

**Draft Agenda**  
**Comprehensive Planning Committee**  
**Tuesday May 27, 2025 at 6:PM**  
**Council Chambers Second Floor Auburn Hall**

1. **ROLL CALL** : Committee Members, City Staff and Consultants
2. **MINUTES**: Minutes from April 24, 2025
3. **PUBLIC COMMENT**
4. **OVERVIEW OF INVENTORY AND ANALYSIS**: Presentation by BerryDunn
5. **DRAFT INVENTORY AND ANALYSIS**: Initial comments and questions
6. **SUBCOMMITTEES**: Next steps
7. **AUBURN SOCIAL PINPOINT DATA**; BerryDunn
8. **NEXT MEETING DATE**: June 17, 2025
9. **ADJOURMENT**



# City of Auburn, Maine

Office of Permitting & Code Enforcement

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## Meeting Minutes - Draft

### Comprehensive Planning Committee

Thursday April 24, 2025 at 6:PM

### Council Chambers Second Floor Auburn Hall

#### 1. **ROLL CALL:** Committee Members, City Staff and Consultants

John Cleveland, Rex Rhodes, Jane Costlow, Denis Bergeron, Tim Cowan, Jeff Harmon, Dana Staples, Paul Jacques, Rick Whiting, Virginia Keel, Kelly Butler, Becky Conrad.

Absent: Bruce Rioux, Matt Duvall, Adam Lee, Heidi Bertels and Riley Bergeron

Staff Members Present: Natalie Thomsen, Phil Crowell and David Hediger

Consultant Members Present: Keri Ouellette and Alison Tobey

#### 2. **MINUTES:** Minutes from March 25, 2025

**Motion to Approve:** Dana Staples      **Second:** Paul Jacques      **Vote:** 10-0-2  
(Jane Costlow and Denis Bergeron abstain as they were absent for the March 25, 2025 meeting)      **Motion Carries**

#### 3. **PUBLIC COMMENT:** No Public Present

#### 4. **COMP. PLAN SURVEY:** Feedback from Committee members

Berry Dunn consultants share with Committee the draft for the public survey. There was some discussion about the wording of several questions to provide more clarity in the responses, but overall the Committee is in accordance with the survey questions. Berry Dunn will make a few edits to the wording of questions based on the feedback and plans to go live with the public survey on May 1<sup>st</sup>.

#### 5. **STUDENT ENGAGEMENT:** Feedback from Committee members

Berry Dunn shares questions designed to engage students. One version is designed for High school aged students and the other is designed for younger students. Discussion on engaging students in the survey process, including methods like sticky notes, student

council involvement, and a photo contest. The aim is to gather input from students before the school year ends. They further discussed whether to engage students from Central Maine Community College in the survey process, considering their presence in Auburn.

#### **6. COMMUNITY ENGAGEMENT:** Discussion with Committee members

The Consultants and Committee discussed the community survey and engagement plan, including timelines for activities in May. Marketing strategies include social media, Sun Journal, flyers, QR codes, and postcards.

#### **7. COMMUNITY PINPOINT WEBSITE:** Operational - Overview of the website

The Community Pinpoint website has been operational for under a month, with 166 unique visitors and 12 contributors. This site will evolve over the course of the planning process to share information and gather feedback along the way.

#### **8. SUBCOMMITTEES:** Committee members' preferences

The meeting focused on forming subcommittees for the comprehensive plan, divided into three groups: people and city services, natural environment, and built environment. Members volunteered for these subcommittees, with some expressing preferences for specific areas. Committee members ask for further clarification on the specific roles and responsibilities of the subcommittees and how they will contribute to the comprehensive plan. The consultant explains that during the review of the inventory chapters, these subcommittees will provide feedback on these topics as well as when it's time to hold focus groups.

##### **Subcommittee Groups:**

**People and City Services:** Tim Cowan, Virginia Keel, Kelly Butler, (Adam Lee 2<sup>nd</sup>)

**Natural Environment:** Heidi Bertels, Rex Rhodes, Jane Costlow, Becky Conrad (Matt Duvall 2<sup>nd</sup>)

**Built Environment:** Dana Staples, Paul Jacques, Denis Bergeron, Rick Whiting, (Adam Lee 1<sup>st</sup>) (Matt Duvall 1<sup>st</sup>)

#### **9. SHAREPOINT SITE FOR DOCUMENTS:** For use by Committee members (Planning Staff)

A SharePoint site has been set up for committee members to access documents related to the comprehensive plan. Members can view but not edit original documents. Questions about the site or documents should be directed to David or Jill for IT support.

