



## **Agenda**

### **Comprehensive Planning Committee**

**September 9<sup>th</sup>, 2026, at 6:00 PM - 9:00 PM**

**Council Chambers, Second Floor, Auburn Hall**

- 1. ROLL CALL:** Committee members and staff
- 2. MINUTES:** Minutes from August 18<sup>th</sup> and August 25<sup>th</sup>
- 3. PUBLIC COMMENT**
- 4. REVIEW – DRAFT COMPREHENSIVE PLAN:** The Committee will review the updated, draft Comprehensive Plan.
- 5. INITIATION FOR PUBLIC HEARING:** The Committee will vote to initiate the public hearing process for the draft Comprehensive Plan.
- 6. REVIEW – ENGAGEMENT QUESTIONS:** The Committee will discuss the survey questions for the online engagement portion of the public hearing process.
- 7. NEXT MEETING:** October 14<sup>th</sup>, 2026
- 8. ADJOURNMENT**



## **Comprehensive Planning Committee Minutes – DRAFT**

**August 18 2026, at 6:00 PM - 9:00 PM**

**Council Chambers, Second Floor, Auburn Hall**

### **1. ROLL CALL:** Committee members and staff

Denis Bergeron, Riley Bergeron, Kelly Butler, John Cleveland, Tim Cowan, Mathieu Duvall, Jeff Harmon, Paul Jacques, Rex Rhodes, Dana Staples and Rick Whiting

Absent: Jane Costlow, Beckie Conrad, Bilal Hussein and Bruce Rioux

Consultant member present from BerryDunn: Keri Ouellette

Staff members present: DeCarlo Brown (Planning Director), Lauren Caffé (Long Range Planner) and Phil Crowell (City Manager)

### **2. MINUTES:** Minutes from July 28<sup>th</sup> will be available at the August 25<sup>th</sup> meeting

### **3. PUBLIC COMMENT**

Stephen Beale of 575 Johnson Rd. inquired about the timeline for the draft comprehensive plan's availability for public review and how that timeframe relates to the formal public comment period. In response, the committee clarified that the draft was currently on a private link for committee review, with plans for a 30-day formal public comment period to begin between September 9<sup>th</sup> and 14<sup>th</sup>, leading up to a joint public hearing scheduled for October 14<sup>th</sup>.

### **4. FUTURE LAND USE MAP – BOUNDARIES (consent item):** The Committee will review and approve the adjusted boundaries of the land use categories.

The committee discussed adopting approximately 40 minor boundary changes, excluding two specific areas that require separate, more detailed deliberation: Taylor Pond and the Maple Point area. They agreed that roughly 40 minor boundary adjustments were necessary because certain lots were being divided and the existing map boundaries did not align accurately with the actual property lines. To save time, the committee chose to adopt these changes as a group rather than



reviewing each individual adjustment, as they were considered minor in nature. A motion was made to adopt these minor boundary changes as discussed, while excluding Taylor Pond and Maple Point. Motion made by Dana Staples and seconded by Tim Cowell. Vote: 11-0. Motion carries.

The group discussed the 250-foot shoreland buffer around Taylor Pond. A motion was made to modify the growth zone in the 250-foot shoreland buffer to moderate growth. Motion made by Jeff Harmon and seconded by Mathieu Duvall. Vote: 11-0. Motion carries.

Land use designations were split on Taylor Pond. A motion was made to modify the eastern and southern shores within the 250-foot shoreland buffer to neighborhood transition. Motion made by Jeff Harmon and seconded by Tim Cowan. Vote: 11-0. Motion carries.

A motion was made to designate the 250-foot shoreland buffer zone western shore residential corridor. Motion made by Jeff Harmon and seconded by Tim Cowan. Vote: 11-0. Motion carries.

The committee reviewed a request from a resident regarding the Maple Point neighborhood. A motion was made to modify the area's designation to compact residential to maintain consistency with similar neighborhoods. Motion made by Jeff Harmon and seconded by Kelly Butler. Vote: 8-3, with Paul Jacques, Dana Staples and Rick Whiting opposed. Motion carries.

**5. DRAFT COMPREHENSIVE PLAN REVIEW:** The Committee will review and provide comments on the draft Comprehensive Plan.

During the meeting, staff outlined that the draft comprehensive plan is organized into three core components: a foundational introduction (background and engagement), the future land use plan (goals, policies, and diagrams showing scale and layout), and an implementation plan (regional coordination and a performance metrics matrix).

The committee provided the following feedback on the document:

- Diagrams: Members liked the switch to using basic 3D diagrams instead of photos. Some still wanted clearer graphics so they could easily tell the different land-use types apart and see where sewer and water service are available.

- **Clarity and Flow:** There was discussion regarding the need for better labeling to explain the difference between policy summaries and their longer, detailed descriptions. Additionally, members suggested that footnotes explaining “state requirements” should be more frequent to assist readers who might skip the introductory pages.
- **Integration:** The committee noted that the implementation approach needs to be more explicitly tied to the City Council’s annual goals to ensure the plan remains a functional, actionable document.
- **Conservation Mapping:** Members expressed concern that maps depicting “conserved” properties might be confusing if they include private land not open to the public; they suggested using narrative text to clarify these designations instead.

