Long Range Planning Committee Meeting
January 12, 2024
8-9:30 am

In Person: **Council Chambers**

Virtually via Zoom: To view the meeting via Zoom, Click Here

Members of the public may attend virtually or in person. Committee members are expected to attend in person unless the member meets one of the circumstances established in the Committee's remote participation policy.

I. Review Minutes December 8, 2023

II. Elect Chair and Vice Chair.

III. Review and make a recommendation to Ordinance Committee to consider increasing the building height permitted in the TVC District(s)

IV. Review and make a recommendation to Ordinance Committee concerning Chapter 405B Site Plan Standards and Commercial Design Standards Merger/Update – Draft Site Layout Standards

V. Public Comment

VI. Staff Updates

VII. Committee Member Updates

VIII. Adjourn – Next Meeting February 9, 2024

Long Range Planning Committee Meeting
December 8, 2023
8-9:30 am

In Person: Public Safety Training Room & Virtually Via Zoom

In attendance: Allen Paul, Marvin Gates, Portia Hirschman, Robyn Saunders (via Zoom), Robert Odlin, Steve Berg, Karen Martin, Autumn Speer, Eric Sanderson

I. Review Minutes November 17, 2023

Motion to approve the minutes by Portia Hirschman, seconded by Marvin Gates. Approved 3-0-1 (Robyn Saunders).

II. Discuss and make a recommendation for appointment to the Ad Hoc Open Space Committee.

Autumn gave an overview of the Council adopted resolution for 30% of the town's land to be conserved by 2030, or "30 by 30". The town is embarking on an open space master plan, which will require an ad-hoc committee to facilitate that plan development. This will be a consultant let process guided by the committee, which will meet generally 1 meeting per month once the project is kicked off. The Long Range Planning Committee has a seat on this group, and this agenda item will make a recommendation as to who will serve in that position from the LRPC. Allen Paul suggested nominating Rick Shinay, who was not in attendance. Staff will reach out to Rick to gauge his interest in a potential nomination. Robyn Saunders noted she would consider participation if needed. Autumn suggested Robyn be appointed with Rick as a potential alternate.

Portia Hirschman moved Robyn Saunders be the nominee to the ad hoc open space committee, with the option for Marvin and Robert to be alternates. Seconded by Marvin. Passes 4-0-0.

III. Discuss and provide guidance to staff concerning a request to consider adding horticulture and landscaping business uses into the Rural Farming zone.

Autumn gave an overview of a business owner of a landscape company on Broadturn Road on a property in the RF zone. The commercial uses in the RF zone are quite limited, and staff seeks input for horticultural or commercial greenhouse uses being added to the Zoning Ordinance and RF zone. Currently, the property has

Zoning Board of Appeals approval to continue the nonconforming use in the zone. The town occasionally receives proposals for agricultural based businesses (wineries, etc.) so this may also serve that need.

Marvin indicated support for this in time, but with current initiatives this may take a back seat to other work pursued by the town. Robert agreed, noting food based agriculture seems more appropriate than landscaping as an offset of a "farming" or "horticulture" use. Portia indicated with small farms and fisherman based businesses under pressure, this could assist those people in getting more visibility and breathing room in Scarborough. Robyn added that she generally supports this, but that the town should distinguish between landscaping and property management service companies that also do plowing, property maintenance, etc.

The Committee agreed this may not be a pressing issue, but staff can work on details of a potential use until a point the Committee is comfortable to move forward.

IV. Discuss and provide guidance to staff concerning a request to consider increasing the height permitted in the TVC District from 45' to 55' or four stories.

Autumn gave an overview of the varying maximum building heights in the town's zoning district, ranging from 35 feet to 75 feet in higher density districts. The town has received a request from Mr. Berg for a 55 foot structure in Oak Hill. One option Autumn suggested was to allow a certain percentage height increase at the Planning Board's discretion. Robert indicated support as allowing further height could better accommodate accessible infrastructure such as elevators. Autumn added flexibility could be added to exclude such infrastructure where appropriately screened.

Robert noted the town should consider the impact of this additional development to traffic in town. Allen clarified the town's last two Comprehensive Plans have been very strategic of where growth is desired and where it is not. To meet that demand, this will require some flexibility in building height in certain zoning districts. The more we can focus that growth to where our long range planning efforts have identified, the more we can look at efforts (public transit, multi modal facilities) to alleviate traffic. He added that if left up to the Planning Board, approval of the higher height may end up being dependent on the building use, so it if we were to allow higher buildings, it should be a flat out allowed height. Robyn agreed, especially in Oak Hill. Marvin indicated the Committee's Planning Board liaison should weigh in on this, and asked whether a Contract Zone would be more appropriate to be pursued. With a contract zone requiring "public benefit" Robert noted, additional housing is not necessarily a public benefit in a basic sense.

Allen suggested 65 feet as a height limit to allow close to 6 story buildings, which would not require going back to increase the height several years down the road. Autumn added additional height closer to 75 feet would allow for gable roofs,

whereas 65 feet would only provide for flat roofs. Rob and Allen suggested closer to 60 feet. The Committee discussed limiting the taller buildings to be located further from main roads to aid in the transition between uses. Robyn concluded the discussion noting that this will need to go to Council, who could reduce the LRPC suggested number. She added 65 feet would allow for architectural diversity to Autumn's point. Staff will develop draft ordinance language and create a map to see where this would impact development in town for future meetings to assist the Committee in their decision. Marvin requested information for considering 75 feet.

V. Review and discuss Chapter 405B Site Plan Standards and Commercial Design Standards Merger/Update – Draft Site Layout Standards

This item was not reviewed due to time constraints.

VI. Public Comment

VII. Staff Updates

VIII. Committee Member Updates

Marvin updated the Committee that the Transportation Committee meeting for December was postponed with the next meeting to be held in January with a date to be determined.

