



Town of Falmouth  
Community Development Committee (Council Sub-Committee)  
**Meeting Minutes – August 11, 2014**  
Town Hall Large Conference Room

**Members present:** Councilor Goldberg, Councilor King  
**Staff present:** Nathan Poore, Theo Holtwijk, Amanda Stearns  
**Others present:** Councilor Karen Farber

Chair King called the meeting to order at 8:30 a.m.

1. **Approve Minutes** – July 28, 2014 – With a motion by Dave Goldberg and second by Claudia King, the July 28, 2014 minutes were approved unanimously.
  
2. **Update on Various Projects by Town Manager**
  - a. Route 100 – N. Poore updated the committee on the progress to date. He joined the recent tour of the study area with the Route 100 committee and noted that transportation in general will be a very important aspect of the study. A basic RFP will be developed to assist with this aspect and will include all modes of transportation. Staff will work on design and zoning concepts. The geographical area will include from the Portland line to the Cumberland line. The RFP is expected to come before the Council August 25 or September 8. T. Holtwijk mentioned that it may be possible to pay for the study out of the TIF. Councilor comments included:
    - i. Karen – individuals interviewed for the committee stressed the traffic safety issues
    - ii. Claudia – concept of RFP to determine present conditions sounds good
    - iii. Claudia asked how it would interface with the West Falmouth Sewer Study. Nathan responded that the sewer will play a key role in the plan and could affect where increased density occurs.
    - iv. Karen expressed her support for a vigorous public input process as with other projects.
  - b. West Falmouth Sewer Master Plan Update – Nathan mentioned that the project will run between \$80-90. The contract is signed and the work is beginning. Theo stated that the current policy is to allow the market drive how and where the sewer is expanded. The study will look at capacity and where expansion is feasible. Nathan noted that the plan may be 6-9 months in its development.
  - c. Wayfinding – Several workshops have been held. Public input was very low but the consultant has worked on various iterations of a design and presented a report on the project. That presentation is available to watch on line. Nathan expects an update to the Council on September 8 or 22. It will include a phasing and funding plan, starting with the existing locations.

An email from Jim Hauptman with sign designs was circulated to the committee and staff. David and Claudia believed there was some merit to his comments. The committee discussed the overall purpose of the project and how it was initially intended to be about signage only, but could spill to other uses of the design. Some questioned whether or not the project should be broadened to include a wholesale branding of the town and be used for everything from car decals to letterhead to clothing. Theo stated that, based on the last workshop, the consultant was already in process to make changes to the design most favored by those attending. Theo will correspond with the consultant and let them know to place the work on hold until the CDC can resolve this. This topic will be scheduled for continued discussion on August 25.

### **3. Rural Area Work**

- a. Finalize Rural/Growth Boundary Map – review latest version showing undevelopable lands near the boundary.

Amanda reviewed the latest draft map with the committee. As a follow up to the July 28 meeting, Claudia met with Nathan, Theo and Amanda. As a result of that meeting Amanda drafted a proposed line. Claudia emphasized that the process to date has included:

1. Base line boundary from the Comp Plan map
2. Computer generated line moving all lots that are touched by the growth area into the growth area. (This resulted in lots being moved that did not make sense by the committee.)
3. Adding a layer of Town owned property and property protected in perpetuity. (This data needs to be reviewed as some parcels were missing.)
4. Staff generated proposed line based on input from the community.

Theo stated that this should continue to be as a study line until such time as regulations are drafted that would use the line to differentiate between the growth and rural areas.

David suggested we move forward with the line as presented. Claudia asked that the map be designated as a draft. Some discussion ensued around whether or not a cleaned up version should be generated at this time. It was decided to move forward with a new version of the comp Plan map, with the same color scheme as the original map. The working maps will be kept for reference. Amanda will memorialize the thinking behind the diversion of the original line.

- b. Review community outreach plan developed by CDC/LPAC Leadership – Claudia and David were pleased with the plan developed. The plan will be updated to reflect that CDC has endorsed the plan, staff will work on an invite, draft questions and a summary for review by LPAC on August 11 and CDC on August 25. Meeting 1 will be amended to reflect that all committees of the town will be invited. Meeting 1 will be scheduled by staff.
- c. Data for rural strategies – The committee discussed briefly the need for data to help frame the implementation. Amanda mentioned that she was working on various pieces including a history of building permits and lot developed over time, determining where and what percentage of growth permits have been issued in the rural area, overall geographic history of development, possible lands that are currently being reviewed for protection (This will not be generated if it would threaten any negotiations.)

### **4. Other Business**

There was no other business.

### **5. Next Meeting – August 25, 2014**

The next meeting was confirmed for August 25, 2014. On the agenda will include finalization of the invitation and questions for Meeting 1 with Town volunteers, wayfinding and perhaps a new map to review. Amanda will include any data gathering that she has been able to accomplish.

### **6. Adjournment – 10:00**