

An aerial photograph of a residential area in Casco, Maine. The image shows a winding road, several houses with green roofs, a large green lawn, and a body of water in the background. The text "REQUEST FOR PROPOSALS (RFP)" is overlaid on the image in a large, bold, dark blue font.

REQUEST FOR PROPOSALS (RFP)

Planning Services for Zoning Rewrite in Casco Village District

Prepared for:

**Town of
Casco, Maine**

Prepared by:

Sebago Technics, Inc.
293 Portland Road, Unit #3
Bridgton, ME 04009
(207) 200-2100

Primary Contact:

Brett Wiemken
Project Manager/Planning Consultant
bwiemken@sebagotechnics.com
(207) 482-6323

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Speaking on behalf of my CEO, Planning Board, and pretty much everyone in Town, we all were thoroughly thrilled with your professional work and attention to the details and concerns of everyone involved and the smooth path to a remedy and solution. We couldn't speak highly enough of you and the entire Sebago Technics team.

Chris Backman, Town Manager
Town of Orrington, Maine

”



November 13, 2025
250777

Anthony Ward, Town Manager
Town of Casco, Maine
635 Meadow Road
Casco, ME 04015

RE: Proposal For Professional Services
Planning Services for Zoning Rewrite in Casco Village District

Dear Mr. Ward:

Sebago Technics is pleased to submit our proposal for planning services for a zoning ordinance rewrite specific to Casco Village, South Casco Village, and the Webbs Mills areas. We are excited to deliver a product that will codify desirable uses, preservation measures, promotion of village-style architectural features, diversity in housing and business types, and supporting pedestrian infrastructure within each of these districts.

Since our firm was founded in 1981, Sebago has performed over 200 projects within the Town of Casco. These projects have ranged from land surveying to engineering-focused projects, residential subdivisions, commercial developments, tax mapping, open space inventorying, and even prior planning reviews and other municipal projects. Our experience demonstrates that we are intimately familiar with Casco, along with several other similar communities in scale and nature, and that we recognize the momentum in the community's interest to plan for each of these village areas. We understand the delicate balance between preserving what makes Casco's villages special, and creating space for the future.

Brett Wiemken will serve as the Project Manager, supported by James Seymour, PE, as Principal-in-Charge, who are both locally based in our Bridgton office. Our multi-disciplinary team, including planners, engineers, landscape architects, GIS specialists, and 3D modeling specialists, brings direct experience working with numerous other municipalities that are similar to Casco. It is our understanding that Casco's Planning Board meets once a month on every fourth Monday, and the Selectboard generally meets twice a month on the first and third Tuesdays. With this in mind, we remain available for Casco during these times, as these dates do not conflict with our other municipal planning commitments.

We thank you for the opportunity to submit this proposal, and are excited for this partnership with Town staff, the Selectboard, and the community. Our team remains committed to working with the Town of Casco to support the village area for a better future.

Sincerely,
Sebago Technics, Inc.

A handwritten signature in black ink, appearing to read "Brett Wiemken".

Brett Wiemken
Project Manager/Planning Consultant
bwiemken@sebagotechnics.com
(207) 482-6323

A handwritten signature in black ink, appearing to read "James R. Seymour".

James Seymour, PE
Regional Manager, Western Maine & Lakes Region
js Seymour@sebagotechnics.com
(207) 200-2083

1. STATEMENT OF QUALIFICATIONS



EVERYTHING WE DO IS SHAPING

Sebago Technics is a creative engineering collective comprising 130 design professionals and technical staff, with four offices across Southern, Western, and Midcoast Maine. Our comprehensive services encompass all aspects of projects, from initial site assessment and design to navigating permitting and overseeing construction.

THE WAY WE WORK

One of the defining features that set us apart is our structure as a 100% employee-owned company. The commitment and collaboration of our employees drive our success, and our team-based approach ensures that each client benefits from the expertise and insights of multiple specialties. Our diverse team of engineers, surveyors, landscape architects, and environmental scientists work together to deliver exceptional results on every project.

We welcome your vision and ideas. Beginning with a profound respect for people and processes, we actively listen to understand your goals. Leveraging our extensive experience and expertise, we work in tandem with you to uncover unseen opportunities and bring your vision to life.

FOUNDED

1981

TEAM MEMBERS

130

STRUCTURE

100% EMPLOYEE-OWNED

SPECIALTIES

CIVIL ENGINEERING
SURVEY/GEOMATICS
LANDSCAPE ARCHITECTURE
STRUCTURAL ENGINEERING
TRANSPORTATION/TRAFFIC ENGINEERING
ENVIRONMENTAL SERVICES
PLANNING & PERMITTING
GIS & CAD

SECTORS

MUNICIPALITIES
INSTITUTIONS
HEALTHCARE
RESIDENTIAL
COMMERCIAL

Relevant Experience

Sebago Technics brings unparalleled insight to Casco's village zoning rewrite initiative, combining our deep historical relationship with the Town, spanning over 200 projects, since 1981 with proven expertise in crafting zoning ordinances that honor Maine's distinctive village character while enabling thoughtful growth. Our approach to village planning is rooted in the understanding that each community's historic settlements represent irreplaceable cultural assets that must be protected even as they evolve to meet contemporary needs.

Our team has successfully guided numerous Maine communities through the delicate balance of preservation and progress that Casco now seeks for its three village centers. In Raymond, Poland, and Sebago, we have served as municipal planning consultants, drafting zoning amendments that distinguish residential cores from mixed-use areas while maintaining traditional development patterns. This approach reflects precisely the type of tailored district strategy outlined in Casco's Comprehensive Plan. These communities, like Casco, sought to strengthen their village centers as focal points for community identity and economic vitality without compromising their historic fabric.

What sets our approach apart is our commitment to meaningful community engagement that goes beyond standard public meetings. Whether facilitating village-specific forums, conducting walking tours to understand existing conditions, or creating visual simulations that help residents envision proposed changes, we ensure that zoning rewrites truly reflect community values. Our recent work on the Portland Harbor Common and various Main Street revitalization projects demonstrates our ability to translate public input into implementable ordinances that support walkability, mixed-use development, and appropriate infill while respecting neighborhood scale.

Most importantly, our intimate knowledge of Casco positions us to craft zoning that responds to each village's unique character. From the Open Space Inventory we recently completed to our extensive engineering work throughout the Town, we understand that Casco Village, South Casco Village, and Webbs Mills each have distinct identities shaped by their roles as civic, commercial, and social centers.

The following project examples demonstrate not just our technical capabilities, but our philosophical alignment with Casco's vision: preserving what makes these villages special while creating frameworks for their sustainable future.



MUNICIPAL EXPERIENCE

MUNICIPAL REVIEWS

City of South Portland
Town of Rye, NH
Town of Cape Elizabeth, ME
Town of Sebago, ME
Town of Raymond, ME
Town of Poland, ME
Town of Casco, ME
Town of Old Orchard Beach, ME

PUBLIC WORKS FACILITIES

Kennebunk Public Works
Kennebunk, ME
Orono Public Works
Orono, ME
Portland Public Services
Portland, ME
South Portland Municipal Services
South Portland, ME
Westbrook Public Services
Westbrook, ME
Yarmouth Public Services
Yarmouth, ME

PUBLIC LIBRARIES

Kennebunk Public Library
Kennebunk, ME
Portsmouth Public Library
Portsmouth, NH
Louis T. Graves Memorial Library
Addition, Kennebunkport, ME
Rice Library Addition
Kittery, ME

GENERAL SERVICES CONTRACTS

Town of Freeport, ME
City of Bath, ME
Town of Berwick, ME
Town of Cape Elizabeth, ME
Town of Casco, ME
Town of Poland, ME
Town of Raymond, ME
Town of Rye, NH
Town of Wells, ME
City of Lewiston, ME
Town of Old Orchard Beach, ME
City of South Portland, ME
City of Portland, ME
Town of Naples, ME
Town of Lebanon, ME
Town of Eliot, ME
Town of Porter, ME
Town of Denmark, ME
Town of Hiram, ME
Town of Cornish, ME
Town of Windham, ME
Town of Sebago, ME
City of Sanford, ME

PUBLIC SAFETY & TOWN OFFICES

Westbrook Public Safety
Westbrook, ME
Raymond Public Safety
Raymond, ME
Scarborough Public Safety
Scarborough, ME
Raymond Town Office
Raymond, ME
North Street Fire Station
Kennebunkport, ME
Cash Corner Fire Station
South Portland, ME
Lewiston Fire Substation
Lewiston, ME

TRANSFER STATIONS

South Portland Transfer Station
Peaks Island Transfer Station
Great Diamond Island Transfer Station
Riverside Recycling Facility
Maine Waste-to-Energy, Auburn
Alfred Transfer Station
Waterboro Transfer Station & Recycling Center
Casco/Naples Bulky Waste & Transfer Station



