

Self Assessment Checklist

Directions: Please complete and submit this checklist along with the comprehensive plan to the State Planning Office. Please check that each element exists, indicate page numbers, and use the space provided for comments as needed. Refer to Chapter 208 for details regarding the requirements for each topic area. If an element is determined by the community to be not applicable, please check the appropriate box and provide an explanation in the "comments" box or as an attachment. Some items, such as the applicability of marine resources in inland communities, will require only a simple explanation. Other items will require more detailed explanation. If an alternate strategy is proposed, please provide an explanation in the "comments" box or as an attachment.

Completed by: Sue Carlson & Kitty Norton _____

Date: June 28, 2009 _____

Required Element	✓	Page	SPO Review
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.	✓	1	
Public Participation Summary of the public participation process used by the planning committee in developing the plan pursuant to 30-A MRSA §4324. The summary must indicate how the information gathered during the public process was used to guide the plan's vision statement, analyses, policies and strategies.	✓	3	
Regional Coordination Program summarizing regional coordination efforts for 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.	✓	15,16 18-20 27, 30- 33 35- 37 40- 47 51- 52 .	
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.	✓	67-81	
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 critical resource areas D. Amount of critical resource areas protected through acquisition, easements, or other measures.	✓	67-68, N/A 67-88 72-77	
Future Land Use Plan that meets the requirements of Section 3 of Chapter 208. This section will be the focus of the Office's review for consistency with the Act.	✓	5-12	
Comments:			

Future Land Use Plan	✓	N/A	Page	SPO Review
Analyses and Key Issues				
1. How does the Future Land Use Plan align and/or conflict with the community's vision statement?	✓		5	
2. How is the configuration of the growth areas 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?	✓		4-12	
3. How does the Future Land Use Plan relate to existing regional economic, housing, transportation and natural resource plans? How does the Future Land Use Plan relate to recent development trends?	✓		4-12	
4. Are most municipal capital investments currently directed toward growth areas? Why or why not?	✓		44-45	
5. How can critical resource areas be effectively protected from future development impacts?	✓		25-27	
Components				
1. A map or maps showing the following land use areas and any smaller land use districts within them: Growth (unless exempted), Rural, Critical Resource, and Transition (if proposed).	✓		4	
2. A narrative description of each land use area including: <ul style="list-style-type: none"> a. The area's relationship to the community's vision; 4-6 b. The names of any smaller land use districts within the area; 4-6 c. The area's natural opportunities and/or constraints; 11 d. The area's transportation system; 50-51 e. The types and intensity of proposed land uses, including the range of residential densities; 4-6 f. The area's proximity to existing and proposed public facilities and services; g. The compatibility or incompatibility of proposed uses to current uses within and around the area along with any special development considerations (e.g. need for additional buffers, architectural design standards, etc.); and 63-65 h. Any anticipated major municipal capital investments needed to support the proposed land uses. 58-59 Page Numbers are on lines corresponding to the topic covered. 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ - ✓ ✓ 	<ul style="list-style-type: none"> ✓ 	<ul style="list-style-type: none"> 4-6, 4-6, 11, 50-51, 4-6, N/A 63-65, 58-59 	
3. A summary of the key regulatory and non-regulatory approaches, including investment policies and strategies, the community will use to implement its Future Land Use Plan.	✓		7-11	

--	--

Future Land Use Plan (cont.)	✓	N/A	Page	SPO Review
Policies				
1. To coordinate the community's land use strategies with other local and regional land use planning efforts.	✓		68	
2. To support the locations, types, scales, and intensities of land uses the community desires as stated in its vision.	✓		67-68	
3. To support the level of financial commitment necessary to provide needed infrastructure in growth areas.	✓		68	
4. To establish efficient permitting procedures, especially in growth areas.	✓		68	
5. To protect critical resource areas from the impacts of development.	✓		68	
Strategies				
1. Assign responsibility for implementing the Future Land Use Plan to the appropriate committee, board or municipal official.	✓		67-68	
2. Using the descriptions provided in the Future Land Use Plan narrative, enact or amend local ordinances as appropriate to:	✓		67-68	
a. Clearly define the desired scale, intensity, and location of future development;	✓		68	
b. Establish fair and efficient permitting procedures and appropriate fees, and streamline permitting procedures in growth areas; and	✓		68	
c. Clearly define protective measures for critical resource areas.	✓		68	
3. Include in the Capital Investment Plan anticipated municipal capital investments needed to support proposed land uses.	✓		68	
4. Meet with neighboring communities to coordinate land use designations and regulatory and non-regulatory strategies.	✓		68	
5. 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 MRSA §4451.	✓		68	
6. Track new development in the community by type and location.	✓		68	
7. Periodically (at least every five years) evaluate implementation of the plan in accordance with Section 2.8.	✓		68	
Comments:				
(2)				

