Acquisition Evaluation Process

Town of Scarborough, Maine

Parks and Conservation Land Board

Presented to the Town Council by the Parks and Conservation Land Board

Suzanne A. Foley-Ferguson, Chair
Paul Austin, Vice Chair

Process Adopted January 8, 2003
Scarborough, Maine
Parks and Conservation Land
Acquisition Evaluation Process
January 2003

Respectfully Presented by the
Parks and Conservation Land Board

Suzanne A. Foley-Ferguson, Chair
Paul W. Austin, Vice-Chair
Ralph R. Karum
Mark Polli
Mark E. Porada
Douglas R. Williams
Steve Ross, Councillor Liaison
January 3, 2003

To the Town Council, Town Manager and Staff of the Town of Scarborough,

The Parks and Conservation Land Board is proud to present to you the report of our committee on Scarborough's conservation land acquisition process. Established in August of 2001, the Board was charged with developing a written Acquisition Evaluation Process (AEP) that is consistent with the purposes outlined in the November 2000 bond referendum to purchase conservation land. At that time, the voters of Scarborough voted 3:1 to support the expenditure of $1.5 million to purchase lands for conservation and recreation. You are being asked to approve the first land AEP so that we can begin to recommend and advise the Town Council on future purchases.

The AEP is intended to become the basis by which the Town of Scarborough evaluates land for acquisition. The process was created to provide consistency, but as its use reveals need, the assessment tools may be fine-tuned, points may be redistributed and other changes may be recommended. Any substantive changes to the process will require Town council consideration and approval if the AEP is adopted as council policy as we are recommending.

We are grateful to the Town Council for supporting our work, and for your unanimous support of the permanent Land Acquisition Reserve Fund. We appreciate your confidence in our ability to develop objective criteria in a process that can and will often be subjective. We want to thank the individuals who served on the Land Bond Task Force, the Open Space Study and the Growth and Services Committee. Their reports form the foundation of our recommendations. The Board would also like to recognize the reviewers who provided feedback on our Detailed Assessment Form.

The Parks and Conservation Land Board spent enormous amounts of time and energy developing the AEP and accompanying evaluation tools. I want to personally thank each Board Member for his work. This is an exciting time for Scarborough. Purchasing conservation land is a monumental step for the community. The Board and the Town Council will be leaving a legacy for the residents of Scarborough and the region to enjoy forever.

Sincerely,

Suzanne A. Foley-Ferguson
Chair, Parks and Conservation Land Board
Acknowledgements

We would like to thank the following organizations and individuals for their participation in developing our Acquisition Evaluation Process: (in no particular order) Jeremy Wintersteen, The Trust for Public Land, Phil Bozenhard, the Maine Department of Inland Fisheries and Wildlife, Barbara Vickery, the Nature Conservancy, Lorene Swaney, the Scarborough Land Conservation Trust, Gary Lamb, The Habitat Project, Lucy LaCasse, Maine Audubon and Natural New England Magazine, Ron Owens, Scarborough Town Manager, the Scarborough Conservation Commission, the Community Services and Recreation Advisory Board, Lotts Winter, the U.S. Fish & Wildlife Service and Gulf of Maine Program, Tim Gildden, the Land for Maine's Future Program, Megan Hellstedt, Maine Coast Heritage Trust, Friends of Scarborough Marsh, Ward Feurt, Rachel Carson National Wildlife Refuge, Emily Pinkham and Don Cameron the Maine Natural Areas Program, Barbara Chary, the Department of Conservation, Fred Kilfoil, Tracy Allen, and Susan Auglits.

-The Parks and Conservation Land Board

I'd like to personally thank each of the committee members for taking on secretarial role on a rotating basis and working so hard on this AEP. Special thanks to Paul Austin as Vice Chair, who led the committee when I could not be there.