IX. Adjourn – Next Meeting January 12, 2024

Portia made a motion to adjourn, seconded by Robyn. Passes 4-0-0. The meeting was adjourned at 9:33 AM.

January 12, 2024

Agenda Item 3: Discuss and make a recommendation to Ordinance Committee to consider increasing the height permitted in the TVC District.

BACKGROUND

On December 8, 2023, Agenda Item 4 included a concerning a request to consider increasing the height permitted in the TVC District from 45' to 55' or four stories.

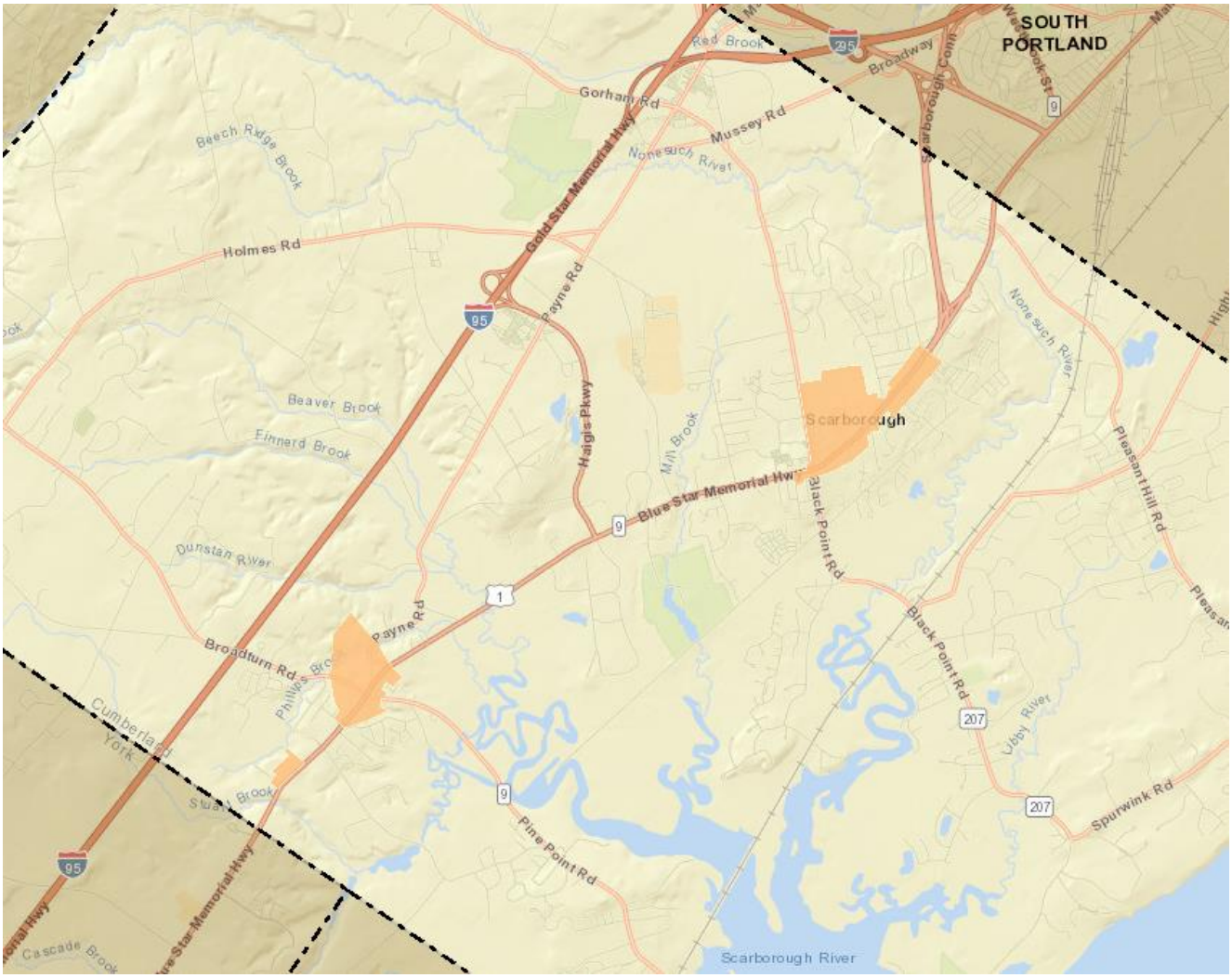
The requestor forwarded a rendering of the 4 story multi-use building they would like to propose for Oak Hill as well as the current view from Route 1. The proposal includes: 18 one bedroom apartments, 4 two bedroom apartments and 1st floor offices. The current TVC zone has a 45' height limit and they are requesting the height be raised to 55' or 4 stories.

Discussion incurred concerning adding minimal change for Planning Board approval, adding height for a 6 story building (65') and increasing the height to 75' to match other districts around Town.