Population and Demographics				✓	N/A	Page	SPO Review
Analyses and Key Issues							
1. 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?	✓		13				
2. Which demographic groups are the fastest growing and which are in decline?	✓		13				
3. What will be the likely demand for housing, 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?	✓		13				
4. If most of the population growth is the result of newcomers, what can the community do to foster shared outlooks?	✓		13				
5. If your community has a significant seasonal population, is the nature of that population changing? What is the community's relationship to and dependence on seasonal visitors?	✓		13				
6. If your community is a service center or has a major employer, what additional effort does it have to make to serve a daytime population that is larger than its resident population?		N/A					
Conditions and Trends							
1. The community's Comprehensive Planning Population and Demographic Data Set (including relevant local, regional and state-wide data) prepared and provided to the community by the State Planning Office or its designee.	✓		Vol II 5-13, 18				
2. Information on natural population change (births and deaths).	✓		13				
3. Significance and role of seasonal population and anticipated trends (as applicable).	✓		21-23				
Comments: Re #6 – Edgecomb is not a service center and has no major employer.							

Economy	✓	N/A	Page	SPO Review
Analyses and Key Issues				
1. Where does the local population work and how does the community fit into the economic region (labor market area)?	✓		15-16	
2. Who are major employers in the region and what is their outlook for the future?	✓		18	
3. Is the economy experiencing significant change, and how does this, or might this, affect the local population, employment and municipal tax base?	✓		18	
4. What are the community's priorities for economic development? Are these priorities reflected in regional economic development plans?	✓		19	
5. If there is a traditional downtown in the community, is it deteriorating or thriving? How is this affecting the community?		N/A		
6. Are natural resource-based industries (including fishing, farming, or forestry) important in the community and, if so, are they growing or declining? What steps has the community taken to support these industries?	✓		39-41	
7. Is tourism an important part of the local economy? If so, does the community want to foster this industry and what steps can it take to strengthen tourism?	✓		19	
8. What role do/should home occupations play in the community, if any?	✓		18	
9. 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?	✓		18	
10. What types of public facilities, including sewer, water, broadband access or three-phase power, are needed to support the projected location, type, and amount of economic activity, and what are the issues involved in providing them?	✓		45-46	
Conditions and Trends				
1. The community's Comprehensive Planning Economic Data Set prepared and provided to the community by the Office or its designee.	✓		Vol II 11-13	
2. A brief historical perspective on how and why the current economy of the community and region developed.	✓		1-2	
3. A list of local and regional economic development plans developed over the past five years which include the community.		N/A		
4. A description of the major employers in the community and labor market area.	✓		18	
5. A description of retail stores by type and how the composition has changed over past five or ten years.	✓		19	
6. A description of any economic development incentive districts, such as Tax Increment Financing Districts or Pine Tree Zones, in the community.	✓		19	
Comments: Re A&K #5 – no downtown. Re C&T #3 – not included in any Econ. Development plans recently.				