-Susan A. Foley-Ferguson, Chair
Preface
Parks and Conservation Land Board
Letter to the Town Council
Acknowledgements

Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Summary</td>
<td>1</td>
</tr>
<tr>
<td>Background and History</td>
<td>2</td>
</tr>
<tr>
<td>Funding Land Acquisition</td>
<td>3</td>
</tr>
<tr>
<td>The Bond Measure</td>
<td>4</td>
</tr>
<tr>
<td>The Land Acquisition Reserve Fund</td>
<td>4</td>
</tr>
<tr>
<td>The Parks and Conservation Land Board</td>
<td>5</td>
</tr>
<tr>
<td>Framework for Conservation</td>
<td>5</td>
</tr>
<tr>
<td>Developing the Process</td>
<td>6</td>
</tr>
<tr>
<td>Benchmark Properties</td>
<td>6</td>
</tr>
<tr>
<td>Acquisition Evaluation Process (AEP)</td>
<td>7-9</td>
</tr>
<tr>
<td>Next Steps</td>
<td>10-11</td>
</tr>
<tr>
<td>References</td>
<td>12-13</td>
</tr>
<tr>
<td>Appendices</td>
<td>13-39</td>
</tr>
</tbody>
</table>

Appendices

<table>
<thead>
<tr>
<th>Appendix</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appendix A</td>
<td>Summary of Scarborough Surveys</td>
</tr>
<tr>
<td>Appendix B</td>
<td>Twelve Recommendations of the Land Bond Task Force</td>
</tr>
<tr>
<td>Appendix C</td>
<td>Land Acquisition Reserve Fund Ordinance</td>
</tr>
<tr>
<td>Appendix D</td>
<td>Scarborough's Land Bond Referendum</td>
</tr>
<tr>
<td>Appendix E</td>
<td>Parks and Conservation Land Board Ordinance</td>
</tr>
<tr>
<td>Appendix F</td>
<td>Preliminary Evaluation Form (Qualitative)</td>
</tr>
<tr>
<td>Appendix G</td>
<td>Detailed Assessment Form (Quantitative)</td>
</tr>
<tr>
<td>Appendix H</td>
<td>Benchmark Properties</td>
</tr>
<tr>
<td>Appendix I</td>
<td>Reviewers Mailing List</td>
</tr>
<tr>
<td>Appendix J</td>
<td>Acquisition Evaluation Process (AEP) Quick Summary</td>
</tr>
<tr>
<td>Appendix K</td>
<td>Land Acquisition Application Form and attached Map</td>
</tr>
</tbody>
</table>

Town of Scarborough, Maine
Land Acquisition Evaluation Process

Page iv
Executive Summary

Established in August of 2001, the Parks and Conservation Land Board (the Board) was charged with developing a written Acquisition Evaluation Process (AEP) that is consistent with purposes outlined in Scarborough’s November 2000 bond referendum to purchase land. After reviewing similar processes developed by other organizations, the Board determined that both objective and subjective criteria are necessary to create a consistent framework for recommendations to the Scarborough Town Council. The Parks and Conservation Land Board requests that the Town Council approves the Acquisition Evaluation Process described in this report.

The AEP consists of four main parts: the application, the presentation to the Parks and Conservation Land Board, the board’s evaluation of the property, and the development of the recommendation to the Town Council. The property evaluation will include a qualitative preliminary evaluation, a site visit, a detailed assessment, and consideration of other significant factors prior to making a purchase recommendation to the Town. The final written recommendations will contain a suggested purchase strategy, possible partners, and the manner in which the board believes the property should be managed.

Objective evaluation criteria were developed specifically for Scarborough in the form of a Detailed Assessment Form. The form gives points to parcels of land for criteria that were deemed valuable by Scarborough’s citizens in their surveys. The form was refined after developing priorities and with the assistance of expert reviewers.

This AEP is intended to become the basis by which the Town of Scarborough evaluates conservation land for acquisition. The process will be fine-tuned as more properties are evaluated. Already five properties have been evaluated using the forms and will be the benchmark for comparison in the program’s early years.

