

Scarborough Transportation Committee

MEETING MINUTES

Tuesday, January 17, 2023

1. Call to Order & Attendance
 - a. Members in Attendance: Jennifer Ladd (Chair), Craig Robinson, Roger Beeley (Planning Board Liaison), Allen Paul (Long Range Planning Committee Liaison), Nick McGee (Council Liaison), Portia Hirschman, Steve Berg, Tuck Barclay
 - b. Staff in Attendance: Autumn Speer (Planning Director)
2. Approval of Meeting Minutes November 29, 2022
 - a. Motion to pass made by Allen Paul, seconded by Roger Beeley
 - b. All in favor
3. Comprehensive Plan Implementation – Transportation Committee Tasks

Autumn Speer presented the implementation tasks from the Comprehensive Plan related to the Transportation Committee. The discussion centered around combining and prioritizing 13 tasks.

There are five vision statements in the Comprehensive Plan. The majority of the tasks assigned to the Transportation Committee come out of Vision 5: Scarborough's transportation network will support current and future land uses that create efficiencies which reduce the impact of traffic on residents and businesses.

The committee members had provided their priority ranking prior to the meeting. Discussion incurred about the 11 combined tasks.

1. Vision 2 - Foster walkable, mixed-use development patterns presented on the Growth and Conservation Map which increase tax revenues and minimize infrastructure costs compared to the low-density, decentralized development patterns recommended in the previous comprehensive plan.
 - Review Development Regulations & Infrastructure Planning
 - Zoning and uses
 - Connectivity Planning
 - Complete Streets – Options (urban & rural)
 - Sidewalks
 - Trails
2. Vision 3 - Take steps to ensure that the public realm is safe and accessible for all, regardless of how people move through it.

- Review Development Regulations
 - Mobility Options
 - Accessibility
 - Safe Routes to School – Maine Bike Ped
 - Shuttle Systems to Beaches
 - School Bus Usage
3. Vision 4 - Review its policies, ordinances, and standards, including impact fee, Growth Management Ordinance and traffic reports to identify there are no impediments to desired types of development.
- Review Zoning
 - GMO Review (on-going)
 - Impact Fees (staff)
 - Design Standards (commercial design standards kicked off in LRPC)
 - Sidewalks
4. Vision 5 - Continue to develop trails where possible to better connect destinations and neighborhoods, while also creating opportunities for residents to stay active.
- Parks & Open Space Planning (Parks master plan 95%)
 - Trail Connectivity Plan
 - Bike Byways Plan – Transportation Plan
 - Ordinance Amendments - Incentives/Requirements for connections
 - Design Standards for Trails
 - TC - Assisting Community Services
5. Vision 5 - Connect Oak Hill and the Downs into a viable downtown as described in “A Downtown for Scarborough”, adopted November 2018.
- Review Development Regulations & Infrastructure Planning
 - Complete Streets
 - Bike Signals – Discussion incurred about signal types
 - Transit Stops and Shelters
 - Uniform Signage
 - Uniform Landscaping
6. Vision 5 - Improving connectivity and providing safe transportation alternatives throughout the Town is imperative to reducing the number of cars congesting Scarborough’s roadways, and creating happier, healthier residents. – Conversation ensued about the viability of sidewalks and the needs for walkable options, access and connectivity and connection opportunities.
- Transportation Planning, Review Development Regulations, & Infrastructure Planning
 - Ordinance Amendments- Require connectivity through subdivisions
 - Requiring cross access easements for commercial properties
 - Bike Access – Share the Road, Full Lane Access
 - Allow connectivity in CPD zoning to Sawyer
 - Transportation Master Plan – look for other connection opportunities

7. Vision 5 - Refine the Town's Complete Streets policy to establish design parameters based on the context of the street; considerations vary for rural, suburban, in-town, etc. streets. Conversation focused on tools available and how to create such an item.
 - Create a Multi-Modal Network by prioritizing Complete Street Interventions that Connect Residents to Centers Transportation Planning.
 - Continue to implement the Complete Streets Policy adopted by the Town in 2016 when considering new roads/streets or upgrades to existing infrastructure.
 - Transportation Planning, Review Development Regulations, & Infrastructure Planning
 - Complete - Complete Streets 'Toolbox' from 2016
 - Add bike lanes to standards
 - Identify which streets can be updated to Complete Streets

8. Vision 5 - Improve network design by requiring street connectivity when new development is being proposed during the development review process. Conversation focused on possibilities for path and street connections in developments. The group also discussed how to connect different developments over time through easements and funding mechanisms.
 - Transportation Planning, Review Development Regulations, & Infrastructure Planning
 - Ordinance Amendments – Requiring Connectivity (no cul-de-sacs)
 - Grid Framework – Multiple Routes
 - Block lengths
 - Amend Street Design Standards where needed

9. Vision 5 - Amend the Scarborough Street Acceptance Ordinance to include some new steps to be taken into consideration when streets and roads are designed and when significant maintenance or upgrades are considered. These steps are in concert with the Town's adopted Complete Streets Policy and will help to expeditiously turn such goals into realities. Conversation included private streets and how to turn those into public streets.
 - Transportation Planning & Review Development Regulations
 - Amend Street Acceptance Ordinance to specify requirements that are required and remove potential waiver opportunities
 - Street Design – ROW, block length, dead end streets, street intersection distance
 - Amend Site Plan Ordinance – waivers especially

10. Vision 5 - Institute shared parking by developing new parking standards to be adopted as part of the zoning regulations to allow for sharing of parking resources when proposing a new development.
 - Transportation Planning & Review Development Regulations
 - Parking Standards (locations, amounts, shared, structured, access, design, aisle widths, space sizes)
 - Address/remove parking minimums

11. Vision 5 - Enhance transit access by continuing to work with the region's transit providers to increase the availability of transit options for Scarborough residents and visitors alike. Conversation focused on the lack of ridership and how to potentially increase bus ridership. The bus systems in place now are very limited. Density is required to increase the need for mass transit. The idea of beach trolleys and buses were also discussed to counter the parking and help with traffic during the Summer months.
 - Transportation Planning
 - Budget for funding allocation to subsidize
 - Greater coordination needed

Summary of Work Plan Items:

- **Transportation Master Plan – Scope Soon!**
- Bike Byways Plan Bike Access – Share the Road, Full Lane Access
- **Complete Streets - Options**
 - Review – Amend - Implement
 - Identify Streets for Improvements
 - Safe Routes to School (ME Bike Ped)
 - Transit Opportunities
- **Connectivity Planning – Subdivision & Site Plan**
 - Ordinance Amendments- Require connectivity through subdivisions (reduce cul-de-sacs)
 - Requiring cross access easements for commercial properties
 - Allow connectivity in CPD zoning to Sawyer
 - Grid Framework – Multiple Routes
 - Block lengths
- **Impact Fees – Staff Led**
- **Street Acceptance Ordinance**
 - Specify requirements and remove potential waiver opportunities
 - Amend Site Plan Ordinance – waivers especially
 - Strengthen Sidewalk Requirements
 - Implement Complete streets
- **Community Services Linkages and Amenities – Others Lead**
 - Trail Connectivity Plan & Design Standards for Trails
- **Zoning & Site Plan – General Standards**
 - Parking Standards (Joint effort with LRPC)
 - Bike Facilities
- Shuttle Systems to beaches
- School Bus Traffic

Staff is asking for input on work program for 2023 for the next meeting.

4. Public Comment – No public comment was provided
5. Adjourn – Next meeting scheduled for Tuesday, February 28, 2023