

# *Knightville Fore and Aft*

Minutes  
May 10, 2018

## **Comprehensive Plan Implementation Committee** May 10, 2018

### **Present**

Peter Stanton, Chair  
Barry Lucier, Vice Chair  
Melanie Wiker  
Bob Foster  
Councilor Rose  
Tom Falby  
Councilor Henderson  
Susanne Conley  
Rick Knowland  
Paul Trusiani

Caroline Hendry  
Phil Notis  
Eva Goetz  
Tom Ainsworth  
Phil Crane  
Luke Thomas  
Mitch Sturgeon  
Steve Richardson  
Isaac Misiuk

### **1. Welcome**

The following documents were provided: The agenda, March 15<sup>th</sup> Minutes, Knightville Gantt Chart (dated 4/30/18), CPIC Members and KFA Subscribers list (as of 5/2/18), Knightville Fore & Aft Work Plan Memo (dated 5/5/18), Membership and Quorums and CPIC Composition/Quorum Suggestions from Bob Foster (sent on 5/10/18).

**Chairperson Peter Stanton** introduced himself and attendees introduced themselves.

### **2. Adoption of the Minutes**

**Bob Foster** motioned to adopt the **March 15, 2018, minutes. Barry Lucier** seconded. **Unanimous approval.**

### **3. Quorum and By-Laws**

**Tex** introduced the item by explaining the confusion over the Martin's Point redevelopment. It was decided that the CPIC do planning in Knightville to gain consensus on land use regulations and reduce controversy when developments come forward, and also to examine opportunities and challenges for what is a special neighborhood in the City. This is a residential neighborhood and also, historically, a downtown area. The area used to have bridge traffic that's now bypassed and the area has evolved since then. The main topic tonight is on agreement for the Committee's work plan and how to proceed. There is a lingering issue of what the CPIC should be. The focus of his efforts have been more in the work plan, so Bob Foster looked at the language in Chapter 2 of the City's Code of Ordinances. The CPIC doesn't have spelled-out legislation; it was approved generally by Council. It was felt that when the Comprehensive Plan was adopted in 2012, there should be a committee to oversee implementation and ensure it's being worked on. It was organized around having residents on the Committee representing different parts of the City, along with representation from various City boards and committees. Since 2012, the Committee has worked on Thornton Heights, done environmental ordinance work, and created Mill Creek and West End Master Plans. Along the way the membership evolved, picking up a few people from the neighborhoods they looked at and other members leaving. There hasn't been anything official from the Council for the Committee.

# *Knightville Fore and Aft*

Minutes  
May 10, 2018

He showed the CPIC Members and KFA Subscribers list, which separates CPIC members and people on the Knightville Fore & Aft subscribers list. He noted that Councilors Dowling and Rose were appointed to the Committee by City Council. This is also where Councilor Henderson lives and with her participation, Councilor Dowling suggested he step down so that Councilor Henderson is the second Councilor on the Committee. This may need official action by the Council. Quang Nguyen is on the CPIC members list and shown interest but hasn't been to current meetings. He spoke briefly about the mailer that was sent out as an effort to let people in the neighborhood know about the Committee and to get on the email list.

**Bob** reviewed the documents he sent regarding the composition and quorum suggestions and excerpts from Chapter 2. He noted that this may be the biggest turnout at a meeting he's seen in several years. He has suggested membership of the Planning & Development Director and two appointed City Councilors (all non-voting), plus seven members with a quorum of four. As the number of people grows, the number can be upped for a majority vote. Councilors will get a bite when it goes to Council.

**Susanne** is listed as a subscriber and asked how she can step into a member spot.

**Peter** said that is part of the process—how to add members.

**Phil N.** thinks it's important that members are part of the neighborhood. He has half an acre in the middle of Knightville; it would be nice to be part of the Committee because they have a lot to offer and property interest. Ideas cannot be expressed if they are not members. He hopes they expand membership to property owners.

**Peter** said everyone is sitting at the table to be part of the discussion. He understands wanting a Committee from the neighborhood, and that is part of what they need to figure out. When they move to the next neighborhood, how do they re-establish? They also need people for continuity.

**Paul** shares property next to the Notis'. He agrees with Phil N. that if you have significant property, you should not be excluded.

**Susanne** would like to vote as a member, not as guest. **Bob** said they are talking about commitment. **Peter** asked to hear from staff and Council members.

**Caroline** thinks it's a good idea to involve businesses. They are a mixed neighborhood and they are part of the discussion.

**Councilor Henderson** thinks that there are core members to carry onto the next neighborhood. As for residents, this is their neighborhood and they want representation. They don't want a quorum of four people voting; they need at least 5-6 more residents. They want a voice.