Some additional recommendations are included because they are necessary to an ongoing acquisition program. For a successful program, Scarborough should also:

1. Fund the Reserve Fund with yearly appropriations.
2. Work on Ordinance Improvements.
4. Work towards additional funding and development of the program.
5. Develop a formal land acceptance policy that can be used in planning.
6. Revisit open space impact fees and/or density offset fees.
Background and History

Development pressure due to urban sprawl is changing the character and financial structure of many Maine communities. That is one reason why an increasing number of communities in Maine are turning to land acquisition to manage growth and related tax increases. The conservation of special areas as open space can be less costly to taxpayers than residential development in the long run, because open space has been shown to help maintain community character while costing less to service.

Scarborough’s current Comprehensive Plan was adopted in 1994. Since then, many surveys and reports have indicated that the Scarborough community is ready for a land acquisition program. An Open Space Study completed in 1999 suggested that the town create a permanent land acquisition fund. The proposal, brought to the Town Council by the Open Space Committee and included in their report was never adopted.

Next, a Growth and Services Committee (G&S) was created to study the impacts of development and explore strategies to manage growth. A survey conducted by the consulting firm Market Decisions for that committee indicated that most Scarborough residents place a high value on environmental protection, open space, and the rural character of Scarborough. This data reinforced the results of earlier surveys that showed support for purchasing lands (Appendix A).

In April of 2000, the G&S committee presented a comprehensive study and report to the town. The report recommended the creation of a land acquisition strategy and a funding mechanism to purchase open space. The recommendation was based in part on the following statistics: 59% of the residents strongly agreed that Scarborough should adopt a plan for conserving and using open space and 57% strongly agreed that the town should purchase and protect areas of scenic beauty.

A Land Bond Task Force (LBTF) was formed in June of 2000 to assist the Town in developing a land purchase strategy. The Trust for Public Land (TPL), a national non-profit group that assists towns, was asked to work with the LBTF to develop a ballot initiative and program to finance the protection of open space. The LBTF report was completed in September 2000 and suggested strategies to fund and manage a land purchase program. The strategies included twelve specific recommendations (Appendix B). The report also proposed language for a local bond referendum. Since then, the Town Council has voted positively on six of the twelve recommendations, one of which was the creation of our committee, the Parks and Conservation Land Board.
Funding Land Acquisition

There are many ways to pay for a land acquisition program. Some are:

- Impact fees
- Voluntary Contributions and Grantors
- Bonding
- General appropriations

While the Maine State Statute on impact fees lists parks and open space preservation among the allowable purposes, no town in Maine has yet used them. The Scarborough Town Council initiated an impact fee study in 2000. An expert consultant evaluated all allowable fees, including open space fees. After much discussion, the Council adopted a school impact fee in 2001 opting not to create fees for recreation or other services. This fee became the second impact fee in Scarborough along with the Road Impact Fee.

Another way to pay for a land purchase program is with voluntary contributions. Though nonprofit land trusts count on donations to purchase land, town governments rarely do. But Scarborough does receive recreation contributions. Developers in Scarborough typically donate $500 per residential unit for recreation. This is not a formal policy, there are no standards or procedures, and in some cases the town has opted to accept land contributions in lieu of cash donations.

Scarborough has benefited from many other grantors as well: Maine Coast Heritage Trust, the National Fish and Wildlife Foundation ($250,000), and the Davis Family Foundation, to name a few. A grant from the Maine Outdoor Heritage Fund, a lottery fund, was awarded to the Scarborough Land Conservation Trust in 1996 for the Libby River Farm ($63,000). This is the fourth and maybe the most important way to pay for programs. Leveraging donations and other funds in the form of matches can increase the value of dollars incredibly fast. One of the recommendations of the LBTF is to attempt to leverage taxpayer dollars by 3:1. Matches on a 1:1 or 2:1 basis are more probable.