PROPOSALS

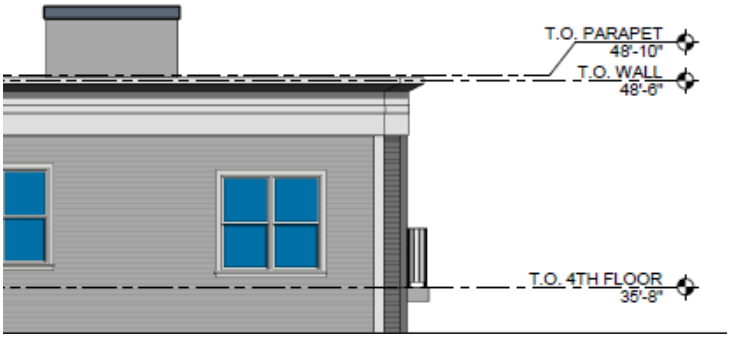
Zoning	Existing Height	Original Proposal	Proposal 1	Proposal 2
TVC	Min 2 stories or 20' (50%) up to 45'	Add Planning Board discretion for up to 20% increase in height for design features and rooftop screening requirements	Min 2 stories or 20' (50%) up to ~~45~~65'	Min 2 stories or 20' (50%) up to ~~45~~75'
TVC2	45'	45'	45'	45'
TVC3	45' (35' in BP Neighborhood)	45' (35' in BP Neighborhood)	45' (35' in BP Neighborhood)	45' (35' in BP Neighborhood)
TVC4	40'	40'	40'	40'
CPD	75' (35')	75' (35')	75' (35')	75' (35')
HP	45-75'	45-75'	45-75'	45-75'
RPO	45'	45'	45'	45'
BOR	75'	75'	75'	75'
B2	60'	60'	60'	60'
B3	45'	45'	45'	45'
RH	Min 2 stories or 20' (50%) up to 45'	Min 2 stories or 20' (50%) up to 45'	Min 2 stories or 20' (50%) up to 45'	Min 2 stories or 20' (50%) up to 45'
RH2	45'	45'	45'	45'
LI	45'	45'	45'	45'
I	60'	60'	60'	60'

TVC Zone Locations:



Existing

Proposed



Samples around Town

Gateway Apartments (CZ) - 3 Stories

Carrier Woods Apartments (TVC3) - 3 Stories - 40'

Piper Shores (CZ) – 4 Stories – 60'

The Uplands (CPD) - 4 Stories – 52'

Avesta Housing (TVC) – 3 Stories - 30-36'

Agenda Item 3

12.08.23 LRPC DRAFT

BLACK – CHAPTER 405 Site Plan Review
GREEN – PROPOSED
BLUE – COMEMRCIAL DESIGN STANDARDS
HIGHLIGHTS – CHANGES FROM LAST REVIEW

A. SITE UTILIZATION AND LAYOUT

PURPOSE

The primary goal of the site plan review process is to produce attractive, ~~and~~ functional and pedestrian friendly commercial and multi-family development ~~sites~~ that compliments and conforms to both the natural and built environment in which they are proposed. To this end, the built portions of a site shall be laid out in ~~only~~ the most environmentally suitable location, ~~s for development and~~ accommodate pedestrian movement ~~where possible~~, and provide for ~~encourage connections to nearby properties. Encourage increased walking and cycling activity within commercial districts by providing safe, attractive,~~ interconnected facilities.

~~Aesthetics and identity standards aim to create buildings and spaces that are visually appealing, distinctive, and meaningful.~~ **Move to architecture**

~~Good site planning shall result in an attractive, safe, and economically viable relationship between buildings, parking, signage, lighting, landscaping, and the surrounding environment. Site plans shall minimize the visual effects of parking, feature high- quality landscaping,~~ **This should move to the overall purpose statement**

APPLICABILITY

All commercial and multi-family structures constructed after the date of effect of this Ordinance shall comply with these requirements. This includes~~, but is not limited to,~~ new construction, ~~renovations,~~ and expansion of any building footprint exceeding xx%, ~~or reconstruction or any other façade changes~~ proposed through the Site Plan or Subdivision process.

The provisions of this section shall not apply to individual single and two-family dwellings and their accessory buildings, structures and areas for parking.

The provisions of this section shall not apply to RF, R2, R3, R4 or R4A zoned developments.

The provisions of this section shall not apply to Village Residential Districts. **– They have their own standards and minimum setbacks**

The provisions of this section shall not apply to Light Industrial (LI) or Industrial (I) zoned developments.

GENERAL STANDARDS

Structures and impervious areas shall be designed around, and away from, resource areas such as wetlands, steep slopes, water bodies and other unique natural features. Once the build-able portion of a site is identified, the principal building(s) is the most critical amenity to orient and position, as it is the focal point of the site in regards to use, visitation, and aesthetics.

~~The principal building(s) shall be oriented on the site in a way that is compatible with neighboring structures and the development pattern in the vicinity.~~

The building(s) shall also be positioned to provide an aesthetic and functional relationship with surrounding streets and sidewalks to ensure attractive and efficient vehicle and pedestrian access. ~~Proximity of Buildings to Roadways.~~ Buildings shall be located as close to the front property line as possible with ~~to provide scale and interest to the auto and pedestrian environment.~~ the majority of parking ~~shall be~~ located at the rear or side of the building. Moving parking lots to the rear concentrates people and places along the street, creating an environment that is arguably more accessible, interesting, and safe for walkers and bicyclists.

Parking areas, driveways, access points and sidewalks shall be designed around, and to serve, the principal building(s) and shall also compliment the neighboring development patterns and transportation networks as well as the Comprehensive Plan guidelines.

All new and renovated facilities shall be located, designed, and detailed in full compliance with the Americans with Disabilities Act (ADA), as revised.
~~Universal accessibility for all that meets the Americans with Disabilities Act (ADA).~~