**Councilor Rose** said that formalization of process needs to strike a balance and should be permeable to allow all voices heard. From the West End project, they've learned that you should allow all kinds of ways to do that. As a group they can explore this. The Committee itself had a standing Committee, as

# *Knightville Fore and Aft*

Minutes  
May 10, 2018

seen on this list, and interacts with Council in a formalized way. Council can only act through ordinance, order, and resolve. Committees can make recommendations; they are advisory. If this Committee made a recommendation, they would do so to Council to adopt something as an ordinance, order, or resolve. Committees advise Council and Council adopts; they take advice or not. They are hung up on process because the goal of the CPIC is to focus on the Master Plan approach. The process needs to be permeable. Everyone in Knightville should weigh into the vision for the community. The CPIC is forced into discussion about formalization because the Big Babe's situation was problematic. They came here to figure things out when that's the role of the Planning Board and fouls were called about overlapping duties. This Committee cannot take the place of Planning Board.

**Tex** said they have practical issues—there is a maximum number of people they can physically get around the table. There are other places to meet but this is logical because it's close to the neighborhood. The Committee should be around 25 people maximum; they should welcome anyone up to this number and those who have a commitment to consistently attend meetings. He likes the idea of a core group expanded with people who are interested in participating. The quorum would have to be larger—7 or 9. First should be by-law consideration. Second would be decision making and the general choices are consensus and voting. Generally, they try to go with consensus; sometimes if they get stuck you have to take a vote.

**Councilor Rose** said it's important to discuss, but discussing business should be something that's always moving forward. They should introduce a topic/action and debate it. Discussions can take up time; use motions to move business forward.

**Councilor Henderson** likes consensus and the quorum increase. She thinks they should decide. It's important to keep in mind that they're looking for win-win solutions. They are neighbors and there should not be winners and losers. They should make decisions people can live with and not feel defeated.

**Paul** would like to decide tonight.

**Phil C.** asked how they introduce new ideas.

**Phil N.** thinks the controversies in Knightville could stem from there not being a Committee before. He believes residents and businesses could have resolved some of the issues. He thinks a large committee is a good idea and should form tonight.

**Susanne** thinks members should make the commitment to attend and be compassionate.

**Tex** said there are other people on the subscription list; will they show up at another meeting and ask why they're not on the Committee?

**Councilor Henderson** said others have been committed and may want to be on the Committee. They can formalize that next week.

**Caroline** said mostly people are concerned about Knightville; what will happen when they move to the next neighborhood?

# *Knightsville Fore and Aft*

Minutes  
May 10, 2018

**Barry** doesn't disagree with expanding but wants to be cautious about formalizing large numbers.

**Tom F.** asked if it could be flexible, possibly a percentage. There can be people who take on interest of that specific community. **Peter** mentioned that they worked in Mill Creek and there are no residents there.

**Susanne** thinks members of each community will step up to make up for those lost from the last. **Peter** said they want both; they want members to take the experience and knowledge and bring it to the next neighborhood.

**Mitch** said there should be core members and associate members. Associate members have voting rights for that period of time.

**Councilor Rose** motioned to allow "open membership mode" where those who show up determines who can vote. When in "open membership mode," votes are to be taken in open plenary vote fashion. **Bob Foster** seconded.

**Councilor Rose** explained that everyone is welcome. It's important to have process; when talking about qualifications of votes you begin to think in terms of stakeholders. As a starting place, acknowledge that the CPIC has 1: A core group that carries history to and from neighborhoods and decides next tasks and 2- Another mode known as "open membership" with public engagement with neighborhoods. Everyone votes. There would be public announcements to encourage and invite people to come. There would be formally announced public meetings and formal minutes.

**Councilor Henderson's** instinct is to speak against the motion. She would like a core Committee and associates. She likes the idea of a committed Committee; anyone can come and speak but there needs to be a working group to avoid chaos. If whoever shows up can vote, there could be backing the room on an important issue. She would like a committed work group.

**Paul** supports this. When City Council looks at this, they will assume time and effort was put into a certain process. He understands the open concept but thinks there needs to be a commitment. **Phil N.** agrees.

**Councilor Rose** said they're going through a process of discovering. Their concerns are legitimate and true; the question, if the motion fails, is who gets to be at the table and who doesn't. There's a core group getting emails, approving minutes, etc. The second part could be talking about roles of a steering group. Anyone can talk to Council and make them aware if there is an issue.

**Barry** said they have agreed to a core membership. They could look at the existing list.

**Caroline** thinks core members should represent each district.

**Melanie** said whoever shows up and makes commitment are those who can vote. Put an email out to those who didn't attend tonight to see if they're interested and close it. If she's doing the work, why should someone else come in and vote?