Bonding is a third way to pay for land acquisition. The 1999 state bond program known as the Land for Maine’s Future Fund (LMF), received great support in Scarborough. 73% of the voters favored the 50 million-dollar bond issue. Typically there is strong support locally and statewide for bond measures for open space. In 1996 and 1999 Maine voters authorized bonding for parks and historic sites as well. Scarborough benefited from each of these bonds: first for the purchase of Scarborough Beach, and then for the Scarborough Land Conservation Trust’s purchase of the Fuller Farm ($220,000).
Scarborough Town Council supported the Fuller Farm purchase with a $215,000 appropriation in their 2001 capital improvement budget. This was the first time a large amount of money was appropriated by the Scarborough Town Council for conservation purposes. General Appropriations are a fourth method of funding land acquisition.

A town shows commitment to our natural resources when it appropriates funds to purchase conservation land. A town shows ongoing commitment to land protection by creating a permanent fund for acquiring open space. The Town Council of the Town of Scarborough approved the creation of the Land Acquisition Reserve Fund in November 2002. (Appendix C) At that time, Section 7 of Article XXII was amended to allow the council to appropriate money to the fund by yearly appropriations, offset fees, impact fees, bonds or notes, donations, grants, and other sources.

The Bond Measure

By a margin of 3:1, the voters of Scarborough joined Freeport, Falmouth, Cumberland and North Yarmouth in November of 2000, by favoring a local bond referendum to fund land acquisition. Voters overwhelmingly passed the $1.5 million bond for open space (Appendix D). Specifically, the community authorized future purchases of properties in five main categories: natural resources, linkages and buffers, public access, active and passive recreation, and community character. Scarborough's first land bond authorized the Council to purchase land to

- Provide or maintain public access.
- Allow passive or active recreation
- Conserve water quality, natural resources or other natural areas
- Provide easements for walking or biking
- Preserve significant historic sites
- Protect sites that contribute to Scarborough's character
- And/or add to existing conservation and public areas.

Land Acquisition Reserve Fund

In addition to the bond authorization, the recently created Land Acquisition Reserve Fund will provide an ongoing source of money to use for the purchase of open space.

The Parks and Conservation Land Board recommends that the Council appropriates a certain amount each year to ensure that the Land Acquisition Reserve Fund is adequately supported. While creating the town budget, the Town Council can include a specified appropriation for the purchase of conservation land. Alternately, or in addition, the Council can authorize the Town
Manager to place unspent budgeted funds from certain departments and committees into the Land Acquisition Reserve Fund at the end of the year.

Parks and Conservation Land Board

The Parks and Conservation Land Board was established by the Town Council to develop an Acquisition Evaluation Process (AEP) and to use the AEP to recommend the purchase of conservation land or rights to land to the Town Council (Appendix E). The Board will evaluate only property that is brought to it, and owned by willing sellers.

The Board began its work by reviewing information about the "how to" of evaluating conservation land. Staff from the Trust for Public Land (TPL) and volunteers from the Scarborough Land Conservation Trust (SLCT) assisted them. In addition, they reviewed the Land for Maine's Future (LFP) Workbook, the Nature Conservancy's evaluation book, the South Portland Open Space Strategic Plan, the Town of Falmouth's Land Acquisition Advisory Committee Report to the Council. The Board also consulted the Freeport Land Bank Fund, the Town of Falmouth's Land Acquisition Ordinance, and a similar program in Cumberland.

The Framework—One of the most valuable resources was found to be the workshop, binder and GIS maps developed by the Maine Natural Areas Program entitled "Beginning with Habitat". The Natural Areas Program is a cooperative project between Maine's natural resource agencies, non-profit agencies, and the federal government. "Beginning with Habitat" is a cutting edge approach to conserving open space for plants, animals, and people. Since the loss of habitat and the decline of species is caused not simply by development, but by the pattern of development, this project encourages a specific approach to protecting land. According to the Habitat project, 80-95% of all Scarborough's native wildlife species will likely be preserved if energy is focused on this habitat-based approach. The goal is to conserve the highest value habitat first.

