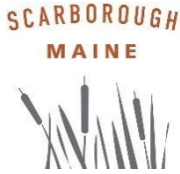


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Long Range Planning Committee Meeting

December 12, 2025

8-9:30 am

In Person: Council Chambers – Moved to Planning Conference Room

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.

Members: Allen Paul, Portia Hirschman, Peter Freilinger, Rick Shinay

Alternates: Jean-Marie Caterina

Planning Board Liaison: Rachel Hendrickson

Council Liaisons: Cory Fellows, Michelle Hayes

Staff: Autumn Speer, Karen Martin, Helen Harman

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- I. Roll Call and Identify Voting Members.
- II. Review Minutes November 14, 2025 – Approved
- III. General Public Comment - Items not covered on the agenda (3-minute limit per speaker)
- IV. Review Comprehensive Plan Status and Provide Input to Town Council for Goal Setting
 - Public Comment (3-minute limit per speaker) – None

Autumn suggested reviewing the Comprehensive Plan Summary from her presentation. Peter noted that within ordinance changes, he asked to prioritize changes to the Rural zones. Autumn clarified that the summary list includes things that have not been started yet. Peter responded that they would like Council to prioritize changes to the zoning ordinance this year. It has been five years into a ten-year Comp Plan cycle, so it is time to make some changes to the ordinance. He mentioned that the library is starting to look at a timeframe for its expansion. Michelle commented that the Council will have its goal setting meeting on January 10th, and Cory added that while they are aiming to focus on a few high-priority items, something not making it onto Council goals does not mean it cannot be on their agenda.

- V. Continue discussion concerning zoning districts related to Comprehensive Plan goals, with a focus on uses
 - Public Comment (3-minute limit per speaker) – None

Autumn introduced the item, noting that the exercise now includes nine districts, having added Conservation. Peter added that Scarborough has a single rural district, RF, and this exercise splits that

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into three districts in order to address some existing problems in navigating Permitted, Not Permitted, and Special Exception uses in the RF district. Autumn gave an overview of the nine districts.

Autumn mentioned the topic of height, and commented that Maine has a lot of taller Victorian homes that can reach four stories. Autumn suggested this come up more with a discussion of design standards. Michelle asked about the potential Arby's proposed for Route 1, and how design standards could guide that potential development, especially since recent development on Route 1 has improved architecturally. Autumn commented that the design standards in place require high quality materials but do allow flat roofs and different colors. She mentioned that she, Helen, and Karen have been walking Route 1 after LRPC meetings in order to collect more information to inform future work on Route 1.

Allen commented that density is one of Scarborough's biggest issues, and should not be discouraged in the residential districts as shown in this exercise. Jean-Marie added that downtown Falmouth is a good example of denser development with improvements along Route 1. Allen commented that LRPC had done that the previous year, but Jean-Marie suggested talking to friends and Council about it for those who hadn't seen it. Cory clarified with Allen that he was saying density would be needed to accommodate future growth and limit sprawl, which is consistent with key elements of the Comp Plan, and Allen confirmed, adding that public transportation and limiting impervious surfaces is also important.

Autumn suggested the bus tour would be good for Council to get a better idea of density concepts and improvements to Route 1, and Cory agreed. Peter commented that LRPC hadn't been able to do this land use exercise during the prior bus tour, and another tour could be beneficial for the purposes of this exercise in order to find examples of elements included in the nine districts.

Karen asked about caveats to each district, and Autumn responded that her thought was to include the caveats in the Performance Standards section.

Autumn gave an overview of the use table handout. Peter suggested not including the commercial items in the Rural Residential district. Rachel asked about marijuana growth, and Autumn suggested including it where it is permitted now when they start matching these with existing districts. Karen asked about the difference between private and commercial stables. Autumn responded that the definitions consider anywhere charging for stable services commercial, but that perhaps the definition could be adjusted or personal farms that lease out a few stables could be zoned Rural Farm/Activity. Peter suggested the metric be four or fewer stables being rented out.

Autumn moved on to the Play Outside uses. Peter mentioned golf club uses. Portia asked about driving ranges, and Autumn suggested they are considered as a separate use. Peter asked about municipal parking lots, and Autumn clarified that state law allows the Town to put them in any district. Autumn asked about parking lots being accessory to parks and trails, and Peter responded yes, if they are accessory to parks and trails.

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Portia asked how parking lots relate to Play Outside, and Autumn responded that it could also be a commercial use for commercial parking lots. She clarified that this is a way to be more explicit by defining uses, even to state which uses are permitted and not permitted, as commercial parking is not currently a defined use.

