

## Lakes Region Transportation Coalition

Greater Portland Council of Governments  
Southern Maine Regional Planning Commission  
Lake Region Development Council



**To:** Lakes Region and Western Maine Town Managers, Town Selectmen, Greater Bridgton Lakes Region Chamber of Commerce, Sebago Lakes Region Chamber of Commerce, LRDC, SMEDD, State Legislators, Corridor Committees & Coalitions, PACTS, Portland Water District, MaineDOT, Maine Turnpike Authority, Interested Citizens.

**From:** Matti Gurney, Planner

**Subject:** Lakes Region Transportation Coalition Meeting  
Town of Windham  
8 School Rd  
3:00 – 4:30PM

### Background

GPCOG, SMRPC and LRDC convened a *Lakes Region Transportation Coalition* in December 2004 to improve transportation infrastructure, to promote economic development, to integrate land use planning and to encourage regional cooperation.

### Agenda

1. Welcome and introductions
2. Gateway 1
3. Coastal Corridor Plan
4. Multi Modal Corridor Management (Maine's Best Practices for Corridor Planning – Planning Guide)
5. **Lakes Region Corridor Planning (Route 302)**
  - a. Purpose
  - b. Tasks
  - c. Timeline
6. Adjourn

**Lakes Region Transportation Coalition**  
Meeting Minutes December 3<sup>rd</sup> 2008 – Naples Town Office

Attendance: Tom Bartell, Town of Windham; Mitch Berkowitz, Town of Bridgton, Mike Corrigan, Bridgton News, Sara Devlin, Maine Turnpike; Derik Goodine, Town of Naples, Matti Gurney, GPCOG; Jim Krainin; Naples; Don MacLean, Bridgton, Don MacLean III, LRTV, Scott MacLean, LRTV; Chris Mann, MaineDOT; Dave Morton, Town of Casco; Ken Murphy, Bridgton Community Center; Aaron Shapiro, Cumberland County; Lisa Villa, Harrison,

Minutes: There were no revisions to the October 2008 minutes.

Community Updates: Bridgton - Sewer rehabilitation project will be complete in 2009, the project is funded through Community Development Block Group and Maine Department of Environmental Protection. Maine Turnpike Authority – Portland to Gorham transportation study will be using the recently released *Sensible Transportation: A Handbook for Local and Inter – Community Transportation Planning in Maine* (MaineDOT), public comment in Saco regarding toll increases further meetings will be held in Auburn on December 3<sup>rd</sup>. GPCOG – working with Central Corridor Coalition on Exit 63 Master Plan the committee will be using the same document cited by MTA. MaineDOT – State transportation conference will be held on Thursday December 4<sup>th</sup>, joint RPO and SPO workshop will be held on Friday December 5<sup>th</sup>, Naples Causeway bridge is undergoing 4 weeks of maintenance. Casco – Community Center project is back on the municipal agenda, 231 tax appeals were withdrawn, the town is working on zoning ordinances and intends on having them packaged for the board by February and adoption in June, Casco, Raymond, Naples and Gray have entered into an agreement to discuss regionalization of public safety services. The four towns and four boards are working with GPCOG on developing an RFQ to evaluate current situation. Windham – Ordinance review process, the town is also looking at current zoning, transportation, and infrastructure. Harrison – Entered into an agreement with Cumberland County dispatch for a 6 month trial period, the elementary school is currently dealing with some major water quality issues (uranium) and has been shipping in water from OHCHS, town councilors have requested information from the superintendent on the removal of filtration system. Bridgton Community Center – currently working on 5 year plan and will hosting the festival of lights parade this weekend. Naples – is also experiencing water quality issues at town hall and school, dispatch will be covered under Cumberland County as of Feb 1<sup>st</sup> 2009, the maintenance on the bridge will allow for 80,000lbs truck traffic.

Lakes Region Transit Update Matti Gurney presented to the committee a timeline of municipal, county, and state deadlines for existing funding along with any new proposed funding. Chris Mann provided an update on FTA funding, it is anticipated that future grant applications will be due mid summer. Mann also emphasized that a complete municipal match is necessary prior to submitting applications. The towns of Bridgton and Naples funds need to be spent by June 30<sup>th</sup> unless each town carried them forward to the 09 fiscal year.

Mitch Berkowitz suggested GPCOG develop a report/letter to communities on status of current project, absent of another municipal request from LRTC, committee members were in favor of this approach. The committee also felt that a subcommittee (Lisa Villa, Bill Whitten, Tom Bartell, and Matti Gurney) work on the project outside of LRTC. The subcommittee will

work on solicitation of additional funds, route selection, bus stops and schedules ect... and report back to LRTC periodically.