**10. NEXT MEETING DATE:** May 27 2025 – Confirm date with committee members.

The June meeting will be moved from June 24<sup>th</sup> to June 17<sup>th</sup> due to a conflict with booking the room.

**11. ADJOURMENT**

**Motion to Adjourn:** Tim Cowan

**Vote:** Unanimously In favor

**Second:** Dana Staples

**Meeting Adjourned**

**1:05:18**

Data Notes

**Views** refers to the total number of times a visitor to the site views any page on the site.

**Visits** refers to the number of individual 'browsing sessions' a user, or Visitor, has on the site. A new session starts when a user enters the site, and remains continues as long as the user remains active (e.g. browsing different pages, downloading documents, completing surveys, etc.).

**Visitors** are defined as the number of unique users that have entered the site. A single visitor may make more than one Visit to your site over the course of the same day or several days, but are only counted once.

**Contributions** refers to the total number of responses collected through participation activities. Multiple Contributions may be made by a single Contributor.

**Contributors** are the unique number of Visitors who have left feedback or Contributions on a site using the available participation activities. Contributors is a unique value, and a Contributor who makes more than one Contribution is only counted as a single Contributor.

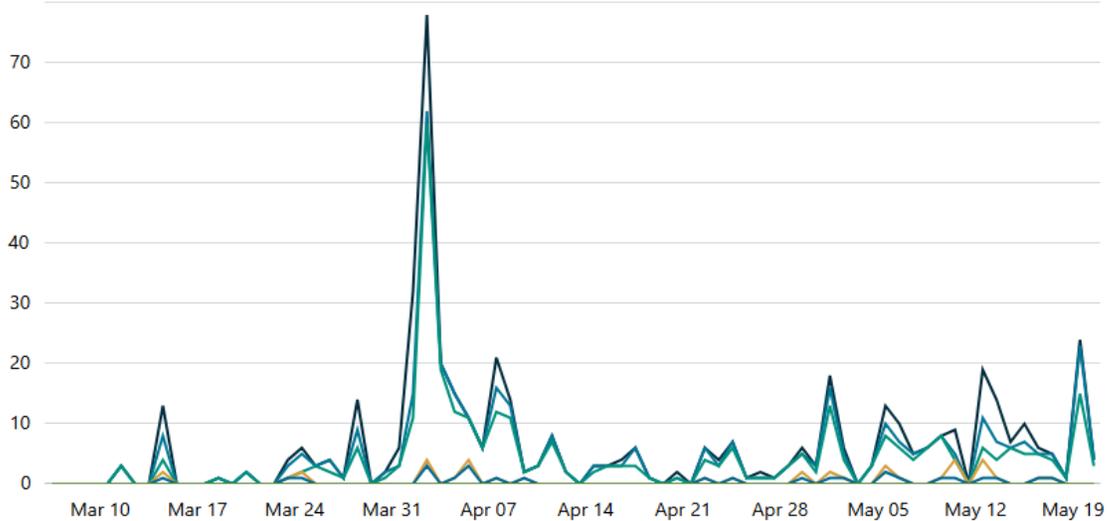
City of Auburn  
Comprehensive Plan

Totals	
Views	491
Visits	398
<b>Visitors</b>	<b>246</b>
Contributions	39
Contributors	20

Tools	
Email Sign Ups	19
Ideas Wall	14
Map	6
Survey Responses	116
Middle School Survey	285
<b>Total engagements</b>	<b>440</b>

Performance Summary

<b>491</b> Views	<b>398</b> Visits	<b>246</b> Visitors	<b>39</b> Contributions	<b>20</b> Contributors	<b>0</b> Followers
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Key Dates	
2-Apr	Social Pinpoint shared on City social media platforms
1-May	Survey went live
19-May	Middle School survey went live