# *Knightsville Fore and Aft*

Minutes  
May 10, 2018

**Paul** suggested allowing open membership for a certain period of time, such as three months.

**Susanne** said if someone is a voting member and doesn't show up, she wants to step in.

**Luke** said that people who live here or own a business have the most skin in the game. He is not in favor of open membership.

**Bob** suggested adding in something about attendance rates; some official enabling ordinances require 75% attendance.

**Eva** said some people may travel and miss meetings but attend most of the other times. She suggested adopting but revisiting in several weeks.

**Councilor Rose motioned to postpone the motion and composition question and to revisit it at the next meeting. Bob Foster seconded.**

**Councilor Rose** said it could depend on which function the Committee is in. There is a Policy Making process, a Citizen Participation process, and an Approval process.

**Peter** asked if anyone here rents and if there should be a renter on the Committee. As a member of the City, they are allowed to vote and renters are an interest group who shouldn't be ignored.

**Vote: Unanimous approval**

**Tex** said he has staffed various committees and some have the 75% rule. He doesn't think they want to worry about the math. Anyone who comes to the Committee should make a commitment to do so. Missing a meeting can be made up for, but be serious about it.

**Councilor Henderson** noted that the mailers went out to everyone, including renters. They were invited and haven't come. **Melanie** said anyone on Nextdoor.com also got it.

**Peter** worries they will get to the end and someone could say there wasn't a single renter in the room.

**Tex** said that would be a discussion for the Citizen Participation part of work plan. You can get input and different ideas other than sitting on the Committee. They can reach out to renters.

**Barry** noted that there wasn't a lot of voting in the West End process. It was more discussion. The content of plan was the neighborhood's ideas.

**Councilor Rose motioned that rules for voting on a topic cannot be changed on the day the vote occurs. Barry Lucier seconded. Unanimous approval.**

**Tex** said the ideas are: open plenary, initial open plenary, 25-member Committee, and a core group plus associate members with everyone voting.

**Councilor Henderson** wants to be sure both sides of the story are reflected on record.

# *Knightville Fore and Aft*

Minutes  
May 10, 2018

## **4. Proposed Work Plan and Timeline**

**Tex** reviewed the Gantt Chart with the project timeline and the Work Plan Memo. They discussed the bullets of challenges and opportunities at the last meeting, and they're now somewhat revised. He briefly spoke about the article Josh Reny had sent about how parking and other zoning standards prevent getting villages and village centers you see in other parts of Maine. They touched upon attracting businesses that would benefit residents and providing a range of housing opportunities. Other bullets included improving architectural quality, interest, historic features, and resiliency, ensuring sufficient public and private parking while maintaining safe access to properties, and improving facilities for walking, biking, and transit.

He reviewed the timeline. Under the Policy Making Process, they hope to conclude developing the planning process at the next meeting. Survey development includes working on a web-based survey to find things out like how the community feels about land use regulations and quality of infrastructure. For historic preservation, the Arts & Historic Preservation Committee has focused on this area and is interested in finding out how much people are interested in historic preservation regulations and incentives. Under business attraction/retention/enhancement, he mentioned bringing in the City's new Economic Development Director to meetings. He spoke about the Knightville design district in regard to architectural design standards. Zoning regulations are more about fine-tuning, Josh Reny has talked about getting zoning regulations more consistent with what seems like most people want to have. Infrastructure includes things like high-speed internet along with transit and sidewalks. As for parking, this is a difficult topic and he hopes to not get too bogged down with it in the beginning.

Under the Citizen Participation Process, the first subjects under this section are CPIC meetings and the mailing, which can be done again if needed. The City Clerk can help with Web and Facebook postings, and Melanie could post things on Nextdoor.com. Public forums are planned in June and September. City Council Workshops are scheduled for November and February.

Under the Approval Process, they will create a final report and not a Master Plan. Other items include City Council workshops, Council First Reading, a Planning Board public hearing, and Council Second reading.

**Rick** likes the work product summary and thinks they would be well served when talking about zoning amendments and changes to zoning to have illustrative drawings of what you can do under current zoning and what could be done under proposed zoning.

**Councilor Rose** agreed. He asked Mr. Haeuser to bring the concept of form based zoning for the next meeting.

**Phil N.** has seen formed based zoning on India St. in Portland. They have gotten rid of bisected lots. Form based zoning is an option—it's complicated but seems to work in that neighborhood. He agreed about the drawings; it's easier to visualize change when you can see it. He has sought a City grant for illustrative renderings.