**SCARBOROUGH
PUBLIC SAFETY**
Scarborough, ME



**SOUTH PORTLAND
MUNICIPAL SERVICES**
South Portland, ME



**LEWISTON FIRE
SUBSTATION**
Lewiston, ME

CASCO OPEN SPACE INVENTORY

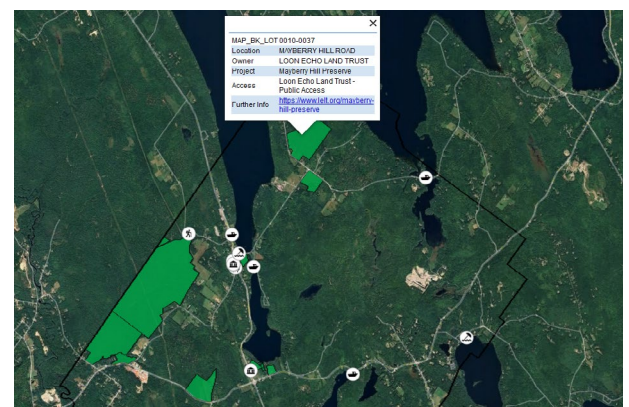
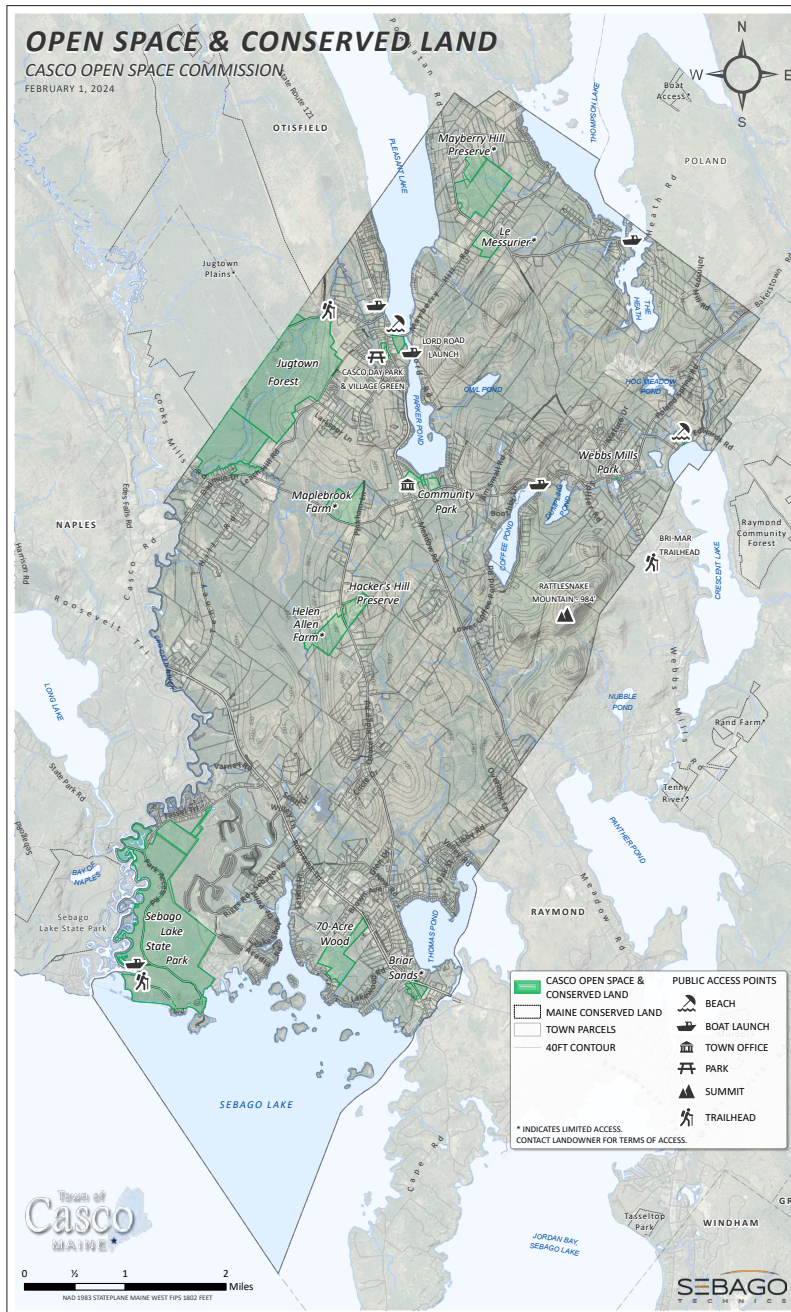
Casco, Maine

The Sebago Geospatial Team developed an Open Space Inventory for the Casco Open Space Commission for asset management, funding acquisition, and future planning.

The Inventory was designed in ArcGIS Pro and consists of a geodatabase and web-based Workbook with information about open space parcels and public access points. Feature information to include was first gathered via desktop inventory, then coordinated in consultation with Casco Open Space members, interested citizens, and local land trusts in a virtual meeting.

Local participation revealed assets not available through public data sources such as additional boat launches and trailheads. Sebago then revised the Inventory and provided an updated web-based Workbook to the Casco Open Space Commission. Information contained in the Workbook includes asset type, location, ownership, and access type (fee or free). The Inventory establishes a baseline while the web-based Workbook promotes legacy asset management as the Open Space Commission acquires new assets, or members join or retire.

In addition to the Open Space Inventory & Workbook, the Geospatial Team designed Open Space Maps for the Town of Casco website and generated an interactive web map that can be integrated into the Town website to promote public awareness and discovery of Casco's Open Spaces.



TOWN OF RAYMOND MUNICIPAL SERVICES

Raymond, Maine



Sebago Technics has maintained a Municipal Engineering Review and Planning Consultant contract with the Town of Raymond since July 2012.

Brett Wiemken, with James Seymour, P.E., as Principal-in-Charge, currently leads our Planning and Peer Review work, including review of all Planning Department site plans, applications, Subdivision, and Shoreland Zoning application reviews that are submitted to the Town. Brett holds regular weekly hours at the Town Office to coordinate any public requests for consultation with regards to Town Land Use permitting, as well as consultations with the Code Enforcement Officer. In addition to the coordination with the Town staff, Brett also attends all Planning Board meetings and deliberates with the Board for presentation of all projects, prepares all the Board review memorandums and Findings of Fact decision documents, and assists in writing and editing Land Use Ordinance provisions as directed by the Planning Board or Town Selectmen. In particular, Sebago helped the Town to derive a staff review process for allowing staff to handle reviews and issuance of permits for smaller minor projects.

In addition to the Planning Services and Municipal Engineering Reviews, Sebago Technics has served as the Town's consulting engineer for nearly 20 years. We have provided a variety of services to the Town that have included roadway design, building assessments, planning, and design for municipal infrastructure projects. Projects have included drainage improvements on the Cape Road, fire pond design, tower site design, energy improvements to the central fire station, site selection services, sidewalk design, sand and salt storage building design, recreational master planning, and general consulting services as-needed.

TOWN OF POLAND MUNICIPAL SERVICES

Poland, Maine

Poland Municipal Center Master Plan



Existing Conditions



Photosimulation of proposed Master Plan improvements for the Poland Municipal Center from Maine Street.

Sebago Technics has held an Engineering and Planning Review Consulting Contract with the Town of Poland since 2012. Sebago has coordinated all of the provisions necessary to work with the Town Code Enforcement Officer and Planning Board, offering engineering and zoning compliance on major site and subdivision plans.

Sebago also provides technical and engineering assistance on many of the Town's ordinances, including street standards, stormwater management provisions, and buffer requirements. In addition, we have assisted with various Town engineering project plans such as providing construction cost estimates for various culvert replacement projects and feasibility plans for the Town's Municipal Center project.

Sebago Technics has been instrumental in the Town of Poland becoming delegated as able to administer the Maine Department of Environmental Protection's (DEP) Site Location of Development Act permitting. This has been a tremendous tool in promoting responsible economic development in the Town with a streamlined local permitting focus. Sebago is now actively working with the Town to revise and adopt various ordinance provisions that will allow the Town to be deemed capable of administering the Maine DEP Stormwater Law that affects developments creating over one acre of impervious surface, which will further enhance the Town's ability to positively affect growth in a practical manner.

TOWN OF SEBAGO MUNICIPAL SERVICES

Sebago, Maine



Since 2022, Sebago Technics has served as Municipal Engineering Review and Planning Consultant for the Town of Sebago, Maine, providing planning and engineering review services to support the community's development needs and regulatory compliance.

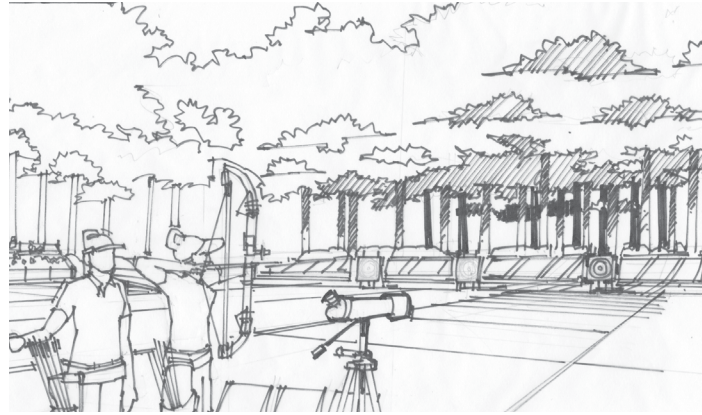
Working closely with the Town of Sebago, our team, led by Jim Seymour, P.E. and Brett Wiemken, delivers extensive planning and peer review services, including thorough evaluation of site plans, applications, subdivisions, and shoreland zoning reviews. Our commitment to accessibility is demonstrated through regular weekly office hours at Town Hall, where we offer direct consultations to potential applicants and address public inquiries regarding land use and code enforcement permitting.

Brett Wiemken maintains an active presence at all Planning Board meetings, providing technical guidance during project presentations, preparing detailed review memorandums, and drafting Findings of Fact decision documents. The team also plays a vital role in ordinance development, crafting and refining written changes based on Board discussions and public workshop feedback.

More recently, the Town is considering adopting additional regulations for street design standards that vary upon housing types and thresholds. We have prepared similar draft reports outlining discrepancies in the current land use code, as well as offering solutions for proposed language to better plan the Town's infrastructure for future growth.

BOWDOIN COLLEGE MASTER PLAN

Brunswick, Maine

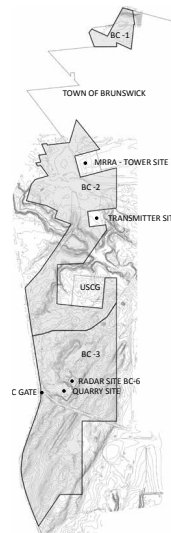


Sebago Technics developed a Master Plan for over 200 acres of land conveyed to Bowdoin College by the Brunswick Naval Air Station.