Given the recent change in agenda items, Gurney suggested the group brainstorm future agenda items.

Dave Morton suggested looking at existing zoning along the Route 302 corridor. The committee suggested a commercial corridor review of sorts. Chris Mann and Matti Gurney described multi modal corridor management (MMCM) and its application to this type of work. The committee felt that additional information on MMCM would be necessary as well as information on what other corridors have completed as end products. GPCOG will provide information on Gateway 1, Central Corridor Coalition Plan, and Multi-Modal Corridor Management at the next meeting.

Next meeting:

January 28<sup>th</sup>  
3:00 – 5:00PM  
Windham Town Hall

## **COASTAL CORRIDOR COALITION PHASE I REPORT REPORT FINDINGS**

### **Transportation**

- Traffic congestion continues to increase.
- The number of commuting residents is increasing.
- There are more than 20 High Crash Locations within the study area concentrated along Route One, Route 26/100, Route 136, and I-95.
- Within Urban Compact Areas, there are impacts to traffic mobility and safety from the cumulative effects of multiple developments which do not trigger the need for a MaineDOT Traffic Movement Permit.
- The majority of roadways have gravel shoulders of less than four feet
- There is only one fixed bus route operated by METRO in the area (connecting Falmouth Crossing on Rt. 26 to Portland)
- MaineDOT and NNEPRA are planning for passenger rail service from Portland to Rockland, with stations proposed in Freeport, Yarmouth, Brunswick, Bath, Wiscasset and Rockland.

### **Land Use**

- Commercial activities are mostly located along major travel routes including strip development along Route 1 in Falmouth, Route 26/100 development in Cumberland, Falmouth Village and Falmouth Crossing at Maine Turnpike's Exit 10, Yarmouth Village, and Freeport Village.
- There are three village zones and one village overlay district including Freeport Village, Yarmouth Village, Falmouth Village Zone, and Falmouth Overlay Village District along Route One. At this moment, Cumberland does not have a Village zoning designation.
- Current development patterns and regulations do not support higher density housing and mixed use projects that are within walking distance of employment centers, parks, schools, and public transit lines.
- Public water and sewer services are available in sections of all municipalities within the study area.
- The communities have developed Route One Design Guidelines that apply mostly to commercial development
- Current zoning regulations and minimum lot sizes help prevent the growth from occurring in centralized areas.

### **Future Development and Housing**

- According to the Comprehensive Plans, growth should be directed to the designated growth areas.
- A majority of growth in the region is not occurring in designated growth areas.
- Single-family homes continue to be the preferred housing type.
- The home sale price for all communities is well above what is considered affordable.

## **Growth Patterns in the Region**

According to a recent study conducted by the Brookings Institution, the Greater Portland area has one of the worst sprawl rates in the country.<sup>1</sup> During the 15 years of the study, the Portland Metropolitan Area's population increased by 17%, while the amount of farmland and forestland converted to urban uses increased by 108%.

The Coastal Corridor Coalition area is entirely within the MaineDOT Region 6 Area (most of Cumberland and York Counties). Ninety-six percent of the state's growth between 1990 and 2000 occurred in this region. Most of this growth occurred in suburban and rural areas. In the last decade, 45,144 people moved to this area, an increase of almost 12%.

The pressures that this region is experiencing are significant compared to the rest of the state. Both population and housing are increasing. Housing unit growth is increasing at an even faster rate than population. The region is not only growing, it is dispersing. As documented in the 2002 MaineDOT RTAC 6 RAR, housing and population are growing most significantly in suburban areas, followed next by rural and slowest in the urban areas.

## **Analysis of Comprehensive Plans of Coastal Coalition Towns**

All five Coastal Corridor Towns Comprehensive plans were analyzed to determine what each community listed as policy directions (goals, objectives, policies and strategies) regarding future growth. All goals regarding growth in the town comprehensive plans can be found in the **Appendix**

The following is a list of major goals found in the Coastal Corridor Coalition Comprehensive Plans.

### **Natural Resources and Open Space**

- Preserve Agricultural, farm and forest lands;
- Protect open space;
- Preserve special natural resources, including groundwater and public water supplies;
- Protect historic and archaeological resources; and
- Protect the integrity, character and scenic beauty of the coastal areas.

### **Land Use**

- Develop strategies for managing long term growth;
- Direct growth and development to appropriate areas of the community;
- Preserve Village, Rural and Community Character;

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<sup>1</sup> *The Brookings Institutions Survey Series*, July 2001.

- Strive for economic diversity; and
- Encourage regional planning.

