MINUTES

Long Range Planning Committee Meeting

February 13, 2026

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: Jean-Marie Caterina, Peter Freilinger, Robyn Saunders, Ed Hodgdon
Alternates: Judith Fischer
Planning Board Liaison:
Council Liaisons: Cory Fellows, Michelle Hayes
Staff: Autumn Speer, Karen Martin, Helen Harman

I. Roll Call and Identify Voting Members.
II. Review Minutes December 12, 2025 - Approved
III. General Public Comment - Items not covered on the agenda (3-minute limit per speaker) - None
IV. Review Town Council 2026 Goals
   - Public Comment (3 minutes per speaker) – None

Autumn introduced the 2026 Council goals and highlighted responding to LD 1829, the Inclusionary Zone, Rate of Growth updates, and modifying the Comprehensive Plan as goals that might apply to the work of this committee. Peter asked about LD 1829 and when the committee will be getting into the weeds looking at impacts especially to the R2 district. Autumn said she will likely get started with updates in May, and that there is a fix-bill being reviewed that won't be out until April. Cory added that a hearing on the fix-it bill scheduled for this week that the Town would be testifying for was rescheduled for next week. If the implementation of the fix-it bill is pushed back, that will impact the staff timeline as well. Robyn asked if anyone has released a fact sheet and Autumn said SMPDC has a good one. Michelle mentioned meeting with GPCOG to discuss galvanizing the region because other communities are being impacted as well. Autumn added that the fix-it bill puts a rate of growth ordinance back into the bill. Cory said the Inclusionary Zoning element will also play a role in developing more affordable housing, though as Robyn added inclusionary zoning has its own challenges. Jean-Marie added that the county is

involved as well, and has been working on getting towns to build affordable housing on county-owned land.

Peter expressed interest in a fact sheet on the fix-it bill focused specifically on ordinance changes. Autumn responded that she has a working spreadsheet on ordinance updates that she can share among committee members.

Karen asked if the infrastructure bill is separate and Autumn responded that it is. Jean-Marie said she will keep the group apprised of state legislative activity through her role with the county commissioners. Michelle asked if Jean-Marie's group sends countywide reports and Jean-Marie responded that the group is statewide, and that county commissioners are going through changes and that the answer is probably no. Robyn commented that the regional planning offices are the engines for those types of reports, and that Cumberland County can lobby for a lot of the funding that will be needed to pay for these reports because they have the direct line to the state and federal.

Robyn asked about new TIFs and CEAs and how often they are contemplated. Karen said they are not contemplated often, and that sometimes it's about looking at a wider area and trying to capture anticipated growth. The town has very few TIFs not including affordable housing: the Downs, Haigis Parkway, and a small one at Science Park. Cory added that the sentiment on this goal is, given the overall climate around growth, to signal that these are not things the Council wants to pursue in the coming year. Michelle added that the goal was triggered in part by traffic concerns. Karen added that the pause allows the Town to make sure people understand what's possible with these tools and how they function. Cory commented that the potential value will be spotlighted this year in Council, as there are sheltering benefits for the Town. Robyn asked what the general splits are for the TIFs. Karen responded that they are not generally 50-50- the Downs is 40-60, and most of Haigis Parkway was to pay the Town back for improvements- and have been more retroactive. The Town has paid themselves back at this point for the bonds that were passed originally to put those services in.

On the Vulnerability Assessment, Robyn suggested adding more education and awareness for the public on the implications of the assessment. She added that there is still funding for coastal towns and that residents should be made aware of the risks and impacts. Cory responded there is a growing understanding on Council that the baselines are no longer relevant in our case and things are changing around us. He added that there should be more conversations with the public and vulnerabilities should be factored into our infrastructural and fiscal planning. Michelle added that there are different models for different levels of urgency and impacts, and that the Town has been looking at grant money combining with Town money. Robyn replied that economic analysis is an important element of this and a role for the county to play as well. Karen responded that SEDCO is looking at a capacity analysis of existing vacant land and constraints.