Large blocks of land, when cut into smaller and smaller pieces incrementally, result in the fragmentation of habitat. Generally speaking, large blocks protect a greater number of species, as well as some species that are indicators of the health of the environment. The strategy to use is threefold: protect large unfragmented blocks, riparian and wetland habitat, and rare or special species locations. The project suggests that we adopt the following steps:

Step 1. Implement the state Shoreland Zoning Regulations to the fullest. This will require accurate local mapping of all water of concern to Shoreland zoning.
Step 2. Protect high value animal and plant habitats by incorporating them into resource protection zones.
Step 3. Conserve large blocks of habitat using available tools.
Developing the Process  After a review of available information the Board began developing the Acquisition Evaluation Process. Qualitative and quantitative evaluation forms were created using the framework provided by other communities. The foundation of the entire process, however, is the Town of Scarborough's attitude surveys about protection priorities. The forms are called the Preliminary Evaluation Form and the Detailed Assessment Form (Appendix F and G). Since the forms and the entire process is intended to be as objective as possible, and because more than one project may come before the Board at a time, a base of properties to reference was important. Sample properties were evaluated using the forms that were developed to gauge our perception of how the tools we created would work.

Benchmark Properties

Five well known properties that are owned by either the Town of Scarborough or the Scarborough Land Conservation Trust were evaluated and given a score using the Detailed Assessment Form. The results were compiled in a Benchmark Properties document (Appendix H).

Benchmark Properties of various sizes were purposely evaluated. The parcels are:

- Fuller Farm
- Libby River
- Sewell Woods
- Scarborough River Wildlife Sanctuary
- Town Forest (off the Eastern Trail)

Evaluating these benchmark properties served two purposes. First, the committee was satisfied that these properties of known intrinsic value provided a good test of the relative validity of the Detailed Assessment Form. Second, future assessments will be compiled in this Benchmark Properties Document to provide an ongoing database of evaluation and allow future fine-tuning of the assessment form.

The final working draft of the Detailed Assessment Form (the quantitative tool) was then mailed to 46 individuals and natural resource agencies for review (Appendix I). The response from reviewers was favorable. Their comments and suggestions were discussed and changes were made to the form.

All of the criteria that the Board will use are valuable for assessing parcels, however the detailed assessment score is not intended to be the means by which the decision is made to recommend a property for purchase. It will serve as one of four parts in the evaluation process: preliminary evaluation, site visit, detailed assessment and significant other factors. The final "score" is simply a number used for guidance.
The Acquisition Evaluation Process (AEP)

The Acquisition Evaluation Process is outlined here and described in the Quick Summary (Appendix J).

I. Application
   A. Three-page Land Acquisition Application Form
   B. Two maps—location and parcel
   C. Photo (s)
II. Presentation to Parks and Conservation Land Board
   A. How do the people of Scarborough benefit by conserving this property?
   B. Why are you bringing this to us now?
III. Evaluation
   A. Preliminary Evaluation (qualitative)
   B. Site visit
   C. Detailed Assessment (quantitative)
   D. Other significant factors
IV. Recommendation to Town Council
   A. Purchase strategy
   B. Possible partners
   C. Management arrangements & funding

I. Application - The process of evaluation begins when the property is brought before the Board with a completed Land Acquisition Application Form (Appendix I).

A land purchase proposal can be brought to the board by:

* An individual landowner or his/her agent
* A group such as the Scarborough Land Conservation Trust or Friends of the Marsh
* or the Conservation Commission
* Town staff, elected officials, or town committees such as the Conservation Commission
* Any citizen requesting that the Board evaluate a parcel from a willing seller

The three-page Land Acquisition Application Form will be available from the Town Clerk's Office and the Planning Department. Each applicant will be asked to complete the form and provide a parcel map that can be obtained from the Assessor's office. The applicant will be asked to indicate the property on the map in the packet, as well. A copy of all applications will be kept on file in the Community Services and Recreation Department.
II. Presentation to the Board—All presentations to the Parks and Conservation Land Board shall be done at regularly scheduled meetings and no application shall be presented without a completed application form. Presentations can be in the form of discussions, slide shows or videos. They may be simple or elaborate, but no more or less weight will be given to either. Applicants should attempt to be comprehensive, but brief. Presentations to the Board should not exceed 20 minutes. The focus of the presentation should address the question “How do the people of Scarborough benefit from the conservation of this property?”