### **Transportation**

- Improve pedestrian and bicycle linkages; and
- Develop a land use pattern that reduces traffic congestion whenever possible and helps to promote and maintain a safe and efficient transportation network.

### **Housing**

- Promote affordable housing and a broad spectrum of housing types; and
- A viable mix of residential and commercial development

### **Public Services**

- The efficient and effective delivery of public services.

## **RECOMMENDATIONS**

As listed in the Comprehensive Plans, a common theme found is the desire to direct growth into centralized areas. Preservation of natural resources, efficient transportation networks, open space, farmland and forestland protection, village centers, affordable housing and reducing the cost of providing public services were also common themes in the Comp Plan Goals.

Even though the towns have a goal of directing a majority of growth to centralized areas and preserving the rural character, most growth in the region is not occurring in designated growth areas.

As outlined in this report, recent growth trends and resulting pressures that these communities are experiencing threaten the rural character that residents indicated as important to preserve. Growth patterns throughout the region affect the rural character, mobility, safety, and remaining open space areas along the corridors and surrounding region, and contribute to the need for expensive roadway improvements and other efforts to reduce congestion.

The following recommendations have been developed through analysis of comprehensive planning goals of all five communities, public meetings and forums, and regional analysis.

### **Regional Cooperation**

- Recognize that area roadways serve regional transportation needs, and support a regional approach to planning. (Towns and MaineDOT)
- Increase coordination between land use and transportation planning. (Towns and MaineDOT)
- Support and implement a Regional Transportation and Land Use Plan including strategies to address regional and local goals. (Towns and MaineDOT)

### **Land Use**

- Increase allowable densities in existing village centers and growth areas. (Towns)
- Reinvest in village areas and support a diversity of viable business enterprises and housing opportunities. (Towns)
- In subdivisions, create and/or strengthen incentives (i.e. cluster provisions) to preserve a set percentage of appropriate parcels as open space. (Towns)
- Improve zoning and land use ordinances to increase their effectiveness at directing growth to designated growth areas.
- Continue implementation of existing open space plans, and preservation of agricultural and natural resources.
- Consider updating open space plans to include newly developed Coastal Coalition Beginning with Habitat Inventory Maps and Data.
- Coordinate open space plans regionally to help reinforce protection of rural areas and direction of growth to designated growth areas.
- Develop a regional strategy to protect the coastal areas, including water quality, scenic attributes, and public access.
- Implement the Eleven Town Regional Storm water Management Plan, and evaluate additional storm water management efforts to protect and re-open marine shellfish areas.

### **Transportation**

- Evaluate the existing and potential cumulative impacts of driveway and entrance permits within the Urban Compact Zones and develop measures to preserve and improve safety and mobility within these areas.
- Work with MaineDOT to improve safety at High Crash Locations (HCLs) as identified in the Crash Location Map in Section III of this report. (Towns and MaineDOT)
- Coordinate transportation improvements that increase capacity (new road, extra lane, etc.) with land use plans and ordinances. (Towns and MaineDOT)
- Develop pedestrian and bicycle facilities including paved shoulders, off-road trails, and sidewalks. (Towns and MaineDOT)
- Promote improved passenger transportation options including bus, rail, bike lanes, carpooling, and related infrastructure improvements

## Maine's Best Practices for Corridor Planning

This Model Corridor Planning Guide has been developed to assist with preparation of regional multimodal transportation corridor plans in the State of Maine. This model establishes a framework for the corridor planning process and is intended to provide broad guidance but not be so prescriptive that it requires a plan to include data that may not be relevant to a particular situation. Flexibility in the planning process will be critical to ensuring that corridor plans are relevant to the communities, as well as to the state, and are useful for coordinating local land use decisions with regional transportation improvements and investments.

This planning process is intended to be used by Maine's Regional Councils as they develop corridor plans for previously identified *Corridors of Regional Economic Significance for Transportation (CREST)*. Corridor planning is a comprehensive transportation planning process that integrates the social, economic, historic, scenic, cultural and natural resource values of the communities in a corridor.

The corridor planning process incorporates all modes of transportation and addresses long-range planning horizons, with both short-term and long-term strategies as potential solutions to identified issues. Potential solutions are intended to address problems, needs or opportunities, rather than attempting to justify preconceived projects. Although the corridor planning process should have common elements, each will need to be tailored to the specific conditions, issues and opportunities that exist in a particular corridor.

The corridor planning process is intended to provide sufficient information to guide those who will be responsible for implementing recommendations. Recommendations should include a variety of approaches and strategies beyond transportation improvements. The process is not intended to provide a decision or to establish a specific remedy that must be followed.

