

MINUTES

SCARBOROUGH
MAINE



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

In Person: Public Safety Classroom & Virtually via Zoom:

In attendance: Allen Paul, Robyn Saunders, Peter Freilinger, Rick Shinay, Robert Odlin, Rachel Hendrickson, Autumn Speer, Karen Martin, Eric Sanderson

I. Roll Call and Identify Voting Members

Allen Paul opened the meeting at 8:04AM. Voting Members: Allen, Peter, Rick, Robyn.

II. Review Minutes June 14, 2024

Motion to approve the minutes made by Peter Freilinger, seconded by Rick Shinay. Passes 4-0-0.

III. Continue the review and discussion concerning existing Parking Standards

Autumn gave an overview of the recent discussion for villages in the Town and how the Committee will want to update parking based on the desired character. The State is also accepting comment on parking low-impact development standards (related to state and federal stormwater management reporting/MS4), which she noted the Committee may wish to weigh in on. The Town currently meets the standard maximum parking space size of 9x18, and angled parking requirements are not conducive to a safe site layout so the Town will not be utilizing that. Other optional standards were also reviewed. Town staff has asked for clarity on definition the state is using for rural, suburban, and urban. The state standards also recommend in lieu parking options (transit, fee in lieu, car share, bike/pedestrian), utilization of underground parking, and maximum parking aisle width of 22 feet.

Peter Freilinger noted fee in lieu could provide opportunity to incentivize neighboring properties to utilize shared parking. Robyn added she would want to see a parking management plan or template, so any agreements would run with the land. She noted a parking inventory in town is needed, as the Committee discussed the possibility to use unused high school parking on Municipal Drive off season or hours. Parking garages to not incentivize use of public transit, so garages are not a great end for a community wishing to incentivize use of transit or active transportation. Allen asked if it would be feasible to build parking that is town owned and collect fees to build or maintain other parking facilities in town where they would make sense. He stated that bike and pedestrian facilities, especially on site (bike racks, as opposed to off site bike lanes, etc.) should be key with input from the Transportation Committee.

The Committee weighed in on the recommended 22 foot drive aisle. The town standard is 25 feet, with the Planning Board regularly waiving this down to 24 feet. Peter stated he had concerns with 22 foot aisles. Robyn recommended reserving larger vehicle spots in one area of parking lots, and Robert Odlin agreed. Rachel Hendrickson added knowing what the extra foot (or 3 feet if the Town changes to 22 ft. lanes) goes. Is it added in as more impervious area

elsewhere, is it replaced with pervious landscape area? Autumn suggested the town further detail exact maximum impervious requirement ratios in each zoning district. Currently, only some zones specify maximum coverage. Peter requested the town provide comment that a more stringent maximum standard of impervious coverage is required. Robyn added that the Shoreland Zone should be 0%, with Autumn suggesting specific percentage ratio ranges for rural, suburban, and urban areas so commercial areas can be maxed out where necessary but where not needed impervious area can be minimized. The Committee went on to oppose and request more information on the overhang standard. Robyn was worried about vehicles leaking into any swales or environmental areas at the front of an overhang space, with Peter noting commercial vehicles may need that space for loading/unloading.

On the parking matrix, Autumn noted the town's consideration for parking based on village area. The matrix demonstrates uses, their required parking, and which zones or areas each use is generally permitted for discussion purposes. The Committee requested to start with Oak Hill. Peter noted whether Oak Hill includes the R2 zoned pieces east of Sawyer Road adjacent to The Downs, as well as the Maple Ave R2 area. He stated these areas are dense and it may be beneficial to incentivize active transportation options as opposed to additional parking in this area. Autumn noted the R2 zone may see changes in Oak Hill so the existing lots can be conforming and infill development can occur where requested. Peter noted having differential requirements between R2 and R4 could be beneficial. The Committee decided 1.5 spaces per single and two family unit in Oak Hill (R2, R4, R4A, TVC) would be a good starting point. For multifamily uses, Rachel noted the parking spaces per unit threshold is sufficient until a resident has guests over and needs more parking. Allen suggested defining (.25, .5 etc.) per unit in a designated area for visitor guest parking. Robyn noted having fees collected for stormwater impact will protect the town (flat fee for minimum standard, additional fee for anything built beyond what's required). Karen Martin suggested using census data to determine Scarborough's estimated vehicles per household, which she offered to pull. Autumn noted she could add this to the parking matrix.

IV. Public Comment

V. Staff Updates

VI. Committee Member Updates

Robert Odlin noted he was recently appointed to the Coastal Waters Committee. At recent meetings there have been requests for more moorings, and dredging recently occurred. Robyn requested more information on swells as part of the Committee's work. She also requested a map of impervious coverage and the percent change in the last 5-10 years.

Robyn updated the committee on an Open Space workshop on July 25th and meetings for the town's vulnerability assessment. Peter noted he attended his first Transportation Committee meeting, and the Town-wide Transportation Study was reviewed. Rachel and Rick noted the land bond will be heard at Council on Wednesday July 17th, with this being crucial to the town's 30% of land conserved by 2030 goal. The last bond helped conserve over 130 acres. Alan mentioned food trucks, and that the Committee should start thinking about what may be needed and how to handle that as it continues to come up.

VII. Adjourn – Next Meeting August 9, 2024

Motion made by Robyn Saunders to adjourn the meeting. Seconded by Peter Freilinger.
Motion passes unanimously and the meeting was adjourned at 9:35AM.