

City of Biddeford
Planning Board
April 17, 2024 6:00 PM City Hall
Council Chambers, & Zoom
<https://biddeford.zoom.us/j/94983531202?pwd=Q3ZyejcyUVpBaUVVMHduYXJhSzB4UT09>
Webinar ID 949 8353 1202; Passcode 223739

STATUS: PLANNING BOARD MEETING, WEDNESDAY, APRIL 17, 2024, 6:00 PM, CITY COUNCIL CHAMBERS & ZOOM

- 1. PLEDGE OF ALLEGIANCE**
- 2. DECLARATION OF QUORUM/VOTING MEMBERS**
- 3. ADJUSTMENTS TO THE AGENDA**
- 4. PLANNER'S BUSINESS**
- 5. CONSENT AGENDA**
 - 5.A. Approval of Meeting Minutes from April 3, 2024
[4-3-24-Meeting Minutes-DRAFT.pdf](#)
- 6. OPEN PUBLIC HEARING**
 - 6.A. 2024.17 The Planning Board will discuss and have the FIRST READING of the proposal to change the zone at 118 Alfred Street (Tax Map 38, Lot 303-1) from MSRD-2 to MSRD-1.
[118 Alfred Rezoning Dominos 3-20-24.pdf](#)
[118 Alfred Rezoning Dominos PB Preliminary Hearing 4-17-24.pdf](#)
[118 Alfred Street Rezoning - Tax Assessor property Information.pdf](#)
 - 6.B. 2024.21 First Reading of proposed Contract Zone #23 on Barra Road (Tax Map 7, Lot 15) for Indian Cliff Development Corp.
[AVESTA Support Images Comntract Zone.pdf](#)
[Application for Contract Zone.pdf](#)
- 7. CLOSE PUBLIC HEARING**
- 8. NEW BUSINESS**
 - 8.A. 2024.02 The Biddeford Planning Board will hold a public meeting to review and discuss a Preliminary & Final Site Plan Application submitted by Bryan Holden to reconfigure the structure on 129 Main Street, (the Marble Block) creating a bowling alley, restaurant & bar on the ground floor, apartments on the second and third floors (Tax Map 38, Lot 386) in the MSRD1 Zone.
[2024.02 Marble Block Redevelopment Preliminary Final Staff Report.pdf](#)
[2024.02 Marble Block Redevelopment FINAL FOF and COA 4-17-24.pdf](#)
[129 Main St_Planning Board_03.25_Updated.pdf](#)
[4-1-24 Response to comments.pdf](#)
[Marble Block Biddeford Maine- Gutter Floor Plan \(1\).pdf](#)
[Planning Board_Apartment Layout.pdf](#)
 - 8.B. 2024.17 The Planning Board will review & discuss a Sketch Plan application by AVESTA Housing to create a 46-unit elderly affordable housing project on Barra Road (Tax Map 7, Lot 15) in the R-3 zone.

[Avesta Housing Sketch Plan Staff Report 4-17-24.pdf](#)
[2024.18 Avesta Biddeford Sketch Plan Planning Drawing Checklist.xlsx](#)
[Avesta Biddeford Sketch Plan.pdf](#)
[Avesta Sketch Plan Application.pdf](#)
[BIDDEFORD - AVESTA BARRA - SD-02 - NO FIRST FLOOR NOTCH.pdf](#)

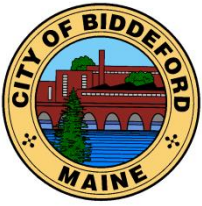
- 8.C. 2024.21 The Planning Board will review and discuss a Sketch Plan presented by Indian Cliff Development Corp for an 8-lot subdivision on Barra Road (Tax Map 7, Lot 15) in the R-3 & R-1 zones.

[Subdivision Sketch Plan and CZ-23 PB Report 4-17-24.pdf](#)
[2024.21 Indian Cliff Sketch Plan Planning Drawing Checklist.xlsx](#)
[Application for Contract Zone.pdf](#)
[AVESTA Support Images Comntract Zone.pdf](#)
[Indian Cliff Sketch Plan Application.pdf](#)
[Barra Road Concept Subdivision Plan.pdf](#)
[Barra Road Sketch Plan Cover Letter.pdf](#)
[Barra Road Subdivision Aerial Sketch Plan.pdf](#)

9. OTHER BUSINESS

10. ADJOURN

The Board reserves the right to halt official business at 9:30 p.m. Items not heard at tonight's meeting shall be rescheduled to the next meeting of the Board. All materials pertaining to items on the agenda are available for public review at the Biddeford Planning Department, second floor, Biddeford City Hall during normal business hours.