### I. Introduction

Develop a brief introduction to the corridor planning process which describes the who, what, why and when. Who is involved in the process, what will be done, why this process is being undertaken and when will the process and implementation be completed?

### II. Purpose

Establish the Purpose of the study. The Purpose will identify why the corridor planning process is necessary and being initiated. The Purpose will define the problems and opportunities along the corridor.

A corridor approach to transportation planning offers the opportunity for communities to jointly develop strategies for future improvements that can provide long-term benefits along a corridor. Corridor planning allows the communities to work collaboratively, using accurate, updated, corridor-wide data to improve local land use planning and transportation decision-making so as to support the long term success of the region as a whole.

The purposes of developing a corridor planning process are to:

- **Bring about a better understanding of the relationship between local land use planning efforts and maintaining the integrity of the highway system**
- **Assess opportunities for successful development or expansion of non-highway transportation modes**
- **Provide a framework for identifying, prioritizing and funding future transportation improvements within the corridor**
- **Balance economic growth, land use, local values and quality of life with transportation services and needs**
- **Give communities and MDOT a long-term strategy for coordinating growth and transportation decisions, so that those decisions work with, and not against, each other.**
- **Develop a plan to maintain or improve the mobility, safety, economic vitality, sense of community, etc. of a corridor**

**Transportation Planning must  
comply with**

- NEPA
  - “Environment” means
    - Social
    - Economic
    - Natural
    - Cultural
    - Man made
  - Decisions are to be made in **CONTEXT** of what is and what is anticipated and
  - Should avoid, minimize & mitigate impacts
- STPA (23 MRSA 73)
  - Maine’s Context Sensitive Solutions Policy
  - Intended to integrate perspectives
- The “Wicked Massive List”
  - 100+/- State and Federal Environmental & Cultural Laws & Regs that pertain to Transportation development decisions

### III. Identify Stakeholders

It is critical to the success of the planning process to identify and include stakeholders who should participate in development of the study. The unique and single-focus of stakeholders will have a direct bearing on the ways in which the corridor is experienced and their input is critical to the corridor planning process’ success. Stakeholders should be identified early in the planning process and the level of commitment from the stakeholders should be ascertained. Stakeholder groups should represent the following categories: Environment/Land Use, Highway-Oriented Business, Downtown/Historic Preservation, Transportation/Freight Distribution and Housing. Stakeholders should include the following:

- Municipal officials
- County officials
- Regional transportation planners

- Largest employers within the corridor
- Major freight haulers, trucking companies with the corridor
- Transit provider(s), both public, private, social service etc.
- Railroad officials, if applicable
- Bicycle/pedestrian advocates
- Chambers of commerce and business groups
- Other community groups
- Maine Department of Transportation
- Maine Turnpike Authority, if applicable

The stakeholders should be invited to serve on the Advisory Committee that will guide the corridor planning process.

#### IV. Establish Advisory Committee

The Advisory Committee is responsible for establishing a vision and goals for the corridor planning process and for overseeing development of the plan. The Advisory Committee should be comprised of:

- Municipal officials
- County officials
- Regional transportation planners
- Business owners within the corridor
- Largest employers within the corridor
- Major freight haulers, trucking companies with the corridor
- Transit provider(s), both public, private, social service etc.
- Railroad officials, if applicable
- Bicycle/pedestrian advocates
- Chambers of commerce
- Other community groups
- General public
- Maine Department of Transportation
- Maine Turnpike Authority, if applicable
- Other individuals, agencies, etc. not listed above may need to be included to ensure strong representation from stakeholder interest groups

For each corridor planning effort, all “players” need to be at the table at the beginning, including a representative from MDOT. MDOT staff can play a pivotal role in educating local officials, businesses and the public about funding limitations, the need to make wise investments in an era of declining resources, and the importance of preserving capacity through wise land use choices.

#### **Define Advisory Committee Goals**

What are the Advisory Committee’s goals for the corridor? It may be necessary to determine if conflicts in visions, concerns, issues, etc. are present among committee members and address those before can proceed as a group. Taking the time to identify conflicts and differences among committee members’ goals will allow for greater understanding between the members about their perceived outcomes and desires. The roles of the Advisory Committee are to:

