

## Optional Self-Assessment Checklist

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

Required Element	✓	Page
<p><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.</p>		
<p><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.</p>		
<p><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.</p>		
<p><b>Plan Implementation</b> section that prioritizes how implementation strategies will be carried out, pursuant to 30-A MRSA §4326(3). The plan must identify the responsible party and anticipated timeline for each strategy in the plan.</p>		
<p><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.</p>		
<p><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.</p>		
<p><b>Comments:</b></p>		

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>		

<b>Agricultural and Forest Resources</b>	✓	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>		

<b>Population and Demographics</b>	✓	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>		

<b>Economy</b>	✓	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>		

Housing	✓	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>	<b>✓</b>	<b>Page</b>
<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>		

<b>Transportation (applicable if community has no MaineDOT approved STPA transportation plan)</b>	✓	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>		

<b>Public Facilities and Services</b>	✓	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		

<p>the following information related to each of these public facilities and services:</p> <ul style="list-style-type: none"> <li>a. Sewerage and/or Water Supply – Identify number and types of users, and percent of households served</li> <li>b. Septage – Identify any community policies or regulations regarding septage collection and disposal.</li> <li>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.</li> <li>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.</li> <li>e. Power and Communications – Availability of 3-phase power, Internet (including broadband), and cable within the community.</li> <li>f. Emergency Response System –Average call response times for fire, police, and emergency/rescue.</li> <li>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.</li> <li>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.</li> <li>i. Municipal Government Facilities and Services – Describe facilities and staffing for municipal administrative, enforcement, and public works operations.</li> <li>j. Street Tree Program - Describe the community's street tree program.</li> </ul>		
<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.		
<b>Strategies</b>		
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.		
<b>Comments:</b>		

Fiscal Capacity and Capital Investment Plan	✓	Page
<b>Analyses</b>		
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?		
<b>Condition and Trends</b>		
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?		
<b>Policies</b>		
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.		
<b>Strategies</b>		
Explore opportunities to work with neighboring communities to plan for and finance shared or adjacent capital investments to increase cost savings and efficiencies.		
<b>Capital Investment Plan</b>		
<p>The comprehensive plan must include a capital investment plan that:</p> <p>(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;</p> <p>(2) Establishes general funding priorities among the community capital investments; and</p> <p>(3) Identifies potential funding sources and funding mechanisms.</p>		

**Comments:**

Existing Land Use	✓	Page
<b>Analyses</b>		
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>		

Future Land Use Plan	✓	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: <ul style="list-style-type: none"> <li>a. Clearly define the desired scale, intensity, and location of future development;</li> <li>b. Establish or maintain fair and efficient permitting procedures, and explore streamlining permitting procedures in growth areas; and</li> <li>c. Clearly define protective measures for critical natural resources and, where applicable, important natural resources.</li> <li>d. Clearly define protective measures for any proposed critical rural areas and/or critical waterfront areas, if proposed.</li> </ul>		
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>		