



## Long Range Planning Advisory Committee (LPAC)

### Thursday, May 14, 2015 Minutes

#### Attendance:

Name	Present	Name	Present	Name	Present
Paul Bergkamp	-	Kurt Klebe	√	Jim Thibodeau	-
Sam Rudman	√	Sandra Lipsey	√	Erin Mancini	√
Bill Benzing	-	Claudia King, Council Liaison	√	Theo Holtwijk, Staff	√

Sam started the meeting at 6:00 PM

#### 1. Review of Draft Minutes of March 12, 2015 Meeting

The committee unanimously approved the draft minutes of the March 12, 2015 meeting as written.

#### 2. Discuss Possible Topics to Review in Year 2

Theo reviewed the topics that had come up in prior outreach meetings and gave an overview of the current work by Wright-Pierce on the West Falmouth Sewer Master Plan.

The committee wondered what the CDC's role would be with the Year 2 work. One thought was that LPAC, in reviewing street standards and Resource Conservation Zoning Overlay issues, could look at both the growth and rural area, so a balanced recommendation could be developed. The CDC is expected to oversee the drafting of the zoning amendments that came out of the Year 1 work.

Sandra felt that it was important to make sure that the zoning amendments would be prepared and adopted without delay, that progress on that should be monitored, and that the effectiveness of these amendments should be tracked. She also wondered how residents will find out how the rules will have changed, allowing them to do projects that previously they could not do. She felt that a communications/education plan was needed for that. She noted that a lot of work was done to get to this point, which should not get lost.

Claudia was wondering how much effort the Town should go through to educate and inform its citizens. Sandra replied that the Council, CDC, and LPAC had been advocates for enabling growth in the growth area, and that if people did not know what changes had been made, what would be the growth in that area. Kurt agreed that it was important to track the development changes after adoption and that the zoning changes should not remain hidden.

Kurt suggested making the following Year 2 proposal to the CDC:

LPAC to review in Year 2:

1. Additional concepts aimed at enabling growth in Growth Area and preservation of Rural Area:
  - a. Road standards in Growth and Rural Area,
  - b. Resource Conservation Zoning Overlay District standards in Growth and Rural Area,
  - c. Public sewer extension opportunities (mostly) in Growth Area resulting from draft West Falmouth Sewer Master Plan that is currently being prepared by Wright-Pierce. (Staff plans to convene a joint meeting of LPAC and Town Council to review the draft plan and determine next steps.)
  - d. Public sewer policy as a financing tool for sewer extensions.
2. Follow-Up of Year 1 concepts:
  - a. Development of Community/Education Plan for the public regarding Year 1 Amendments, and
  - b. Development of Building Data Tracking System to monitor if adopted policies have intended effect

Sam brought up the Route 1 North area that Paul had mentioned before. Paul had been interested to maintain the vibrancy of that area, including the Falmouth Shopping Center. The committee agreed that zoning for the shopping center had been largely taken care of with the new Village Center zoning allowing buildings up to 65 feet in height.

Sandra felt that this was an important aspect of enabling growth in the Growth Area and felt that the preparation of a Route 1 North Master Plan should not be further delayed, and should be assigned to LPAC or some other committee. Kurt was not sure if this fit within LPAC's limited scope and was worried this project could overwhelm the committee.

The committee did agree that since the Route 1 North area was part of the growth area it fell within the scope of the committee as it may be an area where additional growth could be enabled. Sandra felt that the committee should be vocal about what it felt the Town needed and if the CDC or Council disagreed that would be OK.

The committee felt that by taking on both the rural and the growth area it could deliver balanced proposals for each aspect. The CDC could then review them and make sure they passed that test before sending them on to the Council. The Committee made the assumption that, in addition, the CDC for Year 2 will review the Year 1 zoning amendment language that will be prepared by Amanda. The committee felt that it was politically important that councilors take on that specific task, since the Council endorsed the concepts, rather than burdening the committee with that.

Claudia stated that it may be helpful for the committee to explain in its memo to the CDC the rationale for each of the recommended Year 2 items.

Erin stated that it was important to reach out to developers when new concepts are being developed and the sewer study is being evaluated, as they could provide a reality check to the work of the engineers.

#### **4. Next Steps**

The committee discussed the next steps. Theo will prepare a memo with the committee's recommendations for Year 2 Assignments. This memo will be shared with CDC on May 27. The committee realized that the CDC may want to seek concurrence with the entire Council. That could happen if additional councilors were to attend the 5/27 CDC meeting. It may also be possible to have the Council at its meeting later that day review the proposal. Claudia will speak with Karen to see if that is possible. In any case, a good sense will be obtained from CDC regarding LPAC's proposal.

Sandra emphasized that the importance of moving quickly through this schedule is that LPAC wants to get back to work this summer. If no direction is obtained in May, it may lead to a delay of a couple months.

#### **5. Other Business**

Claudia wondered if the 2015 Bicycle and Pedestrian Plan should be assigned to LPAC as it deals with community connectivity and needs to serve the needs of diverse users. Theo explained the outreach process that was currently being followed. LPAC and the Council will be invited to a June event and offer input that way. The committee did not express an interest to take on the bicycle and pedestrian plan and felt that the items that had been listed earlier were closer to its charge.

Kurt circled back to the Route 1 North item. Upon additional discussion, the committee agreed to add this as the third item to the Year 2 proposal. It modified the item to focus on working with the CDC and the Council on a proposed approach and not on actually being responsible to execute the plan, unless the Council wanted LPAC to do that. That item was:

3. (As time permits) Growth subareas that were not reviewed in Year 1:
  - a. Business Professional District – Development, in cooperation with CDC and Council, of a proposed approach to prepare Route 1 North Master Plan with Town of Cumberland.

#### **6. Next Meeting**

The committee agreed not to schedule its next meeting, but first wait for the CDC/Council review of its suggestions.

The meeting was adjourned at 7:40 PM.

Draft minutes prepared by Theo Holtwijk, May 15, 2015