**6. NEXT MEETINGS:** August 25<sup>th</sup> and September 9<sup>th</sup>, 2026

## **7. ADJOURNMENT**

Motion to adjourn at 8:19 pm by Tim Cowan. Vote: 11-0. Motion carries.



## **Comprehensive Planning Committee Minutes - DRAFT**

**August 25 2026, at 6:00 PM - 9:00 PM**

**Council Chambers, Second Floor, Auburn Hall**

### **1. ROLL CALL:** Committee members and staff

Riley Bergeron, John Cleveland, Beckie Conrad, Jane Costlow, Tim Cowan (arrived at 6:07 pm), Mathieu Duvall, Jeff Harmon, Bilal Hussein, Paul Jacques, Rex Rhoades, Dana Staples

Absent: Denis Bergeron, Kelly Butler, Adam Lee, Bruce Rioux and Rick Whiting

Consultant member present from BerryDunn: Ali Tobey

Staff members present: DeCarlo Brown (Planning Director), Lauren Caffé (Long Range Planner) and Phil Crowell (City Manager)

### **2. MINUTES:** Minutes from July 28<sup>th</sup>

Mathieu Duvall noted a typographical error on page 3 of the July 28 meeting minutes, where "Vickery" was incorrectly written as "Vicki." A motion to approve the minutes of July 28 with this correction was made by Paul Jacques and seconded by Dana Staples. Vote: 10-0. Motion Carries

### **3. PUBLIC COMMENT**

None

### **4. DRAFT COMPREHENSIVE PLAN REVIEW:** The Committee will review and provide comments on the draft Comprehensive Plan.

Lauren Caffé gave an update on recent edits to the draft Comprehensive Plan made with the consultants. She noted that the introduction was reorganized, including moving the vision statement up front and adding a letter from the Mayor and City Manager plus an executive summary. Staff also made general formatting and copy-editing improvements. She also noted a clarification in the Agricultural,



Forestry, Open Space, and Recreation land use section to better define which industrial uses, such as sawmills or composting, could be considered in future zoning updates.

The committee continued its review of the draft Comprehensive Plan, focusing on structure, content, and implementation. Highlights from the discussion included:

- **Structural and Formatting Feedback:** Members supported the reorganized introduction and the addition of an executive summary. They asked that the final printed version keep headers and goals consistently aligned for readability.
- **Land Use and Zoning Clarity:** The group spent a few minutes discussing the update to the Agricultural, Forestry, Open Space, and Recreation section, noting the need to clearly define “rural resource-based industrial uses” so existing or potential uses like composting and sawmills aren’t inadvertently excluded.
- **Accessibility and Usability:** Members suggested adding hyperlinks to help readers move easily through the digital version of the plan. They also discussed the value of translating the executive summary to better serve Auburn’s diverse community.
- **Governance and Accountability:** The committee emphasized keeping the plan as a “living document.” They noted the importance of an implementation matrix that connects objectives to responsible departments and recommended that the plan help inform the city’s future 10-year Capital Improvement Plan.
- **Historical Context:** Bilal Hussein recommended strengthening the introduction to better reflect the region’s Indigenous history and the significance of the Androscoggin River.

**5. NEXT MEETING:** September 9<sup>th</sup>, 2026

**6. ADJOURNMENT:**

Motion to adjourn at 7:45 pm by Paul Jacques and seconded by Mathieu Duval.  
Vote: 11-0. Motion carries.



## **City of Auburn Comprehensive Plan Community Plan Review Survey Draft**

### **Introduction**

Thank you for taking the time to review the draft Comprehensive Plan and share your feedback.

The Comprehensive Plan is a long-range guide for Auburn's future. It establishes a vision, goals, policies, objectives, and actions that will help shape decisions about where and how Auburn grows over the next decade. The Plan also outlines direction for how the City will approach topics like housing, economic development, transportation, natural resource protection, parks and recreation, and other community priorities over the coming years.

Throughout this planning process, community members have helped inform the draft plan through surveys, workshops, meetings, and other engagement activities. This survey is an opportunity to review the draft plan and help ensure it reflects the community's priorities and aspirations before it is finalized.

We are interested in understanding:

- Whether the draft plan reflects your vision for the community.
- Which recommendations and priorities you most support.
- Any concerns, gaps, or changes you would like us to consider.

The survey should take approximately 5-10 minutes to complete. All feedback will be reviewed and considered as the draft plan is refined for adoption. Feedback from this survey and public meetings will be considered along with feedback heard from the community throughout the planning process.

Thank you for helping shape the future of Auburn.

### **Questions**

1. Does the vision outlined in this plan accurately describe the future you want for Auburn?
  - a. This Plan describes my vision for Auburn's future.
  - b. This Plan somewhat describes my vision for Auburn's future.
  - c. This Plan does not describe my vision for Auburn's future.
2. Which goals of the plan are most important to you?
  - a. Future Land Use
  - b. Community

- c. Housing
  - d. Economy
  - e. Transportation
  - f. Natural Environment
  - g. Parks and Recreation
  - h. Infrastructure
3. What is missing from the plan? (Open-ended)
  4. Which parts of the draft plan, if any, would you change? (Open-ended)
  5. Looking ahead 10-20 years, what would make you feel this plan has been successful? (Open-ended)