During and after the presentation, members of the Board may ask questions, or request additional information. They may schedule a site visit or another meeting at that time, or they may work on the Preliminary Evaluation Form.

III. Evaluation

A. Preliminary Evaluation The Preliminary Evaluation Form is a qualitative assessment tool (Appendix F). It will be used to determine whether or not an application should move forward.

When time permits, the Board will complete a preliminary evaluation form for the properties that have been presented on the same night as the presentation. If on any particular meeting day there are more presentations than can be evaluated, the committee may opt to hear the presentations one night and begin evaluations on another night.

When a parcel is selected for additional review, the applicants will be notified by mail. A copy of that notification will be sent to the Town Council to apprise it of work in progress.

B. Site Visit A site visit will be scheduled any time that the preliminary evaluation indicates that the property would be valuable to Scarborough for the purposes outlined in the bond and the LBTF report. Site visits will be scheduled at a regular meeting, but may take place during the evenings or weekends. No business shall be transacted during the site visit.

C. Detailed Assessment After a site visit, the Board will complete a detailed assessment of the property using the Detailed Assessment Form (Appendix G) with assistance from the applicant and/or professionals in the area of conservation and recreation. Thus each property will receive a “score” that can be compared to other properties. (see Benchmark Properties) The recommendation to purchase the property, or not purchase the property will not be based solely on this score. Instead it will be used as a yardstick to guide the discussion. All properties that are evaluated will be added to the benchmark property data.
D. Other significant factors: Prior to making any recommendations, other factors will be considered, particularly when a property appears to be important, but scores low on the Detailed Assessment Form. Sometimes one very important feature can determine a property's worth to a community. Some factors include:

- Urgency
- Opportunities for leveraging
- Unique circumstances
- Natural features not described in forms used

IV. Recommendation to Town Council

Presentation of a land purchase recommendation will be at a regular Town Council meeting. The Board recommends that a workshop prior to the formal recommendation be scheduled. Recommendations to the Council from the Board will include:

A. Purchase Strategy: In preparing a final recommendation to the Town Council, the PCLB will develop the purchase strategy or approach that is most likely to be successful. The strategy may include a timetable, the format of expending dollars (bonding, land reserve fund, appropriations), etc.

B. Possible Partners: The Board will investigate all possible partners in the project. Partners are likely to increase the value of our dollars by leveraging other grants and donations. The non-profit Scarborough Land Conservation Trust may be an ongoing partner for example. When necessary, the Board will solicit input from the Conservation Commission and/or any other knowledgeable sources. In addition, there may be properties that could be viewed as mixed-use properties, where other departments may be interested in using a part for non-conservation uses. All of this information will be taken into consideration prior to providing a recommendation to the Council.

C. Management and Funding Arrangements: In addition, recommended management arrangements will be presented. This could include conservation easements or variable ownership. Long term funding of the maintenance costs will also be recommended. Endowments, and other sources of funds will be considered.

The Board recommends that the Town Council acts on whether or not to support the purchase in the form of a formal Town Council Resolution. Once the Council has made its decision, the Board has completed its work and will continue to evaluate additional parcels for possible purchase. The Town Council may give additional specific direction to the Board at that time with regards to the property being considered.
Since real estate negotiations can be sensitive, much of the discussions may take place in Executive Session. The First and Second Readings and Public Hearing for the expenditure will probably take place a later time.

