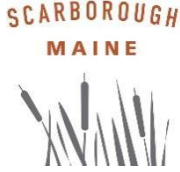


MINUTES



Long Range Planning Committee Meeting
June 14, 2024
8-9:30 am

In Person: Town Hall – Chambers & Virtually via Zoom:

In attendance: Allen Paul, Rick Shinay, Peter Freiling, Robyn Saunders, Portia Hirschman, Judith Fischer, Rachel Hendrickson, Jon Anderson, Autumn Speer

Members: Allen Paul, Rick Shinay, Peter Freiling, Robyn Saunders, Portia Hirschman

Alternates: Robert Odlin and Judith Fischer

Planning Board Liaison: Rachel Hendrickson

Council Liaisons: Jean-Marie Caterina and Jon Anderson

I. Roll Call and Identify Voting Members, recognize new members

Allen opened the meeting at 8:00AM

II. Review Minutes May 10, 2024

Motion to approve the minutes made by Peter Freiling, seconded by Portia Hirschman. Motion passes 5-0-0.

III. Review farm stand and farm store uses in the Rural Farming district and potential recommendation to the Ordinance Committee.

Autumn gave an overview of the Town's current Rural Farming district standards for farm stands and agricultural stores. The existing ordinance requires 51% of the stand's product must be grown on site. This is prohibitive to open small stands not directly related to the farm itself. This issue was brought to the board by the request for an ice cream shop (unrelated to the farm) in an existing farm stand. Staff recommended a change to the RF zone use table for farm stands and agricultural product stores to allow a special exception process through ZBA for those that don't meet the 51% requirement, for RF zoned properties only. Rachel Hendrickson asked about external businesses setting up as a farm stand and mentioned her concern with at what point a farm stand becomes something too large to be considered as such. Autumn responded that there is a size limitation in the existing performance standards for farm stands that would remain, however, an external company could run a farm stand kept at a small scope with special exception approval from the ZBA. The Committee was generally in favor of the change. Portia made a motion to recommend approval to the Council and Ordinance Committee, seconded by Robyn Saunders. The motion passed 5-0-0.

IV. Continue the review and discussion concerning existing Parking Standards

Autumn gave an update for potential preliminary work and parking counts to be done in Oak Hill with a limited budget still available through the Planning Department. Peter noted looking at streetscapes and parking will help improve these issues in other parts of town (Dunstan, etc.). Autumn went on to suggest a charrette process to facilitate review of potential improvement concepts.

Parking standards for restaurants and additional flexibility for the Planning Board to waive required parking in certain instances were discussed, including addition of maximum number of spaces and minimum spaces for low turnover restaurant and retail uses. Robyn Saunders asked if shared parking could be incentivized. Potential signage and monitoring in shared parking was discussed. Allen noted he had concerns about shared parking for uses that have weekly events which could lead to overflow. Autumn reiterated that coming up with parking based on allowed seating, or seating based on the parking provided is difficult and time consuming to enforce. Peter suggested utilization of the phrase “for buildings constructed on a stand-alone basis where there is no other parking that can be shared”. Another section could include stipulations for proposed shared parking adjacent to stand alone buildings or uses. Autumn noted parking requirements could be reduced for shared parking and be increased for stand-alone uses.

Rachel noted compatibility of uses for proposed commercial buildings (i.e. if a tenant space might be retail but then changes to a restaurant use), where the hours of the businesses going in then begin to conflict, where shared parking would have previously worked. She suggested to ensure that shared parking can work even with changes in use within multi-tenant or multi building commercial sites. Autumn recommended utilizing an average. The Committee discussed having unique shared parking agreements be part of the Planning Board review process, and any change in use could require further Board review as part of any shared parking agreement. Peter recommended linking parking reporting or change in use to annual inspection processes, with Robyn adding this could be linked to stormwater requirements for each watershed and the tracking for that. Adding this into business licensing was also discussed. Allen noted that even within uses, hours change (i.e. shared parking anticipated for restaurant only open at night, but the tenant space turns over and the restaurant that goes in does breakfast and lunch). Portia suggested having different parking requirements (including access/shared parking) by zoning district to encourage the type of development pattern in the town villages that we want to preserve individual village character. She added starting in the Town’s growth and higher density zones to explore connection requirements and multi modal potential.

Allen suggested breaking down by parking into two categories - for new development, and change of use/parking for existing development. Jon Anderson stated this should account for multi-modal transportation for transit and pedestrian or biking opportunities. The Committee also discussed the possibility to re stripe existing parking lots to achieve more spaces instead of needing to pave/add more impervious area to achieve additional parking. Rachel noted the Ordinances could be updated to require connections for both vehicles and pedestrians, putting that responsibility on applicants. In those cases, the Board could determine where the effort has been sufficient to meet the requirement. The Committee discussed deterring developers from designing their building size first then parking second, but rather that the required parking be considered, then a building that fits to accommodate that is presented to the Planning Board. The potential to create a parking inventory was also mentioned, including the possibility involve SEDCO and have a public charrette on how we can better utilize and spruce up what the town has today.

Autumn will create a table to show uses and their required parking to start to get an idea of which uses have too much required parking, which have too few, and where there may be opportunity to add in language on shared parking and change of use.

V. Public Comment

VI. Staff Updates

Autumn gave an update about a resident request to revisit the Light Industrial Zoning district in the area of the former Beech Ridge Motor Speedway. She also asked the Committee about addressing food trucks as a use and engaging SEDCO to assist. There is opportunity for a food truck court in

town in a commercial or high density area. The Committee wished to push the food truck discussion out.

VII. Committee Member Updates

Jon Anderson updated the Committee on Council and Council subcommittee activity. The Finance Committee activity advanced to Council a \$6,000,000 land bond for conservation purposes. He also spoke to the Council's work on licensing and Marijuana cultivation and short term rentals. There will be a school workshop by the School Board Building Committee on June 27th, and a Gorham Connector public meeting on July 18th. The Community Center advisory group will also have a workshop with Council in August.

Peter updated the Committee that the Zoning Board of Appeals is currently seeing project extensions for several items.

Robyn updated Committee on the Open Space Committee as they work to define open space in Scarborough.

Portia noted Transportation Committee is wrapping up the town wide Transportation Study, and that there will be a Vulnerability Assessment meeting in August to introduce what the town's goals and plan are. There will also be a new water gauge installed at Pine Point to measure the water levels and collect data.

Allen encouraged the Committee to attend, and if not, review the Gorham Connector meeting on July 18th, as LRPC will need to be involved with the long term vision for the town as traffic patterns change in North Scarborough and other areas of town.

VIII. Adjourn – Next Meeting July 12, 2024

Motion to adjourn made by Peter Freilinger. Seconded by Robyn Saunders. Motion passes unanimously 5-0-0-. The meeting was adjourned at 9:30AM.