- Identify additional needs and opportunities, if appropriate, for the corridor
- Guide the development of a long-term coalition of stakeholders to maintain an on-going forum to address corridor issues and measure progress on the corridor
- Encourage a broad range of stakeholders in all planning efforts
- Ensure all planning efforts are fully open to the public
- To coordinate, consult and prioritize previous and existing planning efforts and recommendations related to the corridor
- Develop new recommendations based on committee findings of any gaps in previous or existing planning efforts
- Incorporate short, medium and long-term time-line strategies into an Action Plan with the intent of resolving identified corridor issues
- Identify leaders and develop strategies to recruit local leadership to monitor, advocate and/or perform action strategies developed in the Action Plan
- Develop strategies that improve the integration of transportation planning and decision-making with economic development and land use planning on the corridor
- Develop strategies that improve regional cooperation and communication among corridor towns and other stakeholders

### **Purpose and Needs Statement**

The Advisory Committee should develop a Purpose and Needs Statement, which defines what the general purpose of the planning effort is or what is the larger problem that needs to be solved. The needs will be defined by general community desires such as increased mobility, environmental concerns, economic development, etc.

Over time, the committee may benefit from referring back to the Purpose and Needs Statement as the process evolves, to see if the group is adhering to the original purpose, etc. Referring back to the Purpose and Needs Statement can be useful also if meeting discussions get off target. If a new topic or concern arises and is deemed by the committee to be of importance to the corridor planning effort, the Purpose and Needs Statement can be amended.

### **V. Public Participation**

Public participation ensures that the issues and needs of residents, businesses, travelers and others in the corridor are adequately addressed through the study process and recommendations. Public participation should be an on-going part of the planning process and can occur through any number of means, including:

- Public meetings
- Municipal board presentations
- Newsletters/brochures
- Media
- Website

The purposes of public meetings are to obtain information from the public regarding:

- Issues, needs and opportunities along a corridor
- Perceptions of issues and goals

- Past efforts undertaken to identify, address or correct problems (both successful and unsuccessful)
- Ideas for ways to address needs or problems
- Feedback on potential strategies
- To garner support for implementation strategies

The public should be consulted throughout the planning process. This can be accomplished by holding a series of public meetings. The number of meetings can vary but should include, at a minimum, a kick-off meeting to introduce the planning process and solicit initial information, a meeting after data collection phase is complete to inform the public as to what the data show the problems and opportunities to be, a meeting to discuss preliminary strategies and recommendations, and a final meeting to present the completed plan. All meetings must be open to interested individuals and the public.

## VI. Identify Needs

Identify the Needs of the corridor. Needs is not intended to mean maintenance problems such as fixing potholes or guardrails. Needs are intended to be “bigger picture” kinds of issues, such as congestion, uncontrolled growth, too many driveways and entrances, etc.

In 2005, Maine’s Regional Councils developed *Regional Transportation Assessments (RTA)* which inventoried, analyzed and prioritized multimodal needs of each region’s transportation system. The RTAs identified regional transportation, economic development and land use needs along major transportation corridors in each region. In many instances, these comprehensive assessments sufficiently identify needs and opportunities along a corridor. However, there may be instances where new or additional needs will be identified for a particular corridor, particularly if new development or circumstances have occurred since the corridors were identified in 2005.

## VI. Establish Goals for Corridor

The Advisory Committee should establish Goals for the corridor. The corridor planning process should have as its main goal the assembly of relevant, accurate information to promote decisions that are in the overall best interest of the community, region and state. The focus should be established from the outset, because this will drive the data-gathering and plan formulation phases. However, corridor goals, priorities and tasks may evolve over time in response to data analysis and new events.

In determining corridor goals, it will be important to consider how the corridor directly affects the towns as well their interaction with the larger region whose residents, workers and visitors must use the corridor for access. Corridors may have diverse and sometimes conflicting interests. Individuals who live and work along a corridor may hold differing views on economic development, protection of environmental resources and open space, roadway improvements, and other topical issues of the day. The corridor planning process should be designed to hear all those views, allowing communities to adjust their own plans to reflect local concerns while providing the information needed to take a broad-based regional approach.

Examples of corridor goals might include to resolve existing tensions over the demands on the corridor as regional arterial versus a local Main Street, to align land use and transportation decisions and decision processes, to improve safety and reduce congestion, to ensure that transportation improvements integrate the social, economic, historic, scenic, cultural and natural resource values of a community, etc.

## VIII. Define Corridor

The Advisory Committee needs to Define the Corridor boundaries and identify what transportation modes are included in the corridor. The limits of the corridor can vary depending upon any one of a number of factors, including, but not limited to, the locations of transportation modes, large employers, traffic generators and natural constraints. To best define the corridor, the Advisory Committee should examine the start and end points of the corridor, corridor length, corridor width, communities along corridor and what is unique about this corridor.

Key infrastructure of the corridor may include highways and bridges, railroads, ferries, transit services, bicycle and pedestrian trails and airports.

