

MINUTES



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

In Person at Public Safety & Virtually via Zoom

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

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

Alternates: Portia Hirschman and Robert Odlin

Planning Board Liaison: Rachel Hendrickson

Council Liaisons: Jean-Marie Caterina and Jon Anderson

I. Roll Call and Identify Voting Members

II. Review Minutes February 9, 2024

Motion to approve by Rick Shinay, seconded by Marvin Gates. Passes 4-0-0.

III. Nominate Transportation Committee liaison

The Committee decided to table this item.

IV. Review and possible action on Chapter 405B Site Plan Standards and Commercial Design Standards Merger/Update – Site Layout Standards and Architecture

Autumn gave an overview of the Ordinance. If the Committee approves this would move forward to the Ordinance Committee. Discussion occurred on giving the draft to the Ordinance Committee as one larger document, or in pieces. Parking was noted to be discussed after the site layout and architecture portion of the draft. Motion was made by Peter Freilinger to move the Ordinance toward to the Ordinance Committee. Second by Rick Shinay. The Committee Discussed parking requirements which can be edited with Zoning changes in the future. This is more cleanup and consolidation than actual language change to better our baseline language. Motion passes 4-1-0 (Marvin Gates).

Rachel Hendrickson noted Section XX Site Design (page 5). She noted there are no standards for the Planning Board to follow, which should be specified, even if just having a certain percentage of parking being allowed if specific standards are met.

V. Review and discuss Planning CIP request for 2025: North Scarborough Running Hill Master Plan

Jean-Marie noted she is a direct abutter of this area. Allen Paul noted he is on the SEDCO Board, which is directly involved with the transportation upgrades in this area. He offered if the Committee feels this is a conflict that he would abstain from the conversation. Autumn gave an overview of the village areas in town, which each have their own sections reserved in the updated Ordinances. As part of the Capital Improvement Plan (CIP) process, a Master Plan is included in the budget every five years, which should include village character. The first request

for 2025 is North Scarborough. Existing Zoning is shown with the Gorham Connector route by the Turnpike Authority.

The Dunstan area Master Plan would be proposed following North Scarborough. With vacant land and areas for potential development, this will be a key guide for any growth or limited growth in this area. Transportation Master Plan implications were discussed with Autumn noting these would cover land use and the town's Transportation Master Plan would govern separately. Robyn noted Gorham should be included for North Scarborough given the impact to that area. Jean-Marie added getting traffic off of Gorham and County Roads would reduce traffic volumes allowing for a Scarborough-Gorham village area which the current zoning supports.

Marvin asked if there is a clarifying distinction between neighborhoods and villages which may be identified with the Master Plan. Autumn noted this may be discussed in each individual planning effort. Jon Anderson emphasized the importance of moving in sea level rise and climate change considerations and the major impacts those will have on Scarborough property owners. Autumn noted several plans are addressing that already, but it can be considered when prioritizing CIP plan efforts.

VI. Review and discuss existing Parking Standards and next steps

Autumn clarified this is Zoning (as opposed to previously reviewed Site Plan parking standards). It includes minimum parking required, how the Planning Board can waive those, and more. She asked the Committee whether the use table defining minimum parking should be looked at, or whether flexible parking standards could be explored. She would like to discuss how the town feels about parking, impervious cover, etc. The Committee discussed seeing a comparison for what other communities are doing for parking could assist in this effort. Having separate defined uses or specific standards within categories (i.e. types of retail vs. types of restaurant) and change of use considerations were noted to be imperative. Rachel gave an example of how a use previously approved was adjusted slightly to include more longer term visits, which has created a parking issue adjacent to Route 1. Peter added having multiple commercial uses in a building in a smaller footprint is better and we should find ways to encourage colocation to this effect.

The Committee wished to look at national and state trends, and then can go over shared parking, mixed use parking, minimum and maximum parking, in addition to change of use. Karen noted she can look at previously provided data for Build Maine and in the 2021 Comprehensive Plan update process.

VII. Public Comment

VIII. Staff Updates

Autumn noted the Ordinance Committee will be reviewing CPACE, and recreation impact fees and two new traffic impact fee Ordinances will be presented shortly. Environmental standards will go to Ordinance Committee next month, with short term rentals possible for the Summer or sooner. Karen added in May SEDCO will have another joint meeting with Gorham Economic Development.

IX. Committee Member Updates

Portia noted the Transportation Committee is working on a traffic calming policy. Rachel noted the Planning Board approved a rugby facility on Two Rod Road, and the neighborhood was supportive after the applicant worked with the community and staff. Marvin thanked the

Committee for their time and expressed his appreciation for having him on the group. The Committee thanked Marvin for his service to the town as well.

X. Adjourn – Next Meeting April 12, 2024

Peter motioned to adjourn, seconded by Marvin. Passes unanimously. The meeting was adjourned at 9:33AM