



CITY OF BIDDEFORD

Planning and Development Department

STAFF REVIEW COMMITTEE MEETING MINUTES

DATE: September 28, 2022

TIME: 1:00 PM

LOCATION: Second Floor Conference Room & Zoom

1. Declaration of Quorum & Voting Members

Quorum Present: Matt Grooms (Chair), Roby Fecteau, Eric Freeman, Jeff Demers, Craig Chekan, Tom Milligan, & Scott Gagne

Non-Voting Staff Present: Nan Whitten

2. New Business

2022.35 The Staff Review Committee will hold a Public Hearing and take comments for a Site Plan Review for Southern Maine Health Care to build a new bus stop structure and access sidewalks to the existing hospital. The property is in the Medical Zone at 1 Medical Center Drive (Tax Map 2, Lot 50).

- Travis Letellier of Acorn Engineering represented the applicant and introduced the project.**
- This will be an official bus stop for the medical facility with access to entrances, sidewalks, will add a shelter and pull off lane.**
- The committee asked the applicant to add radius for turning in the parking lot and to add bollards to prevent people from driving on the walkways.**
- The Committee would have liked to have a topographic survey to assure there is ADA compliance.**
- The applicant would like to waive the topo with a stamped letter saying the project is ADA compliant.**
- The Committee told the Applicant that a Pre-Construction meeting would be necessary.**
- The Applicant would also need to provide a Performance Guarantee worth 150% of the estimated cost of the project.**
- The Applicant would need to provide a Salt Management Plan using less salt near Thatcher Brook**
- No one from the public attended.**

MOTIONS: 1:17PM

Fecteau-Motion-To Waive Article XI, Section II – Full Site Plan Review.

Chekan-Second Motion Passed with Unanimous Vote

Fecteau-Motion-Motion to approve the Site Plan Review for Southern Maine Health Care to build a new bus stop structure and access sidewalks to the existing hospital at 1 Medical Center Drive based on the materials submitted and approve the Findings of Fact and Conclusions of Law based on the Conditions outlined in the Draft Findings of Fact in the Staff Review Committee packet for September 28, 2022.
Freeman-Second-Motion passed with unanimous vote

Meeting adjourned at 1:21 PM

Planning Board Chair/Vice Chair

Date

These minutes are summary and are not intended to be verbatim.