City of Auburn  
Comprehensive Plan

Date	Visitors	Views	Visits	Contributors	Contributions
2025-03-06	0	0	0	0	0
2025-03-07	0	0	0	0	0
2025-03-08	0	0	0	0	0
2025-03-09	0	0	0	0	0
2025-03-10	0	0	0	0	0
2025-03-11	3	3	3	0	0
2025-03-12	0	0	0	0	0
2025-03-13	0	0	0	0	0
2025-03-14	4	13	8	1	2
2025-03-15	0	0	0	0	0
2025-03-16	0	0	0	0	0
2025-03-17	0	0	0	0	0
2025-03-18	1	1	1	0	0
2025-03-19	0	0	0	0	0
2025-03-20	2	2	2	0	0
2025-03-21	0	0	0	0	0
2025-03-22	0	0	0	0	0
2025-03-23	1	4	3	1	1
2025-03-24	2	6	5	1	2
2025-03-25	3	3	3	0	0
2025-03-26	2	4	4	0	0
2025-03-27	1	1	1	0	0
2025-03-28	6	14	9	0	0
2025-03-29	0	0	0	0	0
2025-03-30	1	2	2	0	0
2025-03-31	3	6	3	0	0
2025-04-01	11	32	15	0	0
2025-04-02	60	78	62	3	4
2025-04-03	19	20	20	0	0
2025-04-04	12	15	15	1	1
2025-04-05	11	11	11	3	4
2025-04-06	6	6	6	0	0
2025-04-07	12	21	16	1	1
2025-04-08	11	14	13	0	0
2025-04-09	2	2	2	1	1
2025-04-10	3	3	3	0	0
2025-04-11	7	8	8	0	0
2025-04-12	2	2	2	0	0
2025-04-13	0	0	0	0	0
2025-04-14	2	3	3	0	0
2025-04-15	3	3	3	0	0
2025-04-16	3	4	3	0	0

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Comprehensive Plan

Date	Visitors	Views	Visits	Contributors	Contributions
2025-04-17	3	6	6	0	0
2025-04-18	1	1	1	0	0
2025-04-19	0	0	0	0	0
2025-04-20	1	2	1	0	0
2025-04-21	0	0	0	0	0
2025-04-22	4	6	6	1	1
2025-04-23	3	4	3	0	0
2025-04-24	6	7	7	1	1
2025-04-25	1	1	1	0	0
2025-04-26	1	2	1	0	0
2025-04-27	1	1	1	0	0
2025-04-28	3	3	3	0	0
2025-04-29	5	6	5	1	2
2025-04-30	2	3	3	0	0
2025-05-01	13	18	16	1	2
2025-05-02	4	6	5	1	1
2025-05-03	0	0	0	0	0
2025-05-04	3	3	3	0	0
2025-05-05	8	13	10	2	3
2025-05-06	6	10	7	1	1
2025-05-07	4	5	5	0	0
2025-05-08	6	6	6	0	0
2025-05-09	8	8	8	1	1
2025-05-10	4	9	5	1	4
2025-05-11	0	0	0	0	0
2025-05-12	6	19	11	1	4
2025-05-13	4	14	7	1	1
2025-05-14	6	7	6	0	0
2025-05-15	5	10	7	0	0
2025-05-16	5	6	5	1	1
2025-05-17	4	5	5	1	1
2025-05-18	1	1	1	0	0
2025-05-19	15	24	23	0	0
2025-05-20	3	4	4	0	0