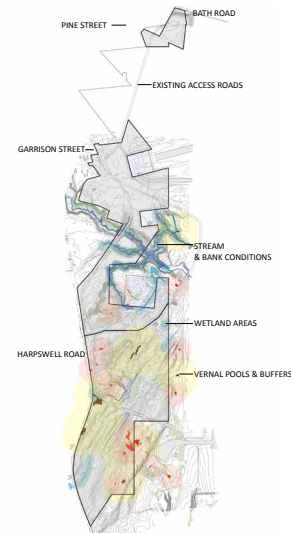
The Master Plan included enhancements to campus athletic facilities, indoor and outdoor classrooms and research gardens, outdoor common spaces, and approximately 10 miles of bike and pedestrian trails that link the campus to the the Town Common and Brunswick Landing Development trail network.

The project included comprehensive site assessment, feasibility analysis, and public engagement to deliver an actionable Master Plan with landscape design focused on educational and recreational opportunities.

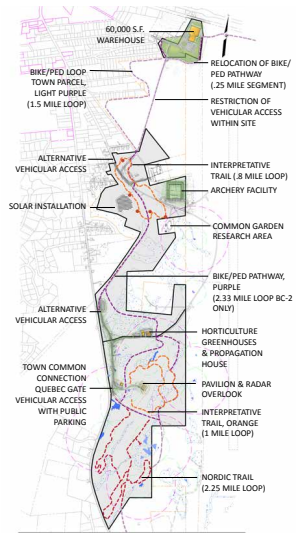
The completed Master Plan has been integrated with overall campus planning and enhancement programs.



Overall Parcel Layout



General Site Inventory



Proposed Improvements

Overall Parcel Layout, General Inventory and Proposed Improve

PORTLAND HARBOR COMMON LOT

Portland, Maine



Sebago Technics was retained in 2022 by the City of Portland and the Portland Parks Conservancy to shape the historical Portland BIW Ship Repair Facility parcel, now a public parking lot, into a community green space for Phase 1 of a master plan for the Portland downtown waterfront.

The first phase of the Portland Harbor Common Lot will transform a City-owned parking area between the Maine State Pier and the Ocean Gateway International Marine Passenger Terminal into an open space preserved for the public. This park is part of the City's waterfront master plan to develop an interconnected linear open space resiliency system along the waterfront, expanding their storm mitigation strategies. Sebago worked collaboratively with the City's Planning, Parks, Engineering, and Waterfront Development staff and led the permitting efforts with the City and Maine Department of Environmental Protection.

Some features of the project will include an open lawn, landscaping, seating, pathways, and areas to support events, vendors, food trucks, and restrooms. A promenade and new railing will be installed along the water's edge, allowing people to safely enjoy the active waterfront and appreciate the tug boats, Casco Bay Ferries, cruise ships, and other vessels. The site plan also provides opportunities to reflect on historical references through signage and artistic interpretation. The park will be a front lawn and waterfront asset for the neighborhood and City residents, as well as a place to welcome tourists coming off cruise ships and other visitors to downtown Portland and the Old Port.

Engineering services provided by Sebago Technics included preparing an existing conditions survey, documenting subsurface conditions and utilities, collaborating with structural engineers on existing retaining wall and railing design, and developing grading and utility plans and stormwater management plans. Potential impacts from sea level rise and wave action were incorporated into the site design through reduction in pavement, grading and infiltration considerations, and use of cost effective and durable materials.

Landscape architecture services provided by Sebago Technics included leading a design charrette and multiple engagement meetings with the Working Group, which consisted of City staff, the Portland Parks Conservancy, and stakeholders, to develop multiple concepts, finalizing the site plan and landscape amenities, lighting design, and selection of urban and salt-tolerant native plant species. Structural soil and irrigation detailing was developed to establish plant material and flush salt from soil after king tide/flooding inundation. The park design is based on green infrastructure adaptation to 'living with water'.

Sebago Technics created 3D visualization renderings and video simulations of the various concepts to demonstrate the scale of the design to the Working Group and the general public, to help guide design decisions, and to gain support of the stakeholders.

MAIN STREET SAFETY & ADA IMPROVEMENTS

Orono, Maine



Sebago Technics was retained in 2021 to work with the Town of Orono on a planning study along a 1.4-mile section of Main Street (Route 2) from Kelly Road to the Downtown. The corridor is challenged with vehicular volumes during peak school hours and the additional traffic from the arterial nature of the roadway.

The planning effort kicked off by completing topographic survey through 3D laser scanning, and right-of-way establishment. Working with an advisory committee, four (4) conceptual options were developed to create a better balance between vehicular traffic, bicycles, and pedestrians. Sebago advanced the concepts to 90% design, but the project did not advance to construction as the Town received a Planning Partnership Initiative (PPI) for a larger planning effort allowing for a much greater study area and a potentially less fiscally constrained project.

Sebago was again retained in 2023 to lead the planning and engineering for the PPI process which involved a study of a 3.25-mile section of Route 2 (from Kelley Road to the Old Town municipal line). These efforts were combined into one holistic approach. Sebago deliverables included:

- Reviewed existing conditions, including significant traffic analysis and modeling, and a full safety audit review of crash history and available infrastructure for alternative modes.
- Developed concept plans for proposed alternatives with associated cost estimates, representing approximately \$30 million in improvements. 3D visualizations were created at five (5) key improvement locations.
- Led the public engagement process, including collaboration with Town staff, presentation to the Town Council, and workshops with the public.

The study recommended intersection improvements (both roundabouts and traffic signalization), upgraded and added pedestrian facilities with new crosswalk locations and improved visibility, bicycle accommodations, traffic calming measures, and streetscaping with gateway applications. The findings were submitted in both Draft and Final Report format to the Town and MaineDOT.

Sebago is currently designing the first phase in the Downtown area with Congressional Designated Spending (CDS).

2. PROJECT APPROACH

Proposed Timeline:

Late November, 2025:	Contract is signed with authorization to proceed
Early December, 2025:	Kickoff meeting is held with Town staff
Mid-December, 2025:	Sebago begins Task 2.
Mid-January, 2026:	Task 2 is complete.
Early February, 2026:	Task 3 (Public engagement Open House event) is hosted
Late-February, 2026:	Post-meeting summary is provided, Task 4 begins
Early-April, 2026:	Task 4 is complete
Late-April, 2026:	Task 5 is complete
Late-June, 2026:	Task 6 is complete

Scope of Services:

Task 1 – Project Management & Coordination:

Our proposed meeting schedule offers an effective approach to work closely with Town staff, the Selectboard, and the community. This approach emphasizes clear communication, collaborative and community-based decision making, and robust documentation throughout the duration of the project. Given our deep experience in managing similar planning projects, ordinance rewrites, and municipal projects with other communities, we propose the following meetings to align with our proposed schedule:

- **Kickoff Meeting:**

We will organize one (1) in-person kickoff meeting to include pertinent Town staff and selected stakeholders. Meeting objectives will include the introduction of our project team, confirmation of the project's scope and timeline, identifying immediate barriers to the ordinance's framework and local concerns, and a complete request for information to include relevant GIS data.

- **Public Engagement Meeting – Open House:**

Please see Task 3 for specific public engagement scope items, timelines, and deliverables. The two (2) additional public hearings are described below, but are reflected in our cost proposal within their respective phases.

- **Public Hearing – Planning Board:**

With the Planning Board being perhaps the most familiar with the Town's ordinances through consistent development reviews, we generally find that involving the Planning Board within the ordinance change process is extremely beneficial. Over time, Board members have developed a sense of what to look for, potential challenges based on historic applications, and opportunities to alter the proposed ordinance. We propose that the Planning Board host one (1) public hearing on the proposed ordinances to gather public input, as well as deliberate on the proposed standards, uses, and processes. We expect this meeting to align with Task 5, as we'll prepare our draft report and ordinance material for the Board to review in advance.

- **Public Hearing – Selectboard:**

As required by statute, the Selectboard is required to have, at minimum, one (1) public hearing to consider matters that are placed on the warrant for a Town vote. With the project's timeline, we are proposing that the Town hold a special vote to consider the proposed ordinance changes. We expect this meeting to align with Task 6, as we'll have considered public input from the open house and Planning Board levels, and anticipate the final product near completion.

- **Overall Coordination:**

Regular check-in meetings will be established with the Town's point of contact to provide necessary updates, address emerging needs, and ensure seamless coordination with personnel. We commit to proactive communication with detailed progress tracking, and early identification of potential challenges to ensure that Casco is fully informed and engaged throughout the project's life cycle. Our scope assumes a total of four (4) meetings, with specific dates to be coordinated at the initial kickoff meeting.

Task 2 – Existing Conditions Analysis:

This due diligence phase will begin by reviewing current Town planning efforts, specifically including the recently adopted Comprehensive Plan. This plan recognizes three (3) areas within the Preservation 1 (P-1) sectors, including the Casco Village, South Casco Village, and Webbs Mills areas.

One of the primary components of this analysis is to inventory existing structures to analyze patterns of architectural features, compatible uses, spacing and bulk, and lots that might serve as feasible for potential future development. Similarly, we will also capture the existing housing types and styles within the village areas to provide a foundation of the housing market, which will inform our approach in developing strategies for housing opportunities.

Another component of this analysis will include researching the permitting processes for administrative and Planning Board approvals. Oftentimes, lengthy approval timelines can deter local business owners, as each meeting presents additional time and cost. This component of our research will also inform our proposed ordinance changes, as there may be opportunities to either expedite review, or create an Architectural Review Board to supplement the Planning Board or administrative review process.

We anticipate that one (1) on-site field visit to each of the areas is needed to support this phase to ground-truth existing conditions. Additionally, to supplement our findings, we'll also include mapping exhibits that document locations of historic structures, showing the mixture of housing types, locations of active businesses, pedestrian-based transportation features, and natural resources and environmentally sensitive areas in each of the three (3) focus areas.

Deliverables: Existing Conditions Report with supplementary mapping exhibits.

Task 3 – Public Engagement:

Our public engagement efforts will center on one (1) open house event, open to the residents of Casco. This open house event will be hosted at a local community venue within one of the village areas, with confirmation of the facility and date confirmed at the project's initial kickoff meeting. This meeting is intended to offer the village areas the attention they deserve, as Comprehensive Planning meetings can often become crowded with other various topics of interest to the Town's future.