ZONING SETBACKS SHOULD REFLECT THIS –EXISTING SETBACK SUMMARY

Zoning	Multi-Family	Comm-ercial	Min Front Yard	Max Front Yard	Min Rear Yard (typical)	Building Coverage	Impervious	Height
RF	***4 or fewer***	***Yes***	***50'***	***NA***	***15'***	***NA***	***NA***	***35'***
R2	***No***	***Yes***	***40'***	***NA***	***15'***	***NA***	***NA***	***35'***
R3	***Yes***	***Yes***	***40'***	***NA***	***15'***	***NA***	***NA***	***35'***
R4	***Yes***	***Yes***	***30'-40'***	***NA***	***15'***	***NA***	***NA***	***35'***
R4A	***Yes***	***Yes***	***30'***	***NA***	***15'***	***NA***	***NA***	***35'***
VR2	***Yes***	***Yes***	***5'***	***NA***	***15'***	***60%***	***NA***	***35' 3 stories***
VR4	***Yes***	***Yes***	***5'***	***NA***	***15'***	***40%***	***NA***	***35' 3 stories***
TVC	Yes	Yes	10'-35' (per street)	25-90' (per street)	15'	50% 10,000-20,000 max buildings	85%	Min 2 stories or 20' (50%) up to 45'
TVC2	Yes	Yes	10'-35' (per street)	25-90' (per street)	15'	35% 10,000 max building	85%	45'
TVC3	Yes	Yes	10'-25' (per street)	25' – 70' (per street)	15'	35% 10,000 max building	85%	45' (35' in BP Neighbor-hood)
TVC4	Yes	Yes	10'-35' (per street)	30-90' (per street)	15'	50% 20,000 max building	85%	40'
CPD	Yes	Yes	Match B2 Convention al	NA	Match B2 Convention al	Match B2 Convention al	75%	75' (35')
HP	Yes	Yes	15-25'	NA	15'	50%	75%	45-75'
RPO	Yes	Yes	10'-35' (per street)	25-90' (per street)	15'	35% 5,000 max building	75%	45'
BOR	No	Yes	35'	NA	15'	50%	NA	75'
B2	No	Yes	35-50'	NA	15'	50%	85%	60'
B3	No	Yes	35'	NA	15'	50% 30,000 footprint	NA	45'
RH	Yes	Yes	10-30'	NA	15'	50%	85%	Min 2 stories or 20' (50%) up to 45'
RH2	Yes	Yes	10-30'	NA	15'	35% 5,000 max building	85%	45'
LI	No	Yes	50'	NA	25'	50%	85%	45'
I	No	Yes	50'	NA	25'	50%	NA	60'

CONSIDERATIONS FOR SETBACKS – INFORMATION ONLY

Buffer Yards – 10' + based on street and zone

Foundation planting – 5' plus 5' walkway if adjacent to pavement

20' Minimum in all cases needed

Drive Aisles – 24'

One row of Parking – 18'

Two rows of Parking – 36'

Minimum Proposed = Buffer + 10' =

Maximum Proposed = Buffer + 24' + 18' = 52' +

DEFINITIONS – UPDATE WHEN COMPLETE

Compact Parking. A parking space with a dimension of 8' in width and 15 feet in depth.

Cross Easement. The reciprocal legal right to pass from one property to another.

Curb Cut. The opening along the curb line at which point vehicles may enter or leave the roadway.

Neckdowns -Located at the openings of curb lines, the curb width is extended, usually 7-8", to decrease the distance between opposing curb lines and to prohibit parking. Sometimes referred to as '"bump outs."

Sight Triangle -A triangular shaped portion of land established at street intersections in which nothing is erected, placed, or planted that would limit or obstruct the motorists vision as they enter or depart the intersection.

Stacking Lanes. A designated area of a parking lot that accommodates the queuing of cars (for instance, at a drive-through restaurant).

SITE ACCESS LOCATION AND DESIGN

~~Sound access management throughout the commercial district to maintain efficient traffic flow and high levels of safety.~~

Vehicle access to and from the site shall be safe and convenient, shall minimize conflict with the existing flow of traffic, and shall be from roads that have adequate capacity to accommodate the additional traffic generated by the development. Access management techniques such as limiting the number of driveways and combining driveways preserves mobility and improves safety, and shall be incorporated to the extent feasible.

~~**Shared Access.** Entrances to abutting commercial properties shall be combined to the maximum extent possible.~~

All development activities shall be characterized by safe, user-friendly, and efficient traffic flow. Access management principles shall be followed to reduce the number of curb cuts, provide a safer vehicular and pedestrian environment, encourage intra-parcel travel, and minimize the number of trips on roadways.

As used in this Section IV(B), the term "street or driveway" includes both public and private local, collector and arterial streets, as well as entrance roads.

~~**Access Management.** Site plan involving curb cuts onto major roadways shall demonstrate an adherence to sound access management principles to promote efficient traffic flow and maintain a high level of safety for pedestrians and motorists.~~

~~**Curb Cuts on Major Roads.** Site plans shall be designed to minimize the number of curb cuts on major roadways to increase vehicular and pedestrian safety.~~

Any street or driveway access shall be separated from any other street or driveway, existing or proposed, on-site or off-site, in accordance with the following table.

Driveway separation shall be measured from the edge of the proposed street/driveway entrance to the edge of the alternative entrance, excluding the radii. The location of the site's access shall also consider the existing location of driveways and entrances across a road or highway and shall attempt to meet the same separation standards established below.

WAIVER The Applicable Reviewing Authority may relax these standards only upon finding, based on a traffic study, that the location of the street or driveway closer than these minimums is necessary for effective utilization of the site or to enable the sharing of an access with an adjacent lot to reduce the total number of necessary curb cuts, and will not cause unreasonable congestion or unreasonable safety hazards.

POSTED SPEED IN M.P.H.	SEPARATION IN FEET
25 or less	90'
30	105'
35	130'
40	175'
45	265'
50	350'
55 or more	525'

*Entrances having the same centerline and situated directly across a road or highway from a proposed street or driveway shall not apply to this spacing requirement.

Any street or driveway access shall be so designed in profile and grading and so located as to provide the minimum sight distance measured in each direction as specified in the Maine Department of Transportation's "Entrance Rules - Chapter 299, Part B" (as may be amended from time to time).

Driveway grades at street intersections shall not be more than five percent (5%) up or down for the first fifty (50) feet from the street, unless otherwise approved by the Applicable Reviewing Authority.

Streets and driveways shall be located not less than 125 feet from the tangent point of the curb radius of any intersection. However, a greater distance or movement restrictions shall be provided if necessary based on the results of a vehicle queuing analysis at the intersection.