# **City of Auburn Comprehensive Plan Update**

## **Comprehensive Plan Committee**

May 27, 2025



# Agenda

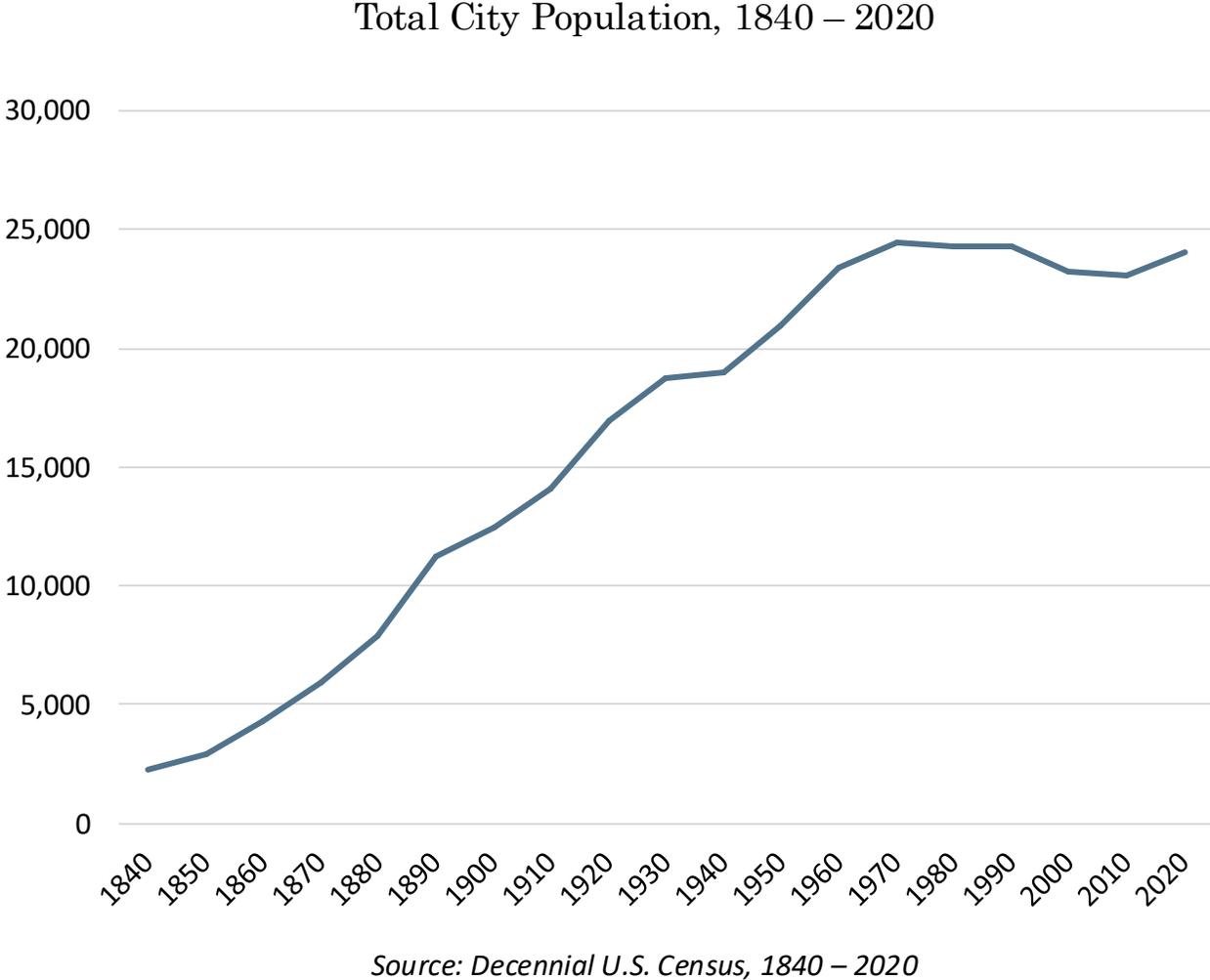
- Inventory and Analysis Review
  - Data sources
  - Summary of Key Findings
  - Questions

## Data sources and limitations:

- **American Community Survey 5-year estimates** – ongoing survey of the US Census Bureau providing data every year on a broad range of topics (social, economic, housing, demographic). Data are presented as estimates for a span of 5 years. Current data are for 2019 – 2023.
- **Longitudinal Employer-Household Dynamics (LEHD)** – program of the US Census Bureau providing employer and household data, combining federal, state, and Census Bureau data. Most recent data are from 2022.
- **MaineHousing** – uses income data from Claritas and home price data from Maine Real Estate Information Systems (MREIS).
- **Maine State Economist** – demographic projections are regularly developed and updated by this office. The most recent projections were released in April 2025.
- **Other sources** – Maine Center for Workforce Research and Information, State departments/offices (DEP, DOT, DMR, DACF, DIFW), City provided data and studies

