

TOWN OF KENNEBUNK
SELECT BOARD - ORDINANCE REVIEW SUBCOMMITTEE
MONDAY, OCTOBER 23, 2023 – 8:30 A.M.
KENNEBUNK TOWN HALL, ROOM 301
MINUTES/NOTES

1. Call to Order

On October 23, 2023 at 8:30 a.m., a meeting of the Ordinance Review Subcommittee was called to order.

Those in attendance were:

Ordinance Subcommittee Members: Select Board members Kortney Nedeau, Shiloh Schulte, Miriam Whitehouse

Others Present: Town Manager Heather Balsler, Assistant Town Manager/Public Services Director Bryan Laverriere, Town Clerk Merton Brown, Community Development Director Chris Osterrieder, Community Development Deputy Director Karen Winton, as well as members of the public.

2. Street Design and Construction Standards/Road Acceptances

[View current Street Design and Construction Standards Ordinance \(PDF\)](#)

[View proposed Ordinance Changes to Section 8 \(PDF\)](#)

Discussed further proposed ordinance changes and suggested some additional refinements and technical changes for the next Ordinance Review Subcommittee meeting.

3. Short-Term Rentals [View supporting material \(draft Ordinance on Registration Process – PDF\)](#)

The draft ordinance was discussed again and some additional modifications were addressed such as a January 2025 registration date, assuming June 2024 Town Meeting consideration. The Subcommittee also discussed the Good Neighbor Policy, Fire Safety sheet, Fire Inspection list, registration application and FAQs. Staff will schedule an informational meeting in December on STRs to provide information and take feedback. Staff intends to provide feedback from the informational meeting at the December 18 Ordinance Review Subcommittee and decide next steps for possible Town meeting consideration in June. Members of the public were also in attendance.

4. Future Items

- Town Fees (November)
- National Fire Protection Standards (future Meeting)

5. Meetings Dates

Next dates: November 16 at 8:30 a.m. and December 18 at 8:30 a.m.

6. Adjourn

The meeting was adjourned at 10:00 a.m.

Minutes/Notes by Heather Balsler, Town Manager