Our open house event will consist of a Visual Preference Survey where attendees will review images of different building styles, streetscapes, and development patterns to identify what "feels like Casco", and what doesn't. This will lead into an interactive dot mapping exercise where Sebago will provide large-scale maps and participants can mark locations of concern, opportunity, and valued character-defining staples within each of the village areas. We also propose that, to notify residents about this event, Sebago will design and send out postcards to all property owners with properties located within the Casco Village, South Casco Village, and Webbs Mills areas, as defined within the Comprehensive Plan. Our intent is to show our commitment that we'll listen to Casco's village before writing a word of proposed ordinance changes.

Our event materials will include before and after examples of similar Maine communities. This open house style format is best suited for residents to arrive at their leisure to provide feedback on design features they want to see within Casco's villages. Other key themes this public engagement open house will cover are: preservation and flexibility, and how we protect character while allowing adaptation; transitioning Mixed-Use into Residential, with a focus on economic vitality; and, seasonal considerations so that future designs accommodate the year-round community in addition to the seasonal economy. A summary of meeting notes and documented themes will be provided in a post-meeting memorandum.

Deliverables: Post-meeting summary of notes and themes with direction for the zoning rewrites focus.

Task 4 – Document Development:

Using the data collected in Task 2 and public input from Task 3, Sebago will begin developing draft ordinance materials in Task 4. This phase includes the preparation of a comprehensive report that covers redlines of existing ordinance framework to be removed, and proposed language to reflect each of the village areas.

It is our understanding that Casco is interested in the potential for up to three (3) new zoning districts based upon each of the village areas. We will coordinate with the Town's Work Group to determine if three (3) new zoning districts are needed, or, if necessary, craft the language to encompass all villages into one (1) complete Village District.

It is critical that these standards focus on distinguishing the residential core from potential mixed-use areas, as transitioning use and housing types can better serve the community. Similarly, data from Task 2 will inform our approach to preparing the draft ordinance language to develop dimensional standards that reflect the existing patterns and desired traits of the village areas.

The prepared information will comprise of a land use table that identifies permitted, conditional, and prohibited uses based on types and scale of residential, commercial, civic, institutional, and other mixed uses. Our goal in drafting this language is to help Casco articulate what it already knows about itself, and its desire to plan the village areas for a better future.

Deliverables: This task item will result in a draft report which is to be shared under Task 5.

Task 5 – Draft Report & Presentations:

Following the direction of the kickoff meeting and the results from the first public engagement meeting with the Planning Board, we will prepare a draft report in PDF format to be shared with the Town's Work Group and Planning Board members.

This report will include drafted text that showcases verbiage to be removed from Casco's current Land Use Ordinance, as well as proposed verbiage, definitions, and graphics to be added. The report's structure will consist of an executive summary, an overview of the findings from Task 2, documented results from the first Planning Board public engagement meeting, and a detailed breakdown of redlined ordinance language to be removed, and supporting ordinance material to provide a foundation to the zoning rewrite. We anticipate that the drafted language will consist of additional use definitions, permitted and conditional use tables, common performance standards, form-based regulations, and a proposed regulatory framework that best fits Casco's desires.

Specific sections of the drafted ordinance are expected to include flexibility for mixed-use structures, allowing for greater diversity in housing options, considerations for home occupations and smaller business support, pedestrian facilities, environmental protections, architectural element requirements, and other protections to keep the village character. Based on our experience in working with similar communities and regulatory measures, we propose that part of this ordinance also examines the review process. Form-based codes are excellent at preserving the character of an area. However, requiring additional architectural features can add expenditure to the overall building cost. We propose that, under the Village Districts, an Architectural Review Board be formed with local residents who have significant experience in architecture or architecture-adjacent fields. This Board would be responsible for reviewing Planning Board applications exclusively on the architecture of the buildings. The Board would then provide a recommendation to the Planning Board to supplement their review. In an effort to reduce the frequency of meetings an Applicant might encounter, we also propose that if an Applicant chooses this path, that the review is expedited to one (1) Planning Board meeting upon the completion of the Architectural Review Board's recommendation. This final Planning Board meeting would consist of a public hearing, and the standard Planning Board review procedures to offer an incentive for local business owners to opt into the desired form-based code reforms.

After the initial draft report is presented to the Planning Board, Sebago recommends that the Planning Board host a second public meeting prior to the progression of the drafted ordinance to the Selectboard. Through our solicitation of feedback, we can effectively revise based on Board and public input and progress towards Task 6. We also recommend that the drafted ordinances be sent to the Town's legal counsel for review.

Deliverables: Draft report and attendance of one (1) Planning Board public hearing for support.

Task 6 – Final Report & Adoption Support:

Our final report will be provided to the Town's Work Group and Selectboard in PDF format. This report will incorporate revisions from the draft report based on Planning Board input and insight from the second public engagement meeting. Based on our understanding of municipal law and processes, the Selectboard is also required to host, at minimum, one (1) public hearing when considering alterations to land use regulations. Thus, our proposed meeting schedule reflects one (1) additional public hearing at the Selectboard for adoption support.

Being close to the finish line can be a daunting task. However, we often ask ourselves, "What does success look like?" Upon completion of this project, the short-term success will be the adoption of new zoning regulations for Casco Village, South Casco Village, and Webbs Mills. In the medium-term, we envision that Casco will have received several applications that are reviewed and approved within the Village areas. Long-term, we expect visible signs of growth that meet the intent and character of the Village areas. Perhaps there's a new coffee shop coming into town next to Webbs Mills Eats. Or maybe there's a brewery that inhabits a retrofitted structure. The future is difficult to predict, but we imagine a landscape where pedestrian activity increases to local businesses to bring life back into the Village areas.

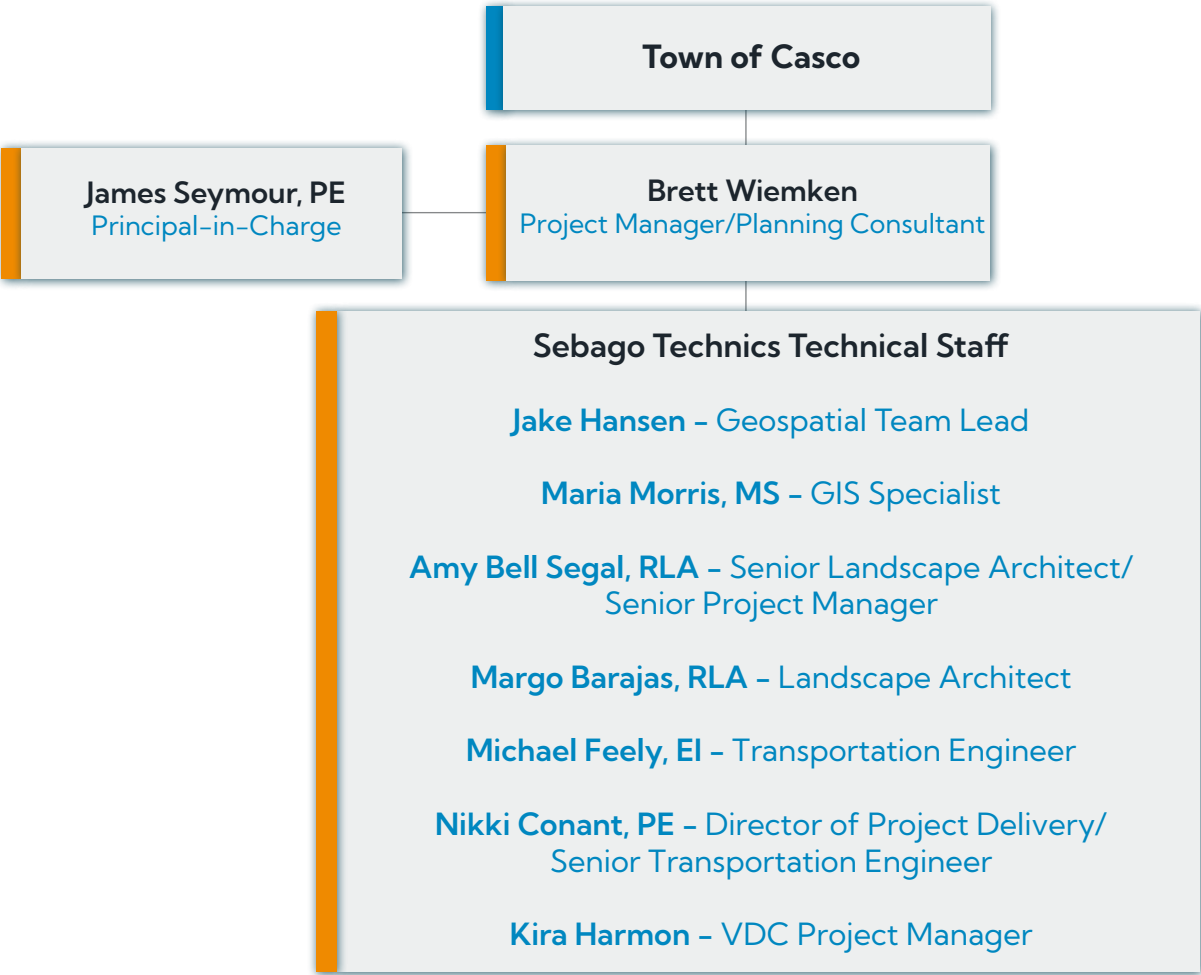
Deliverables: Final report and attendance of one (1) Selectboard meeting for adoption support.



3. TEAM MEMBERS

Sebago Technics has assembled the following team qualified with direct experience in land use planning, public engagement, and policy change for Maine communities. Collectively, our team members have worked on ordinance changes for other municipalities, facilitated meaningful public engagement, and provided appropriate guidance on balancing economic development with community values. The resumes on the following pages detail the qualifications and relevant project experience of key personnel who will be dedicated to this zoning ordinance rewrite project.

