

COMPREHENSIVE PLAN REVIEW TEAM

Purpose:

The purpose of the Comprehensive Plan Review Team shall be to assist in the development of an update to the Town's 2003 Comprehensive Plan. The Plan shall develop a vision for the community and specific goals and strategies for its implementation over the next 10 years. The Plan shall be consistent with the State of Maine Growth Management Act (30-A M.R.S.A. §§ 4312-4350). The Review Team shall conclude its work with a recommended Plan that is accepted by the Town Council.

Membership:

The Review Team shall be composed of ten (10) to fifteen (15) members with representatives of the following community stakeholder groups (a committee member may represent multiple stakeholder groups):

- Two (2) members of the Town Council,
- One (1) member of the School Board,
- One (1) member from each of the following boards and committees:
 - Planning Board
 - Board of Appeals
 - Windham Economic Development Committee (WEDC)
 - Land Use Ordinance Committee (LUOC)
- A total of three (3) to seven (7) members selected from the following community stakeholders. For more examples of each stakeholder group, see the attached community network analysis.
 - Large landowner/Farm District landowner
 - Landowner from RL or RM district
 - Business owner
 - Chamber Board member
 - Senior Citizen/Retiree
 - Youth/Student
 - Youth Sports Representative
 - Real Estate Developer/Builder/Realtor
 - Parent of school-age child
 - Active Farmer/agriculture
 - Childcare provider
 - Service Organization (Ex. Human Services Advisory Committee, Neighbors Helping Neighbors, RTP)
 - Windham Active Lifestyles Coalition (WALC)

- Environmental Organization (Ex. Windham Land Trust, Lake Assoc., Friends of Presumpscot)
- Historical Society
- Arts Community

The Town Manager shall designate appropriate staff and consultants to provide support to the Review Team.

Meetings and Procedures:

Review Team meetings shall be conducted in accordance with Maine's Freedom of Access law (1 MRSA § 401 et seq.), with due notice to the members. The Review Team may establish other reasonable rules of procedure as may be necessary for the efficient conduct of its business while allowing for public accountability and due process.

The Review Team shall serve at the pleasure of the Town Council.

Charge:

It shall be the responsibility of the Review Team:

1. to assist in drafting an update to the Town of Windham's 2003 Comprehensive Master Plan, consistent with the State of Maine Growth Management Act (30-A M.R.S.A. §§ 4312-4350), and the direction of the Town Council,
2. to report periodically to the Council regarding its progress, issues, and problems,
3. to submit a recommended draft to the Town Council for its acceptance and adoption.

Order 14-041, March 25, 2014. Review Team established.