



# Town of Raymond Comprehensive Plan Committee ePacket November 2, 2022 Table of Contents

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# Agenda

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## Comprehensive Plan Committee Agenda

November 2, 2022

6:30pm – Meeting

At Broadcast Studio & via ZOOM

- 1) **Call to order**
- 2) **Minutes of Previous Meeting**
  - a) October 5, 2022
- 3) **Old Business**
  - a) Update/Plan for CPC Tours of Raymond
  - b) Update on St. Joseph's Student Intern
  - c) Sub-Committee Report on Election Community Survey
  - d) Review of Draft RFP
- 4) **New Business**
  - a) Formalize Process for Committee Internal Communications
  - b) Establish Task Timeline:
    - Comprehensive Plan Self-Assessment Checklist
    - Growth Management Plan
  - c) Discussion Of Development Of Sub-Committees For Tasks
- 5) **Next Meeting Date**
  - a) December 7, 2022
- 6) **Public Comment**
- 7) **Comp Plan Committee's Comment**
- 8) **Adjournment**

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*Comp Plan Committee Meeting Agenda (Page 1 of 1) November 2, 2022*

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# Previous Meeting Minutes

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## Comprehensive Plan Committee Minutes

October 5, 2022

6:30pm – Meeting

At Broadcast Studio & via ZOOM

**Committee Members Present:** John Clark, Kaela Gonzalez, Peter Leavitt, Bradley McCurtain, Frank McDermott, Shawn McKillop, Danelle Milone, John Rand, Jackie Sawyer, Greg Foster

**Committee Members Absent:** none

**Town Staff Present:**

Don Willard, Town Manager  
Chris Hanson, Assistant Code Enforcement Officer  
Sue Look, Town Clerk

1) **Called to order** at 6:30pm by Chair Leavitt.

2) **Minutes of Previous Meeting**

a) September 7, 2022

**Motion** to approve as presented by Mr Rand. Seconded by Mr McDermott.

**Voted 7-0-2 motion passed**

Mr McCurtain asked to reconsider due to issues with audio via ZOOM. Mr McCurtain thought that there would be a Doodle survey sent out by Co-Chair Gonzalez and this was not reflected in the minutes. Co-Chair Gonzalez said that Doodle was mentioned, but consensus was to simply send an email to Town Clerk Look with availability for the boat tour. Chair Leavitt stated that the official record is the electronic recording.

**Move** to recall the vote by Chair Leavitt.

**Motion** to approve as presented by Chair Leavitt. Seconded by Mr McDermott.

**Voted 7-1-1 motion passed**

3) **Old Business**

a) Review CPC top 3 Items of Importance

1 – Preserve natural resources and water quality

1 – Town services

2 – Housing

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\* Taken out of order

*Comp Plan Committee Meeting Minutes (Page 1 of 5) October 5, 2022*

3 – Land Use  
3 – Transportation  
4 – Recreation  
Taxes  
Developing Business District  
Infrastructure

Co-Chair Gonzalez, Mr McCurtain, Mrs Milone, and Mr McDermott will form a subcommittee to draft a handout page, short survey, and display poster(s) for Election Day to explain the Comp Plan Committee's mission, gather beginning feedback from citizens. This will help get the word out that the Comp Plan will be updated and there will be future input meetings.

There will be a sign-up sheet to gather email addresses for further communications.

One idea was to have multi-color stickers and people could put their stickers on categories.

It does need to be simple and quick to do.

There should be a "Other" option for people to add something that they are concerned about.

This will be a preliminary survey to see if the committee is on the right track to begin with.

Create a simple email address – [comp.plan@raymondmaine.org](mailto:comp.plan@raymondmaine.org).

Once created the simple survey could be added to the website, the Road-Runner, Facebook, on the electronic signs, and at the Town Office. Possibly do a more comprehensive survey later.

b) Follow-up Design/Implementation of Preliminary Community Survey

The committee reviewed the Major Needs or Priorities identified in the 2014 Citizen Survey. One of the things the survey showed was that people wanted to keep taxes low and increase services. Many of the issues the committee members identified as important were identified in the 2014 survey. Infrastructure has been improved, open space has been increased with Morgan Meadows and Loon Echo Land Trust, and taxes have been kept low.

If the committee wanted to do a more formal survey it would need to be added to their budget request for the FY2023-2024 season. *NOTE: The budget schedule will be set by the Select Board at their December meeting.*

c) Update on CPC Boat/Bus Tour

Oct 13<sup>th</sup> for the Boat Tour (*NOTE: due to weather the tour was cancelled and will be scheduled in the Spring of 2023*)

Oct 27<sup>th</sup> in the morning for the Bus Tour with CEO Hanson as Tour Guide 9am-12pm – *The Town borrowed a smaller bus from Windham Rec with a driver.*

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\* Taken out of order

#### 4) New Business

a) Review Elements of Growth Management Plan: Title 30-A

We discussed this mostly as Mr Miraglinolo spoke. Co-Chair Leavitt passed out a synopsis of the Growth Management Plan so the committee can understand what the State requires in a Comprehensive Plan. Normally there is an Implementation Committee after the Comprehensive Plan has been adopted at Town Meeting.

<u>Synopsis of Growth Management Program Elements</u>	
1.	INVENTORY & ANALYSIS
	A. Economic & demographic data
	B. Significant water resources
	C. Significant or critical natural resources
	D. Commercial forestry & agricultural land
	E. Existing recreation
	F. Existing transportation
	G. Current housing stock
	H. Historical & archeological resources
	I. Current & projected development patterns
	J. Assessment of public services to protect health, safety, and welfare
2.	POLICY DEVELOPMENT
	A comprehensive plan must include a policy that relates the findings contained in the Inventory & Analysis section.
	* Promote State of Maine goals
	* Address conflicts with State of Maine goals
	* Address conflicts between regional and local issues
3.	IMPLEMENTATION STRATEGY
	* Strategy and timetable for implementation
	* Identify significant ordinances, policies, and programs
	* Provide for periodic review of comprehensive plan
4.	REGIONAL COORDINATION PROGRAM
	This program must be developed with other municipalities to manage shared resources and facilities

b) \* Discuss Draft RFP for Consultant Planner

Section 4 mirrors Section 8 – possibly combine

Include that it must be compliant with the State's Growth Management Plan

Town Clerk Look will incorporate the suggestions from Mr Miraglinolo and include a

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\* Taken out of order

review at the next meeting.