Economy (cont.)	✓	N/A	Page	SPO Review
Policies (minimum required to address State goals)				
1. To support the type of economic development activity the community desires, reflecting the community's role in the region.	✓		69	
2. To make a financial commitment, if necessary, to support desired economic development, including needed public improvements.	✓		68	
3. To coordinate with regional development corporations and surrounding towns as necessary to support desired economic development.	✓		70	
Comments:				
Strategies (minimum required to address State goals)				
1. 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).	✓		70	
2. Enact or amend local ordinances, if appropriate, to reflect the desired scale, design, intensity, and location of future economic development.	✓		69	
3. Develop and adopt incentives suitable for the types and locations of economic development desired in the community.	✓		69	
4. If public investments are foreseen as required, 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.)	✓		69	
5. Initiate participation in or continue to participate in any regional economic development efforts.	✓		70	
Comments:				

Housing	✓	N/A	Page	SPO Review
Analyses and Key Issues				
1. How many additional housing units, including rental units, will be necessary to accommodate projected population and demographic changes during the planning period?	✓		22 Vol II 15-21	
2. 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, evaluate local and regional efforts to address issue.	✓		21-23	
3. Are seasonal homes being converted to year-round use or vice-versa? What impact does this have on the community?	✓		21-23	
4. Will additional senior or assisted living housing be necessary to meet projected needs for the community and region? Will these needs be met locally or regionally?	✓		22-23	
5. Are there other major housing issues, such as substandard housing?	✓		22	
6. Do existing regulations encourage or discourage development of affordable housing?	✓		22-23	
Comments:				
Conditions and Trends				
1. 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.	✓		22 Vol II 15- 21	
2. Information on existing regional affordable housing coalitions or similar efforts.	✓		22-23	
4. A summary of local regulations that affect the development of affordable housing.	✓		23	
Comments:				

Housing (cont.)	✓	N/A	Page	SPO Review
Policies (minimum required to address State goals)				
1. To encourage and promote adequate workforce housing to support the community's and region's economic development	✓		71	
2. To ensure that land use controls encourage the development of quality affordable housing, including rental housing.	✓		71	
3. To seek to achieve at least 10% of all housing built or placed during the next decade be affordable.	✓		71	
4. To encourage and support the efforts of the regional housing coalitions in addressing affordable and workforce housing needs.	✓		71	
Comments:				
Strategies (minimum required to address State goals)				
1. 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 make housing less expensive to develop.	✓		71	
2. Allow the addition of at least one accessory apartment per dwelling unit in growth areas, subject to site suitability.	✓		71	
3. Create or continue to support a community affordable housing committee and/or regional affordable housing coalition.	✓		71	
4. Designate a location(s) in growth areas where mobile home parks are allowed pursuant to 30-A MRSA §4358(3)(M).	✓		71	
Comments:				

Transportation	✓	N/A	Page	SPO Review
Analyses and Key Issues				
<i>Roads, Bridges, Sidewalks, and Bicycle Routes</i>				
1. What are the concerns for transportation system safety and efficiency in the community and region? What, if any, plans exist to address these concerns, which can involve:: i. Safety; ii. Traffic speed; iii. Congestion and travel delay; iv. Travel volume and type; v. Traffic problems caused by such things as road and driveway locations and design, road maintenance needs, traffic control devices, growth patterns and lack of transportation options; vi. Lack of transportation links between neighborhoods, schools, recreation, shopping, and public gathering areas; N/A vii. Closed or posted bridges or roads; viii. Pedestrian and bicycling safety; ix. Light pollution.	✓		50 - 51	
2. What conflicts are 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?	✓		50	
3. Upon review of state and regional transportation plans, what are their impacts on your current and future community plans? What actions can the community take to address identified impacts?	✓		50-51	
4. How do the community's land use regulations mesh with the MaineDOT, regional, and local objectives for transportation system facilities in the community? If growth areas are located on arterial highways, how will growth in these areas affect the ability of the arterial to safely and efficiently move traffic?	✓		50	
5. What is the community's schedule for regular investments in road maintenance and improvement? How are MaineDOT Urban-Rural Initiative Program (URIP) funds used to off-set municipal road improvement costs?	✓		59	
6. What concerns does your community have regarding its policies and standards for design, construction and maintenance of public and private local roads and bridges?	✓		51	
<i>Parking</i>				
7. What are the parking issues in the community?	✓		52	
8. Do local parking standards promote development in desired areas or do they drive it to outlying areas?		N/A		
9. How do local ordinances consider safety related to parking lot layout and circulation for vehicles, pedestrians and all other users?	✓		51-52	
10. What community investments are needed to expand or improve parking?		N/A		
Comments: Re #1-vi: No feasible reason support transportation links in this large rural town. Re #8 & #10: Parking a non-issue in town.				