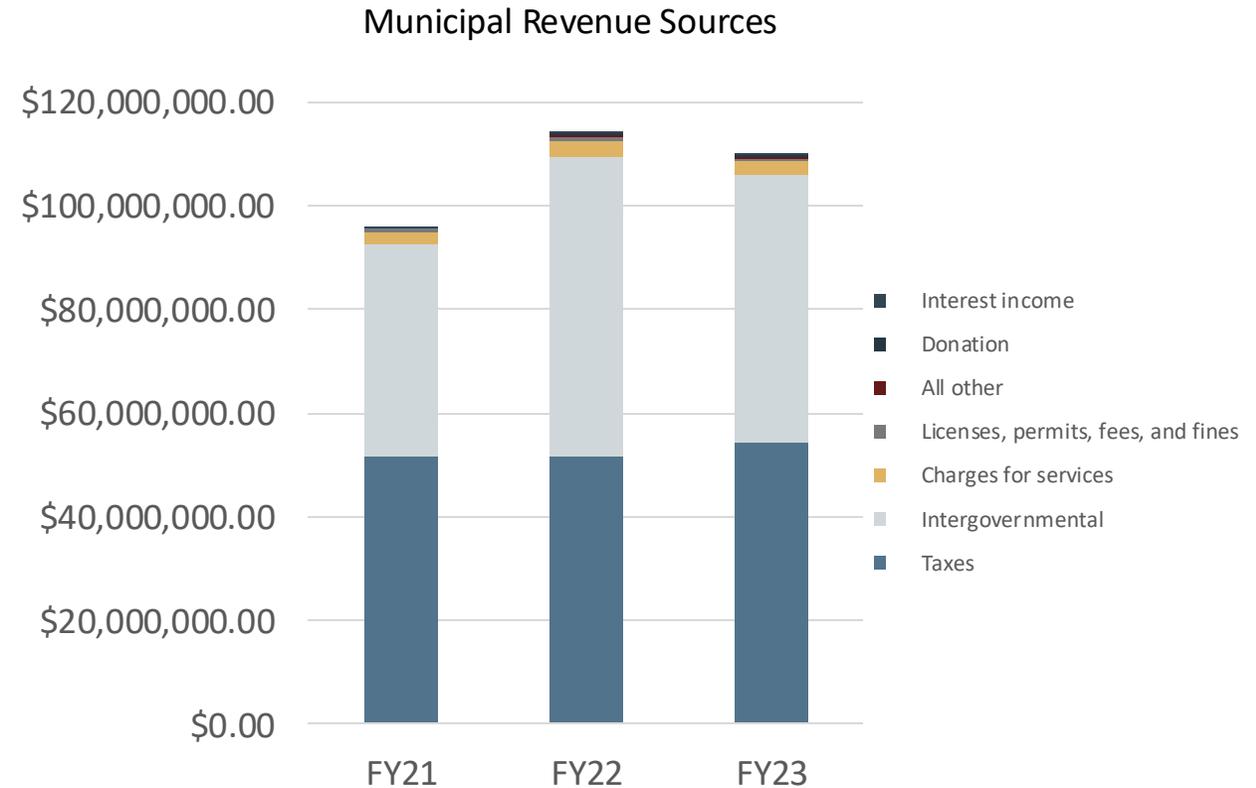
# Key Findings: Population

- The City’s population has grown since 2010; however, total population is projected to grow at a slower rate over the next 10 years and decline over the next 20 years.
- Auburn saw increases in the population aged 15 – 24 and 55 to 84.
- Median age (40.7) is roughly equal to the County (40.8) and lower than the State (44.8)
- Household size is smaller than the County and State and declined from 2013 to 2023.
- Median household income is lower than the County and State, but income per capita is higher than the County.