When serving an individual site, no part of any street or driveway shall be located within a minimum of ten (10) feet of a side property line.

WAIVER Alternatively, when a street or driveway serves two (2) or more adjacent sites, the Applicable Reviewing Authority may allow the street or driveway to be located on or within ten (10) feet of a side property line between the sites.

The sharing of street or driveway accesses between sites is ~~should be~~ ~~incorporated~~ required whenever feasible to limit curb cuts.

WAIVER Where a site has frontage on two or more streets, the Applicable Reviewing Authority will require that the access to the site be provide off the street where there is lesser potential for traffic congestion and for hazards to traffic and pedestrians.

WAIVER For developments with significant traffic volumes of 50 or more peak trips, the Applicable Reviewing Authority will consider access to more than one street, providing a traffic study clearly demonstrates a traffic safety and congestion benefit will result.

There shall be no more than one full service street or driveway connection from any lot to any street, except when an additional entrance/exit must be provided to prevent traffic hazards or congestion. If two curb cuts are found to be necessary for congestion or safety reasons they shall be separated in accordance with the separation requirements in Section IV(B)(1)(a), above.

Streets and driveways shall intersect the road at an angle as near to ninety (90) degrees as site conditions will permit and in no case less than seventy-five (75) degrees.

Streets and driveways intersecting collector and arterial roadways shall be adequately lit.

The level of service at a proposed signalized intersection shall be "D" or better. At an existing signalized intersection, the level of service shall not be reduced below "D" by the development. If an existing signalized intersection is operating below a LOS "D" pre-development, then the development shall not increase the delay at the intersection, unless this standard is waived by the Applicable Reviewing Authority. At an un-signalized intersection, if the level of service is forecasted to be less than a "D" post-development, than the installation of a traffic signal and/or additional turning lanes shall be investigated. If these improvements are found not to be warranted, then a level of service less than "D" may be acceptable.

INTERNAL VEHICULAR CIRCULATION

The layout and circulation pattern within the site shall provide for the safe and convenient movement of passenger, service, and emergency vehicles through the site. The circulation layout shall also provide a safe, accessible pedestrian environment as well as encourage intra-parcel travel, minimizing curb cuts and unnecessary roadway travel in keeping with the access management goals of section B.

The dimensions of streets and driveways shall be designed to adequately accommodate the volume and character of vehicles anticipated to visit the site on a daily basis. The required minimum and maximum dimensions for driveways are indicated below. Streets and driveways serving large volumes of daily traffic or truck traffic shall be required to establish high to maximum dimensions.

LAND USE	ONE-WAY WIDTH (FEET)	TWO-WAY WIDTH (FEET)
Residential	12 to 14	20 to 24
Commercial & Industrial generating between 10 - 50 truck trips per hour	15 to 25	26 to 30
Commercial & Industrial generating 50 or more truck trips per hour	Maine DOT Criteria to Apply	Maine DOT Criteria to Apply

A site development access driveway profile shall be designed to conform to the natural topographic features of the site, to the extent feasible. Driveways serving residential development shall be between 0.75% and 15% up or down. Driveways serving commercial or industrial developments shall be between 0.75% and 8% up or down.

The construction and materials used for a driveway, street, parking lot and drainage infrastructure shall comply with the latest standard specifications issued by The State of Maine Department of Transportation and as approved by the Applicable Reviewing Authority. Specific construction details for this infrastructure shall also be approved by the Applicable Reviewing Authority.

The layout and design of driveways and parking areas shall provide for safe and convenient circulation of vehicles throughout the site and shall provide the necessary curbing, directional markings, and signage to achieve this requirement. The layout, design and circulation pattern must also provide for pedestrians and cyclists as well as emergency, delivery, and service vehicles.

Internal Traffic Flow. To ensure the safety of motorists, delivery trucks, and pedestrians, the site plan shall clearly delineate internal traffic patterns. ~~Site plans shall be designed by a professional engineer familiar with the Scarborough Ordinances.~~ Parking space, directional arrows, crosswalks, and other markings on the ground shall be delineated with pavement

paint or other suitable material to ensure safe circulation.

~~**Traffic Calming.** Traffic calming measures shall be included where appropriate to discour age speeding within the site and between abutting properties. Measures may include speed tables, on-street parking, raised crosswalks, vertical curbing, curvilinear road alignment, roadside plantings, neck- downs, curbed islands, and signage.~~

Traffic calming measures shall be included where appropriate to discourage speeding within the site and between abutting sites. Measures may include speed tables, on-street parking, raised crosswalks, vertical curbing, curvilinear road alignments, roadside plantings, neck-downs, curbed islands, signage or other traffic calming techniques.

~~**Internal Connections.** Where feasible, connections between parking lots and driveways on adjacent parcels shall be provided to facilitate deliveries and minimize turning movements onto major roadways. Internal connections shall provide safe, direct access between adjacent lots in a manner that prevents them from becoming vehicular shortcuts. Cross easements shall be provided as required to facilitate circulation. The site plan shall anticipate future vehicular connections to abutting undeveloped property.~~

Where feasible, connections between parking lots and driveways on adjacent parcels shall be provided to facilitate deliveries and minimize turning movements onto primary roads. Internal connections shall be designed to provide safe, direct access between adjacent lots in a manner that prevents their use as vehicle shortcuts. The site plan shall show stub outs, or other driveway or parking lot linkages, anticipating future vehicular connections to abutting undeveloped property.

Identifiable routes of access for emergency and service vehicles shall be provided to and around the buildings on the site.

MINIMUM PARKING REQUIRED

Off-street parking shall conform to Section XI., Off-Street Parking & Loading Requirements, of the Zoning Ordinance.

