

LONG RANGE PLANNING COMMITTEE MEETING

April 5, 2019

8:00-9:30 AM

SEDCO, 360 US Route 1 (3rd Floor Conf. Room)**MEETING MINUTES**

Attendees: Judy Roy, Dave Merrill, Allen Paul, Don Hamill
Absent: Cory Fellows, Rick Shinay, Jean-Marie Caterina and Robyn Saunders
Staff: Karen Martin, Jay Chace, Jamel Torres, and Doreen Christ.

I. Adoption of Minutes (March 1, 2019). There were no changes made to this set of meeting minutes. The following motion was made.

MOTION: *by Paul Allen, seconded by Judy Roy, to move to accept the March 1, 2019 meeting minutes.*

VOTED: *3-0 (Passed).*

II. Campus Sign Standards Update. Jay Chace said that Campus Directional Signs are in the Town's Ordinance, however, they are not allowed in the Crossroads Planned Development (CPD) District, but are permitted in all other business districts that have the capacity for large, multi-tenant/lot developments. The purpose of Campus Directional Signs are, *"to assist the public in finding specific business locations or destinations or directing the public within a "Unified Development"*. Staff believes that not permitting these types of signs in the CPD has been an administrative oversight in the Sign provisions of the Zoning Ordinance and suggests that this board consider amendments to the zoning provisions to incorporate the CPD into the permitted districts for Campus Directional Signs. This will enable such signs to be utilized in the CPD and to clarify the use of these signs in planned development projects. Included in board members packets were amendments to Campus Directional Signs to update the language to include these signs in the CPD. Karen Martin stated that the CPD District was created after this section was written. The following motion was made.

MOTION: *by Dave Merrill, seconded by Allen Paul, to move to send a favorable recommendation on the amendments to Campus Directional Signs to the Town Council.*

VOTED: *3-0 (Passed).*

III. Contract Zone Review Process – An Update and Discussion Related to SEDCO Board

Comments. With many members absent at this meeting this item was tabled. Jay Chace said that this item will be placed on the next agenda.

IV. US Census Tracts & County Designated Places.

Karen Martin took the lead on this item and discussed proposed changes by the US Census Bureau to the census tracts maps as well as their data gathering practices. Jay Chace asked Karen Martin if the US Census Bureau is open to suggestions if adjustments are warranted. Karen Martin said geographical locations are considered and that the deadline for suggestions is until May 24, 2019 to provide the information.

The Committee discussed some alternative delineations of the proposed revisions to the census tracts which were felt would be more reflective of the town's growth and population patterns and based on both built and natural constraints. After deliberation Ms. Martin stated she will refine the mapping to reflect the discussion. This will be brought back at the next regularly scheduled LRPC meeting.

Karen Martin then turned the discussion on to the map for the Scarborough Census Designated Place (CDP) that was distributed at this meeting. She went on to say that in 2010, there was a Scarborough Designated Place which only encompasses the Oak Hill area of town, but it was named "Scarborough". The naming has caused confusion by those looking at the data on a more national or regional level and results in population numbers being represented inaccurately. The CPD should be renamed without "Scarborough" in the naming to avoid the confusion.

Allen Paul asked what is the advantage to breaking down the "Scarborough Census Designated Place" and how it was originally determined. Karen Martin said that it was done for the 2010 Census and identified by GPCOG. Census Designated Places are a concentration of population defined by the United States Census Bureau for the purposes of gathering and correlating statistical data. The boundaries of a CDP have no legal status.

Upon discussion the Committee had interest in seeing a revised delineation of the Oak Hill area and the addition of Dunstan area as a CPD.

Karen Martin said that she will ask Micah to do an overlay on the aerial mapping.

V. Public Comment. None.

VI. Next Meeting – May 3, 2019.

VII. Adjourn. The following motion was made to adjourn the meeting.

MOTION: *by Judy Roy, seconded by Dave Merrill, to move to adjourn the meeting at 9:33 am.*

VOTED: *3-0 (Passed).*

Respectfully submitted,

Doreen M. Christ
Recording Secretary – Town of Scarborough, Maine