The Advisory Committee should identify operational context and characteristics, such as Federal Functional Classifications, Access Management Highway Classifications, transportation modes along corridor (e.g. railroad, airport, port, transit, off-road trail, etc.), location of major employers, location of major freight traffic generators, local “growth areas” and zoning.

Driving Forces should be identified at this stage. Driving Forces are those underlying and impacting factors that set the pattern of events and determine outcomes for the corridor. Typically, they are the root causes that underlie the trends and patterns that can be seen or readily discovered through analysis. Identifying the driving forces that have a high degree of uncertainty and potential large impacts will single out the key shapers of future scenarios for the corridor.

Driving forces can be broken out into broad categories, such as:

- Economy
  - Overarching drivers
  - Key economic clusters
  - Key legacy and stand-alone industries
  - Wild card (other factors affecting the economy of the corridor that do not fit broad categories, such as increased energy costs, unprecedented decline or increase in availability of affordable housing, etc.)
- Social
- Infrastructure/Technology
- Built and natural environment
- Political

## IX. Identify/Collect Data

Existing data should be identified and data that is needed in order to adequately analyze existing conditions in the corridor but has not yet been collected should be collected. It is important to

tailor the data collection activities to the concerns expressed by the stakeholders and public, and to those identified in the plan goals. Whenever possible, already existing data should be used.

Review existing plans – Existing plans should be considered when developing a corridor plan to ensure consistency between state, regional and local planning efforts. Corridor studies should consider regional decisions and input. Review previous reports and studies that may be relevant to the present situation. Focus on recommendations and status (e.g. what has been implemented?) of existing plans. Plans that might be reviewed can include:

- Comprehensive plans, land use ordinances and other data from each town in the corridor is an integral part of the information collected that will outline land use and transportation needs and issues along the corridor. Because local comprehensive plans and ordinances are used by each town to manage growth locally, the plans' policies and ordinances' regulatory standards will both influence and be influenced by the corridor study.
- Regional Transportation Assessments (2005)
- Corridors of Regional Strategic Investment (2006)
- MPO plans, if adjacent to an MPO
- Previous corridor studies
- Plans from adjacent regions, state or provinces (if any)

Compile and map (when appropriate) the details of:

- Traffic issues and transportation needs
- Traffic volumes – historical and most recent
- Traffic volume by vehicle classifications
- Intersection turning movement counts
- High-crash locations – look for patterns of causes (e.g. time of day, weather, etc.) at each HCL
- Posted speeds
- Average speed
- 85<sup>th</sup> percentile speed
- #/location intersections along roadway
- #/location at-grade rail crossings along roadway
- #/location at-grade trail crossings along roadway
- Transit services
- Rail usage
- Aviation facilities – general aviation, passenger service, charter service, freight, etc.
- Growth/rural areas, zoning (if any), current and allowable land uses in the corridor study area
- Development trends
- Cultural resources (e.g. historic properties, etc.)
- Natural environment (e.g. topography, wetlands, etc.) if they are a constraint to infrastructure improvements or land use patterns
- Socio-economic and demographic changes

- Economic development potential of corridor communities, including major planned business/industrial expansions
- Public opinion
- Factors influencing existing development
- Existing conditions by mode (e.g. roadway conditions)

The data gathering effort should answer the following questions:

- What types of travel is the corridor now serving?
  - Travel composition: local, regional, interregional or a mixture?
  - Trip purpose: commuter, recreational, other?
  - Traffic volumes, including both passenger and truck/freight movement
- What transportation facilities and options now exist, what roles are they playing in the corridor and how are they performing?
  - Highways/roadways: functionality, capacity, safety, speed, access management category, and current spacing of access points
  - Intersections/interchanges: capacity, traffic control in place
  - Bicycle and pedestrian facilities
  - Transit service (fixed route and paratransit)
  - Airports; and
  - Parallel rail facilities
- Where and when are transportation problems occurring?
  - Congestion/bottlenecks (data collection may need to be targeted to certain times of the day or seasons)
  - Operational issues (e.g. signal timing)
  - Traffic safety (crash rates, enforcement issues, identified hazards)
  - Railroad crossings; and
  - Vehicle/pedestrian conflicts
- What characteristics of the corridor influence the range of solutions that could be considered?
  - Natural environment (e.g. topography, wetlands, etc.)
  - Land use and ownership; and
  - Environmental justice issues
- What are possible and likely future development patterns that will affect transportation demand in the corridor?
  - Current, and allowable land uses in the corridor
  - Permitted developments; and
  - Growth trends

While much of the information will be quantitative (e.g. traffic volumes, crash rates, etc.) although some information will be qualitative or descriptive in nature (e.g. roadside aesthetics and the historic character of communities served by the corridor, etc.).