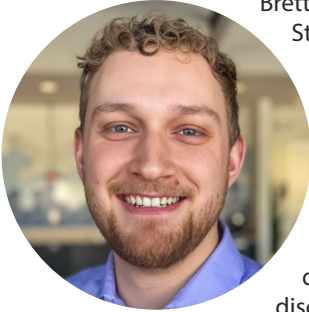
Brett Wiemken will serve as the **Project Manager**, and will be the Town’s primary point of contact. Brett brings a unique dual perspective to this project, having worked on both sides of the municipal–consultant relationship. Previously, he served as the Senior Zoning Officer to Orange Township, Delaware County Ohio, before joining Sebago Technics. His municipal and regional planning background, combined with his expertise in consulting, enables him to translate complex planning principles into compelling visual concepts that resonate with both municipal staff and members of the community. Brett also has experience in leading zoning ordinance changes in the Towns of Raymond and Sebago, active transportation planning in Windham, transportation planning in Rockland, and other areas of extensive public engagement. As the Project Manager, Brett will coordinate work assignments and schedules across our entire team, will provide updates to Town staff, and will remain dedicated to meeting all milestones on time as established by Casco.



Additional staff may be available to assist for any given assignment as-needed to support project needs and schedules.

BRETT WIEMKEN

Project Manager/Planning Consultant



Brett Wiemken joined Sebago Technics in 2023. He holds a degree in City & Regional Planning from The Ohio State University, underscoring his profound understanding of zoning law, planning practices, and land use development. As a member of the Entitlements Group within Project Delivery, Brett plays an important role in orchestrating seamless permitting processes and ensuring regulatory compliance with local, state, and federal review agencies.

In his role as Planning Consultant, Brett leads municipal planning efforts particularly in the Town of Raymond, and takes on land use ordinance revisions in the Town of Sebago, and coordinates development review in the Town of Poland. Brett frequently leads efforts related to policy research, public engagement design, and coordination of planning reviews and studies. He also uses his experience to facilitate meaningful discussions and generate ordinance changes in several towns to create lasting impacts in the communities we serve. He also serves as Project Manager for community transportation planning projects in the Town of Windham and the City of Rockland.

EXPERIENCE



Town of Raymond Planning Services: Lead Planning Consultant managing Planning Board application reviews and site/subdivision project processing for the growing community. Coordinates comprehensive ordinance revisions and maintains regular office hours providing planning assistance to Town officials and residents. Analyzes development proposals, prepares detailed staff reports, and presents recommendations to the Planning Board. Works closely with developers and property owners to ensure compliance with local ordinances while facilitating project advancement.

Town of Windham Active Transportation Plan: Project Manager leading planning initiative focused on Windham's Growth Areas, including existing conditions data collection, stakeholder engagement coordination with Town staff and GPCOG, and team management to ensure timely project milestone delivery.

City of Rockland Safe Routes to South School Planning and Design: Project Manager overseeing planning study and conceptual design for school corridor improvements, including traffic analysis, public engagement with community and steering committee, development of design solutions to enhance pedestrian safety and economic vitality, and final report presentation aligned with the City's Comprehensive Plan.

Other Municipal Planning Experience: As Municipal Engineering Review and Planning Consultant for the **Towns of Poland** and **Sebago**, Brett provides planning and engineering services including site plan/subdivision reviews, ordinance development, and technical guidance to Planning Boards. He attends Planning Board meetings, prepares review memorandums and Findings of Fact documents, and holds regular public consultation hours.

***Orange Township Zoning Department - Delaware County, OH:** Served as Senior Zoning Officer for rapidly growing community of 35,000 residents. Spearheaded implementation of innovative New Urbanism community development and led comprehensive Zoning Code rewrite initiative with extensive public engagement. Managed Board of Zoning Appeals processes and administered township GIS database for planning analyses. Contributed to Active Transportation Plan adoption and 10-year Parks Master Plan development, while coordinating Comprehensive Plan implementation that preserved 40% open space allocation and balanced development pressures with environmental conservation goals.

**Prior to employment at Sebago Technics*

EDUCATION



The Ohio State University
Columbus, OH
City & Regional Planning
Minor: Architectural Studies
2021

Columbus State Community College
Columbus, OH
Architectural CAD Drafting Certificate
2022

MEMBERSHIPS

American Planning Association (APA)
Northern New England Chapter

LEADERSHIP

Delaware Leadership Graduate, 2022
Delaware County, OH Chamber of Commerce

SKILLS

Proficient in Adobe Creative Suite
(InDesign, Illustrator, Photoshop), ArcGIS,
SketchUp, & Microsoft Office Suite



JAMES R. SEYMOUR, PE

Lakes Region/Western Maine Manager



Jim Seymour joined Sebago Technics in 1993. His role encompasses management of projects relating to civil engineering designs for private residential and commercial developments, and providing engineering, planning and development review services for municipal clients. His specific engineering design experience includes roadways and site plan development, sewer/utilities, stormwater management plans and permitting, sediment and erosion control plans, and State and Federal wetland/environmental permits for residential, commercial, and municipal developments. Jim has strong experience in providing municipal planning and permitting review services. He has consulted with planning, code enforcement, and public services departments to assist many towns in various roles. The variety of projects that Jim has been involved with provides him with a well-balanced technical knowledge of planning and land use development issues and engineering experience. His experience with a variety of clientele provides a unique and positive insight to successfully communicate in a public forum and coordinate projects from design to construction stages.

EXPERIENCE



Municipal Planning/Engineering Review Experience:

2012 - Present: Jim has been the consulting Planner for the **Town of Raymond**, in charge of directing the Planning Board with processing various site/subdivision applications, coordinating new ordinance revisions, and construction observation. He also maintains weekly hours at the Town for general planner assistance.

2012 - Present: Jim has been providing planning and engineering consultation to the **Town of Poland** on an as-needed basis to assist the Planning Board with plan reviews and drafting ordinances.

2008 - 2022: Provided the **Town of Casco** planning services to assist the Planning Board with processing various site/subdivision applications, prepared ordinance revisions to the Shoreland Zoning per State requirements, and assisted in instituting a contract zone for Camp Sunshine.

2011 - 2017: Jim had been the consulting engineer for the **Town of Brunswick**, assisting the Town with peer reviews of site/subdivision applications and has drafted new ordinance revisions.

1998 - 2008: Provided construction monitoring for the **Town of Windham** with the responsibilities of reviewing bonding, stormwater management review, and providing onsite construction observations/reports.

1998 - 2004: Consulted with the **City of Portland** as Acting Development Review Coordinator, providing engineering peer review services and onsite construction observations to ensure compliance with approved plans.

The variety of projects that Jim has been involved with provides him with a well-balanced technical knowledge of planning and land use development issues and engineering experience. His experience with a variety of clientele provides a unique and positive insight to successfully communicate in a public forum and coordinate projects from design to construction stages.

Jim also currently has established Municipal General Service Agreements with the Towns of Cornish, Hiram, Porter, Sebago, and Baldwin, Maine where duties range from road reconstruction design to planner and engineering review assistance.

EDUCATION



University of Maine, Orono, ME
Bachelor of Science, Civil Engineering

REGISTRATIONS

Professional Engineering:
Maine #9984

Certified Professional in Maintenance and Inspection for Best Management Practices by Maine DEP and Inclusion on the Qualified Third Party Inspector List for the Long Creek Watershed Management District (May 2011)

MEMBERSHIPS

Former Town of Windham
Planning Board Member

New England Sports Turf
Manager's Association (NESTMA)

Scarborough Little League
Board of Directors League -
President 2015 through 2017



JACOB L. HANSEN

Geospatial Team Lead



Jake Hansen joined Sebago Technics in 2020 as a GIS Specialist and was promoted to Geospatial Team Lead in 2022. He brings extensive experience in GIS, field mapping, and geoscientific methods, supported by a robust research background. A skilled cartographer and problem-solver, Jake leverages GIS to develop innovative solutions for complex challenges and is adept at maintaining and analyzing geospatial data in both desktop and web-based applications. Proficient in scientific analysis, data management, and the operation of specialized equipment and software, Jake consistently delivers high-quality maps and technical outputs. In his role, he provides critical support to engineers, ensuring the locational accuracy of land data for civil design projects. By applying industry best practices and leveraging advanced tools, he collects, refines, and integrates high-accuracy geospatial data. Jake's unique combination of field expertise, digital mapping acumen, and geoscientific knowledge makes him an invaluable resource to the Sebago team.

EXPERIENCE



Freeport Projects Portal: Jake is developing a public-facing web GIS for the Town of Freeport to showcase Town projects, including infrastructure improvements, economic development initiatives, and enhanced pedestrian and bicycle connections. The platform presents projects ranging from conceptual to complete stages, offering residents and stakeholders an accessible, interactive tool for exploring community developments. Complementing this public platform, Jake has created a private web GIS exclusively for the Town, enabling staff to efficiently update project details and manage associated information.

Geographic Information Systems (GIS) Services: Jake provides comprehensive GIS services, including data engineering, cleaning, and transforming geospatial datasets to ensure accuracy and usability for mapping, analysis, and decision-making. He also provides spatial analysis, performing slope and hydrographic studies, viewshed modeling, and visual impact assessments to deliver precise insights for complex projects. Additionally, he leverages geospatial applications to streamline fieldwork, enabling workers to access project data, determine positions, and record detailed field notes, including photos, through intuitive forms. To communicate results effectively, Jake utilizes online mapping tools, such as story maps and web applications, tailored for public engagement.

Tax & Regulatory Mapping: Jake specializes in tax mapping services, maintaining and updating cadastral data for municipalities and delivering high-quality maps and digital datasets. He also develops public-facing web GIS applications, ensuring accessible and user-friendly solutions for property records and other spatial data. Beyond tax mapping, Jake is experienced in ordinance-based regulatory mapping, including Maine's Guidelines for Municipal Zoning Ordinances, and supports municipalities with zoning and other regulatory maps tailored to local needs. With a background as a Certified Property Mapper in North Carolina, he brings expertise in property mapping and title research to every project.

