

Town of Windham

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**Long Range Planning Committee
Conference Room 1, Town Office
7:30 – 9:00 AM, October 17, 2018**

AGENDA

1. News/updates
 - a. [Cluster Subdivision Amendments](#) – Planning Board public hearing October 22, 2018.

Discussion: Currently in front of Board. Other news, mineral extraction moratorium extended for 180 days last night.

2. LRPC Appointment to Retail Adult-Use and Medical Marijuana Establishments Task Force
 - a. Review the Committee charge at <http://www.windhammaine.us/612/Retail-Adult-Use-and-Medical-Marijuana-T>

Discussion: Need a member of this group to server, provide perspective on ordinance perspectives. Chris Hanson is staffing this committee. Mike Duffy will serve on this committee, as other members are serving on other town committees/boards/council.

3. Impact Fees:
 - a. Open Space
 - i. [Land Use Ordinance Section 1200](#)
 - ii. Section 1202 Recreation Impact Fee & [Appendix F](#), Parks & Recreation Facilities Capital Investment Plan, adopted by the Town Council on October 8, 2013 (includes land purchases)
 - iii. [Beginning with Habitat Open Space Planning Toolbox Impact Fees](#)
 1. Website included example open space impact fees in Brunswick and Saco

Discussion: Review of existing impact fee framework, with focus on Recreation impact fee and Rec Capital Plan in Appendix F. This includes a line for land acquisition, but Linda has never used the fee for that purpose. There is no guidance for the town on what to purchase, where to purchase, or how much.

Purpose of impact fees, how they are set up and administered. Should an open space impact fee be done after the Open Space Plan? Can impact fee be used to direct growth (lower fee in growth areas, higher fee in rural areas)?

Open Space fee should be separate from Recreation Fee. Open Space fee should be established in the short term, knowing that it could be revisited/amended in the future based on what comes out of that plan.

- b. Schools
 - i. [2003 State Planning Office Impact Fee Manual](#) – Model Template for School

Improvement Impact Fees (Page 22)

- ii. Example – Proposed Westbrook School Expansion Impact Fee (not adopted)

Discussion: Move forward with this based on methodology similar to Westbrook, with RSU's projections. Windham's numbers will be different. Town will need to work closely with school to figure out needs and costs.

4. Zoning Ordinance and Map amendments for the Farm and Farm Residential Zoning Districts
 - a. See attached Scope of Work & Public Participation Plan

Discussion:

5. Open Space Plan
 - a. Examples
 - i. [2006 Greening of Falmouth](#)
 - ii. [Beginning with Habitat Open Space Planning Toolbox](#) - Includes example plans from Casco, Brunswick, Readfield Topsham and Sanford
 - b. Review RFP
6. Other Business

www.windhammaine.us