# Key Findings: Infrastructure and Fiscal Capacity

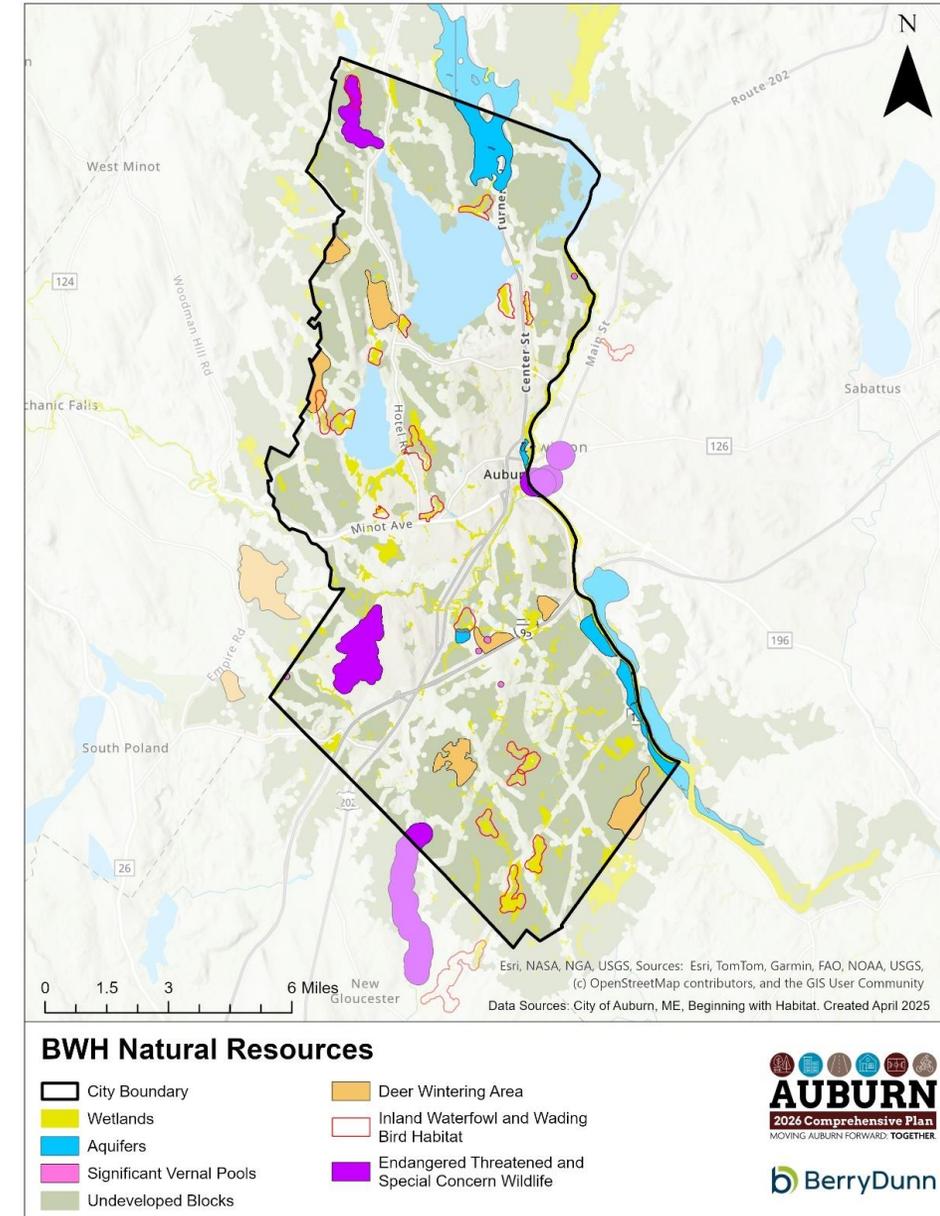
- About 6,186 parcels are within 200 feet of both water and sewer mains, and 2,309 parcels are more than 200 feet from both water and sewer mains.
- Auburn Police Department had an increase in calls for service from 2023 to 2024, while the Fire Department saw a slight decline in total calls in 2024.
- The City saw an increase of 266% in General Assistance cases from 2023 to 2024 (1,396).
- For FY 2023, roughly 50% of revenue came from property taxes, a slight increase in percentage from FY 2022. FY 2023 saw an al slight decrease in intergovernmental funds and a slight decrease in charges for services.