We will need a matrix to be able to compare the proposals.

Add: Today Raymond residents live on traditional land of the Wabanaki Confederacy. The Algonquian word “waban-aki” is most often translated into Dawnland or People of the Dawn. The first arrival of European settlers... to the RFP draft.

- Maine Planning Assistance Program – Tom Miraglinolo, DACF
  - 1) GPCOG is supposed to help towns with Comp Plan updates – the State funds GPCOG to do this
  - 2) Mr Miraglinolo reviews plans Statewide and collects datasets
  - 3) Chapter 208 – Comp Plan Review Rule – get for committee – lays out the process and what is required
  - 4) There is a checklist on DACF website
  - 5) Add to RFP that they must have done one before in Maine in the last 12 years and that the checklist must be complete prior to final payment
  - 6) The goal should be around 18 months once we have a consultant – add to the contract as a goal
- St Joseph’s Student Intern – McKenna Smith
  - 1) St Joseph’s hires students to work 4 hours per week to work in the community as a part of their work-study program
  - 2) They are creating community involvement with their students
  - 3) There may be students who are studying leadership and sustainability, science, public health, etc. whose studies would line up with what we are doing
  - 4) We may be able to have more than 1 student intern if there are any available
  - 5) There is a student working with the Beautification Committee
  - 6) It may be possible to have a student work more than 4 hours with the Town paying for any hours over 4 hours

## **5) Public Comment**

## **6) Comp Plan Committee’s Comment**

CEO Hanson is going to reach out to his contact at GPCOG to see if we can get some help from them.

Mr McCurtain asked for bullet points for action items and the next meeting date by the end of the meeting and to be sent to the committee members soon after the meeting, within 48 hours.

Ms Sawyer asked to discuss a timeframe at the next meeting.

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*\* Taken out of order*

**7) Adjournment**

**Motion** to adjourn at 8:25pm by Mr Foster. Seconded by Mr McDermott.

**Unanimously approved**

*Respectfully submitted,*

*Susan L Look, Town Clerk*

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\* Taken out of order

# Raymond Tomorrow

## What's Important to You Today and Tomorrow?

A Comprehensive Plan sets forth a vision and goals for the future. It is a long-term guide that establishes direction on policies, ordinances, community growth, economic development, and an overall foundation for land use regulation. The last Comprehensive Plan was adopted in 2004 and it's time for an update. We want to know what your priorities are.

NATURAL RESOURCES	HOUSING	ECONOMY	INFRASTRUCTURE	MUNICIPAL SERVICES	LAND USE
Water Quality Soil Quality Wildlife Lakes Habitat Preservation	Affordability Availability Growth	Small business Large business Employment Opportunities	Roads Sewer Water Broadband	Public Safety Public Works Recreation Town Office Taxes Library	Zoning Lot Sizes Waterfront Restrictions





NOTICE OF  
REQUEST FOR PROPOSAL  
COMPREHENSIVE PLAN  
UPDATE

The Town of Raymond, Maine is seeking professional services for the completion of a Comprehensive Plan Update that utilizes a robust public process and modernizes the current document. The Comprehensive Plan Update is expected to comply with State requirements for amending Comprehensive Plans.

Sealed and/or emailed bids, which meet the delivery format specified in the Town's Request for Proposal (RFP), shall be received until 4:00pm on **??day, ??, 2022**, at the Town Office in the Raymond Town Hall, 401 Webbs Mills Road, Raymond ME 04071.

The Comprehensive Plan RFP may be obtained at [www.raymondmaine.org](http://www.raymondmaine.org).

Questions regarding the RFP should be directed to Sue Look, Town Clerk, Raymond Town Hall, 401 Webbs Mills Rd, Raymond ME 04071, 207-655-4742 x121, or email at [sue.look@raymondmaine.org](mailto:sue.look@raymondmaine.org).

Town of Raymond, Maine

Sue Look, Town Clerk

**??, ??, 2022**



## REQUEST FOR PROPOSAL

## COMPREHENSIVE PLAN UPDATE

### 1. INTRODUCTION

The Town of Raymond, Maine (hereinafter, the "Town") seeks the services of a qualified planning consultant (hereinafter, the "Consultant") to work with and assist the Comprehensive Plan Committee (hereinafter, the "Committee") in preparing an update to the existing Comprehensive Plan (hereinafter, the "Plan"). The current Plan was adopted as a whole in 2004. This update of the Plan would address new and future planning issues and result in a Plan consistent with the Growth Management Act of the State of Maine. The Plan will guide future growth, redevelopment, zoning changes, capital investments as well as many other land use and regional goals.

The Plan is the foundation for determining effective public policy, master planning, and land use decisions now and in the future. It provides an ongoing framework for informed and directed development and decision making. The Plan shall include goals, objectives, and strategies utilizing maps, graphs, and other imagery tools to analyze, assess, and recommend best practices for values-based planning, economic development, environmental protection, housing, infrastructure, and other improvements. The overall objective of the Plan is to reflect and respond to priorities, values, and requirements of Raymond's residents while safeguarding the Town's history and sense of place.

### 2. PROJECT AREA

Raymond, Maine is a wonderful community with friendly people, caring neighbors, and an exceptional quality of life. In addition to its people, our community encompasses miles of

open space, rolling hills, five lakes and ponds, a river, and an abundance of plants, trees and wildlife. The Town of Raymond is a community with a population of 4,536 residents (as of the 2020 Census) which encompasses 33.18 square miles of land area plus 11.58 square miles consisting of water. Raymond's small-town character and historic charm is enhanced by many natural resources including miles of shorefront on Sebago Lake, five ponds, 3 beaches, conservation land, and historic sites.