Autumn moved on to the Residential districts. Peter asked to take detached single family detached homes out of the Neighborhood Center. Rachel commented that the Innovation District has businesses on the first floor and apartments on the second floor. The assumption is that many people in the apartments will be working nearby. Autumn clarified that Peter was referring to single family detached, where in the Innovation District case that would be multifamily. Autumn commented that this is a good catch, as the Innovation District is a bit of a grey area between a town/regional center use and business/industrial district. Peter asked where extended stay hotels would be located, and commented that a business in the industrial district may want there to be an extended stay hotel or flexible housing within reasonable walking distance. Autumn said she didn't want to add that use to the district, but agreed that adding it an accessory use would be okay. Peter asked what a boarding house is, and Autumn commented there is a state definition where you're renting out a single room.

Allen asked why you would not want to allow senior housing in Rural Residential, and Autumn responded that there are not many services in Rural Residential, including public safety availability. Allen asked about Crystal Springs, and Autumn commented that it is age-restricted but not explicitly senior housing. She added that there is some definition cleanup to help clarify these uses with regard to local zoning and state statute. Autumn asked if members are okay with the scale and location of different types of housing as suggested in the nine districts, and gave an overview of some of the state use definitions that she needs to update the ordinance with, which are reflected in updated spreadsheets for this exercise. Peter commented that the hospice facility on Maple Ave would be appropriate to Suburban Residential. Autumn pointed out another use, 'Lodging House.' Peter suggested cleaning up definitions with regard to the upcoming Short-Term Rental ordinance revisions. Cory agreed that definitions are key, especially with regard to Short-Term Rentals versus bed and breakfasts and lodging.

Jean-Marie commented that there is some impetus on the state level to restart boarding and lodging uses to address housing issues. Peter asked if staff could anchor the discussion in clear definitions. Autumn asked if they have opinions on where boarding and lodging houses are located. Peter responded that the concern has more to do with the number of units. Karen commented that large employers like MaineHealth and Idexx may utilize these types of uses, allowing employers to have transitional housing for new and temporary employees. Jean-Marie asked about a hotel proposed near Cabela's. Rachel said that the LivAway on Mussey Road was built with traveling nurses in mind. The new hotel near Sebago Brewing also advertises extended stay, it just depends how a place is marketed.

Autumn suggested including boarding houses, lodging houses, short-term rentals, and bed and breakfasts in better definitions, with the determinant being the number of units. Peter asked to follow up with short-term rentals with Cory later.

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Karen asked about residential uses with services, such as addiction service facilities, and Autumn responded that they are included on the new list.

Peter asked about live-work units and home occupations, and suggested that home occupations could go in all districts. Home occupations is on the list of Comp Plan goals to review and clarify.

VI. Recognize Allen Paul and Rick Shinay for their service

VII. Member Updates

Portia wished Allen and Rick best of luck. Rachel commented that Planning Board will look at the proposed Arby's and the Elmwood subdivision. They will also look at the Mariners practice facility, a site plan for the adjacent lot, as well as a couple of site amendments. She mentioned the sketch plan review in Oak Hill, and asked Autumn to fill the Committee in. Autumn commented that the applicant is proposing to take down an existing dance studio and put in office space and affordable housing units. Rachel added that there are also affordable units going in at Dunstan Crossing. Jean-Marie reported that the Housing Alliance discussed the Dunstan Crossing affordable housing and were glad they are getting to it. She congratulated and thanked Allen, Rick, and Rachel, and wished everyone happy holidays.

Councilor Fellows reported that Council is starting their goal-setting process and having a workshop on January 10th. All committees and council liaisons are designated for the coming year, and there remains a big focus on LD 1829. He expressed his appreciation for Allen, Rick, and Rachel. Peter reported that ZBA remains nervous about LD 1829, especially as they approach the time when seasonal owners begin submitting appeals. They also said goodbye to Brian, the Code Enforcement Officer, who is retiring at the end of this year. The big thing with Transportation Committee is the Metro project, including determining what a route will look like, and rolling out a microtransit program. Metro is looking for public feedback. Peter encouraged everyone to check out the posterboards and be a part of the process- the survey is open until the end of the month.

Autumn presented Rick and Allen with plaques honoring their service to the Town and expressed her gratitude. Peter added his personal thanks to Allen for his mentorship and guidance.

VIII. Staff Updates

Karen gave her thanks and appreciation to Allen and Rick, complimenting the knowledge they bring to the table, and encouraging them to remain involved. Helen gave an update that she would be staffing Zoning Board in Brian's absence.

Allen thanked Rick for his service and valuable contributions. He highly recommended that the LRPC elect a new chair and vice chair. Autumn clarified that we won't have a full committee by then, and that appointments likely won't be confirmed until March. Allen commented that LRPC has been a great committee for getting a lot of work done behind the scenes, and wished happy holidays.

IX. Adjourn 9:44am- next meeting January 9, 2026