**Peter** said previous CPIC projects had drawings but also had a budget.

# *Knightville Fore and Aft*

Minutes  
May 10, 2018

**Paul** said that form based zoning can penalize people who have older, historic buildings. He worries about bigger buildings trumping historic ones. Historic preservation regulations penalize those property owners.

**Councilor Henderson** said she would second that; he said it eloquently. The issue is that doing one thing can destroy the other.

**Councilor Rose** said that example may not be the best example of form based zoning. That is product versus process. You decide what qualities you want in the neighborhood. He thinks there is more to explore with it.

**Peter** said they're still the CPIC; they have this to guide them and it sets some limits.

**Caroline** said it's interesting to bring up India St. Greater Portland Landmarks has compared Knightville to the development on India St. She asked if there is zoning in place there. She thinks the neighborhood was involved.

**Phil N.** said they were involved; he owns property there. He's not for or against it, but heights can be limited. The heights there do not fit well aesthetically; the scale is off. He's not suggesting turning the neighborhood into India St.

**Rick** said it's true that form based zoning was used in this area and the Planning Board worked hard on it. It was approved by the City Council. That's a solution in Portland and doesn't mean they have to follow everything here. If they go this route, it would be appropriate for Knightville. His gut reaction is sketches and figure out scale for Knightville and come up with a solution from there.

**Councilor Henderson** said in the first bullet they talked about not preventing what they value. They need to identify what they value. They value development but also not harming some of the things they love. Money always wins.

**Tom A.** said it's his first meeting here. His point is to echo what Rick said—that solution has had unintended consequences for Portland. We create the future here. He has heard pieces: enhance vitality for residences and businesses. Improve infrastructure and consider the aging of the population—look at sidewalks, ADA requirements, and safety in all seasons. They should coordinate with neighboring neighborhoods for walkway connections. They should make this a hub and encourage walking. He spoke about including health industries—the things you need to keep a neighborhood vibrant. He echoes that you will create the future of Knightville. They want solutions, not copying Portland.

**Susanne** said that's well said. She has noticed they have to start with basics. They haven't seen a street sweeper and crosswalk striping needs to be redone. Many neighbors pick up trash they see.

**Paul** said he developed two buildings and neither conform to current zoning. His building is a model—mixed use. These buildings make money for small developers. It is important to put something out about financials with reality. Portland created incentives for large scale developers. They need to talk about what things actually cost.

# *Knightsville Fore and Aft*

Minutes  
May 10, 2018

**Tex** said the CPIC has stuck to 6 pm to 8 pm time period. This was a make-up meeting, so they meet again in one week. He needs feedback for this project. Unlike Mill Creek and the West End, there is no budget at this point. The point of the timeline and work plan is to divide tasks in chunks that they can be worked on. They need discipline in sticking to those topics during the time periods they're proposed for. It's possible to adjust the order. He asked everyone to look at the timeline and think about it. They will finish up work plan next week.

## **5. Comments from the Public**

None

## **6. Round Robin**

**Mitch** mentioned the ability to have interim recommendations for Council action.

**Melanie** said they should be mindful about the skate park in this area. She asked they keep the historic approach to the ramp in Thomas Knight Park. She hopes it never goes to parking.

**Councilor Henderson** is happy with tonight.

**Eva** echoes Councilor Henderson.

**Susanne** thanks Tex for his work. It was a pleasure to join tonight. There are a lot of positives from these meetings.

**Paul** echoed the first point that everyone in Knightsville should bring what they care about to the table. Put it out there so everyone knows what it is.

**Phil N.** thinks this is a good group that respects each other. It is an aggressive agenda. He spoke to possibly adding meetings as needed. Tex said subcommittees are possible.

**Tom F.** said the India St. discussion made him realize the importance on being careful about effect of any economic development or other incentives. The way you write things is important.

**Bob** is happy to see this number of people.

**Rick** agrees with Bob.

**Councilor Rose** said what Tom F. said was well said. He wants the group to get the Urban Land Institute Resiliency Report.

**Caroline** enjoys living in Knightsville. There are interesting buildings that may have been neglected. She thinks there could be better use for the trolley maintenance building and CMP property.

# *Knightsville Fore and Aft*

Minutes  
May 10, 2018

**Tex** said this is the first time they've set up the room with all of the tables. He thanked everyone for coming.

**Peter** thanked everyone for coming. There is a diversity of ideas. He doesn't want to see this turn into India St. and wants to see it turn into what they want it to be. The location and infrastructure are great things to start with—many neighborhoods don't have these raw materials to work with.

## **7. Adjournment**

**Bob Foster** motioned to adjourn. **Barry Lucier** seconded; unanimous approval.

Respectfully submitted,  
Dana Bettez 5/14/18