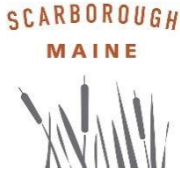


MINUTES



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

In Person: Public Safety & Virtually via Zoom

Members: Allen Paul, Rick Shinay, Peter Freiling, Marvin Gates, Robyn Saunders

Alternates: Portia Hirschman and Robert Odlin

Planning Board Liaison: Rachel Hendrickson

Council Liaisons: Jean-Marie Caterina and Jon Anderson

In attendance: Allen Paul, Portia Hirschman, Marvin Gates, Rick Shinay, Peter Freiling, Robyn Saunders (via Zoom), Rachel Hendrickson, Jean Marie Caterina, Jon Anderson, Karen Martin, Autumn Speer, Eric Sanderson

I. Roll Call

Allen Paul opened the meeting at 8:05.

Rick Shinay stated a potential conflict of interest on any agenda item pertaining to development of the Beech Ridge Speedway.

II. Review Minutes January 12, 2024

Motion to approve the minutes as written by Peter Freiling, seconded by Rick Shinay. Motion passes 5-0-0.

III. Review Work Plan for 2024

The Committee and Planning staff have updated lighting, landscaping, environmental, and parking standards thus far, with lighting already having been adopted by Council. In 2024 into early 2025, staff is proposing the Committee look at completing consolidating the architectural standards, with the possibility of budgeting for a consultant to do design work for a village area(s) through a public process.

Overall, staff is recommending consolidating many of the above standards, which are currently within several town ordinances. Having all items in one ordinance is supported by the Comprehensive Plan and will be beneficial to the town.

Jon Anderson noted the Council adopted its goals on Wednesday, February 7th and encouraged the Committee to review these goals. The Committee asked staff to provide updates on the Gorham Connector and zoning in the Running Hill area to help absorb Council goals. Autumn will send the goals to the Committee for review. Peter noted ordinance simplification is not the explicit goal of the Comp Plan with Autumn responding this work helps the town establish a baseline. Karen Martin asked about potentially updating the land use list as part of a possible village standards process.

Peter asked about a general review of the town's residential zoning districts and how the existing lots in those zones don't meet the standards the town adopted. Jon Anderson added that looking at the village areas could be tied into preservation and protection of the Marsh. He added zoning should be more direct about where we want and allow affordable and workforce housing. Marvin requested earmarking portions of a meeting to keep the ball rolling on density and other short to medium term items.

IV. Chapter 405B Site Plan Standards and Commercial Design Standards Merger/Update – Site Layout Standards and Architecture – Discuss Potential for 2025 Budget Initiative

Autumn gave an overview of the Architecture standards the Committee has worked on for the last year reordering and consolidating design standards into one ordinance. She noted this is nearly ready to move forward to Ordinance Committee. The standards cover materials, design, corner buildings, and more for the town's commercial districts. Additional placeholder sections have been added for village standards (Eight Corners, Dunstan, Oak Hill) in which language can be added at a later date if and when the aforementioned village standard work is completed.

The Committee discussed the meaning of "New England" style for buildings, noting consistency in the villages is more important than overall style. Rachel asked whether North Scarborough would be added to the villages list. Karen suggested providing the summary of the Committee's early 2023 tour of other towns to look at architecture to Council liaisons Jean Marie and Jon. Rachel noted the Planning Board has the flexibility in interpreting "New England" vernacular and we know it when we see it. The Committee discussed allowing historical and contemporary styles. "Mixed use language" was discussed to be added moving forward with Peter requesting a definition.

Autumn went on to discuss site layout. The purpose in this section was changed. Peter asked about the area of Snow Canning Road, and whether that is included in the reserve sections mentioned above. Autumn noted she will add this. Setbacks will be a larger point as the town currently has larger setbacks which make siting buildings with a close relationship to the street difficult. The standards include buffer yards and areas as well. Allen asked about internal connections being removed, as we don't want to discourage connectivity between sites. The Committee requested a clean version of the document.

PG 9 "LANDCAPING"

PG 11 "DUNSTON"

PG 12 "Main entrance to public"

PG 14 "public sidewalks ~~should~~ will be provided" & possibly remove first two sentences to reduce redundancy with the vision.

V. Public Comment

VI. Staff Updates

Autumn updated the Committee on the start to the vulnerability assessment. A consultant has been picked and the contract being negotiated. Staff hopes this will start in March. The open space master plan will be kicked off in March as well. The transportation master plan is underway, with staff meeting with the state traffic engineer from MaineDOT this afternoon. New FEMA floodplain maps have also been received with an updated Floodplain Ordinance required to be implemented by June.

VII. Committee Member Updates

Rachel updated the Committee that Planning Board has moved to monthly meetings. An application for a recreation complex has been received, and possible historical remains were identified to be on the site, which the applicant has not been able to find. The Board has requested further searching and generally in the past has requested a memorial be established to remember the history of the town and families. Jon Anderson updated the committee on traffic calming and cost to serve modeling work.

Allen noted that measures are being worked on related to safety for elections and poll workers.

VIII. Adjourn – Next Meeting March 8, 2024

Motion to adjourn by Peter, seconded by Marden. Passes 5-0-0. The meeting was adjourned at 9:35AM