There shall be adequate provisions made for handicap parking in accordance with the ADA Standards for Accessible Design and marked by the international symbol of accessibility. Handicap accessible spaces shall be designated in the closest located spaces on a site to the accessible entrances. Such spaces shall be provided in accordance with the following table and shall be designed in accordance with the ADA Design Standards.

TOTAL SPACES	TOTAL ACCESSIBLE SPACES REQUIRED COLUMN A	SPACES WITH 60” WIDE ACCESSIBLE AISLE	VAN ACCESSIBLE SPACES WITH 96” WIDE ACCESSIBLE AISLE
1 to 25	1	0	1
26 to 50	2	1	1

51 to 75	3	2	1
76 to 100	4	3	1
101 to 150	5	4	1
151 to 200	6	5	1
201 to 300	7	6	1
301 to 400	8	7	1
401 to 500	9	7	2
501 to 1000	2% of total parking provided	7/8 of column A	1/8 of column A
1001 and over	20 plus 1 for each 100 over 1000	7/8 of column A	1/8 of column A

This table is in accordance with the ADA Design Guide, U.S. Department of Justice, Civil Rights Division, Disability Rights Section

PARKING ~~AREA~~ LOT DESIGN

~~Parking lots shall be designed to complement adjacent buildings, the site, and the commercial district without becoming a dominant visual element. Every effort shall be made to reduce the scale of parking lots by minimizing the total amount of paved surface visible from the road.~~

Parking lots shall be designed as part of the overall plan for the site, and shall be coordinated with building entrances, lighting, and landscaping.

~~Parking lots shall be designed to complement adjacent buildings, the site, and the neighborhood by not being a dominant visual element.~~ Every effort shall be made to reduce the scale of parking lots for aesthetic and stormwater reasons. Parking areas shall balance the needs of both vehicles and pedestrians. Parking lots shall be accessible and organized to serve the motorist, while being safe and pedestrian-friendly.

~~Parking lots shall be designed as inviting, pedestrian-friendly places by careful attention to landscaping, lighting, and internal walkways. With proper planning, parking lots can balance the needs of both the vehicle and the pedestrian.~~

~~**Orientation.** Parking lots shall be designed as part of the overall plan for the site, and coordinated with building entrances, lighting, and landscaping.~~
~~**Scale.** The scale of parking areas with more than 1s spaces shall be broken up with trees, landscaped islands, grade changes, low walls, or other appropriate features. See Landscaping for specific standards regarding parking areas.~~ LANDCAPING

~~**Siting.** Whenever possible, the majority of parking areas shall be located at the rear or sides of commercial buildings, except where parking would be located adjacent to a residential neighborhood, or when included as part of a multi-building site plan (see pp. **13-14).** Where land use conflicts occur, (e.g., unavoidable siting of a parking lot next to a home) the lot shall be screened with evergreen trees, earth berms, fences, or shrubs.~~

~~Whenever feasible,~~ The majority of parking areas shall be located at the rear or sides of the building(s) being served~~, except where parking would be located adjacent to a residential neighborhood or when the parking is part of a multi-building site~~. ~~Where such placement is not possible, the parking area shall be screened with evergreen trees, earth berms, fences, or shrubs.~~

~~**Side Lot Parking.**~~ Parking on the side of buildings shall not extend closer to the street than the front facade. The space between the end of the parking lot and the roadway shall be landscaped according to an overall plan for the property.

~~**Shared Parking.**~~ Shared parking is strongly encouraged where appropriate, particularly where abutting land uses have differing hours of peak parking demand. Cross easements may be required to allow shared parking.

~~**Drive-Throughs.** Access routes leading to or from takeout windows or other drive-throughs shall minimize conflicts with pedestrian circulation routes. Motorists shall be made aware of pedestrians through signage, lighting, raised crosswalks, changes in paving, or other devices. The site plan shall be designed to prevent queuing in parking lots or other areas which would cause congestion or unsafe conditions~~.

Drive-through lanes shall minimize conflicts with pedestrian circulation routes. Motorists shall be made aware of pedestrians through signage, lighting, raised crosswalks, changes in paving or other devices. The site plan shall be designed to minimize queuing in parking lots or other areas which would cause congestion or unsafe conditions.

Queuing for drive-through lanes shall not interfere with the vehicle accessibility to the parking area for the site.

~~**Service Drives.** Service drives shall be separated from internal walkways, parking areas, or pedestrian use areas by landscaped islands, grade changes, or other devices to minimize pedestrian contact~~

Service drives shall be separated from internal walkways, parking areas, or pedestrian use areas by landscaped islands, grade changes or other devices to minimize pedestrian contact.

There shall be adequate provisions for ingress and egress to all parking spaces. The following aisle widths shall be required to ensure adequate and safe access to parking spaces. Only one-way traffic shall be permitted in aisles serving single-row parking spaces placed at an angle other than ninety (90) degrees.

PARKING ANGLE	MINIMUM AISLE

DEGREE	WIDTH (FEET)
0º parallel parking	12’
30º	12’
45º	13’
60º	18’
90º perpendicular parking	25~~4~~’

~~Parking areas shall be landscaped and screened in accordance with the following standards:~~

~~Paved surfaces of parking areas shall be separated from buildings by a minimum of five (5) feet of landscaping and a five (5) foot walkway. Beyond the 5 foot minimum, the width of the landscaping shall be proportional to the height of the building.~~

~~The scale and impervious area of parking lots with more than 15 spaces shall be broken up with trees, landscaped islands, grade changes, low walls, or other features.~~

~~At a minimum, between 10% and 15% of the parking lot shall be landscaped. The higher percentage (15%) shall be used for larger parking lots consisting of 40 or more spaces. The lower percentage of 10% shall be used for smaller parking lots containing fewer than 40 parking spaces. Planting islands shall be a minimum of 9 feet in width. All parking lot landscaping shall be hearty and appropriate for parking lot conditions. Existing natural groupings or clusters of trees shall also be preserved.~~

~~Where front parking is permitted between the building and the road it shall be screened by trees, berms, fencing, shrubs, low walls, perennial masses, or a combination of these elements. The height of the screening shall be approximately 3 feet to minimize the view of the parking lot and vehicles, while providing a clear view of the building and signage.~~

~~**Dead-End Parking Lots.** Parking lots with a single point of access are strongly discouraged. Dead-end parking lots shall not contain more than ten spaces. Where dead-end lots are unavoidable, space shall be provided to safely turn a vehicle around without having to back out.~~

Parking areas with a single point of access are strongly discouraged. Dead-end parking lots shall not contain more than ten (10) spaces. Where dead-end lots must be used, adequate space shall be provided to safely turn a vehicle around to avoid backing out.