There are several lakes and ponds within Raymond's borders. A portion of Raymond is located along Sebago Lake. It is the second largest (29,992 acres), and the deepest (with a maximum depth of 316 feet) in New England. Other municipalities with shorefront along Sebago Lake include Casco, Frye Island, Naples, Sebago, Standish and Windham. This lake is intensively used for recreational purposes throughout the year, with the highest level of use during the summer months. In addition to its use by these towns' year-round residents, Sebago Lake is greatly used by seasonal visitors to the Lake Region. Sebago Lake has significant fisheries, scenic shore character, geological (including Frye' Leap), botanical, and cultural features, according to the "Maine's Finest Lakes" study. The Lake also serves as the major public water supply source for several communities in the Greater Portland area and is managed as such by the Portland Water District. The other water bodies in Raymond include Panther Pond, Crescent Lake (which extends into Casco), Raymond Pond, Thomas Pond (which extends into Casco), Notched Pond (which extends into Gray and borders New Gloucester), and Nubble Pond.

There are many attributes that make Raymond a desirable place to live, work and play.

Today Raymond residents live on traditional land of the Wabanaki Confederacy. The Algonquian word "waban-aki" is most often translated into Dawnland or People of the Dawn. The first arrival of European settlers was in 1770 when Joseph Dingley and Dominicus Jordan of Cape Elizabeth came up the Presumpscot River to Sebago Pond, attracted by the proprietors' offer of a free 100-acre lot to the first claimants on the spot. Raymond became the 146th incorporated town in the District of Maine, Commonwealth of Massachusetts, on 21 June 1803. Town offices were established to afford self-government.

Raymond is governed by the Select Board/Town Manager/Town Meeting form of government whereby the legislative body is a Town Meeting consisting of registered voters who are qualified to vote in state and local elections. Officers are elected by secret ballot vote form and the Select Board decides how to vote the annual Town Meeting warrant – either by open Town Meeting or by a secret ballot vote. The Town consists of an elected five-member Select Board, an elected seven-member Budget-Finance Committee, an appointed five-member (one alternate) Board of Appeals, and an appointed seven-member Planning Board that recommends ordinance and code amendments to the five-member elected Board of Selectmen for placement on the Town Meeting warrant.

### 3. PROJECT BUDGET

All Proposers shall provide a fixed price fee, as a "not to exceed" quotation for the total project.

### 4. PROPOSAL SUBMISSION EXPECTATIONS & REQUIREMENTS

Complete Comprehensive Plan Update proposals, including those emailed to Sue Look at [sue.look@raymondmaine.org](mailto:sue.look@raymondmaine.org) must be received at the Raymond Town Hall, Attn: Comp Plan RFP, 401 Webbs Mills Rd, Raymond ME 04071, by 4:00pm on **??day, ??? ??, 2022**.

The Proposal must be signed by the Proposer with their full name and address and include a pdf submission and thirteen hard copies in a sealed envelope. Any Proposal received after the deadline stated above may not be considered.

Consultants' response to this RFP must include a detailed, step-by-step description of the methodology intended for use in performing the scope of work as defined. This description shall include:

- A. Cover Letter: Briefly describe the firm, its history, size, and its areas of expertise;
- B. Project Description and Scope of Services: Describe in detail your understanding of the project, the services your firm will provide and the methodology that you will use, specifically addressing how the points outlined in the scope of work will be met;
- C. Statement of Qualifications (SOQ): Include the following information:
  - 1) Resumes of key personnel including who will be the project lead/manager, who will participate in the project including educational background and employment history, not to exceed two pages per person;
  - 2) Past Experience with similar projects for other clients, particularly in Maine, for the past ten (10) years with references, contact names, and telephone numbers;
  - 3) Example of Work: One (1) complete copy of the final report from the project your firm has completed within the past ten (10) years that is most similar to this project; ideally a Plan that has been found consistent with MSRA Title 30-A and Chapter 208 of the State of Maine's Comprehensive Plan Revision Criteria Rule.
  - 4) Statement of Availability and location of key personnel to work on the Raymond assignment;
- D. Project Task and Schedule Matrix: Provide a high-level matrix/spreadsheet that identifies: major project tasks and milestones; estimated date for completing each task; personnel and their hours planned for each task; total number of hours for each task.
- E. Before commencing work under the Town Services Agreement, the successful Consultant shall produce evidence satisfactory to the Town that it and its

subcontractor consultants, if any, have secured public liability, automobile, and workers' compensation insurance coverage.

- F. Questions regarding this Request for Proposal should be directed to Sue Look, Town Clerk, by phone 207-655-4742 x121, email [sue.look@raymondmaine.org](mailto:sue.look@raymondmaine.org), or mail to Raymond Town Hall, Attn: Comp Plan RFP, 401 Webbs Mills Rd, Raymond ME 04071.
- G. All services to be furnished to the Town shall be performed with equipment, methods, and use of personnel in accordance with pertinent professional standards and with the Occupational and Safety and Health Act requirements of the State of Maine and the United States.

## **5. SCOPE OF SERVICES**

The Consultant will conduct the following minimum tasks. The Town strongly encourages proposers to expand on these tasks, to provide detail on how they are to be accomplished, to recommend which tasks require greater emphasis, and to suggest additional tasks not identified in this RFP that may be necessary or beneficial.

### *Project Status Meetings.*

The Consultant is expected to meet regularly with staff and the Comprehensive Plan Committee (CPC) appointed by the Select Board to discuss project progress and direction.

### *Meetings with the CPC, Staff, Planning Board and Board of Selectmen.*

The Consultant will meet with the CPC to provide progress updates and obtain further direction. In addition, the Consultant will solicit input and feedback from the Planning Board, Select Board, Town Staff, other Boards and Committees, and representatives from the State of Maine as appropriate. The Consultant will provide interim reports, presentations, and updates to each as required and appropriate; attend the Plan's formal Planning Board Hearings; and support placement on the annual Town Warrant by the Select Board.