Next Steps

Our report is complete, but when the Town Council approves the AEP the work of the Parks and Conservation Land Board has really just begun. There are other activities that the Board, the Council, or other interested groups should be considering to improve Scarborough’s Land Acquisition Program. Listed below are four.

1. Fund the Program

The Community of Scarborough is in an excellent position right now (2002) to begin its land acquisition program. The bond rates are low, and programs such as the Land for Maine’s Future program offer potential to leverage local funds. Unfortunately, this situation is not permanent. In order to continue to purchase pieces of land that are important to Scarborough’s character and to its wildlife, a commitment to ongoing funding is necessary.

Not only is Town money important for financial reasons, but also most potential funding partners require it. They want to see a commitment at the source. They want the local residents to say, “Yes, this is important to me”. In adopting a permanent Land Acquisition Reserve Fund, the Town has taken a giant step in the right direction.

An additional way to provide funding is to allow developers to increase the unit density in areas better suited for growth in exchange for a portion of the money needed to offset that density. In November 2000, the Town Council approved an Open Space offset fee for a development in the Dunstan area. This could be a model for providing alternatives to developers, while funding the purchase of open space. Impact fees should also be revisited.

2. Shoreland Zoning Improvements / Subdivision and Site Plan Ordinances

The Town should continue to follow up on the Recommendations of the G&S committee in relation to zoning issues. As an example and as was recommended by the Habitat Project, Scarborough’s Shoreland Zoning Ordinance should be reviewed and amended. How parcels are zoned should be related in part to their value to the community and the environment. In addition, rezoning may need to take place because there is also strong support to increase the protection of Scarborough’s streams and tributaries. Likewise, a review of the subdivision and site plan ordinances is necessary.
3. Land Bond Task Force Recommendations (Appendix B)

The Town of Scarborough should continue to move forward on the Open Space Study, the Growth & Services, and the Land Bond Task Force. Specifically the Town should

- Formalize the recreation contribution fee or creating an open space impact fee.
- Commit to yearly budget appropriations.
- Provide or attract contributors to maximize leveraging.
- Develop strategies for land management with assistance of the Community Services and Recreation Advisory Board, the Conservation Commission and other groups.
- Create open space offset fees as incentives for developers in the form of either Transfer of Development Rights or Density Bonuses.

4. Grantors, Partners, Additional Funding, Modifications

The Board will continue to refine the AEP and will be apprising the Council whenever there are minor modifications. All substantial changes will be presented to the Council for approval.

As potential purchase partners are identified, the town will learn more about additional funding through private or government programs. We recommend that the town create a database of possible grantors and continue looking for additional ways to maintain the land acquisition fund.

The Parks and Conservation Land Board recommends that the Council approve the AEP process presented here so the Town can begin to participate in the conservation of special places in Scarborough.
References


Open Space Strategic Plan (South Portland) Open Space Committee Members with Tex Hauser-Planning Director, Jon Dore-Executive Director, South Portland Land Trust and Douglas Roncarati-Planning Intern. South Portland, Maine, June 2001.


Town of Falmouth Land Acquisition. Ordinance Section 2-405. March 24, 1997


1. Preserve Natural Resources, Protects Water Quality or Wildlife Habitat

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Point Value per Unit</th>
<th>Maximum Points</th>
<th>Total Points</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 ac. per acre</td>
<td></td>
<td></td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>1 pc. per % of total area</td>
<td></td>
<td>50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 pc. per feature</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. Parcel includes rare, significant, or endangered species habitat.


3. Parcel includes areas of special biological or geological significance.

Table: Biological and Geographical Areas

4. Parcel contains high value habitat (in top 25%):

- a. Fresh water, non-forested, lakes, rivers
- b. Great sloughs, bare ground
- c. Marsh, estuaries, intertidal
- d. Forest and forested wetlands


5. Parcel provides protection in the estuarine waters

Map references: Scarborough parcel map per York County Office. Scarborough Conservation and Outreach (York County, Community Project, Wells Reserve, 2001).

