



Topsham, Maine

Comprehensive Plan Implementation Committee Meeting 2nd floor conference room and virtually

Minutes

February 10, 2025

Present: Pete Bono, Rick Schultz, Susan Rae-Reeves, Andy Sturgeon, Skye Siladi, Robin Brooks

I. Welcome and Agenda Review

II. Public comment - none

III. Administrative Items

- Minutes of December 9, 2024 meeting - approved unanimously
- Minutes of January 13, 2025 meeting - one correction offered: strike last sentence in Andy Sturgeon's TDI update, with that change, approved unanimously.
- Next workshop - Tuesday, Feb. 18 - cancelled

IV. ReCode Matters

- Update on the Jan. 30 workshop w/ consultant – Brief description of items reviewed/decisions made:
 - Meeting notes from the workshop were not yet compiled or available for review prior the CPIC monthly meeting.
 - Parking in the Commercial Mixed-Use Zone – Leslie added modifications on parking requirements using connector streets. Our code enforcement officer also endorsed the parking requirement modifications.
 - Underground parking - where it makes sense, allowed.
 - Roof options–adding back the flat roof option.
 - Street wall requirements pose a problem with business entrances for businesses/developers in the Commercial Mixed-Use Zone - there will be more flexibility to place entrances on the side rather than front street, keeping front street glass requirements.
 - Some concern expressed that the new code is complex and a comment made by Leslie that some users are not taking advantage of alternatives because they do not know the code like she does. Skye indicated that this may be due to Leslie working in a denser environment where design engineers are more involved in early project planning, but the conclusion or CPIC discussion was to be sure that staff are ready to be the required experts, and the committee have a unified response to future comments that “the code is too complicated”.

- Use table review and discussion–Skye shared the use table and we went through it item by item. Skye made notes for possible changes/adjustments for the Planning Board to consider when they hold workshops on the code sections. (these comments will not be sent to Consultants for consideration in current draft revisions)
- Planning Department update–Skye sent Tom Lister’s comments and all changes to date to the consultants and directed them to work on the next/third draft, hopefully to be complete by the end of March.

V. Liaison updates

- Check in – status of activity
- TDI update from Andy Sturgeon. Wright Pierce made their presentation of the infrastructure study to TDI. The highlights are that we need improvements on both the East and West side of I295 including the so-called Crooker quadrant. Total cost to make all the improvements is about \$36 million. This would include two new water towers. Draft report & powerpoint are expected to be released after TDI 2-week review period, and TDI will be making a presentation to the Select Board possibly by first meeting in April.

Adjourned 5:45 pm