

TOWN OF CAPE ELIZABETH
MINUTES OF THE COMPREHENSIVE PLAN COMMITTEE

January 26, 2006

7:00 p.m. Jordan Conference Room

Members present:	Julia Beckett	Jay Chatmas
	Robert Dodd	Mary Ann Lynch
	Elaine Moloney	Skip Murray
	Marybeth Richardson	Barbara Schenkel
	Frank Strout	Anne Swift-Kayatta

Also present was Maureen O'Meara, Town Planner

Mrs. Schenkel called the meeting to order. The minutes of December 1, 2005 and December 5, 2005 were reviewed, revised and accepted.

Telephone Survey Wrap-up

There was a request by the committee for cross tabs from Critical Insights. Also a consensus to request a hard copy of the final telephone survey report. Ms. O'Meara will include those items in the next packet.

A discussion was held about the statistical sample size which turned out to be 303 households instead of the previously agreed upon 400. Ms. O'Meara said the error was on the part of Critical Insights, who have returned \$2000 of the fee to remedy their error. After much discussion, it was agreed that the sample had been adequate, if not ideal, and that there was no way to remedy the mistake after the results of the first 303 interviews had been circulated. Committee members noted the longer length of survey and the free analysis as contributions made by Ms. Fitzgerald.

Schedule and Work Plan

Staff circulated a schedule with work plan that is "ambitious". Committee members asked if they could have more time. The committee generally agreed to try to stick to the work plan.

The discussion centered around the inclusion of another Public Forum, and if so, when to schedule it. The most logical time would be between the June and July meetings, when the historical and archeological recommendations will be finished. The consensus was that July was not a good time for the public, and that the residents of the town would be better served by a meeting in June, even though the Historical and Archeological Resources section would not be included at that time. June 15, 2006 was chosen as the date for the Public Forum, and the planning for it was moved to the April 27, 2006 meeting.

Ms. Moloney requested an exchange of the agendas of the March and April meetings. The School Board will be in the midst of budget issues in March and would prefer to

discuss the Public Facilities section when it is not so busy with the budget. The committee agreed to the change of agenda.

Member Disclosure

Before a discussion of the population materials began, Mr. Skip Murray requested that he go on the record as disclosing that he is a part owner of the Spurwink Woods project which is under review by the Planning Board. He offered to leave the room at any time the committee was uncomfortable with his participation in a discussion. If they saw a conflict of interest he would not join the discussion. He was anxious to make sure that the committee knew of his interests and that he would be on the record as disclosing them. Ms. Lynch pointed out that any specific development was not in the scope of this committee. That is the Planning Board's area, not the Comprehensive Plan committee's. Mr. Murray's perspective is valuable *because* he is a local business owner. He is representing the business sector of the Town.

Population

The discussion of the Population section then began with a discussion of where to locate the goals and recommendations of the committee. Ms. O'Meara pointed out that other sections of the report would have goals, but Population was merely a factual report.

Ms. Moloney requested on behalf of the School Board, an inclusion of in-migration and its impact on population and age-distribution.

On Page One of the Population report, the first bullet, the second sentence should read: In the future, growth **is expected to** stabilize at 2 % **over the next decade**.

On Page Two, the committee requested the addition of the word **Projected** into the chart showing population for 2010 and 2015.

On Page Three, there was a long discussion of the Seasonal Population. Is it "snow-birds"? Ms. Lynch didn't think it was a significant number of people (690 in 2000). Not enough to worry about. Then there was a lengthy discussion about what constitutes a licensed lodging room and a cottage. Ms. O'Meara will provide definitions of both. Since the seasonal numbers are small, should this whole section be omitted from the report? In the last sentence of the section on Seasonal Population, the word "is" shall be replaced by "was", and the words **in 2000**, shall be added to the end. The word **peak** shall be added to the heading of the chart to read, Town of Cape Elizabeth Peak Seasonal Population, 2000.

On Page Four, Mr. Dodd requested the addition of the State comparison.

Since 200 homes in Cape Elizabeth are sold every year, Ms. O'Meara wished to point out that that in-migration will skew the projected age distribution. She wants a text addition which will talk about the effect of in-migration on the town population. The committee questioned whether there are hard data to support the common perception that as the

population of the Town ages and sells their homes, younger families move in to replace them. There was a discussion about whether that is just anecdotal, or if there are facts to support that conclusion. According to Ms. Moloney, the School Department has such data, however, according to Ms. O'Meara, those data may not meet the criteria for inclusion in this study.

