



CITY OF BIDDEFORD

Planning and Development Department

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Planning Board Meeting Minutes

Date: November 3, 2021
Time: 6:00 PM
Location: City Hall Council Chambers & REMOTE ACCESS MEETING (1MRSA § 403-A permits public proceedings through remote access during the declaration of state of emergency due to COVID-19).

1. Pledge of Allegiance
2. Declaration of Quorum/Voting Members
Quorum Present: Bill Southwick (chair), Bruce Benway, Sean Tarpey, Spiros Droggitis, Alexa Plotkin (voting alternate) and Michael Cantara (via Zoom)
Chair Southwick opened the meeting at 6:02 PM
3. Adjustments to the Agenda
4. Planner's Business
5. Consent Agenda
5. A. Approval of Planning Board Meeting Minutes from October 6, 2021
MOTIONS: 6:05
Benway-Motion- to approve the Consent Agenda for October 6, 2021
Plotkin-Second
Chair Southwick-Roll Call for Vote-Motion Passed, Unanimous Approval 4-0 (Benway, Tarpey, Droggitis & Plotkin)
6. Unfinished Business
7. New Business
7.A. 2021.47 Public Hearing for proposed zoning amendments to change the zoning district for the following parcels from Suburban Residential-1 (SR-1) to Institutional (IN): 1 Hills Beach Rd. (Map 51, Lot 11), 583 Pool St. (Map 51, Lot 10), 590 Pool St. (Map 51, Lot 18-1). Each of these parcels have been acquired by the University of New England (UNE) since 2010. Changing these parcels to the IN Zone would be consistent with other parcels owned by the UNE.
 - Planner, Greg Tansley introduced Alan Thibeault Vice President for University Operations.
 - Mr. Thibeault gave a brief narrative about the zone change request.
 - Chair Southwick opened the item to the public.
 - Speaking from the public are the following:
Dennis Letellier
Andy Brady of 565 Pool Street
 - Chair Southwick brought the discussion back to the Board.

- The Board discussed the requested changed and some pedestrian/traffic issues in the area

MOTIONS: 6:26

Benway-Motion- To recommend the zone change be approved for the University of New England to change the zoning for the 3 parcels identified to IN, consistent with the intent of the IN Zone.

Droggitis-Second

Chair Southwick-Roll Call for Vote-Motion Passed, Unanimous Approval 4-0 (Benway, Tarpey, Droggitis & Plotkin)

7B. 2021.44 Conditional Use Permit for a Home Occupation for Scott Pollock to convert the one car garage at 356 South Street (Tax Map 31, Lot 9) into a wellness center in the R-3 Zone.

- Planner Tansley gave a brief introduction of the project. He also shared a report from Joanne Fisk of the Biddeford Police Department regarding traffic on that end of South Street.
- Mr. Pollock spoke on his own behalf telling of his experience. He also addressed some complaints made by neighbors such as parking and timing of appointments.
- There were no comments from the public.
- The Board discussed the proposal with the applicant and asked Mr. Pollock what the definition of a Wellness Center is and what services he will be offering at his facility.

MOTIONS: 6:49

Benway-Motion- To approve the Conditional Use Permit for Scott Pollock at 356 South Street and approve the Draft Findings of Fact with the Conditions presented therein.

Plotkin Second

Chair Southwick-Roll Call for Vote-Motion Passed, Unanimous Approval 4-0 (Benway, Tarpey, Droggitis & Plotkin)

7. C. 2021.31 Review a Preliminary 6-Lot Cluster Subdivision Application for Ginger Hill Design + Build at 918 Pool Road (Tax Map 4, Lot 48) in the Coastal Residential (CR) and Rural Farm (RF) Zones.

- Consulting Planner, Chris Di Matteo did a brief introduction of the project.
- Representing the applicant were the following:
Connor Ritter-Walsh Engineering
Emily Ingwersen-Ginger Hill
Norm Chamberlain-Walsh Engineering
Rob Ingwersen-Ginger Hill
- Comments from the public were made by Richard Rhames of Ward 3
- The Board discussed the project with the applicants, the open space was discussed whether it would be handled by the HOA or a Land Trust.

MOTIONS: 7:47

Benway-Motion- To approve the Preliminary Cluster Subdivision for Ginger Hill, LLC at 918 Pool Road conditioned on the applicant addressing all Staff and Planning Board comments in its Final Application submission.

Plotkin-Second

Chairman Southwick-Roll Call for Vote- Motion Passed, 3-2 (Benway, Plotkin for; Tarpey, & Droggitis against; Chair voting to pass the motion as tie breaker)

7.D. Review a Preliminary 6-Lot Cluster Subdivision for Ginger Hill Design + Build at 158 Oak Ridge Road (Tax Map 4, Lot 57) in the Rural Farm (RF) Zone.

- Consulting Planner Chris Di Matteo gave an introduction of the project
- Presenting for the applicants are as follows:
Connor Ritter-Walsh Engineering
Norm Chamberlain-Walsh Engineering
Emily & Rob Ingwersen-Ginger Hill
- Richard Rhames of Ward 3 spoke from the public
- The Board discussed the project again asking about the open space management

MOTIONS: 8:21

Benway-Motion: To approve the Preliminary Cluster Subdivision for Ginger Hill, LLC at 158 Pool Road conditioned on the applicant addressing all Staff and Planning Board comments in its Final Application submission.

Plotkin-Second

Chair Southwick-Roll Call for Vote-Motion Passed, Unanimous Approval 4-0 (Benway, Tarpey, Droggitis & Plotkin)

7.E. 2021.50 Sketch Plan Review for a new substation for Central Maine Power Company At 466-468 South Street (Tax Map 2, Lot 40-1) in the SR1 Zone.

- Consulting Planner, Chris Di Matteo gave an introduction of the project
- Representing the applicant are as follows:
Mark Christopher –TRC Companies
Marc Inman-CMP
Jeremy Pettingale-CMP
- There were no comments from the public
- The Board discussed the project asking about the height of structures, buffers, existing vs proposed and environmental assessments.

7.F. 2021.52 Sketch Site Plan Review & Contract Zone for BVH Biddeford, LLC at 424 Alfred Street (Tax Map 20, Lot 26-1) in the I-3 Zone. The proposal is for the Biddeford Regional Center of Technology to expand into the Shopping Center.

- Consulting Planner Chris Di Matteo introduced the project
- Representing the applicant are as follows:
Philip Chaney-Barrett Made Architects
Eric Dube-Trillium Engineering
- No Public Comments
- The Board discussed the project mentioning the fact that this is a gateway into Biddeford.

8. Other Business

- Planner Tansley talked about the Comp Plan survey there were over 1200 responses, the majority coming in on paper. The task at hand is to summarize the survey results and fact sheets.
- Planner Tansley also talked about the next PEP with the survey results.
- He also talked about the community charet process looking at the 1st and 2nd weekends in December.

9. Adjourn

MOTIONS: 9:17

Benway-Motion-to adjourn

Plotkin-Second

Vice Chair Angers-Roll Call for Vote- Motion Passed, Unanimous Approval 4-0 (Benway, Tarpey, Droggitis & Plotkin)

Meeting adjourned at 9:23 PM

Planning Board Chair/Vice Chair

Date

These minutes are summary and are not intended to be verbatim. Archived meetings are viewable on the City's website: www.biddefordmaine.org.