elevations and Structural Plans
7. _____ Plans to show the following elements for review:
- _____ a. Graphic scale and north arrow.
 - _____ b. Location and dimensions of any existing or proposed easements and copies of existing covenants or deed restrictions.
 - _____ c. Name, registration number, and seal of the land surveyor, architect, engineer, and/or similar professional who prepared the Plan.
 - _____ d. All property boundaries, land area, and zoning designations of the site, regardless of whether all or part is being developed at this time.
 - _____ e. Size, shape, and location of existing and proposed buildings on the site including dimensions of the buildings and setbacks from property lines.
 - _____ f. Access for Emergency Vehicles, location and layout design of vehicular parking, circulation areas, loading areas, and walkways including curb cuts, driveways, parking space and vehicle turn around areas.
 - _____ g. Location and names of streets and rights-of-way within 200' and adjacent to the proposed development.
 - _____ h. Proposed finish grades and graphic arrows indicating the direction of storm water runoff.
 - _____ i. Conceptual treatment of on and off site storm water management facilities.
 - _____ j. Location and sizes of existing and proposed sewer and water services including connections.
 - _____ k. Conceptual treatment of landscaping buffers, screens, and plantings.
 - _____ l. Location of outdoor storage areas, fences, signage and accessory structures.
 - _____ m. Context map illustrating the area surrounding the site that will be affected by the proposal, including all streets, sidewalks, intersections, storm water drainage ways, sanitary sewer lines and pump stations, nearby properties and buildings, zoning districts, and geographic features such as, but not limited to, wetlands, natural features, historic sites, flood plains, significant scenic areas, and significant wildlife habitats as provided in the Comprehensive Plan.
 - _____ n. All proposed signage and exterior lighting, including the location, size and wording of all signs, type of exterior lights, radius of light, manufacturer's specifications sheet, and the ground level intensity in foot- candles of all exterior lights. If no signage or exterior lighting is proposed, state "n/a."

Final Plan Review Requirements

Upon determination that the application is complete, the Code Enforcement Officer or Planning Board (by majority vote) will schedule a Final Plan Review. If additional information or changes are required by the Code Enforcement Officer or Planning Board following a Concept Plan Review (if applicable), a complete set of revised plans must be provided for the Final Plan Review. If the application must be approved by the Planning Board, plans must be delivered to the Code Enforcement Office at least 21 days prior to the next scheduled Planning Board meeting, in order to be considered during that meeting.

Final Plan Review requires three (3) 24" X 36" sets of plans. If the application must be approved by the Planning Board, an area designated for all seven (7) Planning Board Member signatures must be provided on the plans. Otherwise, an area designated for the Code Enforcement Officer signature must be provided.

If the Code Enforcement Officer or Planning Board determines that a third party review is necessary to make a sound decision, the applicant will be responsible for any fees incurred for the third party review.

During the Final Plan Review, the Code Enforcement Officer or Chairman of the Planning Board (or designee) ensures that all elements of review 7-a. through 7-n. above, and all criteria of the Final Plan Review A. through AA. below have been addressed. If the application must be approved by the Planning Board, then the Chairman may call for a motion to Approve, Approve with Conditions, Deny, or Table the application. Otherwise, the Code Enforcement Officer renders a decision, based on his/her review.

If the Final Plan is approved by the Code Enforcement Officer or Planning Board, no work may commence for a period of 30 days following the date of approval, to allow sufficient time for potential appeal(s) to the decision.

A request to the Planning Board to reconsider a decision must be filed within 10 days of the decision that is to be reconsidered. A vote to reconsider and the action taken on that reconsideration must occur and be completed within 45 days of the date of the vote on the original decision. The Planning Board may conduct additional hearings and receive additional evidence and testimony, as provided.

To the best of my knowledge, all of the information submitted in this application is true and correct.

DocuSigned by:

Blair Crawford

9A281EB3E83B4A6...

Signature of Applicant: _____

Date: 5/26/22

Final Plan Review application was determined to be complete on:

Date: _____

Final Plan Review

Date: _____

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
A. Conformance with Comprehensive Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Traffic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Site Access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Parking & Vehicle Circulation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Pedestrian Circulation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
F. Site Conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G. Open Space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H. Sanitary Sewage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I. Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J. Emergency Vehicle Access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K. Waste Disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L. Buffering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
M. Natural Areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N. Exterior Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O. Stormwater Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P. Erosion & Sediment Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q. Buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R. Existing Landscaping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S. Infrastructure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
T. Advertising Features	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
U. Design Relationship to Site & Surrounding Properties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
V. Scenic Vistas & Areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
W. Utilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
X. Mineral Exploration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Y. Phosphorus Export	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Z. General Requirements (ref 13-700)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AA. Access Management, Off-Street Parking, Loading, and Road Design and Construction (ref 13-710)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**City of Caribou, Maine
Site Design Review**

Site Design Review for: _____

Address: _____

Decision by the Caribou Code Enforcement Officer

On _____ (date) the Code Enforcement Officer conducted the Final Plan Review for the property or project referenced above.

The application was: ☐ Denied ☐ Approved ☐ Approved with Conditions

Signed: _____ Code Enforcement Officer

Decision by the Caribou Planning Board

On _____ (date) the members of the Caribou Planning Board conducted the Final Plan Review for the property or project referenced above.

The application was: ☐ Denied ☐ Approved ☐ Approved with Conditions

Signed: _____ Planning Board Chairman

_____ Planning Board Member

_____ Planning Board Member

_____ Planning Board Member

_____ Planning Board Member

_____ Planning Board Member

_____ Planning Board Member

Condition(s) of Approval:

Reason(s) for Denial:

1. Name of the person or organization: [Blank]

2. Address: [Blank]

3. City: [Blank]

4. State: [Blank]

5. Zip: [Blank]

6. Telephone: [Blank]

7. Fax: [Blank]

8. E-mail: [Blank]

9. Website: [Blank]

10. Other: [Blank]

11. Comments: [Blank]

12. Date: [Blank]

13. Signature: [Blank]

14. Title: [Blank]

15. Organization: [Blank]

16. Country: [Blank]

17. Continent: [Blank]

18. Region: [Blank]

19. District: [Blank]

20. Sub-district: [Blank]

21. Ward: [Blank]

22. Village: [Blank]

23. Hamlet: [Blank]

24. Street: [Blank]

25. House number: [Blank]

26. Plot number: [Blank]

27. Land use: [Blank]

28. Other information: [Blank]

29. Remarks: [Blank]

Bk 4926 Pg 71 #2948
04-04-2011 @ 11:57a

WARRANTY DEED
MAINE STATUTORY SHORT FORM

KNOW ALL MEN BY THESE PRESENTS, that **Nicholas J. Morrill**, with a mailing address of 406 Main Street, Stockholm, Maine 04783 for consideration paid, grants to **ELF Properties, LLC**, a limited liability company organized the existing under the laws of the State of Maine, whose mailing address is 56 Boutelle Road, Bangor, Maine 04401, with **Warranty Covenants**, the following described real estate together with the buildings thereon, situate in Caribou, County of Aroostook and State of Maine, described as follows to wit:

A certain lot or parcel of land together with all buildings and improvements thereon being situate in the City of Caribou, County of Aroostook, State of Maine, to wit: Being a part of Lot numbered Nine (9) in that part of Caribou formerly "H" Township, bounded and described as follows:

Beginning at a point on the East line of Main Street at the northwest corner of the Charles F. Thomas Homestead Lot; thence northerly along the east line of Main Street a distance of two hundred twenty (220) feet, more or less, to the south line of a public street, now known as Nylander Street; thence easterly along the southerly margin of Nylander Street to the northwest corner of land formerly owned or occupied by James L. Wellington; thence southerly along the Wellington lot a distance of fifty (50) feet to the southwest corner thereof; thence S 35° W a distance of one hundred twenty-five (125) feet to the North line of the Thomas Homestead; thence westerly along the north line of the Thomas Homestead Lot a distance of one hundred eighty-six (186) feet, more or less, to the east line of Main Street and the place of beginning.