Programming & Automation in GIS: Jake utilizes coding languages such as Python and Arcade to streamline GIS workflows, automate data processing, and enhance geospatial analysis. His work includes creating custom tools and scripts for efficient data manipulation, visualization, and reporting, improving overall project efficiency and accuracy.

EDUCATION



East Tennessee State University,
Johnson City, TN
M.S. Geosciences - Geospatial Analysis
Concentration, 2020

University of Maine at Farmington -
Farmington, ME
B.A., Geology, 2011

CERTIFICATIONS

North Carolina Certified
Property Mapper

AWARDS

Michael D. Wilson Fellow,
2010-2011

Best Student Poster – 37th
Annual Colloquium of the
Atlantic Geoscience Society,
2011



MARIA MORRIS, MS

GIS Specialist



Maria Morris joined Sebago Technics in 2022 as a GIS Specialist. Maria is a graduate from the University of Glasgow with a Master's Degree in Geoinformation Technology & Cartography. At Sebago, Maria develops cartographic products such as existing conditions plans, natural resource exhibits, web-mapping applications, and earth surface models. She designs and manages desktop and web-based geospatial databases for field data collection and land information analysis. Maria's work provides insight into site constraints and opportunities and promotes design decisions that ensure the safety of the community and responsible stewardship of natural resources.

EXPERIENCE



Casco Open Space Inventory – Casco, ME: Maria worked closely with the Town of Casco Open Space Commission to update their Open Space & Conserved Land Map with new parcel data and topographic information. In the process of developing the map, the need for an Open Space Inventory became apparent. Maria designed a web-based inventory categorizing the different kinds of open space in Casco that included pertinent information about open space locations, and functions as a living database for collaboration between commission members and organizations. Along with the Open Space & Conserved Land Map and Inventory, Maria designed a web-based map of Casco Open Spaces to be embedded on the Town's website for the public.

Tax Mapping: The Sebago Geospatial Team provides regular tax map update services for the Towns of Poland, Raymond, Kingfield, Starks, Dayton, Buxton, and Waterboro, Maine. This includes digitization of paper tax maps, annual tax map updates, digital and hard copy map production, integration with assessing database information, web-mapping and hosting services, and data management for collaboration with municipalities, community organizations, and other consultants. The Geospatial Team takes pride in delivering accurate, timely, high-quality products while providing excellent customer service to develop meaningful, lasting relationships with our clients.

Federal Grant Compliance & Grant Writing Services: As part of the larger Entitlements Team, Maria works on NEPA Compliance documentation for federally funded projects for private non-profits as well as municipalities. These projects include The Kita Center (Camp Kita) Facility Expansion, The YMCA Outdoor Learning & Education Center of Lewiston-Auburn, and the Lower Central Avenue Complete Streets Improvement Project in Dover, New Hampshire. In addition, Maria consults with municipalities and external grant writers to provide guidance on grant writing and develops exhibits and narratives for award applications.

Feasibility and Suitability Analysis: With comprehensive experience in data management in a variety of geospatial software, Maria provides data-driven insights for municipal planning and site suitability, including: an open spaced and conserved land inventory for the Town of Casco, Maine, a mountain-wide terrain analysis for Pleasant Mountain of Maine; a web-mapping application for traffic signal replacement prioritization in central Maine; and site selection for ~200 tree plantings in the Bayside Neighborhood of Portland, Maine.

Field Data Collection: Maria develops web-based Mobile Maps & Field Mapping applications for field workers to efficiently and safely locate features including natural resources, existing site features, and proposed design elements. Maria integrates field collected information into figures and digital products for project evaluation, design and permitting.

EDUCATION



University of Glasgow, Scotland
M.S., Geoinformation Technology &
Cartography (with Merit),
2022

Vassar College, Poughkeepsie, NY
B.A. in Environmental Studies
(Honors), 2016

University of Maine Grant Writing
Certificate Program

COMMUNITY ENGAGEMENT

Great Works Regional Land Trust –
Volunteer – GIS Trail Map Designer

Maine Outdoor Film Festival –
Volunteer – Submission Screener

Mahoosuc Land Trust – Volunteer –
Trail Map Designer



AMY BELL SEGAL, RLA

Vice President, Landscape Architecture



Amy Bell Segal joined Sebago Technics in 2020. In the course of her 30+ year career, Amy has worked on a wide variety of projects in the public and private sectors across Maine and New England. Her work has included site planning, permitting and construction management for residential, commercial, institutional, and industrial properties as well as recreation, trail, and community planning. In recent years she has completed significant work in visual impact assessments for large scale renewable energy projects. She has earned a wonderful reputation through great work, relationships and communication.

In 2025, she was elevated to Vice President of Landscape Architecture. In this role, Amy oversees strategic direction, mentorship, and integration of landscape architecture across Sebago's multidisciplinary team.

EXPERIENCE



Open Space Inventory – Casco, ME: Collaborated with Sebago's Geospatial Team to catalog recreational assets and conducted stakeholder engagement with the Open Space Commission, citizens, and land trusts. Created visual communication tools including custom maps and an interactive web platform to promote public awareness and support the town's conservation and funding acquisition goals.

Portland Harbor Common Lot (Phase 1), Portland, ME: Part of design team working with City staff and community working group to transform an oceanfront parking lot between Ocean Gateway and Maine State Pier into a park amenity for residents and visitors. Led the design charette's and stakeholder engagement meetings

Portland Tree Canopy Project, Portland, ME: Working with Parks and Forestry Staff to plan and implement tree planting strategies to increase the canopy within Bayside and Downtown neighborhoods.

Shore Road Improvement Project, Cape Elizabeth, ME: Working with transportation engineers and Town staff to provide pedestrian and bicyclist amenities within road reconstruction design. Prepared visualizations from key locations for public outreach.

Deering Corner Roundabout, Portland, ME: Designed pedestrian and landscape amenities adjacent to roundabout and within stormwater infrastructure. Collaboration with Metro and University of Southern Maine gateway planning. Worked with artist on sculpture placement and lighting.

Lakeside Norway, Norway, ME: Designed a six-acre four-season event and recreation center and new brewery for Norway Brewing Company on Lake Penesseewassee within the Downtown Gateway Area.

Red Cross Park Renovation, Greenville, ME: Master Plan for renovation of six-acre park on Moosehead Lake that provides swimming and boating access. Plan included shoreland stabilization, improved parking, accessibility, playspace, trails, and a pump track.

***Bonney Park, Androscoggin Riverwalk, Riverpark, Moulton Park Rail Trail, and Little Andy Park, Auburn, ME:** A series of linked open spaces along the Androscoggin River. Design, permitting, and construction management.

***Scarborough Municipal Campus Master Plan – Scarborough, ME:** Developed in collaboration with Town Staff, the Master Plan provides short, medium, and long-term planning strategies for balancing future school development and recreational open space needs with environmental limitations.

**Prior to employment at Sebago Technics*

EDUCATION



BSLA, Cornell University
Denmark International Study, 1992

REGISTRATIONS

Maine Licensed Landscape Architect
#2265
CLARB Certified

SPECIAL TRAINING

MeDEP Low Impact Development
Stormwater BMP training
Courses in ADA standards, Complete
Streets, Sustainable Sites (ASLA LEED equiv)

PROFESSIONAL EMPLOYMENT

2020 - Present: Sebago Technics, Inc.
South Portland, ME

1992 - 2020: TJD&A
Landscape Architects & Planners
Yarmouth, ME

1988 - 1992: Bell & Spina Architects
Camillus, NY



MARGO BARAJAS, RLA

Landscape Architect



Margo Barajas joined Sebago Technics in January of 2023. Margo is a highly qualified Landscape Architect with a Master of Landscape Architecture degree from the University of Oregon. She has nearly a decade of experience and holds a Maine license as a Landscape Architect. She currently works as a part of the Project Delivery Team at Sebago Technics, bringing her extensive design and project management skills to the company.

EXPERIENCE



***South Windham Villages Master Plan – Windham, ME:** Adopted in 2023. Part of the design and planning team for the development of a master plan focused on a community-guided vision for the Villages of South Windham and Little Falls in Windham, Maine. The plan updated the 1998 South Windham-Little Falls Revitalization Plan and was created to better understand and identify the Villages defining character, acknowledge the past, and illustrate a framework for future land use decision-making.

Town of St. George Coastal Resiliency Project – St. George, ME: Part of the project team for the public engagement and conceptual design charrette for innovative coastal resiliency planning to address sea level rise through 2100. Helped run community events and virtual reality experiences for residents to visualize climate impacts. Contributed to prioritized action plans resulting in selection of critical roadway designs and coastal erosion mitigation. Margo is the Landscape Architect currently working on the alternatives analysis, conceptual design drawings with plan views, cross-sections and detailing for the design of Factory and Cold Storage Roads and associated at-risk infrastructure.

Portland Harbor Common – Portland, ME: Part of design team converting a surface parking lot on Portland Waterfront to active and passive park space. The project is Phase 1 of Portland's Casco Bay waterfront master plan.

Narragansett School Playground – Gorham, ME: Worked with school staff to design and construct a preschool playground completed in August 2024.

Waypoint Playground – Stratham, NH: Responsible for site layout and detailing at a small playground for children with disabilities 3 years and younger. Constructed in September 2024.

***Homeless Services Center – Portland, ME:** Worked with City of Portland, Developers, and extensive project team on the site and amenity space design at the recently completed HSC. Project completed April 2023.

***Jackson Labs Workforce Housing – Bar Harbor, ME:** Twenty-four unit workforce housing project with tenant amenity space, including a playground.