### *Public Engagement and Communications.*

Public participation is essential to this planning effort and must include an outreach and public participation process designed to engage the public and specific stakeholders in visioning the future of the Town. Significant public input will be required throughout the process. It is anticipated that a number of public meetings and visioning sessions will be held, both at Town facilities and potentially at other association meetings (road associations, lake associations, etc.) in order to seek opinions and views of the public at large, report on progress as the Plan develops, solicit comments on specific ideas or concepts, and identify problems or barriers that must be acknowledged and overcome. It is also anticipated that there will be a public survey(s) to gather information.

Public involvement in the planning process and acceptance of the final Plan is critical to the success of this effort, and respondents shall explain, highlight, and detail their approach and plan for public participation in their responses.

#### *Comprehensive Plan Development.*

The Consultant will serve as the primary drafter of the Plan and shall update research and develop materials for the Comprehensive Plan, including but not limited to:

- A baseline review of existing information and relevant background, including but not limited to the existing Comprehensive Plan and all its chapters and volumes, existing codes and policies, demographic and census data, and other information relevant to the required Plan elements.
- An existing condition inventory and projected needs analysis, including a population analysis, existing land use and capital facilities (water, sewer, transportation, recreation, open space) assessment, and residential/commercial growth patterns; and a projection of Raymond's population and housing trends to 2040.
- An inventory and assessment of issues and opportunities based on work with staff, CPC committee, and the public participation process.
- A vision and vision statement for Raymond that will serve as a focal point for goals, policy and strategy decisions.
- Goals, policies, and strategies to guide the Town of Raymond for the next decade and beyond. Areas that will need specific attention are:
  - ~ Budget
  - ~ Capital Improvements
  - ~ Programming (like Recreation)
  - ~ Climate Change and Vulnerability
  - ~ Sustainability
  - ~ Business Development
  - ~ Affordable and Workforce Affordable Housing
  - ~ Natural Resource Protection
  - ~ Village(s) Revitalization
  - ~ Transportation Congestion Management- including multi-modal opportunities
- A new Comprehensive Plan for Planning Board approval and Town adoption. The Plan shall include updated existing chapters, new chapters, and GIS maps compliant. This process may include revisions prior to final adoption. The Consultant will assess how consistency with state statute might support or hinder the proposed goals and policies for the Town.

In addition to general elements described above, the draft Plan will include specific areas

of concern, including:

- A strategic plan for the future of Raymond, complete with goals, objectives, public input mechanisms and results, and implementation strategies for the 2024 Comprehensive Plan.
- Incorporation and reference to plans and studies recently completed or currently underway, or as identified in the current Comprehensive Plan.
- Other specific areas of concern such as, but not limited to, economic development, climate change vulnerability and resiliency etc.

The Consultant will provide digital, editable, and printable copies of all final documents including reports, maps, and the final Plan. Mapping should be provided in a form compatible with the Town's GIS. An adequate number of hard copies of maps (scale to be agreed upon) and drafts of final documents should be provided to facilitate review and support by the Select Board, Planning Board, staff, and CPC.

## **6. PROJECT MANAGEMENT AND RESPONSIBILITIES**

The Consultant will be responsible for working closely with the CPC and town staff. The Town Clerk will serve as primary contact and coordinator between the Town, the CPC, and the Consultant. Other town staff will be available as needed.

The CPC will serve as an oversight committee for this project. It will guide, evaluate, and approve the direction and completion of the Plan. This committee will recommend the final Plan to the Planning Board for approval and for the Board of Selectmen to place on the Ballot.

Town staff will:

- Be available for interviews or to assist in research activity
- Provide any and all existing documentation to the Consultant as requested, within reasonable expectations and costs;
- Assist with human and technical resources as needed to facilitate timely progress;
- Provide and distribute minutes for all CPC meetings;
- Schedule, coordinate, and make necessary arrangements for other Plan-related meetings.

## **7. SCHEDULE**

**Release RFP .....October ??, 2022**

**Receive Proposals from Consultants .....November 30, 2022**

**Determine Short List of Consultants .....December, 2022**

**Interview Short-listed of Consultants .....Early January, 2023**



**Select candidate and recommend .....February, 2023**  
**to Board of Selectmen for Approval**  
**Issue Notice of Award .....March, 2023**  
**Execute Contract by .....March, 2023**  
**Start Project Work .....March/April 2023**

Respondents shall provide a proposed project schedule that may be subject to modifications during negotiation of the contract. It is expected that completion of the project and delivery of the Comprehensive Plan should take no longer than 2.5 years

## **8. SELECTION CRITERIA**

The Consultant shall address the proposed scope of services, including their approach, personnel who will do the work, in-house technical review capabilities, and ability to meet the project schedule.

The Proposal shall discuss in sufficient detail the steps that the Consultant will take to arrive at the desired results. The discussion shall be important for the selection process. The Town reserves the right to solicit additional information from the Consultant or their references. Each responding Consultant will be ranked according to their proposal, qualifications based on experience, results, and other information furnished.

The Planning Board will use the following criteria to make a recommendation to the Board of Selectmen for award of the contract:

- A successful record in completing similar projects.
- The quality and depth of the consultant team's applicable experience and expertise, especially with similar projects.
- Resumes of the personnel who will be assigned to this project, including relevant experience.
- The proposed approach to soliciting meaningful public input as documented in the submitted public participation plan.
- The timeliness of the proposed schedule and the ability of the consultant team to complete the work as scheduled based on current and projected workload.
- A reasonable and competitive fee.
- The quality of oral presentation, and of submitted example products.
- The quality of references.
- Other applicable factors as the Town determines necessary or appropriate.

## **9. ACCEPTANCE/REJECTION**

The Town reserves the right to waive any informalities in Proposals, to accept any



Proposal, and to reject any or all Proposals, should it be deemed in the best interest of the Town to do so.

A Proposal may be held by the Town for a period not to exceed thirty (30) days from the date of the opening of Proposals for the purpose of reviewing the Proposal and investigating the qualifications of the Proposer prior to the award of a contract.