Excepting and Reserving from the above-described premises two (2) parcels of land conveyed by Earl V. Lombard to the Inhabitants of the Town of Caribou by Warranty Deed dated March 12, 1928 and recorded in Bk 377, Page 1 of the Southern Aroostook Registry of Deeds, reference being made and had for a more particular description.

Also, Excepting and Reserving a parcel conveyed to the City of Caribou as a corrective deed recorded in Bk 2024, Page 34 of said Registry of Deeds.

Being the same premises conveyed by the Debra L. Plourde to Nicholas Morrill by Warranty Deed recorded in Book 4147, Page 85 of the Southern Aroostook Registry of Deeds.

Witness my hand and seal this 1st day of April 2011.

Witness

Nicholas J. Morrill

MAINE TRANSFER
TAX PAID

State of Maine
County of Aroostook

April 1, 2011

Personally appeared the above named Nicholas J. Morrill and acknowledged the foregoing instrument to be his free act and deed.

Before me,


Notary Public/Attorney at Law

Print/Type Name of Notary

DAN P. UMPHREY
Notary Public, Maine
My Commission Expires November 20, 2016

FARDS\Real Estate Files\Morrill to ELF Properties\Warranty Deed 03 23 11.wpd

Received
AROOSTOOK SS
PATRICIA F BROWN, REGISTER

- (ii) in riverine areas is considered to be the channel of a river or other water course and the adjacent land areas to a distance of one-half the width of the floodplain, as measured from the normal high water mark to the upland limit of the floodplain.

Riverine: Means relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

Special Flood Hazard Area: See Area of Special Flood Hazard.

Start of Construction: Means the date the building permit was issued, provided the actual start of Construction, repair, reconstruction, rehabilitation, addition, placement, substantial improvement or Other improvement was within 180 days of the permit date. The actual start means either the first Placement of permanent construction of a structure on a site, such as the pouring of slab or footings, The installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

Structure: Means, for floodplain management purposes, a walled and roofed building. A gas or liquid storage tank that is principally above ground is also a structure.

Substantial Damage: Means, damage of any origin sustained by a structure whereby the cost of restoring the structure to its damage condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

Substantial Improvement: Means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the start of construction of the improvement. This term includes structures which have incurred substantial damage, regardless of the actual repair work performed. The term does not, however, include their:

- (1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local Code Enforcement Official and which are the minimum necessary to assure safe living conditions; or
- (2) Any alteration of historic structure, provided that the alteration will not preclude the structure's continued designation as a historic structure.

Variance: Means a grant of relief by a community from the terms of a floodplain management regulation.

Violation: Means the failure of a structure or development to comply with a community's floodplain management regulations.

Sec. 13-614 Abrogation.

This ordinance repeals and replaces any municipal ordinance previously enacted to comply with the National Flood Insurance Act of 1969 (P.L. 90-488, as amended).

Sec. 13-700 General Requirements for Land Uses.

The following General Requirements are applicable to land use activities within the City, to include site design review and subdivisions. These standards are intended to clarify review criteria and provide guidance. In reviewing a proposed development, the CEO or Planning Board, whomever conducts the review, shall review the application for conformance to the applicable standards and make findings of fact for each prior to approval of the Final Plan. The burden of proof of conformance is with the applicant, who shall provide clear and convincing evidence that the proposed Final Plan meets the standards and the review criteria.

1. Apartments Accessory to Commercial Uses.

The Planning Board may allow residential dwelling units in a commercial structure provided the following are met:

- A. The residential dwelling units shall be clearly incidental to the principal commercial use of the structure.

- B. Each dwelling unit shall be provided with a private space 500 square feet minimum per dwelling unit adjacent to each unit.
- C. Each dwelling unit shall be provided one (1) off-street parking space separate from customer parking.
- D. Subsurface sewage disposal, where applicable, shall be provided that complies with the State of Maine Subsurface Sewage Disposal Rules.
- E. Each dwelling unit shall have access to and use of private storage space within the individual dwelling unit or in common storage facilities.
- F. No access to a residential dwelling unit shall be through the commercial space.
- G. All provisions of the City Building Code, Property Maintenance Code and the Life Safety Code shall be met.

2. Archaeological Sites.

Any proposed land use activity involving structural development or soil disturbance on or adjacent to sites listed on, or eligible to be listed on the National Register of Historic Places, as determined by the CEO or Planning Board shall be submitted by the applicant to the Maine Historic Preservation Commission for review and comment, at least 20 days prior to action being taken by the CEO or Planning Board. The CEO or Planning Board shall consider comments received from the Commission prior to rendering a decision on the application.

3. Basement Drainage.

The applicant shall show that the floor of any basement(s) can be drained to the ground surface, or storm sewers, if they are required to be installed, or that the spring water table is one (1) foot below the level of the basement floor.

4. Bed and Breakfast.

- A. There shall be no less than one parking space on the property for each rental room in addition to the spaces required for the dwelling unit.
- B. There shall be one bathroom provided for the rental rooms, in addition to the bathroom for the dwelling unit.
- C. Each rental room shall have not less than ten by twelve (10 X 12) feet horizontal dimensions.

5. Buffers and Screening.

- A. A landscaped buffer strip of no less than fifteen (15) feet in width and six (6) feet in height shall be provided to minimize the visual impact of adverse characteristics such as, but not limited to, storage areas, parking spaces, driveways, loading areas, exposed machinery, sand and gravel extraction operations, and areas used for the storage or collection of discarded automobiles, auto parts, metals or any other articles of salvage or refuse, and to protect abutting residential properties from the intrusion of noise, light, and exhaust fumes from such non-residential buildings and uses. The buffer areas shall be maintained and vegetation replaced to ensure continuous year round screening.
- B. Where no natural vegetation or berms can be maintained, or due to varying site conditions, the landscaping may consist of fences, walls, tree plantings, hedges, or combinations thereof.
- C. Any abutting residential property shall be effectively screened by a continuous landscaped area no less than six (6) feet in height along lot lines adjacent to the residential properties, except that driveways shall be kept open to provide visibility for entering and leaving.
- D. Where a potential safety hazard to small children would exist, physical screening / barriers shall be used to deter entry to such premises.
- E. There shall be no paving, parking, or structures located in the buffer area.
- F. The CEO or Planning Board may allow a buffer area of less width when site conditions, such as natural features, vegetation, topography, or site improvements, such as additional landscaping, berming, fencing, or low walls, make a lesser area adequate to achieve the purposes of this Ordinance.

6. Campground and/or Recreational Vehicle Park.

A campground and/or recreational vehicle (RV) park shall conform to the minimum requirements imposed under State licensing procedures of 10-144 DEPARTMENT OF HEALTH AND HUMAN SERVICES Chapter 205: RULES RELATING TO CAMPGROUNDS and the following (in case of possible conflict, the stricter rule shall apply). For the purposes of this Section "RV" shall include travel RV, pick-up coach, motor home, camping trailer, dependent RV, and self-contained RV.



City of Caribou, Maine

Municipal Building
25 High Street
Caribou, ME 04736
Telephone (207) 493-3324
Fax (207) 498-3954
www.cariboumaine.org

Caribou Planning Board Meeting Minutes Thursday, May 12, 2022 @ 5:30 pm City Council Chambers

Members Present: Dan Bagley, Christine Solman, Dave Corriveau, Frank McElwain, and Steve Wentworth

Absent but excused: Amanda Jandreau and Eric Hitchcock

Other in Attendance: Ken Murchison

Chairman Dan Bagley called the meeting to order at 5:34 pm.

I. Call Meeting to Order, Determine Quorum – Chairman Dan Bagley called the meeting to order at 5:34 pm. A quorum was present.

II. Public Hearings

- a. Chair Bagley opened the Public Hearing for Novel Energy Solutions Site Design Review, Final Review for the Maine Caribou Connector CGS LLC 133-kilowatt solar array to be constructed on Map 013 Lot 002-B Van Buren Road at 5:35 p.m. Brittney Krebsbach introduced herself and provided background information about Novel Energy Solutions to the Board.

One email concern was received at the time of the April 14, 2022, Concept Review. Follow up conversations with the landowner resolved concerns. CEO Murchison provided a hard copy printout of the email string with the original note and the follow up communication (See attached).