On Page Five, there was a lengthy discussion of the section on Household Composition. Questions were raised about the definitions used to define family. Is it married? Is it with or without kids? Is it single with kids? The committee asked for better definitions. Ms. O'Meara will get the definitions used in this report.

The chart on Household growth also prompted a lot of discussion because the numbers in the chart do not add up. Once again, Ms. O'Meara said she would attempt to get clarification on the numbers.

The issue of goals arose at this point. Is it a goal of this committee to keep the young adults? No clear resolution was forthcoming, since it is a statewide problem as well, and a natural consequence of the high rate of attendance at college by the Cape Elizabeth High School graduates.

On Page Six, the committee found that the first paragraph under Household Income was unclear. Also, the Income Distribution table, which was included in earlier drafts, is missing from the 01/20/06 report and needs to be restored. In general, the committee found that the written material and the charts, were not often well integrated and were confusing.

On Page Seven, the suggestion was made to move the section on School Population from this page to the Public Facilities section. That change was unanimously approved.

Economy

On Page One of the Cape Elizabeth Comprehensive Plan, Draft of 11/29/05, the first sentence should read: Almost 4 out of 5 **employed** residents commute... The committee wants a definition of payroll jobs, because they had a hard time believing that there are 1597 payroll jobs in Cape Elizabeth. The committee wants the title of the pie chart to be changed to: **Where Cape Elizabeth Residents Work.**

On Page Two the question arose about the unemployment rate. Is it referring to the unemployment **in** Cape Elizabeth, or **of** Cape Elizabeth residents?

On Pages Three, Four and One, the numbers of jobs, do not agree. What numbers are the correct ones?

On Page Five, in the Industry Sector table, the committee felt that the Insurance and Real Estate numbers were way off. They want the addition of fishing as a category, and want to have the number of commercial fishermen.

On Page Six, the top chart on Retail Sales is missing the complete date. There was discussion of business goals, and an agreement that there is not a large population to support any business.

On Page Seven, there was a discussion of the report on agriculture. The committee wants the words, **in Cape Elizabeth**, to be added to the end of the sentence on the 1993 Cumberland County Soil and Water District report of 2,275 acres for land for farms and woodlots. Ms. O'Meara will get a more detailed report from the Assessor to augment the current data on farms and woodlots in the Town. She will produce a new chart which will substitute local numbers for those generated by the State.

A discussion of the tourism section brought a variety of opinions about whether to attempt to capture business from the many tourists who come through Cape Elizabeth on the way to beaches, parks and scenic destinations. No one wants to have a seasonal business that is not in keeping with the Town character. It was suggested that tourism may be helpful to local businesses to supplement year-round income.

Ms. O'Meara requested that the committee incorporate the Town Center Plan into the Comprehensive Plan, and not re-visit it. It was pointed out that many of the committee members do not have a copy of the Town Center Plan, so are not sure what they are being asked to agree to. Ms. O'Meara will have more printed and supply them to the committee in the next packet.

Ms. O'Meara will expand the description of the BA and BB Districts to include the names of the businesses there to ease their identification.

A request was made for more information about the fishing licenses mentioned in the paragraph on the Spurwink River. There is a sense of the committee that fishing is an important commercial activity in the Town, and they are asking for an expansion of those data.

Economy Goals

It was unanimously agreed to accept the rough draft of the proposed goals.

Re: Recommendation 1, after a brief discussion the committee agreed to having mixed-use in the Town Center, and in order to assist in the support of small business ventures, to **allow** residential uses on upper floors. This reflects a shift from the current percentage of residential use allowed.

The discussion of Recommendation 5 was postponed to the next Meeting. It was agreed that since not everyone has a copy of the Town Center Plan, it would be best to take 5-10 minutes early in the next meeting to consider this proposal.

Recommendation 2 was briefly discussed and the concern was that all properties would be forced to construct sidewalks. Ms. O'Meara assured the committee that the

construction of sidewalks is only required when there is a review needed by the Planning Board.

There was unanimous agreement to move Recommendation 6 to the Transportation section.

A brief discussion about the issue of the Neighborhood Commercial areas was held. The Committee will evaluate whether smaller setbacks might be appropriate in these areas. A further consideration of this issue and the regulation of “big-box” stores, agriculture and formula restaurants will be postponed to a future meeting.

The meeting was adjourned at 9:50 PM.

After adjournment Mr. John Greene requested that there be extra copies of the meeting materials for the convenience of the audience.

Respectfully submitted,
Hiromi Dolliver