## **10. FEE STATEMENT**

Fee Statement: The proposal shall include a SEALED, SEPARATE fee statement for the work to be performed. The fee statement shall include a cost for each of the tasks to complete the work outlined in the Scope of Services and any additional tasks the Consultant feels are necessary to complete the work. This cost information shall be related to and presented as a version of the matrix described in section 4.D above. The Consultant team may modify, combine, or otherwise change the tasks in the Scope of Services as they see fit as long as it meets the needs of the Town.

The Town reserves the right to negotiate with the Consultant to determine the amount of work and fees to be included in the contract and how the payments will be made (quarterly/upon Plan achievements, etc.).

The fee statement shall include a schedule of fees on an hourly basis for each of the key personnel and subcontractors, as well as a schedule of other basic costs, should additional services be necessary. The Consultant should estimate the nature and cost of additional services deemed necessary to complete the project.

# Self-Assessment Checklist

## Optional Self-Assessment Checklist

This checklist was developed to ease the preparation of comprehensive plans. Its contents are taken directly from the

Required Element	✓	Page
<b>Vision Statement</b> 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.		
<b>Public Participation Summary</b> 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.		
<b>Regional Coordination Program</b> 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.		
<b>Plan Implementation</b> section that prioritizes how implementation strategies will be carried out, pursuant to 30-A M.R.S.A. §4326(3). The plan must identify the responsible party and anticipated timeline for each strategy in the plan.		
<b>Evaluation measures</b> 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.		
<b>Future Land Use Plan</b> 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.		
<b>Comments:</b>		

Historic and Archaeological Resources	✓	Page
<b>Analyses</b>		
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?		
<b>Condition and Trends</b>		
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.		
<b>Policies</b>		

Protect to the greatest extent practicable the significant historic and archaeological resources in the community.		
<b>Strategies</b>		
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.		
<b>Comments:</b>		

Water Resources	✓	Page
<b>Analyses</b>		
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?		
<b>Condition and Trends</b>		
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.		
<b>Policies</b>		
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.		
<b>Strategies</b>		

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.		
<b>Comments:</b>		

Natural Resources	✓	Page
<b>Analyses</b>		
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?		
<b>Condition and Trends</b>		
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.		
<b>Policies</b>		
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.		
<b>Strategies</b>		
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.		
<b>Comments:</b>		

Agricultural and Forest Resources	✓	Page
<b>Analyses</b>		
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?		
<b>Condition and Trends</b>		
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).		
<b>Policies</b>		
To safeguard lands identified as prime farmland or capable of supporting commercial forestry.		
To support farming and forestry and encourage their economic viability.		
<b>Strategies</b>		
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.		
<b>Comments:</b>		

Marine Resources (if applicable)	✓	Page
<b>Analyses</b>		
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?		
<b>Condition and Trends</b>		
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.		
<b>Policies</b>		
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.		
<b>Strategies</b>		
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.		
<b>Comments:</b>		

Population and Demographics	✓	Page
<b>Analyses</b>		
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?		
<b>Condition and Trends</b>		
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.		
<b>Policies</b>		
None required.		
<b>Strategies</b>		
None required.		
<b>Comments:</b>		

Economy	✓	Page
<b>Analyses</b>		
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?		
<b>Condition and Trends</b>		
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.		
<b>Policies</b>		
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.		
<b>Strategies</b>		
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.		
<b>Comments:</b>		

<b>Housing</b>	✓	Page
<b>Analyses</b>		
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?		
<b>Condition and Trends</b>		
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.		
<b>Policies</b>		
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.		
<b>Strategies</b>		
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.		
<b>Comments:</b>		

<b>Recreation</b>	✓	Page
<b>Analyses</b>		
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?		
<b>Condition and Trends</b>		
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.		
<b>Policies</b>		

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.		
<b>Strategies</b>		
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.		
<b>Comments:</b>		

Transportation (applicable if community has no MaineDOT approved STPA transportation plan)	✓	Page
<b>Analyses</b>		
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?		
<b>Condition and Trends</b>		

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.		
<b>Policies</b>		
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.		
<b>Strategies</b>		
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.		
<b>Comments:</b>		

Public Facilities and Services	✓	Page
<b>Analyses</b>		
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?		
<b>Condition and Trends</b>		
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		
the following information related to each of these public facilities and services: a. Sewerage and/or Water Supply – Identify number and types of users, and percent of households served  b. Septage – Identify any community policies or regulations regarding septage collection and disposal. 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. 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. e. Power and Communications – Availability of 3-phase power, Internet (including broadband), and cable within the community. f. Emergency Response System –Average call response times for fire, police, and emergency/rescue. 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.  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.  i. Municipal Government Facilities and Services – Describe facilities and staffing for municipal administrative, enforcement, and public works operations. j. Street Tree Program - Describe the community's street tree program.		
<b>Policies</b>		
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
Analyses			
How will future capital investments identified in the plan be funded?			
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?		
<b>Condition and Trends</b>		
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.		
<b>Policies</b>		
None Required		
<b>Strategies</b>		
None Required		
<b>Comments:</b>		

<b>Future Land Use Plan</b>	✓	Page
<b>Analyses</b>		
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?		
<b>Components</b>		
A map or maps showing: a. Growth area(s) (unless exempted) and Rural area(s) and any land use districts within each; b. Critical Natural Resources in accordance with 4.3.F, above c. Any of the following optional land use areas, if proposed, along with any land use districts within each: Transitional, Critical Rural, Critical Waterfront.		
A map depicting the constraints to development identified in the plan (may be a combination of maps from other sections).		
A narrative description of each land use district including: a. The district's relationship to the community's vision; b. The district's natural opportunities and/or constraints; c. The types and intensity of proposed land uses, including residential density;		