***Woodfords Family Services – New Gloucester, ME:** Designed upgrades to a playground at a daycare center.

*Prior to employment at Sebago Technics

EDUCATION



University of Oregon, College of Design
Master of Landscape Architecture, 2018
Master's Project: *"Designing for Sea Level Rise: Back Cove, Portland, Maine."*

Boston University,
College of Communication
B.S. Journalism, 2009
London Internship Program, 2008

REGISTRATIONS

Maine Licensed Landscape Architect: #5544

MEMBERSHIPS

American Society of Landscape Architects,
Member of Maine Section 2018 - Present

Oregon State University, Extension Service,
Master Gardener, 2015 - 2016
Corvallis, Oregon

AWARDS

American Society of Landscape Architects
Honor Award for Communications
What's Out There: Cultural Landscapes Guides,
The Cultural Landscape Foundation



MICHAEL S. FEELY, EI

Transportation Engineer



Michael Feely interned for Sebago Technics in 2022 and joined the team full-time in 2023 and bringing fresh perspective and technical knowledge to Sebago Technics' transportation team. He has contributed to major infrastructure projects including the three-mile Broadway Pedestrian Improvements in South Portland, the Casco Bay Bridge bicycle safety redesign, and the Route 2 Planning Study featuring roundabout solutions in Orono. Experienced in roadway design, ADA-compliant design, multimodal transportation solutions, and traffic calming strategies, Michael combines his University of Maine civil engineering education with practical problem-solving to help communities create safer, more accessible transportation networks.

EXPERIENCE



City of Rockland Safe Routes to School Planning and Design – Rockland, ME: Lead transportation engineer for a transportation planning study and conceptual design project for key corridors serving South School. The project includes assessment of existing conditions, traffic operations, and safety data at six intersections. The project includes a robust public engagement process, development of various preliminary conceptual design alternatives with cost estimates, street-view renderings, and 3D visualizations that balance complete street/multimodal safety improvements with vehicular traffic flow.

Broadway Pedestrian Improvements – South Portland, ME: Served as a design engineer on a Locally Administered Project (LAP) for the design of pedestrian facility improvements along approximately three miles of Broadway and the Greenbelt Pathway. The project included the reconstruction of pedestrian ramps and crossings for ADA compliance, new sidewalk construction for increased connectivity, and the realigning of an intersection for traffic calming and access management purposes.

Route 2 Planning Study – Orono, ME: Serving as a design engineer on a transportation planning study for the Town of Orono. The study extends over three miles along the Route 2 corridor in Orono, consisting of improvements to vehicular traffic and bicycle and pedestrian facilities. Michael is assisting in the development of the concept plans for multiple options, which include the installation of new roundabouts at several intersections.

Route 4/236 Corridor Improvements – South Berwick, ME: Currently serving as the design engineer for the Route 236/Route 4 corridor improvements project in South Berwick. The design is an extension of the previous planning study efforts completed by Sebago to signalize two major intersections and complete corridor improvements. The project is currently working through the horizontal and vertical alignment establishment with MaineDOT.

Broadway and Church Street Sidewalks – South Portland, ME: Served as the design engineer on two new sidewalk projects along Broadway and Church Street in South Portland. The design is an extension of previous planning efforts completed by Sebago and includes new curb with bituminous sidewalk, and crosswalk locations with Rectangular Rapid Flashing Beacons (RRFBs)

Gray-New Gloucester Road and School Complex Safety Improvements – Gray, ME: Serving as the lead design engineer to enhance pedestrian safety along Libby Hill Road and Route 26 corridor within the school zone. The project includes approximately 2,200 linear feet of new sidewalk construction, 550 linear feet of curb and sidewalk replacement/enhancement for ADA compliance, improved crosswalks, drainage design, lighting, and a pedestrian and bicycle shared path entering into the school campus.

EDUCATION



University of Maine - Orono, ME
B.S., Civil Engineering
Concentration: Transportation
Engineering
2023

CERTIFICATIONS

Engineering Intern #8198

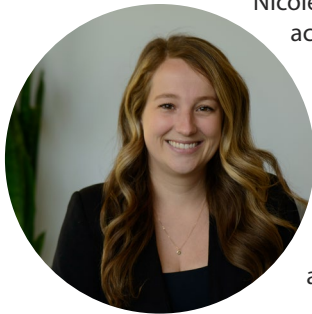
NETTCP Paving Inspector Certification:
#5994

AWARDS

University of Maine
2023 Outstanding Senior Award for
Civil & Environmental Engineering

NICOLE L. CONANT, PE

Director of Project Delivery



Nicole Conant joined Sebago Technics in 2018 as a Transportation Engineer. Since joining the firm, she has been actively involved in a diverse number of traffic and transportation projects including roadway and multimodal design, traffic signal design, traffic permitting, and planning studies. In her role as Director of Project Delivery, Nikki leads a multidisciplinary team responsible for designing, permitting, and facilitating all aspects of a project from initial planning through final construction across Sebago's disciplines. Project Delivery ensures efficient execution, regulatory compliance, and sustainable solutions for a wide range of infrastructure and development projects. As a part of that, Nikki is responsible for the overall management of the Project Delivery Team, resource allocation, and team development. Her ability to bridge technical work with the human side of clients, the company, and the Project Delivery Team has made her a tremendous asset and leader. In addition to all the above, Nikki also serves as a Project Manager overseeing a variety of clients and notable projects.

EXPERIENCE



Route 2 Planning Study (WIN 026802.00) – Orono, ME: Served as the Internal Project Manager and Technical Lead for a 3-mile planning study along Route 2 (Main Street and Park Street) in Orono. Efforts included a review of existing conditions, significant traffic analysis, concept plan development for alternatives, and working with the public, Town, and Town Council to identify solutions to submit for funding opportunities. The concepts considered roundabout intersection treatment, updated traffic signalization, bicycle and pedestrian facilities, and traffic calming treatments. The findings were submitted in the form of a Final Report.

Broadway Pedestrian Improvements – South Portland, ME: Currently serving as the Project Manager for pedestrian spot improvements along the Broadway corridor in South Portland. The project is operating through the LAP program and includes pedestrian upgrades along Broadway, the Greenbelt Pathway, and the intersection realignment of Hill Street. The project recently submitted Plan Impacts Complete (PIC).

Cape Elizabeth Sidewalks – Cape Elizabeth, ME: Served as the Lead Engineer and Internal Project Manager on two new sidewalk segments along Route 77 (Ocean House Road) in Cape Elizabeth. Both segments included new concrete sidewalks with granite curb and esplanade space for street trees and ornamental lighting, in line with Cape Elizabeth's Town Center Standard. Phase 1 went forward to construction in 2020 utilizing Municipal Partnership Initiative (MPI) funding. Phase 2 received LAP funding and proceeded through the process and into construction in 2023.

Freeport Intersection Planning Study – Freeport, ME: Served as the Project Manager for a planning study in Freeport in 2024 to analyze two intersections for improvement options. Analysis included sight distance and geometry considerations, signage applications, and right-of-way analysis. Concept plans and cost estimates were completed, and the results of the analyses were detailed in a memorandum report for the Town's use.

Factory Pasture Lane Sidewalk (WIN 019392.00) – Kennebunk, ME: Served as the Project Manager on an LAP for new sidewalk on Factory Pasture Lane and Depot Street in Kennebunk. The project included new sidewalk with curb, drainage, and reclamation of the roadway. Given the project was along a local roadway, Sebago was responsible for creating right-of-way maps for permanent and temporary rights and coordinating the right-of-way process with the Town and retained Appraisers.

Westbrook Street Shared Use Path – South Portland, ME: Served as the Project Manager and Lead Engineer on the development of a shared use path along Westbrook Street in South Portland. The project was multi-phased with the first phase including a portion of the path that traversed under an existing bridge overpass. To avoid impacts to the existing bridge, the path was designed on a retaining wall with pedestrian railing. Phase 2 included a mill and overlay, adjusted curb line with associated drainage, and upgraded pedestrian infrastructure at signalized intersections. Phase 3 was completed in 2024, similarly with new curb, widened sidewalk, and pedestrian infrastructure at signalized intersections.

EDUCATION



University of Maine - Orono, ME
B.S., Civil Engineering, 2015

REGISTRATIONS

Professional Engineer: ME #16089

MEMBERSHIPS

WTS Maine - Secretary,
Board Member, 2025

Institute of Transportation Engineers

CERTIFICATIONS

Local Project Administration Certification
MaineDOT

IMSA Work Zone Temporary Traffic Control
Technician (Cert # ZZ_119837)

IMSA Traffic Signal Technician Level I (Cert #
AA_119837)

IMSA Traffic Signal Design/Engineering
Technician Level II (Cert #BD_119837)

IMSA Traffic Signal Construction Technician
Level II (Cert #BC_119837)

IMSA Traffic Signal Field Technician Level II
(Cert #BE_119837)



KIRA A. HARMON

Virtual Design and Construction Project Manager



Kira Harmon joined Sebago Technics in 2019 as a 3D Modeler/CAD Technician working with the Survey-Geomatics group to produce digital deliverables for municipal, federal, and private sector projects. She holds an associate degree in Architectural and Engineering Design from Southern Maine Community College. She brings comprehensive expertise in 3D modeling technologies and project management, including mastery of point cloud data extraction and photorealistic rendering techniques. As a key member of the digital services team, Kira orchestrates complex modeling workflows and ensures quality standards across diverse project portfolios.

In her current role as Virtual Design and Construction (VDC) Project Manager, Kira serves as the primary coordinator for all 3D modeling and graphics services, directing project scoping and estimating while developing critical processes and standards. Her deep understanding of project requirements and technical expertise enables her to serve as an integral project team member, providing essential digital foundations and valuable strategic insight that enhance client presentations and project deliverables.

EXPERIENCE



Route 2 Planning Study (WIN 026802.00) – Orono, ME: Managed high-definition laser scanning and 3D visualization efforts for the Town of Orono's Main Street corridor (1.4 miles), capturing detailed topographic data and creating compelling renderings of proposed land use scenarios and streetscape improvements. Collaborated with IOV Planning to develop visualizations that successfully communicated the community's vision and supported the Town's Comprehensive Plan development process.