The Planning Board had discussion on visual buffers and property access. Property access available from Route One. CEO Murchison added that there is an existing curb cut on that property.

DEP Decommissioning Standards and application were discussed.

Longevity 25 to 30 years estimated operational capacity and site can be expanded potentially. Chair Bagley mentioned fencing and had noticed that the existing MDOT fencing would not be adequate, Ms. Krebsbach noted that new fencing for the project is spec'd out on the plans. Public Hearing Closed at 5:57

Planning Board Discussion on the application and Chair ask if the Board wishes for for a buffering/screening condition for approval. Consensus was for no screening/buffering requirement over and above basic guidelines.

Motion by Steve Wentworth for approval of Final Site Design Review for Novel Energy Maine Caribou Connector CGS LLC, approved without condition.
Second by Dave Corriveau

Roll Call Vote:

Steve Wentworth – Yes; Frank McElwain – Yes; Christine Solman – Yes; Dave Corriveau – Yes.

Motion carried with all in favor.

- b. Public Hearing for Home Occupation for Paradise Aesthetics. Application Withdrawn

III. Approval of Minutes -

- a. Approval of Minutes of the April 14, 2022, Planning Board meeting.

Frank McElwain moved to approve the minutes as presented; seconded by Steve Wentworth.

Roll Call Vote:

Steve Wentworth – Yes; Frank McElwain – Yes; Christine Solman – Yes; Dave Corriveau – Yes

Motion carried with all in favor.

IV. Council Liaison Update

V. New Business

- a. **Land Use Table Workshop**

Next Land Use Table Workshop scheduled for May 26, 2022, at 5:30 pm in the Caribou City Council Chambers.

VI. Old Business

- a. **Site Design Review Process**

CEO Murchison provided the Planning Board relevant language from Chapter 13-302 Review Procedure and Requirements outlining the need to contact abutting landowner for the Conceptual Review and Final Review but requiring only one Public Hearing at the Final Review stage, eliminating the need for having run-on Public Hearings Started at the Concept Review with continuation at the Final Review stage of the process. Consensus was reached to continue with the Site Design Review Process requiring abutters notice at the Concept Review and notice of Public Hearing at the Final Review Stage of the review process.

VII. Staff Report; CEO Ken Murchison

- a. Presentation of Riverfront Development District to Council well received by the City Council with really, only one concern and that was can we be more inclusive and capture more areas. The concept of extending all the way to Forb's Pit Boat Landing. Perhaps this could be done inside of the Comprehensive Plan or perhaps we could capture the mirror image of the development district as previously envision by committee to capture the east side of the river. Also discussed was the Master Plan and possible grant funding from the Libra Foundation and conducting a public information session as part of this process.
- b. Dangerous Buildings, actively pursuing demolition bids for four (4) properties at Midland and Hillcrest, utilizing the dangerous Building Statute to remove the collapsed building at 37 Home Farm Road
- c. Proceeding with the closure of the Caribou and clean up at West Gate Villa Trailer Park, we are working to designate these as dangerous buildings. There is a nuisance and dangerous buildings law where the City can deal with buildings and attach the costs to the owners on their tax bill.

- d. Landbank Legislation just passed, and City staff looks forward to learning how to apply these new techniques to fight blight. Business Investment Group Land bank activities to date, 40 North Street demolition but hope to establish funds for redevelopment.
- e. Maine Northern Railroad Reuse Petition to MDOT to establish Reuse Council for the abandoned and unused portion of the Rail Corridor Central Aroostook has been sent to Commissioner Van Note in cooperation with our neighboring Communities of Fort Fairfield,
- f. Limestone, Loring Redevelopment Authority, Presque Isle and Washburn with support from the Riverfront Renaissance Committee. Staff will meet with MDOT representatives regarding potential projects are pending at Otter Brook on May 17th.

VIII. Adjournment – Frank McElwain moved to adjourn the meeting at 7:45 pm; seconded by Dave Corriveau.

Roll Call Vote:

Steve Wentworth – Yes; Frank McElwain – Yes; Christine Solman – Yes; Dave Corriveau – Yes.
Motion carried with all in favor.

IX. Next Meeting June 9, 2022

Respectfully Submitted,

Amanda Jandreau
Planning Board Secretary

AJ/dl

Ken Murchison

From: Christina Kane-Gibson <christina.kanegibson@gmail.com>
Sent: Tuesday, April 5, 2022 8:14 AM
To: Ken Murchison
Subject: Map of Solar array on Van Buren Rd?

Ken,
So, this new solar array is now my backyard? I'm not super excited about it being so close.... should I be concerned? I'm at 260 Van Buren Rd. The new array is listed as Map 013 Lot 002-B.

Can you show me on a map how close it will be to my yard? Also, how o I fight this?

Christina Kane-Gibson

[This email comes from outside of your organization. Please be cautious opening or clicking on any attachments or links.]

Ken Murchison

From: Ken Murchison
Sent: Tuesday, April 5, 2022 9:51 AM
To: Christina Kane-Gibson
Subject: RE: Map of Solar array on Van Buren Rd?
Attachments: ChristinasHouse.pdf; CaribouConnectorPrelimSheet2.pdf

Christina,

The attached are maps of your house in relation to the Guerrette Farms Property/Proposed Solar Array Site. The proposed site is just North of the Caribou Connector Road approximately 1200' from your house.

This array will look much like Neal Griffith's project which is about 4000' from your house. The Array itself consists of six tracker style panels.

Novel Energy Solutions is a new developer to town and their thing is "Solar Gardens" so after the Array is constructed they over seed with a variety of wild flowers to attract pollinators like bees and butterflies.

Please feel free to offer comment either in writing or in person to the Planning Board. Note that the City does not have a "Solar Ordinance" and that these developments are considered "Public Utility" on our Land Use Table so we do not regulate past the State Standards for this type of development so there will be a chain link fence but no extended visual buffer. I will bring any comment to the Planning Board for the record and if I receive them before the meeting I can forward them to the developer as well.

Luckily the Connector Road interchange should at least partially block your view of the development and should be less impacting than the Soderberg Construction gravel pit dust and traffic.

Best,
Ken

From: Christina Kane-Gibson <christina.kanegibson@gmail.com>
Sent: Tuesday, April 5, 2022 8:14 AM
To: Ken Murchison <kmurchison@cariboumaine.org>
Subject: Map of Solar array on Van Buren Rd?

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Ken Murchison

From: Christina Kane-Gibson <christina.kanegibson@gmail.com>
Sent: Tuesday, April 5, 2022 10:01 AM
To: Ken Murchison
Cc: John Gibson
Subject: Re: Map of Solar array on Van Buren Rd?

Thanks, Ken. I appreciate the maps. I initially took it to be the property directly behind my house. I see by your map it is across the connector.

I've sent everything to our attorney and we will discuss a response in writing, if need be, to the Planning Board. I will also mark my calendar to be at the public hearing.

Thanks again,
Christina

On Tue, Apr 5, 2022 at 9:51 AM Ken Murchison <kmurchison@cariboumaine.org> wrote:

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[Home](#) → Governor Mills & MaineHousing Announce \$20 Million to Expand Affordable Rental Housing in Rural Maine

Governor Mills & MaineHousing Announce \$20 Million to Expand Affordable Rental Housing in Rural Maine

May 10, 2022

Funds from the Governor's Maine Jobs & Recovery Plan and MaineHousing will support the construction of rental housing in rural areas to address Maine's housing shortage

Governor Janet Mills and MaineHousing today announced the launch of a \$20 million program supported by the Governor's Maine Jobs & Recovery Plan to tackle Maine's housing shortage by expanding the availability of affordable rental housing across rural Maine.

The [Rural Affordable Rental Housing Program](#) will provide funding to build smaller affordable rental housing units. Under the program, projects must be between 5 and 18 units in size and may either be new construction, rehabilitation of existing housing, or reuse of existing buildings into livable spaces for low- and moderate-income households.