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		
e. Any anticipated major municipal capital investments needed to support the proposed land uses.		
<b>Policies</b>		
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.		
<b>Strategies</b>		
Assign responsibility for implementing the Future Land Use Plan to the appropriate committee, board or municipal official.		
Using the descriptions provided in the Future Land Use Plan narrative, maintain, enact or amend local ordinances as appropriate to: a. Clearly define the desired scale, intensity, and location of future development; b. Establish or maintain fair and efficient permitting procedures, and explore streamlining permitting procedures in growth areas; and c. Clearly define protective measures for critical natural resources and, where applicable, important natural resources. d. Clearly define protective measures for any proposed critical rural areas and/or critical waterfront areas, if proposed.		
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.		
<b>Comments:</b>		

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# Growth Management Plan Synopsis

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## Synopsis of Growth Management Program Elements

### 1. INVENTORY & ANALYSIS

- A. Economic & demographic data
- B. Significant water resources
- C. Significant or critical natural resources
- D. Commercial forestry & agricultural land
- E. Existing recreation
- F. Existing transportation
- G. Current housing stock
- H. Historical & archeological resources
- I. Current & projected development patterns
- J. Assessment of public services to protect health, safety, and welfare

### 2. POLICY DEVELOPMENT

A comprehensive plan must include a policy that relates the findings contained in the Inventory & Analysis section.

- \* Promote State of Maine goals
- \* Address conflicts with State of Maine goals
- \* Address conflicts between regional and local issues

### 3. IMPLEMENTATION STRATEGY

- \* Strategy and timetable for implementation
- \* Identify significant ordinances, policies, and programs
- \* Provide for periodic review of comprehensive plan

### 4. REGIONAL COORDINATION PROGRAM

This program must be developed with other municipalities to manage shared resources and facilities



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# Growth Management Plan

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MRS Title 30-A, §4326. GROWTH MANAGEMENT PROGRAM ELEMENTS

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## **§4326. Growth management program elements**

### **(CONFLICT)**

A growth management program must include at least a comprehensive plan, as described in subsections 1 to 4-A, and an implementation program as described in subsection 5. [PL 2019, c. 153, §4 (AMD).]

**1. Inventory and analysis.** A comprehensive plan must include an inventory and analysis section addressing state goals under this subchapter and issues of regional or local significance that the municipality or multimunicipal region considers important. The inventory must be based on information provided by the State, regional councils and other relevant local sources. The analysis must include 10-year projections of local and regional growth in population and residential, commercial and industrial activity; the projected need for public facilities; and the vulnerability of and potential impacts on natural resources.

The inventory and analysis section must include, but is not limited to:

- A. Economic and demographic data describing the municipality or multimunicipal region and the region in which it is located; [PL 2001, c. 578, §15 (AMD).]
- B. Significant water resources such as lakes, aquifers, estuaries, rivers and coastal areas and, when applicable, their vulnerability to degradation; [PL 2001, c. 578, §15 (AMD).]
- C. Significant or critical natural resources, such as wetlands, wildlife and fisheries habitats, significant plant habitats, coastal islands, sand dunes, scenic areas, shorelands, heritage coastal areas as defined under Title 5, section 3316, and unique natural areas; [PL 1989, c. 104, Pt. A, §45 (NEW); PL 1989, c. 104, Pt. C, §10 (NEW).]
- D. Marine-related resources and facilities such as ports, harbors, commercial moorings, commercial docking facilities and related parking, and shell fishing and worming areas; [PL 1989, c. 104, Pt. A, §45 (NEW); PL 1989, c. 104, Pt. C, §10 (NEW).]
- E. Commercial forestry and agricultural land; [PL 1989, c. 104, Pt. A, §45 (NEW); PL 1989, c. 104, Pt. C, §10 (NEW).]
- F. Existing recreation, park and open space areas and significant points of public access to shorelands within a municipality or multimunicipal region; [PL 2001, c. 578, §15 (AMD).]
- G. Existing transportation systems, including the capacity of existing and proposed major thoroughfares, secondary routes, pedestrian ways and parking facilities; [PL 1989, c. 104, Pt. A, §45 (NEW); PL 1989, c. 104, Pt. C, §10 (NEW).]
- H. Residential housing stock, including affordable housing, policies that assess community needs and environmental effects of municipal regulations, lessen the effect of excessive parking requirements for buildings in downtowns and on main streets and provide for alternative approaches for compliance relating to the reuse of upper floors of buildings in downtowns and on main streets and policies that provide for accessory dwelling units; [PL 2019, c. 145, §5 (AMD).]
- H-1. Housing that meets the needs of older residents, including housing that is rehabilitated, adapted or newly constructed to help older adults age in place; [PL 2019, c. 38, §5 (NEW).]
- I. Historical and archeological resources including, at the discretion of the municipality or multimunicipal region, stone walls, stone impoundments and timber bridges of historical significance; [PL 2001, c. 578, §15 (AMD).]
- J. Land use information describing current and projected development patterns; and [PL 1989, c. 104, Pt. A, §45 (NEW); PL 1989, c. 104, Pt. C, §10 (NEW).]

K. An assessment of capital facilities and public services necessary to support growth and development and to protect the environment and health, safety and welfare of the public and the costs of those facilities and services. [PL 1989, c. 104, Pt. A, §45 (NEW); PL 1989, c. 104, Pt. C, §10 (NEW).]

[PL 2019, c. 38, §5 (AMD); PL 2019, c. 145, §5 (AMD).]

**2. Policy development.** A comprehensive plan must include a policy development section that relates the findings contained in the inventory and analysis section to the state goals. The policies must:

A. Promote the state goals under this subchapter; [PL 1989, c. 104, Pt. A, §45 (NEW); PL 1989, c. 104, Pt. C, §10 (NEW).]

B. Address any conflicts between state goals under this subchapter; [PL 1989, c. 104, Pt. A, §45 (NEW); PL 1989, c. 104, Pt. C, §10 (NEW).]

C. Address any conflicts between regional and local issues; and [PL 1989, c. 104, Pt. A, §45 (NEW); PL 1989, c. 104, Pt. C, §10 (NEW).]

D. Address the State's coastal policies if any part of the municipality or multimunicipal region is a coastal area. [PL 2001, c. 578, §15 (AMD).]