6. Parcel includes wetland conditions.

Map references: Beginning with Habitat - Town of Scarborough - "Wetland Characterization" and "Wetland Geomorphology and Riparian Habitat" maps, May 21, 2002.

7. Parcel includes aquifer recharge areas e.g., sand and gravel aquifer.

Map references: Beginning with Habitat - Town of Scarborough - "Wetlands Characterization" and "Wetland Geomorphology and Riparian Habitat" maps, May 21, 2002.
## II Linkages, Buffers, Additions to Conservation Lands

1. Size of parcel in acres:

2. Shape: maximum area, minimum perimeter: protects vital habitats.

3. Creates a link between public or protected parcels totaling at least 20 acres.
   - Total acreage of all linked parcels.

4. Parcel creates a link between existing parcels totaling at least 20 acres.
   - Total acreage of parcels linked.

5. Parcel creates a link between undeveloped parcels totaling at least 20 acres.
   - Total acreage of undeveloped parcels.

6. Parcel abuts public or protected lands.
   - Total acreage of public or protected lands.

7. Parcel is near protected lands.

### Table: Point Value Per Unit

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Point Value Per Unit</th>
<th>Maximum Points</th>
<th>Total Points</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>&gt; 100 ac</td>
<td>30 pts.</td>
<td>30 pts.</td>
<td>30 pts.</td>
<td>Use tools below.</td>
</tr>
<tr>
<td>51-100 ac</td>
<td>40 pts.</td>
<td>40 pts.</td>
<td>40 pts.</td>
<td></td>
</tr>
<tr>
<td>21-50 ac</td>
<td>30 pts.</td>
<td>30 pts.</td>
<td>30 pts.</td>
<td></td>
</tr>
<tr>
<td>2-20 ac</td>
<td>20 pts.</td>
<td>20 pts.</td>
<td>20 pts.</td>
<td></td>
</tr>
<tr>
<td>&lt; 2 ac</td>
<td>10 pts.</td>
<td>10 pts.</td>
<td>10 pts.</td>
<td></td>
</tr>
</tbody>
</table>

### Notes:
- 1 acre = 43,560 sq. ft.
### FINAL DRAFT

**Land Acquisition Advisory Board: DETAILED ASSESSMENT**

**Property name or code:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Value per Unit</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>Parcel includes steep slopes over 20% grade (can be included in net residential density)</td>
<td>If any</td>
<td>10</td>
</tr>
<tr>
<td>III</td>
<td>Parcel provides public access to:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Ocean or beach</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Saltwater marsh or tidal river</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Upland river, lake, pond, freshwater marsh</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Other land</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IV</td>
<td>Parcel offers opportunity for recreation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Active - i.e., significantly enhances existing pedestrian use</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Passive - e.g., parking, existing, boating, hiking, beachfront zoning</td>
<td></td>
<td></td>
</tr>
<tr>
<td>V</td>
<td>Community character</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Existing or scenic views of:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Marsh, tidal, beaches, bay</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Field or farmland</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Forest land</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Rural road corridor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Very special or unique vistas</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Historical significance, archaeological site, cemetery</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VI</td>
<td>Public investment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>For interest purchase is possible</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Easement is possible</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Partnership/trust or leverage potential</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Adjustment for cost effectiveness high/medium value</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Note: 1 acre = 43,560 sq ft.*

**DRAFT**

12/16/02 Land Purchase Eval Form
Shape evaluation tools:

Non-convex 4-sided figure:

\[ \frac{a + b + c + d}{4} \]

Area of triangle given 3 sides:

\[ A = \sqrt{s(s-a)(s-b)(s-c)} \]

where \( s = \frac{a+b+c}{2} \).

The Area of a Triangle = \( \frac{\sqrt{3}}{4} \times b \times h \)

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Point Value per Unit</th>
<th>Maximum Points</th>
<th>Total Points</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

DRAFT

12/10/02  Land Acquisition Form 1001