Portland Harbor Common – Portland, ME: Part of survey-geomatics team converting a surface parking lot on Portland Waterfront to active and passive park space. The team documented existing conditions including topography, subsurface utilities, and retaining structures to support resilient design addressing sea level rise and storm mitigation. The project is Phase 1 of Portland's Casco Bay waterfront master plan.

Main Street – Orono, ME: In 2020, the Maine Department of Transportation commissioned Sebago Technics to conduct a traffic study along the corridor from Kelley Road to the Stillwater River Bridge in Orono. This project engaged both Sebago's survey/geomatics and transportation engineering divisions. Kira played a key role in the survey component, utilizing high-definition laser scanning technology to extract detailed survey features and geometry. Her work produced a comprehensive existing conditions plan for the entire roadway segment. This advanced scanning approach enabled the Sebago team to collect more accurate and significantly denser data, providing transportation engineers with superior information for both their analytical studies and design work.

Intersection of Route One and Sawyer Road – Scarborough, ME: In 2024, Sebago Technics was contracted to update an existing conditions survey at the Route One and Sawyer Road intersection in Scarborough, Maine as part of the Safe Streets for All initiative. Kira played an integral role in both data collection and processing, operating high-definition laser scanning equipment to gather all relevant site information. She subsequently processed this data to extract survey features and geometric elements, creating a comprehensive existing conditions plan for the entire intersection. This advanced scanning methodology allowed the Sebago team to deliver exceptionally accurate and dense data, providing transportation engineers with superior information for their analysis and design work.

EDUCATION



Southern Maine Community College
South Portland, ME
Associates of Applied Science,
Architectural and Engineering Design
2019

CERTIFICATIONS

OSHA 10-hour Construction Safety

CPR & First Aid



4. COST PROPOSAL

Sebago Technics has developed a detailed budget based on the proposed scope of work and our understanding of project requirements. Our pricing reflects the necessary time and expertise to complete each task item, from initial stakeholder coordination through ordinance adoption. We have structured the budget by each task phase to provide transparency in project costs, and to facilitate any necessary scope adjustments during contract negotiations. The proposed budget includes estimated hours and hourly rates for all personnel, with not-to-exceed amounts by project task. Our team is committed to delivering quality results to maximize value for the Town of Casco.

PROJECT TASK	FEE
Task 1 - Project Management/Coordination/Meetings	\$6,060.00
<i>Kick-off Meeting</i>	\$955.00
<i>Overall Coordination</i>	\$5,105.00
Task 2 - Existing Conditions Analysis	\$11,430.00
Task 3 - Public Engagement	\$6,155.00
Task 4 - Document Development	\$9,230.00
Task 5 - Draft Report & Presentations	\$9,430.00
Task 6 - Final Report & Adoption Support	\$4,050.00
Reimbursables	\$1,365.00
TOTAL FEE	\$47,720.00

Services Not Included

- Specialized assessments and studies, including traffic
- Legal reviews
- Site-specific engineering or design services
- Environmental assessments
- Post-adoption training
- Survey services
- Permitting services
- Grant writing
- GIS database creation

SEBAGO TECHNICS COST PROPOSAL FORM

Project Title/Location: Planning Services for Zoning Rewrite in Casco Village District
Service Area or Phase of Work: Planning
Orig. Date: November 13, 2025
Revised Date:
Contact Name: Brett Wiemken

	Principal-in-Charge [James Seymour]	PM / Planning Consultant [Brett Wiemken]	Principal Landscape Architect [Amy Bell Segal]	Landscape Architect [Margo Barajas]	Transportation Engineer [Michael Feely]	Geospatial Team Lead [Jake Hansen]	GIS Specialist [Maria Morris]	Virtual Design Coordinator [Kira Harmon]	TOTAL		
Task Descriptions	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours		
Task 1 – Project Management / Coordination / Meetings											
<i>Kick-Off Meeting</i>	2.50	4.00	0.00	0.00	0.00	0.00	0.00	0.00	6.50		
<i>Overall Coordination</i>	2.00	26.00	2.00	2.00	2.00	1.00	2.00	1.00	38.00		
Task 2 – Existing Conditions Analysis	2.00	40.00	0.00	32.00	0.00	2.00	14.00	0.00	90.00		
Task 3 – Public Engagement	4.00	16.00	4.00	10.00	0.00	1.00	8.00	0.00	43.00		
Task 4 – Document Development	6.00	45.00	4.00	10.00	2.00	0.00	0.00	0.00	67.00		
Task 5 – Draft Report & Presentations	4.00	28.00	1.00	12.00	2.00	2.00	4.00	16.00	69.00		
Task 6 – Final Report & Adoption Support	4.00	16.00	1.00	2.00	0.00	0.00	2.00	4.00	29.00		
TOTAL HOURS	24.50	175.00	12.00	68.00	6.00	6.00	30.00	21.00	342.50		
HOURLY RATE	\$190.00	\$120.00	\$260.00	\$135.00	\$150.00	\$125.00	\$120.00	\$150.00			
DIRECT LABOR TOTAL	\$4,655.00	\$21,000.00	\$3,120.00	\$9,180.00	\$900.00	\$750.00	\$3,600.00	\$3,150.00	\$46,355.00		
DIRECT EXPENSES									Total Labor =	\$46,355.00	
Subconsultant	\$0.00									Total Direct Expenses =	\$1,365.00
Printing, Post Cards (Public Engagement)	\$1,150.00									Total Fee =	\$47,720.00
Mileage (currently \$.70 per mile)	\$215.00										
TOTAL DIRECT EXPENSES =	\$1,365.00										

Notes:

- Task 5 and 6 include public hearings as detailed in our Scope of Services

- Hours shown for meetings include prep time and potential drive time



Proposal For Professional Services **Planning Services for Zoning Rewrite in Casco Village District** **Hourly Rates 2025**

Engineering/Permitting/Project Management	<u>Rate/Hr</u>
Principal (Engineering and Transportation).....	\$ 260.00
Senior Project Manager/Senior Transportation Engineer.....	\$ 190.00
Project Manager.....	\$ 175.00
Professional Wetlands Scientist.....	\$ 165.00
Senior Project Engineer.....	\$ 160.00
Senior Traffic Engineer.....	\$ 155.00
Senior Geologist/ Transportation Engineer/ Traffic Engineer.....	\$ 150.00
Project Engineer / Entitlements Manager/Senior Environmental Scientist.....	\$ 140.00
Senior Civil Engineer.....	\$ 130.00
Planner / Senior Construction Inspector.....	\$ 120.00
Civil Engineer	\$ 115.00
Permitting Specialist / Environmental Scientist.....	\$ 110.00
Construction Inspector / Field Engineer.....	\$ 95.00
Landscape Architecture	
Principal (Landscape Architecture).....	\$ 260.00
Senior Landscape Architect.....	\$ 190.00
Landscape Architect.....	\$ 135.00
Landscape Designer.....	\$ 110.00
Surveying/Geomatics/CAD	
Principal (Survey).....	\$ 240.00
Senior Professional Land Surveyor.....	\$ 165.00
Professional Land Surveyor / Virtual Design Coordinator.....	\$ 150.00
3-D Modeler.....	\$ 145.00
CAD Manager.....	\$ 140.00
Senior GIS Specialist	\$ 125.00
GIS Specialist / Microstation CAD Technician.....	\$ 120.00
Senior Surveyor / Senior CAD Designer / Deed Researcher.....	\$ 115.00
Surveyor / Field Crew (per member) / CAD Designer.....	\$ 95.00
Survey Technician / CAD Technician.....	\$ 90.00
Robotic/GPS Crew (surveyor + equipment).....	\$ 145.00
Reality Capture (HDS/UAS) Services - Field/Office.....	\$ 190.00 / \$120.00
Administrative	
Principal.....	\$ 260.00
Project Assistant.....	\$ 90.00
Project Accountant.....	\$ 90.00

All amounts due Sebago Technics, Inc. shall be due and payable upon invoice. Invoiced amounts for professional time shall be billed at the hourly rates cited above for the time incurred on the project or in accordance with proposal terms. Hourly rates are effective through 12/31/25, unless otherwise noticed. Overtime may be charged at 1.5 x hourly rate. Expert witness services will be provided at a minimum of 2.0x the rate noted above. Reimbursable expenses, including administrative fees, shall be included on invoices as the expenses are incurred. Subconsultant and/or vendor services will be billed at cost plus 15%. Any sales, service, or use taxes levied by any governmental authority which would be deemed applicable by Sebago Technics, Inc. will be invoiced in addition to any stated fee and/or reimbursable limits. Sebago Technics, Inc. reserves the right to suspend work or terminate this Agreement and charge 1.5% interest per month on invoiced amounts due which are more than thirty (30) days past due. All attorney fees, court costs, accrued interest and other interest and other collection costs incurred during collection procedures for delinquent accounts shall be paid to Sebago Technics, Inc.

5. REFERENCES

We offer the following municipal references who can attest to our responsiveness, flexibility, and proven track record of delivering high-quality services within budget and on time. We encourage you to contact them as part of your considerations:

Jason Williamson

Code Enforcement Officer
Town of Raymond
Raymond, ME 04071
(207) 644-4742
Jason.williamson@raymondmaine.org

Jennifer Carter

Sustainability & Community Development Coordinator
City of Rockland
Rockland, ME
(207) 593-0637
jcarter@rocklandmaine.gov

Stephen Puleo

Director of Planning
Town of Windham
Windham, ME 04062
(207) 894-5960
sjpuleo@windhammaine.us

Maureen O'Meara

Town Planner
Town of Cape Elizabeth
Cape Elizabeth, ME 04107
(207) 799-0115
Maureen.omeara@capeelizabeth.org

Mitch Stone

Director of Economic Development
Town of Orono
Office of Community Development
(207) 889-6914
mstone@orono.org



Jim Seymour, PE and Brett Wiemken at a recent Planning Board meeting for the Town of Raymond, Maine. Click [here](#) to view the video.



We appreciate the dedication demonstrated
by **the Town of Casco** and its citizens to
building a better future.

Sebago Technics thanks you for your
consideration to **shape this future, together.**