[PL 2001, c. 578, §15 (AMD).]

**3. Implementation strategy.** A comprehensive plan must include an implementation strategy section that contains a timetable for the implementation program, including land use ordinances, ensuring that the goals established under this subchapter are met. These implementation strategies must be consistent with state law and must actively promote policies developed during the planning process. The timetable must identify significant ordinances to be included in the implementation program. The strategies and timetable must guide the subsequent adoption of policies, programs and land use ordinances and periodic review of the comprehensive plan.

A. [PL 2001, c. 578, §15 (RP); PL 2001, c. 667, Pt. H, §1 (RP); PL 2001, c. 667, Pt. H, §3 (AFF).]

B. [PL 2001, c. 578, §15 (RP).]

C. [PL 2001, c. 578, §15 (RP).]

D. [PL 2001, c. 578, §15 (RP).]

E. [PL 2001, c. 578, §15 (RP).]

F. [PL 2001, c. 578, §15 (RP).]

G. [PL 2001, c. 578, §15 (RP).]

H. [PL 2001, c. 578, §15 (RP).]

I. [PL 2001, c. 578, §15 (RP).]

J. [PL 2001, c. 578, §15 (RP).]

[PL 2007, c. 247, §2 (AMD).]

**3-A. Guidelines for policy development and implementation strategies.** In developing its strategies and subsequent policies, programs and land use ordinances, each municipality or multimunicipal region shall employ the following guidelines consistent with the goals of this subchapter:

A. Except as otherwise provided in this paragraph, identify and designate geographic areas in the municipality or multimunicipal region as growth areas and rural areas, as defined in this chapter.

(1) Within growth areas, each municipality or multimunicipal region shall:

(a) Establish development standards;

- (b) Establish timely permitting procedures;
- (c) Ensure that needed public services are available; and
- (d) Prevent inappropriate development in natural hazard areas, including flood plains and areas of high erosion.

(2) Within rural areas, each municipality or multimunicipal region shall adopt land use policies and ordinances to discourage incompatible development. These policies and ordinances may include, without limitation, density limits, cluster or special zoning, acquisition of land or development rights, transfer of development rights pursuant to section 4328 and performance standards. The municipality or multimunicipal region should also identify which rural areas qualify as critical rural areas as defined in this chapter. Critical rural areas must receive priority consideration for proactive strategies designed to enhance rural industries, manage wildlife and fisheries habitat and preserve sensitive natural areas.

(3) A municipality or multimunicipal region may also designate as a transitional area any portion of land area that does not meet the definition of either a growth area or a rural area. Such an area may be appropriate for medium-density development that does not require expansion of municipal facilities and does not include significant rural resources.

(4) A municipality or multimunicipal region is not required to identify growth areas within the municipality or multimunicipal region for residential, commercial or industrial growth if it demonstrates, in accordance with rules adopted by the department pursuant to this article, that:

- (a) It is not possible to accommodate future residential, commercial or industrial growth within the municipality or multimunicipal region because of severe physical limitations, including, without limitation, the lack of adequate water supply and sewage disposal services, very shallow soils or limitations imposed by protected natural resources;
- (b) The municipality or multimunicipal region has experienced minimal or no residential, commercial or industrial development over the past decade and this condition is expected to continue over the 10-year planning period;
- (c) The municipality or multimunicipal region has identified as its growth areas one or more growth areas identified in a comprehensive plan adopted or to be adopted by one or more other municipalities or multimunicipal regions in accordance with an interlocal agreement adopted in accordance with chapter 115 with one or more municipalities or multimunicipal regions; or
- (d) The municipality or multimunicipal region has no village or densely developed area.

(6) A municipality or multimunicipal region exercising the discretion afforded by subparagraph 4 shall review the basis for its demonstration during the periodic revisions undertaken pursuant to section 4347-A; [PL 2011, c. 655, Pt. JJ, §17 (AMD); PL 2011, c. 655, Pt. JJ, §41 (AFF).]

B. Develop a capital investment plan for financing the replacement and expansion of public facilities and services required to meet projected growth and development; [PL 2001, c. 578, §15 (NEW).]

C. Protect, maintain and, when warranted, improve the water quality of each water body pursuant to Title 38, chapter 3, subchapter I, article 4-A and ensure that the water quality will be protected from long-term and cumulative increases in phosphorus from development in great pond watersheds; [PL 2001, c. 578, §15 (NEW).]

D. Ensure that its land use policies and ordinances are consistent with applicable state law regarding critical natural resources. A municipality or multimunicipal region, if authorized to enact

ordinances, may adopt ordinances more stringent than applicable state law; [PL 2001, c. 578, §15 (NEW).]

E. Ensure the preservation of access to coastal waters necessary for commercial fishing, commercial mooring, docking and related parking facilities. Each coastal area may identify and designate one or more critical waterfront areas and implement policies to ensure protection of those areas or otherwise discourage new development that is incompatible with uses related to the marine resources industry; [PL 2001, c. 578, §15 (NEW).]

F. Ensure the protection of agricultural and forest resources. Each municipality or multimunicipal region shall discourage new development that is incompatible with uses related to the agricultural and forest industries; [PL 2001, c. 578, §15 (NEW).]

G. **(CONFLICT: Text as amended by PL 2019, c. 38, §6)** Ensure that the municipality's or multimunicipal region's land use policies and ordinances encourage the siting and construction of affordable housing within the community and comply with the requirements of section 4358 pertaining to individual mobile home and mobile home park siting and design requirements. The municipality or multimunicipal region shall seek to achieve a level of at least 10% of new residential development, based on a 5-year historical average of residential development in the municipality or multimunicipal region, that meets the definition of affordable housing. A municipality or multimunicipal region is encouraged to seek creative approaches to assist in the development of affordable housing and housing that meets the needs of older residents, including, but not limited to, cluster housing, reduced minimum lot and frontage sizes, increased residential densities, adaptation, rehabilitation and construction of housing that helps older adults age in place, use of municipally owned land and establishment of policies that assess community needs and environmental effects of municipal regulations, lessen the effect of excessive parking requirements for buildings in downtowns and on main streets and provide for alternative approaches for compliance relating to the reuse of upper floors of buildings in downtowns and on main streets; [PL 2019, c. 38, §6 (AMD).]