The program is funded with \$10 million from the Maine Jobs & Recovery Plan, the plan proposed by Governor Mills and approved by the Legislature to invest nearly \$1 billion in American Rescue Plan Act to support Maine's economic recovery from the pandemic. It is also funded with \$10 million from MaineHousing using money the agency gained last year by refinancing existing bonds and purchasing new bonds at lower interest rates or from the agency's Housing Opportunities for Maine (HOME) fund.

*"I come from western Maine, so I know firsthand that our rural communities offer an extraordinary quality of life – a quality of life that I want every person in Maine who desires it to enjoy fully," said **Governor Janet Mills**. "But the lack of affordable housing in rural areas, to buy or to rent, is a real barrier. This program through my Jobs Plan is meant to tackle that problem and ensure that Maine people will have access to housing they can afford so they can put down roots and contribute to the success of our state. I thank MaineHousing for its partnership on this important project."*

*"This effort is a new and innovative approach, providing meaningful development capital for smaller projects in more rural parts of Maine," said **MaineHousing Director Daniel Brennan**. "The creation of this program is a positive step forward in ensuring equity in affordable housing creation for all parts of Maine."*

To address the shortage of affordable housing, the rural housing program will provide zero percent interest, forgivable loans, and funding for acquisition and substantial rehabilitation or construction of affordable rental housing units. Housing units built or rehabilitated by the program will need to be maintained as affordable, as measured based on area's median household income, for 45 years.

More details, including application guidelines, on the rural housing program can be found online at www.mainehousing.org/ruralhousing

The rural housing program is the latest in series of significant actions by Governor Mills to [expand affordable housing in Maine](#). One of Governor Mills' first actions in office was to [release \\$15 million in bonds](#), held up by the previous administration, that have funded affordable housing units for Maine seniors across the state.

Housing Tax Credit Program, an \$80 million investment over eight years that represents the single largest state investment in housing in Maine's history. Two weeks ago, Governor Mills signed LD 2003 and LD 201 to further expand the availability of affordable housing in Maine.

Through the Maine Jobs & Recovery Plan, Governor Mills invested \$50 million for affordable and workforce housing initiatives through MaineHousing. The first, a \$10 million program to build up to 150 single-family homes, was announced in January.

The Maine Jobs & Recovery Plan is the Governor's plan, approved by the Legislature, to invest nearly \$1 billion in Federal American Rescue Plan funds to improve the lives of Maine people and families, help businesses, create good-paying jobs, and build an economy poised for future prosperity.

It draws heavily on recommendations from the Governor's Economic Recovery Committee and the State's 10-Year Economic Development Strategy, transforming them into real action to improve the lives of Maine people and strengthen the economy.

For more about Maine Jobs & Recovery Plan, visit maine.gov/jobsplan.

Credit

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207-387-3531

Governor Janet T. Mills

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From: Finnemore, Kathy (Collins)
Sent: Tuesday, May 17, 2022 3:20 PM
To: dcorrivo@maine.rr.com
Subject: Tax Credits for Development

David –

Below is some information from the Congressional Research Service, Specialist in Economics, with the Government and Finance Division regarding tax credits for affordable housing development.

The Community Development Financial Institutions Fund may apply – the Capital Magnet Fund. This funding seems like it could be applicable to your situation. There are some issues about how overall CDFI appropriations funding works and when applications are open (after funding gets actually gets appropriated), but the hyperlink above provides the portal for where you would apply for the next round. The link also provides resources for potential applicants. There is not a currently open application window.

- The Administration just released a blueprint for increasing the housing supply, which may be found here.
- One of the proposals in there is enactment of the Neighborhood Homes Investment Act, which would create a “neighborhood homes investment credits.” This credit would subsidize the construction of homes, that would then be sold at a capped price to households with moderate incomes. This proposal has standalone bills in the House and Senate, and was included in the multiple iterations of BBBA. I drafted this two pager explaining the proposal. It is hard to tell if this credit will be enacted, but I’d definitely say it’s been coming up a lot.
- Opportunity Zones don’t apply to non-profits because the benefit is delivered through deferral of capital gains; non-profits don’t pay capital gains already. Although you mentioned this constituent has a separate LLC, OppZones participants are looking for market rate returns, meaning affordable housing would likely not be at the top of the list for projects selected.
- New Markets could potentially be an option, but again there is no set aside/preference/requirement that housing be affordable like there is with LIHTC.
<https://www.cdfifund.gov/programs-training/programs/new-markets-tax-credit>
- ME’s Housing Authority lists everything offered/administered at the state level, including several federal programs. See the Programs & Services tab and also the Partners tab. Developers interested in entering this space are encouraged to contact the state housing authority as a first step before seeking outside counsel who can help with applications, market studies, compliance, etc.

In addition there are two potential incentives that may apply here: (1) the Low Income Housing Tax Credit, or LIHTC and (2) the Historic Tax Credit, or HTC. One general thing to keep in mind is that 501’s are tax exempt, which means taking of advantage of tax incentives can be tricky (since they don’t pay taxes to offset). Both the LIHTC and HTC can be utilized by 501’s if they partner with a taxable partner (aka an outside investor like a corporation or financial institution).

LIHTC is the federal government's primary subsidy for the development of affordable housing. It basically subsidizes between about 30% and 70% of the cost of construction in exchange for developers agreeing to only rent to low/moderate income households and cap the rents they charge. The kicker here is that the original developer is usually locked into owning the property for 30 years. The process for obtaining these tax credits involves applying to the state's Housing Finance Agency and also partnering with an outside investor who "purchases" the tax credits off the developer. Each state only has a limited amount of tax credits it is allowed to give out each year and demand usually exceeds that amount. As a basic rule of thumb, only 1 in 3 to 1 in 5 applicants get an award of credits because of the supply/demand mismatch. That is, it's highly competitive.

The HTC is a smaller program that subsidizes the rehabilitation of existing historic structures. The subsidy is usually smaller than LIHTC (about 20%). The kicker here is the property must be "income producing." The process for obtaining these tax credits involves applying to the National Park Service.

Both of these programs are highly complex and usually require advising from a firm that specializes in LIHTC or HTC.

Below is some general information that may be useful:

LIHTC:

- [CRS Report - The Low-Income Housing Tax Credit: Policy Issues](#)
- [CRS Report - An Introduction to the Low-Income Housing Tax Credit](#)
- [ME's Housing Authority LIHTC page](#)
- [Press release from ME's Housing Authority of LIHTC](#)

HTC:

- [National Park Service HTC page](#)
- [HUD's page on HTC](#)
- [4 Ways Nonprofits Can Participate in Historic Preservation](#)

I hope this is helpful. Please let me know if we can be of more assistance.
Kathy

Kathy B. Finnemore
Office of Susan M. Collins, United States Senator
25 Sweden Street/ Suite A
Caribou, Maine 04736
Phone (207) 493-7873
Fax: (207) 493-7810

SUSAN COLLINS

UNITED STATES SENATOR - MAINE

Optional Self-Assessment Checklist

This checklist was developed to ease the preparation of comprehensive plans. Its contents are taken directly from the Comprehensive Plan Review Criteria Rule (07 105 Chapter 208). There are no requirements to submit this checklist for review as it is intended only for the plan preparers.

Required Element	✓	Page
Vision Statement that summarizes the community's desired future community character in terms of economic development, natural and cultural resource conservation, transportation systems, land use patterns and its role in the region.		
Public Participation Summary of the public participation process used by the planning committee in developing the plan pursuant to 30-A M.R.S.A. §4324. The summary must indicate how information gathered during the public process was used to guide the plan's vision statement, analyses, policies and strategies.		
Regional Coordination Program summarizing regional coordination efforts to manage shared resources and facilities, including but not limited to lakes, rivers, aquifers, and transportation facilities. The plan must identify any shared resources and facilities, describe any conflicts with neighboring communities' policies and strategies pertaining to shared resources and facilities and describe what approaches the community will take to coordinate management of shared resources and facilities. In addition, the plan must include a summary of regional coordination efforts from all applicable topic areas.		
Plan Implementation section that prioritizes how implementation strategies will be carried out, pursuant to 30-A MRSA §4326(3). The plan must identify the responsible party and anticipated timeline for each strategy in the plan.		
Evaluation measures that describe how the community will periodically (at least every five years) evaluate the following: A. The degree to which future land use plan strategies have been implemented; B. Percent of municipal growth-related capital investments in growth areas; C. Location and amount of new development in relation to community's designated growth areas, rural areas, and transition areas (if applicable) D. Amount of critical natural resource, critical rural, and critical waterfront areas protected through acquisition, easements, or other measures.		
Future Land Use Plan that meets the requirements of Section 4 of Chapter 208. This section will be the focus of the Office's review for consistency with the Act.		
Comments:		

Historic and Archaeological Resources	✓	Page
Analyses		
Are historic patterns of settlement still evident in the community?		