Directional signage and markers shall be utilized in diagonal parking lot arrangements.

~~Provisions shall be made for snow storage in the design of all parking areas. The areas shall be shown on the site plan to avoid conflicts with landscaping, visibility, drainage, or icing during the winter season.~~

PEDESTRIAN ACCESS: GENERAL

~~**E. Pedestrian Ways, Space & Alternative Transportation**~~

Developments shall provide attractive, safe, and functional walkways within the site and for connection of the site to the Town’s sidewalk system when a public sidewalk exists or is

planned in the vicinity of the site. Walkways shall be designed to direct pedestrians to the main entrances of the buildings from the public right-of-ways, abutting properties and businesses, and the parking areas on the site. Entrances to buildings shall also be designed to provide some outdoor space for pedestrian use, such as seating, dining, or lawn area.

All walkways and sidewalks shall be designed for efficient snow removal to enable year-round use.

~~**Snow Storage.** All walkways shall be designed for ease of snow removal to encourage year-round use. Site plans shall indicate locations for snow storage in areas where they will not interfere with pedestrian movement, block visibility, or cause dangerous conditions from freezing meltwater.~~ In Landscape Standards

Accessibility. Walkways shall be located, designed, and detailed in full compliance with the Americans with Disabilities Act (ADA), as revised.

PEDESTRIAN ACCESS: INTERNAL WALKWAYS.

Commercial properties shall provide attractive, safe, and functional walkways between the public right-of-way and the ~~main entrance. Internal walkways shall invite pedestrians onto the property and make them feel welcome.~~

~~Continuous internal walkways shall be provided from any existing or planned public sidewalk in the street(s) adjacent to the site to the~~ principal customer entrances on the site. At a minimum, walkways shall connect focal points of pedestrian activity such as transit stops, street crossings, and building entrances. Internal walkways shall be a minimum of 5 feet in width

~~**Internal Walkways.** Continuous internal walkways shall be provided from the public sidewalk to the principal customer entrance of all principal buildings on the site. At a minimum, walkways shall connect focal points of pedestrian activity such as, but not limited to, transit stops, street crossings, and building entrances.~~

~~**Width.** Internal walkways shall be a minimum of five feet wide to allow two people to pass comfortably. Additional width may be necessary in certain conditions, e.g., where shopping carts may be used, where heavy pedestrian traffic is anticipated, or where cars over hang the walkway.~~

~~for ADA compliance and shall be raised and separated from vehicular traffic by 6 inch curbing except at crosswalks and access areas.~~

Internal Pedestrian Connections. Safe pedestrian connections between abutting land uses shall be provided where possible to encourage foot traffic and minimize vehicular movement.

Pedestrian and Bicycle Movement. The circulation plan shall provide safe pedestrian and bicycle movement within the site. The plan shall demonstrate how linkages can be made to adjacent properties, both developed and undeveloped. Pedestrian and bicycle connections between abutting properties shall be coordinated with vehicular routes to encourage foot traffic and minimize vehicular movement.

~~**Refuge Zones.** Pedestrian islands (five feet minimum width) shall be installed in driveways and streets where the crossing distance is greater than 32 ft.~~

Within larger parking lots where the main building entrance will be 50+ feet from at least half of the parking spaces, a network of walkways shall be provided. These walkways shall be separated from parking bays and travel aisles by raised curbing or landscape buffering and shall be aligned with the main entry or a focal point on the building for way finding. The width of these internal parking lot walkways shall be five feet or more to enable the use of shopping carts or heavy pedestrian traffic.

Orientation. Walkways in parking lots shall be aligned with the main entry or a focal point on the building to assist in wayfinding.

~~**Location.** Walkways shall be located where motorists can anticipate pedestrians and react accordingly. likewise, walkways shall be designed to give the pedestrian a full view of oncoming vehicles, with minimal interference from trees, shrubs, and parked cars. Walkways shall avoid drive-through lanes, access and service drives, and other high-traffic routes. Traffic control signs, light fixtures, trees, or other potential obstacles shall be located far enough from walkways to prevent interference with pedestrian movement.~~

Walkways shall be located where motorists can anticipate pedestrians. Likewise, walkways shall be designed to give pedestrians a view of oncoming vehicles and shall avoid bisecting drive-through lanes, access and service drives, and other high-traffic routes.

~~**Crosswalks.** Internal crosswalks shall be marked by a change in pavement texture, pattern, or color to maximize pedestrian safety in parking areas and other potentially hazardous areas. The materials selected for road crossings shall be highly durable and low maintenance. Raised crosswalks shall be considered at key locations as a traffic calming device to make crosswalks more visible.~~

~~**Safety.** Crosswalks shall be marked by a change in pavement texture, pattern, or color to maximize pedestrian safety in parking areas and other potentially hazardous areas. Care shall be taken in the selection of shrubs, ornamental grasses, walls, or other landscape elements to maintain visibility.~~

Internal crosswalks shall be provided and marked by a change in pavement texture, pattern, or color to maximize pedestrian safety. The materials selected shall be highly durable and low maintenance. Raised crosswalks shall be considered at key locations as a traffic calming device as well as to make crosswalks more visible.