Data may be presented as a combination of maps, narrative text, tables or graphs. Aerial photographs may be an effective way to present information on the corridor. Data should include relevant historical information (e.g. 10-year population or traffic trends) in addition to current information

The data collected should be used to describe the principal roles and functions of the transportation corridor (e.g. local travel, interregional travel, truck route, tourism route, bicycle touring route, etc.). If necessary, the roles and functions of the corridor can be determined based on discussions with stakeholders and public input. Key issues should be addressed in the process, even if quantitative data are not available to document these issues (e.g. pedestrian and bicycle travel).

## **X. Analyze Data**

Data analysis needs to be completed in order to develop future scenarios for the corridor.

### **Data Analysis**

The data that has been collected needs to be analyzed so that problems, trends and opportunities can be identified. Data analysis should include identification of key factors that may be affecting trends in the corridor and will allow for identification of possible future development patterns that will affect transportation demand in the corridor. A primary component of data analysis is forecasting for future conditions. Forecasting can be done by examining past growth patterns and projecting those patterns into the future, taking into consideration known and anticipated increases or decreases of growth.

Data analysis should include an examination of opportunities for improvements in the corridor, which may or may not include new build-outs. Trends analyses will be based on traffic growth, high crash locations, etc. and will lead to development of strategies and ideas for correcting issues and problems.

Upon completion of data analysis, constraints to corridor improvements can be identified. Constraints may be any combination of fiscal, physical, value-based, etc.

### **Scenario Building**

Relying upon data and trends analyses and identified driving forces, possible future scenarios and solutions can begin to be identified. Scenarios should directly address identified problems and opportunities in the corridor. Scenarios should provide problem-solving options that satisfy more than one stakeholder. Multiple scenarios should be developed to provide decision-makers with a full range of choices and trade-offs. Scenarios will need to be analyzed against identified constraints to determine what might work in the corridor and what might not. Scenario building should be developed through a collaborative and public process and scenarios should be practicable. Scenario building should not identify one strategy for implementation because we cannot control the driving forces of the future.

## **XI. Recommendations**

Recommendations needs to be developed for the corridor. Recommendations should include a list of actions that need to happen to address the recommendations. Action items should

establish a timeframe and an entity responsible for implementation so that progress can be measured over time. In most instances, recommendations will not be limited to transportation improvements. Recommendations may include zoning changes, creating a new revenue stream for projects, hiring a planner, fixing local ordinances, increasing training, improving communications, developing a policy, etc. Recommendations may involve more than one community.

Recommendations can assist communities when completing MDOT's Biennial Municipal Solicitation surveys because improvements to the corridor will have been established and prioritized. Results of the corridor planning process should enable communities along a corridor to speak with a common voice when identifying infrastructure improvements through the municipal solicitation process.

In many instances, it is expected that Recommendations will promote land use patterns which minimize sprawl, support access management and assure that the corridor's transportation systems, now and in the future, are efficiently coordinated to minimize public costs.

Recommendations could include a regional transfer of development rights system, site plan review & design standards, zoning for compact/mixed land uses, tax base sharing/shared business parks, easements, scenic turn outs, development standards, setbacks/buffers, narrower road cross sections, transportation options & sensitive designs, etc.

Recommendations should include the actions to be taken, who is responsible, timeframe, priority and funding.

## XII. Memorandum of Understanding

A Memorandum of Understanding (MOU) should be developed and implemented with each community in corridor. The MOU is a binding agreement between municipalities and MDOT, in which municipalities and MDOT agree to be active partners by participating and cooperating in the implementation process. The MOU should outline how recommendations will be implemented and should include an implementation plan.

An MOU is an important component of implementation because it outlines a process to be followed by all parties. The MOU summarizes the roles and responsibilities of all the partners collaborating on the corridor planning process relating to implementation and lists the agreed upon issues that form the basis of the strategic planning effort and outlines the public process.

Discussion about the MOU should begin at the time the strategies and recommendations are being developed. Execution of the MOU should occur after strategies and recommendations have been finalized so that all parties understand anticipated roles and responsibilities associated with implementation. Each town should ratify the MOU in the method appropriate to their form of government (e.g. town meeting, board of selectmen vote or town council vote). Procedurally, the MOU should be signed by each community's governing body.

The following items are appropriate for inclusion in an MOU:

- Identification of partners (municipalities, MDOT, etc.)