Transportation (cont.)	✓	N/A	Page	SPO Review
Analysis and Key Issues (cont.)				
<i>Other modes of transportation</i>				
11. What transit services are available to meet the current and future needs of community residents? If transit services are not adequate, how will the community address the needs?	✓		52	
12. If the community hosts a major transportation terminal, such as an airport, rail or ferry terminal, how does it connect to other transportation systems?		N/A		
13. If the community hosts 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?		N/A		
<i>Environmental and cultural considerations</i>				
14. What, if any, environmental degradation caused by state or local transportation facilities or operations (i.e. wildlife mortality, habitat fragmentation, erosion, groundwater contamination, non-point source pollution) is occurring?		N/A		
15. What are community's objectives for preserving or protecting important identified scenic, historic, or cultural resources adjacent to transportation facilities?		N/A		
16. How does the community address any transportation-related noise concerns?		N/A		
17. What steps can the community take to encourage development to occur in a manner that minimizes transportation-related environmental impacts such as habitat fragmentation and/or vehicular CO ₂ emissions?		N/A		
<i>Land use</i>				
18. How do existing and proposed major transportation facilities complement the community's vision?		N/A		
19. How do local land use decisions affect safety, congestion, mobility, efficiency and interconnectivity of the transportation system?	✓		52-53	
20. How do existing land uses and development trends support or inhibit cost effective passenger transportation systems and the efficient use of freight rail systems?	✓		52-53	
21. Does the community have in place, or does it need to put into place, access management or traffic permitting measures? How do these measures correlate with MaineDOT's access management program and regulations for traffic permitting of large development?		N/A		
22. How do the community's local road design standards support the type of village, suburban, or rural land use patterns the town wants?	✓		52-53	
23. 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?	✓		51	
Comments: Re #12,13,14,15,16,17,18,20: Major transportation services not in area; no environmental impact from transportation services				

				SPO Review
Transportation (cont.)	✓	N/A	Page	
Analysis and Key Issues (cont.)				
<i>Coastal communities only:</i>				
24. What land-side and water-side transportation facilities are needed?	✓		32	
25. How does the community protect access to facilities for island travelers, currently and in the future?		N/A		
26. How do the community's land use regulations mesh with MaineDOT, regional and local objectives for marine transportation facilities?		N/A		
Conditions and Trends				
1. 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.	✓		53-54	
<i>Highways, Bridges, Sidewalks, and Bicycle Routes</i>				
2. Location and overall condition of roads, bridges, sidewalks, and bicycle facilities, including any identified deficiencies or concerns.	✓		53-54	
3. Identify potential off-road connections that would provide bicycle and pedestrian connections to neighborhoods, schools, waterfronts and other activity centers.		N/A		
4. Identify major traffic (including pedestrian) generators, such as schools, large businesses, public gathering areas/activities etc. and related hours of operation.	✓		52	
5. Identify policies and standards for the design, construction and maintenance of public and private roads. Identify the location of private roads and assess their potential to become public roads.	✓		53	
<i>Parking</i>				
6. List and locate municipal parking areas including size, condition, and usage.	✓		52	
<i>Other Modes of Transportation</i>				
7. List and locate all airports within or adjacent to the community and describe applicable airport zoning and airspace protection ordinances in place.	✓		52	
8. Identify inter-local, fixed route, commuter and demand response bus or van services, including private or public operator information and local government involvement.	✓		52	
<i>Environmental and Cultural Considerations</i>				
9. Location of evacuation routes identified in an emergency response plan, if applicable.	✓		46-47	
10. Identify areas with transportation related noise concerns.		N/A		
11. Identify areas where inappropriate lighting affects transportation safety.		N/A		
12. Identify and describe scenic, historic, or cultural resources within or adjacent to transportation facilities that the community wants to protect, such as street trees, covered bridges, etc.	✓		63, 64, 65	
Comments: Re #25,26,3,10,11: no marine transport services needed; noise and lighting problems associated with transportation negligible at this time.				