Judy asked about Environmental Quality Review Acts and cost-benefit analyses. Autumn responded that the Vulnerability Assessment lists the roads and infrastructure as first priority, then there is a conversation on individual properties which would go through the development review process. Staff is having these conversations to build awareness. Cory responded that it has been coming up in public

conversations too. Autumn gave the example of Higgins Beach being a growth area, and Robyn added that previous comprehensive plans established growth areas in environmentally sensitive areas.

V. Review and Make a Recommendation to Ordinance Committee Concerning Mobile Food Vendor Single Site Draft Ordinance

- Public Comment (3 minutes per speaker) - None

Autumn introduced the draft ordinance, which Ordinance Committee asked this committee for input since it drafted the original. Michelle asked if mobile food vendors are allowed for private events, and Autumn said yes, as long as they are licensed and you go through the event permitting process if required. Robyn asked if there has been outreach to brick and mortar businesses, and Karen and Autumn confirmed outreach had been done in 2024. Peter asked if Maine Health wanted to do something on their property, and Autumn responded that they do as a private event. Cory commented that this committee's focus should be more on land use. Peter responded that the Comp Plan does discuss expanding the business environment, and Cory agreed that it is relevant. Michelle asked about the 10-business day notification window for incomplete application, and Autumn responded that this would be for a site, not a specific event, and 10 days is what development review uses as well so everyone can weigh in on a given application. Karen asked about on-site dining like picnic tables, and Autumn said she would add language for on-site dining as long as parking needs are met. The committee discussed food courts being a separate use, and that this draft applies only to single vendors. Cory provided background on the draft ordinance from the Council side, commenting that there had been concern over barriers to entry in terms of vendors becoming part of a food court versus being able to set up as individuals. Peter asked about locations in reference to updated zoning, and Autumn responded that they are not at that stage yet but this group will look at it after it's through Ordinance Committee and Council. The committee concluded that their recommendation to Ordinance Committee is to clarify point #9 in the draft ordinance and add language for on-site dining if space allows.

- Motion: Unanimous Recommendation to send item to Ordinance Committee

VI. Review Comprehensive Plan Status and Discuss 2026 LRPC Work Plan and Goals

- Public Comment (3 minutes per speaker) – None

Autumn provided an introduction to the item, noting it was included to be informational for new committee members. Peter asked what modifying the Comp Plan looks like, and Autumn responded that she is looking into it and will need to reach out to the State. Karen added that State has to determine conformity, so she doesn't anticipate an issue as long as the modifications and review process is within State parameters. Peter suggested considering what 'modifying the Comprehensive Plan' means in order to avoid triggering a state review. Cory added that state change and gubernatorial changes can inform how much of a priority comp plan review will be.

VII. Recap and Continue Discussion Concerning Zoning District Consolidation

Autumn introduced the item and gave an overview of the nine conceptual zoning districts determined by the committee in previous meetings. Next steps include bringing in the existing use table, comparing

them side-by-side, and consolidating. Consolidation is helpful because it shows the minute differences between each district. This will be the focus for the next meeting.

VIII. Committee and Staff Updates

Helen provided Planning Board updates. Karen provided SEDCO updates, including the March agenda which includes capacity analysis and how Scarborough compares to other towns. Michelle asked how often the Town approves new development, and Autumn responded that as long as something is an allowed use they go through the development review process. Cory added that sometimes applicants drop out of the review process if it's not working, and Planning Board will occasionally vote something down. Typically, the review process is when applicants will whether to pursue a project. Robyn asked Karen if the capacity analysis is addressing varying concerns and priorities between different communities. Karen responded the job is to understand the field more than level it.

Cory said Council will stay tuned on LD-1829 and the fix-it bill.

IX. Adjourn 9:32AM – Next Meeting March 13, 2026