What protective measures currently exist for historic and archaeological resources and are they effective?		
Do local site plan and/or subdivision regulations require applicants proposing development in areas that may contain historic or archaeological resources to conduct a survey for such resources?		
Have significant historic resources fallen into disrepair, and are there ways the community can provide incentives to preserve their value as an historical resource?		
Condition and Trends		
The community's Comprehensive Planning Historic Preservation Data Set prepared and provided to the community by the Historic Preservation Commission, and the Office, or their designees.		
An outline of the community's history, including a brief description of historic settlement patterns and events contributing to the development and character of the community and its surroundings.		
An inventory of the location, condition, and use of any historical or archaeological resource that is of local importance.		
A brief description of threats to local historic resource and to those of state and national significance as identified by the Maine Historic Preservation Commission.		
Policies		
Protect to the greatest extent practicable the significant historic and archaeological resources in the community.		
Strategies		
For known historic archeological sites and areas sensitive to prehistoric archeology, through local land use ordinances require subdivision or non-residential developers to take appropriate measures to protect those resources, including but not limited to, modification of the proposed site design, construction timing, and/or extent of excavation.		
Adopt or amend land use ordinances to require the planning board (or other designated review authority) to incorporate maps and information provided by the Maine Historic Preservation Commission into their review process.		
Work with the local or county historical society and/or the Maine Historic Preservation Commission to assess the need for, and if necessary plan for, a comprehensive community survey of the community's historic and archaeological resources.		
Comments:		

Water Resources	✓	Page
Analyses		
Are there point sources (direct discharges) of pollution in the community? If so, is the community taking steps to eliminate them?		
Are there non-point sources of pollution? If so, is the community taking steps to eliminate them?		

How are groundwater and surface water supplies and their recharge areas protected?		
Do public works crews and contractors use best management practices to protect water resources in their daily operations (e.g. salt/sand pile maintenance, culvert replacement street sweeping, public works garage operations)?		
Are there opportunities to partner with local or regional advocacy groups that promote water resource protection?		
Condition and Trends		
The community's Comprehensive Planning Water Resources Data Set prepared and provided to the community by the Department of Inland Fisheries and Wildlife, the Department of Environmental Protection and the Office, or their designees.		
A description of each great pond, river, surface drinking water supply, and other water bodies of local interest including: a. ecological value; b. threats to water quality or quantity; c. documented water quality and/or invasive species problems.		
A summary of past and present activities to monitor, assess, and/or improve water quality, mitigate sources of pollution, and control or prevent the spread of invasive species.		
A description of the location and nature of significant threats to aquifer drinking water supplies.		
A summary of existing lake, pond, river, stream, and drinking water protection and preservation measures, including local ordinances.		
Policies		
To protect current and potential drinking water sources.		
To protect significant surface water resources from pollution and improve water quality where needed.		
To protect water resources in growth areas while promoting more intensive development in those areas.		
To minimize pollution discharges through the upgrade of existing public sewer systems and wastewater treatment facilities.		
To cooperate with neighboring communities and regional/local advocacy groups to protect water resources.		
Strategies		
Adopt or amend local land use ordinances as applicable to incorporate stormwater runoff performance standards consistent with: a. Maine Stormwater Management Law and Maine Stormwater regulations (Title 38 M.R.S.A. §420-D and 06-096 CMR 500 and 502). b. Maine Department of Environmental Protection's allocations for allowable levels of phosphorus in lake/pond watersheds. c. Maine Pollution Discharge Elimination System Stormwater Program		
Consider amending local land use ordinances, as applicable, to incorporate low impact development standards.		

Where applicable, develop an urban impaired stream watershed management or mitigation plan that will promote continued development or redevelopment without further stream degradation.		
Maintain, enact or amend public wellhead and aquifer recharge area protection mechanisms, as necessary.		
Encourage landowners to protect water quality. Provide local contact information at the municipal office for water quality best management practices from resources such as the Natural Resource Conservation Service, University of Maine Cooperative Extension, Soil and Water Conservation District, Maine Forest Service, and/or Small Woodlot Association of Maine.		
Adopt water quality protection practices and standards for construction and maintenance of public and private roads and public properties and require their implementation by contractors, owners, and community officials and employees.		
Participate in local and regional efforts to monitor, protect and, where warranted, improve water quality.		
Provide educational materials at appropriate locations regarding aquatic invasive species.		
Comments:		

Natural Resources	✓	Page
Analyses		
Are any of the community's critical natural resources threatened by development, overuse, or other activities?		
Are local shoreland zone standards consistent with state guidelines and with the standards placed on adjacent shorelands in neighboring communities?		
What regulatory and non-regulatory measures has the community taken or can the community take to protect critical natural resources and important natural resources?		
Is there current regional cooperation or planning underway to protect shared critical natural resources? Are there opportunities to partner with local or regional groups?		
Condition and Trends		
The community's Comprehensive Planning Natural Resources Data Set prepared and provided to the community by the Department of Inland Fisheries and Wildlife, Department of Environmental Protection and the Office, or their designees.		
A map or description of scenic areas and scenic views of local importance, and regional or statewide importance, if available.		
Policies		
To conserve critical natural resources in the community.		
To coordinate with neighboring communities and regional and state resource agencies to protect shared critical natural resources.		
Strategies		

Ensure that land use ordinances are consistent with applicable state law regarding critical natural resources.		
Designate critical natural resources as Critical Resource Areas in the Future Land Use Plan.		
Through local land use ordinances, require subdivision or non-residential property developers to look for and identify critical natural resources that may be on site and to take appropriate measures to protect those resources, including but not limited to, modification of the proposed site design, construction timing, and/or extent of excavation.		
Through local land use ordinances, require the planning board (or other designated review authority) to include as part of the review process, consideration of pertinent BwH maps and information regarding critical natural resources.		
Initiate and/or participate in interlocal and/or regional planning, management, and/or regulatory efforts around shared critical and important natural resources.		
Pursue public/private partnerships to protect critical and important natural resources such as through purchase of land or easements from willing sellers.		
Distribute or make available information to those living in or near critical or important natural resources about current use tax programs and applicable local, state, or federal regulations.		
Comments:		

Agricultural and Forest Resources	✓	Page
Analyses		
How important is agriculture and/or forestry and are these activities growing, stable, or declining?		
Is the community currently taking regulatory and/or non-regulatory steps to protect productive farming and forestry lands? Are there local or regional land trusts actively working to protect farms or forest lands in the community?		
Are farm and forest land owners taking advantage of the state's current use tax laws?		
Has proximity of new homes or other incompatible uses affected the normal farming and logging operations?		
Are there large tracts of agricultural or industrial forest land that have been or may be sold for development in the foreseeable future? If so, what impact would this have on the community?		
Does the community support community forestry or agriculture (i.e. small woodlots, community forests, tree farms, community gardens, farmers' markets, or community-supported agriculture)? If so, how?		
Does the community have town or public woodlands under management, or that would benefit from forest management?		
Condition and Trends		