G. **(CONFLICT: Text as amended by PL 2019, c. 145, §6)** Ensure that the municipality's or multimunicipal region's land use policies and ordinances encourage the siting and construction of affordable housing within the community and comply with the requirements of section 4358 pertaining to individual mobile home and mobile home park siting and design requirements. The municipality or multimunicipal region shall seek to achieve a level of at least 10% of new residential development, based on a 5-year historical average of residential development in the municipality or multimunicipal region, that meets the definition of affordable housing. A municipality or multimunicipal region is encouraged to seek creative approaches to assist in the development of affordable housing, including, but not limited to:

- (1) Cluster housing;
- (2) Reduced minimum lot and frontage sizes;
- (3) Increased residential densities;
- (4) Use of municipally owned land;
- (5) Establishment of policies that:
  - (a) Assess community needs and environmental effects of municipal regulations;
  - (b) Lessen the effect of excessive parking requirements for buildings in downtowns and on main streets; and
  - (c) Provide for alternative approaches for compliance relating to the reuse of upper floors of buildings in downtowns and on main streets; and
- (6) Provisions for accessory dwelling units; [PL 2019, c. 145, §6 (AMD).]

H. Ensure that the value of historical and archeological resources is recognized and that protection is afforded to those resources that merit it; [PL 2001, c. 578, §15 (NEW).]

I. Encourage the availability of and access to traditional outdoor recreation opportunities, including, without limitation, hunting, boating, fishing and hiking, and encourage the creation of greenbelts, public parks, trails and conservation easements. Each municipality or multimunicipal region shall identify and encourage the protection of undeveloped shoreland and other areas identified in the local planning process as meriting that protection; [PL 2015, c. 349, §5 (AMD).]

J. Develop management goals for great ponds pertaining to the type of shoreline character, intensity of surface water use, protection of resources of state significance and type of public access appropriate for the intensity of use of great ponds within the municipality's or multimunicipal region's jurisdiction; [PL 2019, c. 38, §7 (AMD); PL 2019, c. 145, §7 (AMD).]

K. Encourage policies that assess community needs and environmental effects of municipal regulations, lessen the effect of excessive parking requirements for buildings in downtowns and on main streets and provide for alternative approaches for compliance relating to the reuse of upper floors of buildings in downtowns and on main streets; [RR 2019, c. 1, Pt. A, §40 (COR).]

L. Ensure that land use policies encourage aging in place and appropriate housing options for older residents and address issues of special concern to older adults, including transportation to and accessibility and availability of needed services; and [RR 2019, c. 1, Pt. A, §41 (COR).]

**REVISOR'S NOTE:** Paragraph L as enacted by PL 2019, c. 145, §9 is REALLOCATED TO TITLE 30-A, SECTION 4326, SUBSECTION 3-A, PARAGRAPH M

M. (REALLOCATED FROM T. 30-A, §4326, sub-§3-A, ¶L) Encourage policies that provide for accessory dwelling units. [PL 2019, c. 145, §9 (NEW); RR 2019, c. 1, Pt. A, §42 (RAL).] [PL 2019, c. 38, §§6-9 (AMD); PL 2019, c. 145, §§6-9 (AMD); RR 2019, c. 1, Pt. A, §§40-42 (COR).]

**4. Regional coordination program.** A regional coordination program must be developed with other municipalities or multimunicipal regions to manage shared resources and facilities, such as rivers, aquifers, transportation facilities and others. This program must provide for consistency with the comprehensive plans of other municipalities or multimunicipal regions for these resources and facilities.

[PL 2001, c. 578, §15 (AMD).]

**4-A. Addressing sea level rise.** A municipality or multimunicipal region that is in the coastal area may include in its comprehensive plan projections regarding changes in sea level and potential effects of the rise in sea level on buildings, transportation infrastructure, sewage treatment facilities and other relevant municipal, multimunicipal or privately held infrastructure or property and may develop a coordinated plan for addressing the effects of the rise in sea level. For the purposes of this subsection, "coastal area" has the same meaning as in Title 38, section 1802, subsection 1.

[PL 2019, c. 153, §5 (NEW).]

**5. Implementation program.** An implementation program must be adopted that is consistent with the strategies in subsection 3-A.

[PL 2001, c. 578, §15 (AMD).]

#### SECTION HISTORY

PL 1989, c. 104, §§A45,C10 (NEW). PL 1989, c. 271, §4 (AMD). PL 1989, c. 562, §6 (AMD). PL 1989, c. 878, §A84 (AMD). PL 1991, c. 79 (AMD). PL 1991, c. 278, §2 (AMD). PL 1991, c. 622, §F29 (AMD). PL 1991, c. 722, §7 (AMD). PL 1991, c. 722, §11 (AFF). PL 1991, c. 838, §§8-11 (AMD). PL 1993, c. 166, §§6,7 (AMD). PL 1993, c. 721, §A3 (AMD). PL 1993, c. 721, §H1 (AFF). PL 1999, c. 776, §8 (AMD). PL 2001, c. 406, §4 (AMD). PL 2001, c. 578, §15

(AMD). PL 2001, c. 592, §1 (AMD). PL 2001, c. 667, §§H1,2 (AMD). PL 2001, c. 667, §H3 (AFF). PL 2007, c. 247, §§2, 3 (AMD). PL 2011, c. 655, Pt. JJ, §17 (AMD). PL 2011, c. 655, Pt. JJ, §41 (AFF). PL 2015, c. 349, §§3-6 (AMD). PL 2019, c. 38, §§5-9 (AMD). PL 2019, c. 145, §§5-9 (AMD). PL 2019, c. 153, §§4, 5 (AMD). RR 2019, c. 1, Pt. A, §§40-42 (COR).

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