Source: City of Auburn Annual Comprehensive Financial Reports 2021 – 2023

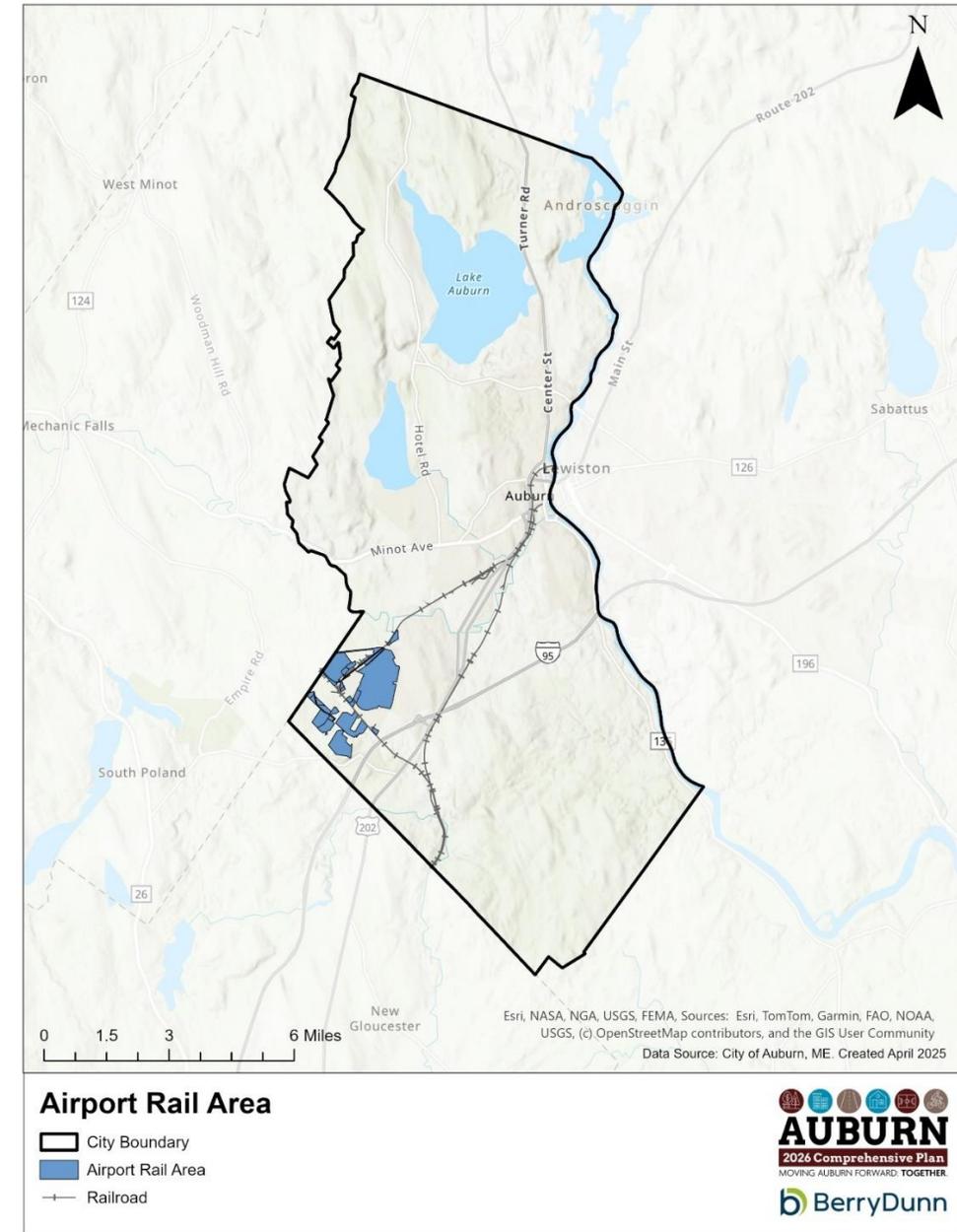
# Key Findings: Natural Resources, Agriculture, Forestry, and Recreation

- All the rivers and streams in Auburn have been classified as Class A except for the Little Androscoggin River, which is Class B.
- All lakes and ponds in Auburn are classified as Great Pond Act (GPA) waters.
- Rare and endangered species include peregrine falcon, scarlet bluet, upland sandpiper, wood turtle, broad beech fern, dry land sedge, small whorled pogonia, and swamp white oak.
- Roughly half of Auburn's land area is in the Agriculture and Resource Protection Zone and most of the City's land area is forested.
- Auburn has seen an increase in enrollment and demand for recreation programs and facilities.