The community's Comprehensive Planning Agriculture and Forestry Data Set prepared and provided to the community by the Department of Agriculture, the Maine Forest Service, and the Office, or their designees.		
A map and/or description of the community's farms, farmland, and managed forest lands and a brief description of any that are under threat.		
Information on the number of parcels and acres of farmland, tree growth, and open space enrolled in the state's farm, tree growth, and open space law taxation programs, including changes in enrollment over the past 10 years.		
A description of any community farming and forestry activities (e.g. community garden, farmer's market, or community forest).		
Policies		
To safeguard lands identified as prime farmland or capable of supporting commercial forestry.		
To support farming and forestry and encourage their economic viability.		
Strategies		
Consult with the Maine Forest Service district forester when developing any land use regulations pertaining to forest management practices as required by 12 M.R.S.A. §8869.		
Consult with Soil and Water Conservation District staff when developing any land use regulations pertaining to agricultural management practices.		
Amend land use ordinances to require commercial or subdivision developments in critical rural areas, if applicable, maintain areas with prime farmland soils as open space to the greatest extent practicable.		
Limit non-residential development in critical rural areas (if the town designates critical rural areas) to natural resource-based businesses and services, nature tourism/outdoor recreation businesses, farmers' markets, and home occupations.		
Encourage owners of productive farm and forest land to enroll in the current use taxation programs.		
Permit land use activities that support productive agriculture and forestry operations, such as roadside stands, greenhouses, firewood operations, sawmills, log buying yards, and pick-your-own operations.		
Include agriculture, commercial forestry operations, and land conservation that supports them in local or regional economic development plans.		
Comments:		

Marine Resources (if applicable)	✓	Page
Analyses		
Is coastal water quality being monitored on a regular basis?		
Is there a local or regional plan in place to identify and eliminate pollution sources?		
Has closing of clam or worm flats threatened the shellfishing industry, and are sources of contamination known? If so, are sources point (direct discharge) or nonpoint sources?		

Are traditional water-dependent uses thriving or in decline? What are the factors affecting these uses? If current trends continue, what will the waterfront look like in 10 years?		
Is there reasonable balance between water-dependent and other uses, and between commercial and recreational uses? If there have been recent conversions of uses, have they improved or worsened the balance?		
How does local zoning treat land around working harbors?		
Is there a local or regional harbor or bay management plan? If not, is one needed?		
Are there local dredging needs? If so, how will they be addressed?		
Is there adequate access, including parking, for commercial fishermen and members of the public? Are there opportunities for improved access?		
Are important points of visual access identified and protected?		
Condition and Trends		
The community's Comprehensive Planning Marine Resources Data Set prepared and provided to the community by the Department of Marine Resources, and the Office, or their designees.		
A map and / or description of water-dependent uses.		
A brief summary of current regulations influencing land use patterns on or near the shoreline.		
A description of any local or regional harbor or bay management plans or planning efforts.		
The location of facilities (wharves, boat ramps, pump-out stations, etc.), with a brief description of any regional or local plans to improve facilities.		
A description or map showing public access points to the shore. Include a brief description of their use, capacity, physical condition, and plans to improve, expand, or acquire facilities such as parking or toilets.		
A list of scenic resources along the shoreline, including current ownership (public or private) and any protections.		
Policies		
To protect, maintain and, where warranted, improve marine habitat and water quality.		
To foster water-dependent land uses and balance them with other complementary land uses.		
To maintain and, where warranted, improve harbor management and facilities.		
To protect, maintain and, where warranted, improve physical and visual public access to the community's marine resources for all appropriate uses including fishing, recreation, and tourism.		
Strategies		
Identify needs for additional recreational and commercial access (which includes parking, boat launches, docking space, fish piers, and swimming access).		
Encourage owners of marine businesses and industries to participate in clean marina/boatyard programs.		

Provide information about the Working Waterfront Access Pilot Program and current use taxation program to owners of waterfront land used to provide access to or support the conduct of commercial fishing activities.		
Support implement of local and regional harbor and bay management plans.		
If applicable, provide sufficient funding for and staffing of the harbormaster and/or harbor commission.		
Work with local property owners, land trusts, and others to protect major points of physical and visual access to coastal waters, especially along public ways and in public parks.		
Comments:		

Population and Demographics	✓	Page
Analyses		
Is the rate of population change expected to continue as in the past, or to slow down or speed up? What are the implications of this change?		
What will be the likely demand for housing and municipal and school services to accommodate the change in population and demographics, both as a result of overall change and as a result of change among different age groups?		
Does your community have a significant seasonal population, is the nature of that population changing? What is the community's dependence on seasonal visitors?		
If your community is a service center or has a major employer, are additional efforts required to serve a daytime population that is larger than its resident population?		
Condition and Trends		
The community's Comprehensive Planning Population and Demographic Data Set (including relevant local, regional, and statewide data) prepared and provided to the community by the Office or its designee.		
Policies		
None required.		
Strategies		
None required.		
Comments:		

Economy	✓	Page
Analyses		
Is the economy experiencing significant change, and how does this, or might this, affect the local population, employment, and municipal tax base?		
Does the community have defined priorities for economic development? Are these priorities reflected in regional economic development plans?		
If there is a traditional downtown or village center(s) in the community? If so, are they deteriorating or thriving?		

Is tourism an important part of the local economy? If so, what steps has the community taken to support this industry?		
Do/should home occupations play a role in the community?		
Are there appropriate areas within the community for industrial or commercial development? If so, are performance standards necessary to assure that industrial and commercial development is compatible with the surrounding land uses and landscape?		
Are public facilities, including sewer, water, broadband access or three-phase power, needed to support the projected location, type, and amount of economic activity, and what are the issues involved in providing them?		
If there are local or regional economic development incentives such as TIF districting, do they encourage development in growth areas?		
How can/does the community use its unique assets such as recreational opportunities, historic architecture, civic events, etc. for economic growth?		
Condition and Trends		
The community's Comprehensive Planning Economic Data Set prepared and provided to the community by the Office or its designee.		
A brief historical perspective on how and why the current economy of the community and region developed.		
A list of local and regional economic development plans developed over the past five years, which include the community.		
Where does the community's population work and where do employees in your community reside? A description of the major employers in the community and labor market area and their outlook for the future.		
A description of any economic development incentive districts, such as tax increment financing districts, in the community.		
Policies		
To support the type of economic development activity the community desires, reflecting the community's role in the region.		
To make a financial commitment, if necessary, to support desired economic development, including needed public improvements.		
To coordinate with regional development corporations and surrounding towns as necessary to support desired economic development.		
Strategies		
If appropriate, assign responsibility and provide financial support for economic development activities to the proper entity (e.g., a local economic development committee, a local representative to a regional economic development organization, the community's economic development director, a regional economic development initiative, or other).		
Enact or amend local ordinances to reflect the desired scale, design, intensity, and location of future economic development.		
If public investments are foreseen to support economic development, identify the mechanisms to be considered to finance them (local tax dollars, creating a tax increment financing district, a Community Development Block Grant or other grants, bonding, impact fees, etc.)		
Participate in any regional economic development planning efforts.		

Comments:

Housing	✓	Page
Analyses		
How many additional housing units (if any), including rental units, will be necessary to accommodate projected population and demographic changes during the planning period?		
Is housing, including rental housing, affordable to those earning the median income in the region? Is housing affordable to those earning 80% of the median income? If not, review local and regional efforts to address issue.		
Are seasonal homes being converted to year-round use or vice-versa? What impact does this have on the community?		
Will additional low and moderate income family, senior, or assisted living housing be necessary to meet projected needs for the community? Will these needs be met locally or regionally?		
Are there other major housing issues in the community, such as substandard housing?		
How do existing local regulations encourage or discourage the development of affordable/workforce housing?		
Condition and Trends		
The community's Comprehensive Planning Housing Data Set prepared and provided to the community by the Maine State Housing Authority, and the Office, or their designees.		
Information on existing local and regional affordable/workforce housing coalitions or similar efforts.		
A summary of local regulations that affect the development of affordable/workforce housing.		
Policies		
To encourage and promote adequate workforce housing to support the community's and region's economic development.		
To ensure that land use controls encourage the development of quality affordable housing, including rental housing.		
To encourage and support the efforts of the regional housing coalitions in addressing affordable and workforce housing needs.		
Strategies		
Maintain, enact or amend growth area land use regulations to increase density, decrease lot size, setbacks and road widths, or provide incentives such as density bonuses, to encourage the development of affordable/workforce housing.		
Maintain, enact or amend ordinances to allow the addition of at least one accessory apartment per dwelling unit in growth areas, subject to site suitability.		
Create or continue to support a community affordable/workforce housing committee and/or regional affordable housing coalition.		