- Responsibilities of municipalities
- Responsibilities of MDOT
- Relationships between responsible parties, as outlined in recommendations
- Identification of parties affected by implementation, other than signatories to the MOU (e.g. municipalities outside of the corridor, utility companies, major employers, etc.)
- Implementation plan identifying who does what and in what order
- Monitoring plan which tracks progress of implementation
- Effective date and timeframe

### XIII. Final Product

The final product should be a policy plan that guides future land use and transportation decisions in the corridor. The final product will identify how changes in land use and transportation decisions are made (interlocal land use decisions and MDOT decisions). The final product should be incorporated into municipal comprehensive plans and land use ordinances.

The final product may not be a large document, rather it could be a map identifying geographic location of recommendations, a compilation of recommendations and action items with corresponding checklist for monitoring progress of implementation, etc.

## Lakes Region Corridor Planning 2009

### Purpose, Tasks, and Timeline

#### Study Purpose

The purpose of this study is to assemble relevant, accurate information to promote decisions that are in the overall best interest of the Lakes Region Corridor communities, the region, and the state. The study will examine existing conditions along the Route 302 corridor, but its primary focus will be to plan for future growth along the Route 302 corridor and to create recommendations for each municipality that has regional, state as well as local benefits.

The committee will be made up of residents, municipal officials, elected officials and representation from the business community, MaineDOT and the Maine Turnpike Authority. The planning process will solicit public comment through public meetings and committee feedback.

A final document will include prioritized action plans with an implementation schedule for each participating municipality. The document will be presented to MaineDOT and all participating municipalities for adoption upon completion and acceptance from the committee.

#### Tasks

Working on the assumption that we will have a start date of January 28, and using a monthly meeting schedule the study should be concluded by June 09. Meetings are scheduled every month, six official with a seventh if needed, plus two public meetings. This will allow enough time between each meeting for staff to research, analyze and prepare for each committee meeting.

#### Task 1

Present study concept to existing corridor coalition at regular scheduled meetings

- Proposed Corridor Management Plan Scope of Work
- Solicit Advisory Committee Members

This meeting could take place before official contract start date.

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#### Task 2

Formal solicitation for Advisory Committee Members

Meeting 1 – **Official kick off Meeting**

#### Identify Stakeholders & Establish Advisory Committee

- Define Advisory Committee Roles
  - Refine Scope and Time Line
  - Refine Corridor boundaries
-

### **Task 3**

Staff will compile and review existing plans and share findings with Advisory Committee in preparation for meeting two.

#### Meeting 2

*Review existing plans summary and findings*

- Establish Goals of the Corridor
- Purpose and Needs Statement

#### Meeting 3

Revise Goals/Purpose & Needs Statement if needed

Establish dates/format for Public Meetings

Develop Public Participation Plan

- Strategies
  - Education
  - Website development
- 

### **Task 4**

Staff collects data outlined by Advisory Committee. Identifies trends, opportunities and barriers. Prepare final data sets for presentation to committee.

#### **Meeting 4**

Data Presentation and Scenario Building

- Review data sets
    - Analysis of trends, opportunities and barriers
  - Develop multiple scenarios
- 

### **Task 5**

Staff organizes, schedules, and presents public meetings – 2 meetings in different locations.

- Public comment on scenarios (2 meetings)
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### **Task 6**

Staff reviews public comments and develops list of recommendations for each participating municipality.

Recommendations will include (but are not limited to):

- Transportation improvements/alternatives
- Land use regulations
- Ordinance changes
- Economic development opportunities

#### **Meeting 5**

Recommendations and MOU

- Action items
- Timeframe for completion

- Responsibilities
- MOU preparation

**Task 7**

Staff develops final implementation plan that guides future land use and transportation decisions in corridor.

Meeting 6

- Final Plan
- Formal adoption
  - Signing of MOU

Meeting 7

As needed

**Project Timeline**

	Dec	Jan_09	Feb	Mar	Apr	May	Jun
<b>Present to Existing Coalitions</b>							
<b>ID Stakeholders and Establish Committee</b>							
<b>Advisory Committee Meetings</b>							
<b>Define Advisory Committee Roles</b>							
<b>Refine Boundary, Scope &amp; Timeline</b>							
<b>Review and summarize existing plans</b>							
<b>Purpose &amp; Needs Statement and Goals</b>							
<b>Public meetings - round one</b>							
<b>Develop Public Participation Plan</b>							
<b>Data Collection and analysis</b>							
<b>Data Presentation and Scenario Building</b>							
<b>Public meetings - round two</b>							
<b>Recommendations, action items, MOU</b>							
<b>Implementation Plan, present to Committee</b>							