Signs may be warranted in certain situations as determined by the Institute for Traffic Engineers (ITE). Materials selected for crosswalks shall allow safe bicycle movement across the surface.

~~**Curbing.** Internal walkways shall be separated from parking bays and/or travel lanes by raised curbing. Granite is preferred for its longevity, low maintenance, and appearance.~~

~~Areas adjacent to walkways shall be landscaped with trees, shrubs, ground cover, benches or other materials. Walkways in parking areas shall include landscaped islands for visual relief, shade, and scale.~~

~~Major entrances to new or renovated buildings shall be complemented with outdoor seating or use areas. Canopies, recessed entrances, seating areas, decorative plantings, lawn areas and other elements may be incorporated around the building entry to serve as pedestrian space or gathering areas.~~

PEDESTRIAN ACCESS: PUBLIC SIDEWALKS AND CROSSWALKS

Sidewalks provide many benefits to a community including pedestrian safety, mobility options, health benefits and even economic impacts. The propensity to walk is influenced not only by distance, but by the quality of the walking experience. Good sightlines and visibility toward destinations and intermediate points are important for way-finding and personal security. There are many areas in Scarborough's commercial areas which are currently not pedestrian or bicycle friendly. The long-term objective is to create an interconnected network of sidewalks to achieve these benefits. ~~to encourage exercise for the general population~~.

Public sidewalks should be provided ~~wherever possible~~ throughout Scarborough's commercial areas. Existing and proposed road corridors should include sidewalks on both sides of the street, planted esplanades, crosswalks, and pedestrian amenities to encourage a safe flow of non-motorized traffic.

If a sidewalk does not exist in the street(s) adjacent to the site ~~but the Town has identified the construction of a sidewalk for this portion of the street(s) in the Town Wide Transportation Study (March 2005)~~ the applicant shall be responsible for the construction of a sidewalk along the full width of the frontage or in a location otherwise determined by the Applicable Reviewing Authority. The applicant shall not be responsible for the construction of a sidewalk in a location for which the Town Council has already adopted and funded a Sidewalk Capital Improvement Plan.

~~**Public Sidewalks.** Wherever possible, Sidewalks and planted esplanades shall be provided within or near the right-of-way on both sides of all streets to encourage safe pedestrian movement. Facilities shall be coordinated with abutting land uses to create interconnections throughout the commercial area and linkages to surrounding residential neighborhoods. lighting and other amenities abutting walkways should be at human scale.~~

If a sidewalk is required to be constructed, the sidewalk shall be located within the right-of-way of the public street unless the width of the right-of-way will not allow for this. In this case, the sidewalk shall be located on the parcel in the area immediately adjacent to the street right-of-way unless the topography or natural characteristics of the site or existing development make this impractical. When determining the location and alignment of new sidewalks, existing street trees shall be avoided and preserved to the extent possible ~~to further the goals of "subsection F Landscaping, Buffering and Greenspace" of this Ordinance~~.

If the sidewalk will be located outside of the street right-of-way, the applicant shall convey an easement to the Town for the sidewalk area.

When a sidewalk is constructed wholly within the street right-of-way it must conform to the design and construction requirements set forth in the Town's Street Acceptance Ordinance

(Chapter 701) for the class of street. When a sidewalk is constructed wholly or partly outside of the street right-of-way the location and design of the sidewalk must be approved by the Applicable Reviewing Authority as part of the site plan approval.

~~**Coordination with Site Plan.**~~ All new sidewalks shall be designed ~~coordinated with the Site Plan~~ to avoid conflicts with landscaping, utilities, grading, drainage structures, signs, and other elements. Sidewalks shall be designed to facilitate snow removal and allow year-round use. ~~Sheet flow of stormwater across sidewalks shall be avoided. Underground storm drainage systems are strongly encouraged.~~

~~**Material Selection.** Concrete sidewalks with granite curbing shall be used on sidewalks within the public ROW.~~

~~**Crosswalks.**~~ Where sidewalks intersect with commercial drives or roads, crosswalks shall be installed to alert the motorist and improve visibility. Crosswalks shall offer a noticeable change in texture and color. Materials for crosswalks shall be highly durable and slip resistant.

ALTERNATIVE TRANSPORTATION

Provisions shall be made for alternative transportation if the site is located on a bus or bicycle route. Such provisions may consist of bus shelters, bicycle racks, or individual travel lanes for either mode of transportation.

SITE PLAN WAIVERS – PARKING SPACE REQUIREMENT

If an applicant can demonstrate to the Applicable Reviewing Authority that the nature or operation of the proposed use will not necessitate the minimum parking space requirements found in Section XI., the Applicable Reviewing Authority shall have the authority to approve a site plan showing fewer parking spaces than are required. This allowance may only be provided, however, if the site plan incorporates a landscaped area that is feasible and adequate to accommodate the requisite parking under Section XI., should there be a future change in the nature or operation of the use necessitating the required parking.

The Board of Appeals may also permit a reduction in the required parking spaces as per Section XI(F) of the Zoning Ordinance.

For uses that experience high turn-over traffic volumes (i.e. typical visitation is less than one-hour) the Applicable Reviewing Authority may require the dimensions of parking spaces in close proximity of the building entrance to be 10 feet wide by 20 feet long.

The Applicable Reviewing Authority may approve parking spaces for use by employees or residential parking to be 8 feet wide. All 8 foot wide parking spaces that are provided for employees and residential uses must be in physically segregated parking areas and the design of such parking areas must be shown on an approved site plan. No more than 10% of off-street parking spaces may be designed with a width of less than 9 feet.

SITE PLAN WAIVERS – OTHERS…..