Designate a location(s) in growth areas where mobile home parks are allowed pursuant to 30-A M.R.S.A. §4358(3)(M) and where manufactured housing is allowed pursuant to 30-A M.R.S.A. §4358(2).		
Support the efforts of local and regional housing coalitions in addressing affordable and workforce housing needs.		
Seek to achieve a level of at least 10% of new residential development built or placed during the next decade be affordable.		
Comments:		

Recreation	✓	Page
Analyses		
Will existing recreational facilities and programs in the community and region accommodate projected growth or changes in age groups in your community?		
Is there a need for certain types of services or facilities or to upgrade or enlarge present facilities to either add capacity or make them more usable?		
Are important tracts of open space commonly used for recreation publicly-owned or otherwise permanently conserved?		
Does the community have a mechanism, such as an open space fund or partnership with a land trust, to acquire important open spaces and access sites, either outright or through conservation easements?		
Does the public have access to each of the community's significant water bodies?		
Are recreational trails in the community adequately maintained? Are there use conflicts on these trails?		
Is traditional access to private lands being restricted?		
Condition and Trends		
The community's Comprehensive Planning Recreation Data Set prepared and provided to the community by the Department of Conservation, and the Office, or their designees.		
A description of important public and private active recreation programs, land and water recreation areas (including hunting and fishing areas), and facilities in the community and region, including regional recreational opportunities as appropriate, and identification of unmet needs.		
An inventory of any fresh or salt water bodies in the community determined locally to have inadequate public access.		
A description of local and regional trail systems, trail management organizations, and conservation organizations that provide trails for all-terrain vehicles, snowmobiling, skiing, mountain biking, or hiking.		
A map or list of important publicly-used open spaces and their associated facilities, such as parking and toilet facilities.		
Policies		
To maintain/upgrade existing recreational facilities as necessary to meet current and future needs.		
To preserve open space for recreational use as appropriate.		

To seek to achieve or continue to maintain at least one major point of public access to major water bodies for boating, fishing, and swimming, and work with nearby property owners to address concerns.		
Strategies		
Create a list of recreation needs or develop a recreation plan to meet current and future needs. Assign a committee or community official to explore ways of addressing the identified needs and/or implementing the policies and strategies outlined in the plan.		
Work with public and private partners to extend and maintain a network of trails for motorized and non-motorized uses. Connect with regional trail systems where possible.		
Work with an existing local land trust or other conservation organizations to pursue opportunities to protect important open space or recreational land.		
Provide educational materials regarding the benefits and protections for landowners allowing public recreational access on their property. At a minimum this will include information on Maine's landowner liability law regarding recreational or harvesting use, Title 14, M.R.S.A. §159-A.		
Comments:		

Transportation (applicable if community has no MaineDOT approved STPA transportation plan)	✓	Page
Analyses		
What are the transportation system concerns in the community and region? What, if any, plans exist to address these concerns?		
Are conflicts caused by multiple road uses, such as a major state or U.S. route that passes through the community or its downtown and serves as a local service road as well?		
To what extent do sidewalks connect residential areas with schools, neighborhood shopping areas, and other daily destinations?		
How are walking and bicycling integrated into the community's transportation network (including access to schools, parks, and other community destinations)?		
How do state and regional transportation plans relate to your community?		
What is the community's current and approximate future budget for road maintenance and improvement?		
Are there parking issues in the community? If so what are they?		
If there are parking standards, do they discourage development in village or downtown areas?		
Do available transit services meet the current and foreseeable needs of community residents? If transit services are not adequate, how will the community address the needs?		
If the community hosts a transportation terminal, such as an airport, passenger rail station, or ferry terminal, how does it connect to other transportation modes (e.g. automobile, pedestrian, bicycle, transit)?		

If the community hosts or abuts any public airports, what coordination has been undertaken to ensure that required airspace is protected now and in the future? How does the community coordinate with the owner(s) of private airports?		
If you are a coastal community are land-side or water-side transportation facilities needed? How will the community address these needs?		
Does the community have local access management or traffic permitting measures in place?		
Do the local road design standards support the community's desired land use pattern?		
Do the local road design standards support bicycle and pedestrian transportation?		
Do planned or recently built subdivision roads (residential or commercial) simply dead-end or do they allow for expansion to adjacent land and encourage the creation of a network of local streets? Where dead-ends are unavoidable, are mechanisms in place to encourage shorter dead-ends resulting in compact and efficient subdivision designs?		
Condition and Trends		
The community's Comprehensive Planning Transportation Data Set prepared and provided to the community by the Department of Transportation, and the Office, or their designees.		
Location and overall condition of roads, bridges, sidewalks, and bicycle facilities, including any identified deficiencies or concerns.		
Identify potential on and off-road connections that would provide bicycle and pedestrian connections to neighborhoods, schools, waterfronts and other activity centers.		
Identify major traffic (including pedestrian) generators, such as schools, large businesses, public gathering areas/activities, etc. and related hours of their operations.		
Identify policies and standards for the design, construction and maintenance of public and private roads.		
List and locate municipal parking areas including capacity, and usage.		
Identify airports within or adjacent to the community and describe applicable airport zoning and airspace protection ordinances your community has in place.		
Identify bus or van services.		
Identify existing and proposed marine and rail terminals within your community including potential expansions.		
If coastal communities identify public ferry service and private boat transportation support facilities (may be covered under Marine Resources with cross reference) including related water-side (docks/piers/wharves) and land-side (parking) facilities.		
Policies		
To prioritize community and regional needs associated with safe, efficient, and optimal use of transportation systems.		
To safely and efficiently preserve or improve the transportation system.		

To promote public health, protect natural and cultural resources, and enhance livability by managing land use in ways that maximize the efficiency of the transportation system and minimize increases in vehicle miles traveled.		
To meet the diverse transportation needs of residents (including children, the elderly and disabled) and through travelers by providing a safe, efficient, and adequate transportation network for all types of users (motor vehicles, pedestrians, bicyclists).		
To promote fiscal prudence by maximizing the efficiency of the state or state-aid highway network.		
Strategies		
Develop or continue to update a prioritized improvement, maintenance, and repair plan for the community's transportation network.		
Initiate or actively participate in regional and state transportation efforts.		
Maintain, enact or amend local ordinances as appropriate to address or avoid conflicts with: a. Policy objectives of the Sensible Transportation Policy Act (23 M.R.S.A. §73); b. State access management regulations pursuant to 23 M.R.S.A. §704; and c. State traffic permitting regulations for large developments pursuant to 23 M.R.S.A. §704-A.		
Maintain, enact or amend ordinance standards for subdivisions and for public and private roads as appropriate to foster transportation-efficient growth patterns and provide for future street and transit connections.		
Comments:		

Public Facilities and Services	✓	Page
Analyses		
Are municipal services adequate to meeting changes in population and demographics?		
Has the community partnered with neighboring communities to share services, reduce costs and/or improve services? In what ways?		
If the community has a public sewer system, what issues or concerns are there currently and/or anticipated in the future? Is the sanitary district extension policy consistent with the Future Land Use Plan as required by (38 M.R.S.A. §1163), or will it be?		
If the community has a public water system are any public water supply expansions anticipated? If so, have suitable sources been identified and protected? Is the water district extension policy consistent with the Future Land Use Plan?		
If the town does not have a public sewer or water system, is this preventing the community from accommodating current and projected growth?		
Are existing stormwater management facilities adequately maintained? What improvements are needed? How might future development affect the existing system?		

