



## Topsham, Maine

# Comprehensive Plan Implementation Committee Meeting

## AGENDA

September 11, 2023

---

Start Time: 4:30PM (In Person - Town Office Conference Room + Zoom invite by request)  
Attending: Angela Twitchell, Joe Feely, Pete Bono, Andy Sturgeon, Larry Brann, Margaret Williams and Planning Director Julie Erdman

### I. Welcome and Agenda Review - No changes

### II. Public comment N/A

### III. Administrative Items

- Minutes of August 14, 2023 meeting - *Minutes approved as presented.*
  - *Julie will review and cross reference comments from the two documents – stakeholder concerns voiced at the monthly meeting 8/14 and office hours 8/31.*
- Calendar items
  - September 19, 2023 monthly workshop session *Regular workshop session with Leslie, consultant, Zoom will be available.*
  - September 21, 1:00-3:00 - MCOG - Randall Arendt Presentation (TDI viewing) *in Bath, will be available at Town Hall with Zoom access MCOG is Midcoast Council of Governments*
  - October meeting - because of the holiday *we are rescheduling it to October 16th.*
  - October 3, 6:30 pm - Planning Board Workshop on Topsham Center ReCode
  - October 24, 10:00-12:00 - Open Houses - Highland Green *purpose is to talk to the public. ?*
  - October 28, 1:00-3:00 - Open House - Topsham Library ?

### IV. Community Engagement/Communication

- Topsham Center ReCode - Office Hours 8/31 - *Julie led the discussion to review meeting notes from office hours.*
  - *The issue of waivers was discussed, in particular, regarding smaller lots.*

- CPIC will talk about the accommodations to the Master Plan Development (MPD) at the workshop (9/19) when Leslie is present. Leslie clarified the requirements of the MPD as a conceptual plan, no engineering required.
  - Materials for facades: Leslie wants the committee to discuss the requirements for materials as currently written.
  - Drive-through's: discussion re: prohibited fast food buildings vs allowed pharmacies and banks (in relation to the hypothetical "Crooker Zone" which has been proposed as more of a village development. Post-pandemic, drive-throughs are more popular.
  - TFM 2 has Goodwill. Is the drop-off considered a drive-through? If so, it would be a non-conforming use.
  - Southwest Quadrant, Winter Street--Should it be included? Phase 2!
- Select Board workshop 9/6 on Topsham Center ReCode - Concerns about the Crooker Site were voiced. Existing uses will be grandfathered. Julie clarified that Crooker is already nonconforming.
    - Planning Board workshop on Topsham Center ReCode will be October 3
    - Open houses September/October - More prep needed
    - Method for handling/responding to public comment--Julie can't recall what Susan intended. Julie is working on a FAQ/ Q and A document.
  - FAQ's document – update

## **V. Liaison updates**

- Check in – status of activity