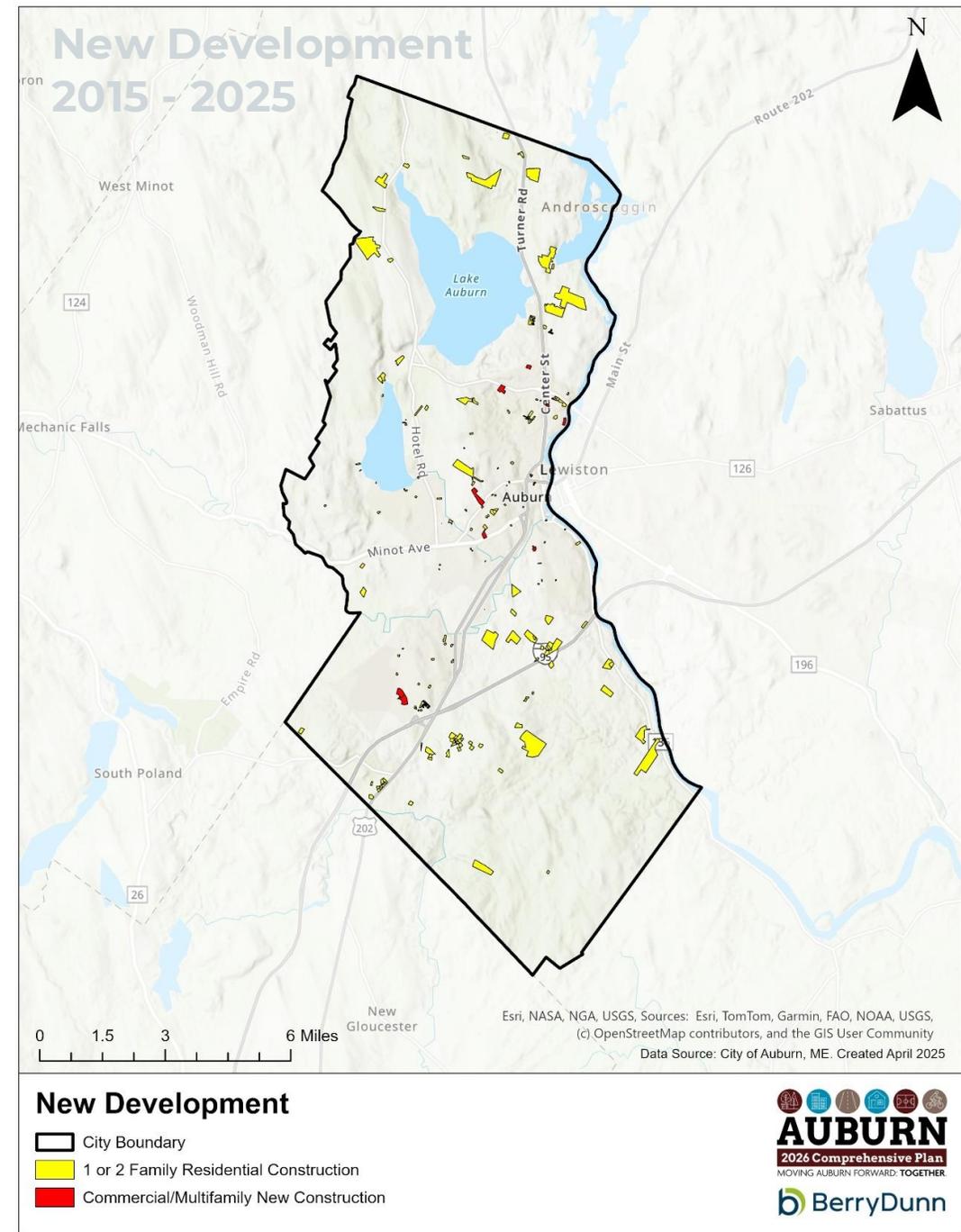
# Key Findings: Economy, Housing, Transportation, and Historic Resources

- The number of employees living and working in Auburn has declined since 2002.
- Auburn has 18 active TIF districts.
- Auburn has an older housing stock than the State and most homes (54%) are single-unit detached homes.
- Auburn has seen an increase in the number of new housing units approved in the last five years.
- In 2023, nearly 72% of households were unable to afford the median home price based on annual household income.
- The Public Works Department maintains 540 lane miles of road and 60 miles of sidewalks.
- Auburn saw a decline in traffic volumes during the pandemic. By 2023, traffic volumes generally recovered and increased, exceeding pre-pandemic traffic levels.
- Auburn has 24 sites listed on the National Register for Historic Places and 60 structures eligible for listing.



# Key Findings: Growth and Development

- Auburn's zoning and current land use balances natural resource protection while allowing for residential, commercial, and industrial development.
- Development in Auburn is most heavily concentrated in the downtown, New Auburn, the Stevens Mill neighborhood, and along key transportation corridors like Center Street and Minot Avenue.
- Development approvals over the last ten years have resulted in 851 new dwelling units permitted, or a net of 695 new dwelling units when accounting for removal of existing residences in the same period.



**Questions?**