How do residents dispose of septic tank waste? Are there issues or concerns regarding septic tank waste?		
Is school construction or expansion anticipated during the planning period? Are there opportunities to promote new residential development around existing and proposed schools?		
Is the community's emergency response system adequate? Are improvements needed?		
Is the solid waste management system meeting current needs? Is the community reducing the reliance on waste disposal and increasing recycling opportunities? Are improvements needed to meet future demand?		
Are improvements needed in the telecommunications and energy infrastructure?		
Are local and regional health care facilities and public health and social service programs adequate to meet the needs of the community?		
Will other public facilities, such as town offices, libraries, and cemeteries accommodate projected growth?		
To what extent are investments in facility improvements directed to growth areas?		
Does the community have a street tree program?		
Condition and Trends		
location of facilities and service areas (mapped as appropriate);		
general physical condition of facilities and equipment;		
capacity and anticipated demand during the planning period;		
identification of who owns/manages the systems;		
estimated costs of needed capital improvements to public facilities; and		

<p>the following information related to each of these public facilities and services:</p> <p>a. Sewerage and/or Water Supply – Identify number and types of users, and percent of households served</p> <p>b. Septage – Identify any community policies or regulations regarding septage collection and disposal.</p> <p>c. Solid Waste – Describe the community's solid waste management system. Identify types and amounts of municipal solid waste and recycled materials for the past five (5) years.</p> <p>d. Stormwater Management – Identify combined sewer overflows. For Municipal Separate Stormwater System (MS4) communities, describe plan and status of the major goals of the MS4 requirements.</p> <p>e. Power and Communications – Availability of 3-phase power, Internet (including broadband), and cable within the community.</p> <p>f. Emergency Response System –Average call response times for fire, police, and emergency/rescue.</p> <p>g. Education – Identify school administrative unit. Include primary/secondary school system enrollment for the most recent year information is available and for the ten (10) years after the anticipated adoption of plan.</p> <p>h. Health Care - Describe major health care facilities (hospitals, clinics) and other providers serving the community. Identify public health and social services supported by the community through municipal subsidy.</p> <p>i. Municipal Government Facilities and Services – Describe facilities and staffing for municipal administrative, enforcement, and public works operations.</p> <p>j. Street Tree Program - Describe the community's street tree program.</p>		
Policies		
To efficiently meet identified public facility and service needs.		
To provide public facilities and services in a manner that promotes and supports growth and development in identified growth areas.		
Strategies		
Identify any capital improvements needed to maintain or upgrade public services to accommodate the community's anticipated growth and changing demographics.		
Locate new public facilities comprising at least 75% of new municipal growth-related capital investments in designated growth areas.		
Encourage local sewer and water districts to coordinate planned service extensions with the Future Land Use Plan.		
If public water supply expansion is anticipated, identify and protect suitable sources?		
Explore options for regional delivery of local services.		
Comments:		

Fiscal Capacity and Capital Investment Plan	✓	Page
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Analyses		
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How will future capital investments identified in the plan be funded?		
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If the community plans to borrow to pay for capital investments, does the community have sufficient borrowing capacity to obtain the necessary funds?		
Have efforts been made by the community to participate in or explore sharing capital investments with neighboring communities? If so, what efforts have been made?		
Condition and Trends		
Identify community revenues and expenditures by category for the last five (5) years and explain trends.		
Describe means of funding capital items (reserve funds, bonding, etc.) and identify any outside funding sources.		
Identify local and state valuations and local mil rates for the last five (5) years.		
How does total municipal debt (including shares of county, school and utility) compare with the statutory and Maine Bond Bank recommended limits on such debt?		
Policies		
To finance existing and future facilities and services in a cost effective manner.		
To explore grants available to assist in the funding of capital investments within the community.		
To reduce Maine's tax burden by staying within LD 1 spending limitations.		
Strategies		
Explore opportunities to work with neighboring communities to plan for and finance shared or adjacent capital investments to increase cost savings and efficiencies.		
Capital Investment Plan		
The comprehensive plan must include a capital investment plan that:		
(1) Identifies and summarizes anticipated capital investment needs within the planning period in order to implement the comprehensive plan, including estimated costs and timing, and identifies which are municipal growth-related capital investments;		
(2) Establishes general funding priorities among the community capital investments; and		
(3) Identifies potential funding sources and funding mechanisms.		
Comments:		

Existing Land Use	✓	Page
Analyses		
Is most of the recent development occurring: lot by lot; in subdivisions; or in planned developments? Is recent development consistent with the community's vision?		

What regulatory and non-regulatory measures would help promote development of a character, and in locations that are consistent with the community's vision?		
Is the community's administrative capacity adequate to manage its land use regulation program, including planning board and code enforcement officer?		
Are floodplains adequately identified and protected? Does the community participate in the National Flood Insurance Program? If not, should it? If so, is the floodplain management ordinance up to date and consistently enforced? Is the floodplain management ordinance consistent with state and federal standards?		
Condition and Trends		
An existing land use map, by land use classification (such as mixed-use, residential, commercial, institutional, industrial, agricultural, commercial forests, marine, park/recreational, conserved, and undeveloped land).		
A summary of current lot dimensional standards.		
A description or map identifying the location of lots and primary structures created within the last ten years. Include residential, institutional, commercial, and industrial development.		
Provide a brief description of existing land use regulations and other tools utilized to manage land use, including shoreland zoning, floodplain management, subdivision, site plan review, and zoning ordinances.		
Estimate the minimum amount of land needed to accommodate projected residential, institutional, commercial, or industrial development at least ten (10) years into the future.		
Policies		
None Required		
Strategies		
None Required		
Comments:		

Future Land Use Plan	✓	Page
Analyses		
Does the Future Land Use Plan align and/or conflict with the community's vision statement?		
Is the configuration of the growth area(s) shaped by natural opportunities and/or constraints (i.e. the physical suitability or unsuitability of land for development)? The location of public facilities? The transportation network?		
How does the Future Land Use Plan relate to recent development trends?		
Given current regulations, development trends, and population projections, estimate how many new residential units and how much commercial, institutional, and/or industrial development will likely occur in the planning period? Where is this development likely to go?		
How can critical natural resources and important natural resources be effectively protected from future development impacts?		

Components		
<p>A map or maps showing:</p> <p>a. Growth area(s) (unless exempted) and Rural area(s) and any land use districts within each;</p> <p>b. Critical Natural Resources in accordance with 4.3.F, above</p> <p>c. Any of the following optional land use areas, if proposed, along with any land use districts within each: Transitional, Critical Rural, Critical Waterfront.</p>		
<p>A map depicting the constraints to development identified in the plan (may be a combination of maps from other sections).</p>		
<p>A narrative description of each land use district including:</p> <p>a. The district's relationship to the community's vision;</p> <p>b. The district's natural opportunities and/or constraints;</p> <p>c. The types and intensity of proposed land uses, including residential density;</p> <p>d. The compatibility or incompatibility of proposed uses to current uses, critical natural resources and important natural resources within and around the district along with any special development considerations (e.g. need for additional buffers, conservation subdivision provisions, architectural design standards, etc.); and</p> <p>e. Any anticipated major municipal capital investments needed to support the proposed land uses.</p>		
Policies		
To coordinate the community's land use strategies with other local and regional land use planning efforts.		
To support the locations, types, scales, and intensities of land uses the community desires as stated in its vision.		
To support the level of financial commitment necessary to provide needed infrastructure in growth areas.		
To establish efficient permitting procedures, especially in growth areas.		
To protect critical rural and critical waterfront areas from the impacts of development.		
Strategies		
Assign responsibility for implementing the Future Land Use Plan to the appropriate committee, board or municipal official.		
<p>Using the descriptions provided in the Future Land Use Plan narrative, maintain, enact or amend local ordinances as appropriate to:</p> <p>a. Clearly define the desired scale, intensity, and location of future development;</p> <p>b. Establish or maintain fair and efficient permitting procedures, and explore streamlining permitting procedures in growth areas; and</p> <p>c. Clearly define protective measures for critical natural resources and, where applicable, important natural resources.</p> <p>d. Clearly define protective measures for any proposed critical rural areas and/or critical waterfront areas, if proposed.</p>		

Include in the Capital Investment Plan anticipated municipal capital investments needed to support proposed land uses.		
Meet with neighboring communities to coordinate land use designations and regulatory and non-regulatory strategies.		
Provide the code enforcement officer with the tools, training, and support necessary to enforce land use regulations, and ensure that the Code Enforcement Officer is certified in accordance with 30-A M.R.S.A. §4451.		
Track new development in the community by type and location.		
Direct a minimum of 75% of new municipal growth-related capital investments into designated growth areas identified in the Future Land Use Plan.		
Periodically (at least every five years) evaluate implementation of the plan in accordance with Section 2.7.		
Comments:		