CITY OF BIDDEFORD

Planning and Development Department

205 Main Street
P.O. Box 586
Biddeford, ME 04005
(207) 284-9115

Planning Board Meeting Meeting Minutes

DRAFT

Date: April 3, 2024
Time: 6:00 PM
Location: Council Chambers & Zoom

1. Pledge of Allegiance
2. Declaration of Quorum/Voting Members
Quorum Present: Larry Patoine, Chair, Susan Deschambault, Roch Angers, Alexa Plotkin, Stephen Beaudette & Dylan Doughty, Alternate Member
Staff Present: David Galbraith & Nan Whitten
Chair Patoine opened the meeting at 6:00PM
3. Adjustments to the Agenda-None
4. Planner's Business
 - Galbraith told the Board that they will be asked to amend the Conditions of Approval for 10, 20, 30 Upper Falls Road in order for an Occupancy Permit to be granted prior to a Traffic Movement Permit being issued. This part of the project would not trigger a Traffic Movement Permit.
 - He also told the Board of two new projects that are going to go through the process together. They are Indian Cliff Development and AVESTA Housing, both on Barra Road. They will be presenting a Sketch Plan probably at the next meeting.
 - Another project coming to the Board is an Amended Site Plan for a parking lot at 34 Center Street.
5. Consent Agenda
 5. A. Approval of Meeting Minutes from 3-20-24MOTIONS: 6:05 PM
Motion-Deschambault -Motion to approve minutes as presented
Second-Angers
Motion passed unanimously
6. Unfinished Business-None
7. New Business
 - 7.A. 2024.15 Shoreland Zoning Review for David & Mary Rosewater who would like to remove and reconstruct an existing non-conforming structure located at 59 Granite Point Road, further described as lot 12-1 on tax map 67. This location is in the Coastal Residential and Shoreland Overlay Zone.
 - Sandra Guay of Archipelago Law Firm represented the applicant
 - Guay explained the entire project
 - No public comments

MOTIONS: 6:11 PM

Motion-Deschambault-Motion to approve Case # 2024.15 a Shoreland Zoning Permit request for David & Mary Rosewater to remove and reconstruct an existing non-conforming structure located at 59 Granite Point Road (Tax Map 67, Lot 12-1) / in the Coastal Residential Zone and Shoreland Overlay.

Second-Angers

Motion passed unanimously

7. B. 2023.10 Final Subdivision/Site Plan Review for Travis and Lisa Wing at 1 Moxie Lane, further described as lot 22 on tax map 77 in the SR1 & RF and shoreland overlay zones. Mr. & Mrs. Wing would like to reconstruct a private way to accommodate 3 additional house lots.

- **Paul Gadbois represented the applicants.**
- **Gadbois explained that there is one existing lot and 3 will be added.**
- **This subdivision will have septic and public water with underground utilities.**
- **There were no public comments.**

MOTIONS: 6:18 PM

Motion-Plotkin-Motion to APPROVE the Final Plan application for the proposal located 1 Moxie Lane (Tax Map 77, Lot 22), within the Suburban Residential & Rural Farm (SR 1 & RF) zones, as well as shoreland overlay zone, with the condition that the plan show the boring for water displayed as preferred by the Public Works Director.

Second-Angers

Vote-Unanimous

8. Other Business

8.A. 2024.01 Workshop for the Biddeford School Department to expand the Biddeford Primary School. This school is located at 320 Hill Street (Tax Map 82, Lot 32) in the R1A zone. The purpose of the workshop is to discuss materials and designs for the proposed expansion.

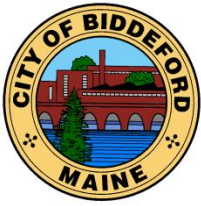
- **Leah Schaffer of Mobile Studio Design represented the applicant.**
- **Jeremy Ray, Superintendent of Biddeford Schools also answered questions.**
- **Proposed changes to what has been presented was discussed and samples passed around.**

9. Adjourn 7:00 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.



CITY OF BIDDEFORD

Planning and Development Department

David C.M. Galbraith
Deputy Director/City Planner
205 Main Street
P.O. Box 586
Biddeford, ME 04005
(207) 284-9115
David.Galbraith@biddefordmaine.org

PLANNING BOARD MEMORANDUM

TO: Chair Patoine and Members of the Biddeford Planning Board

FROM: David C.M. Galbraith, Deputy Director / City Planner

DATE: March 20, 2024

RE: **Rezoning Request / 118 Alfred Street / MSRD-2 to MSRD-1 / Planner's Report – Information Only**

INTRODUCTION

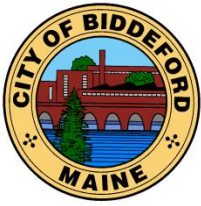


City Staff has had a number of meetings with an existing business owner who needs to vacate their existing building, through no fault of their own, due to a street a street improvement project. The project will require the removal of their existing building. Therefore, Staff has been assisting the client with finding a new location for their restaurant business. The client has found a property that meets their needs, which is located at 188 Alfred Street (Tax Map & Lot# 38-303-1 / Shown highlighted below).

The property is currently zoned MSRD-2 rezone but the Use is currently not permitted in that zone. However, the property is surrounded on 2 sides with properties located in the MSRD-1 zoning district, the most notable is the Post Office (Tax Map & Lot # 38-304), which is located to the immediate north and shown in pink. Therefore, to relocate the business we would need to rezone to MSRD-1.

The purpose of this memorandum is to provide the Board an overview of this project in advance to their formal submittal and to hear the Board's thoughts on the proposed rezoning. No formal Board action is being requested at this time.





CITY OF BIDDEFORD

Planning and Development Department

David C.M. Galbraith
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(207) 284-9115

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PLANNING BOARD MEMORANDUM

TO: Chair Patoine and Members of the Biddeford Planning Board

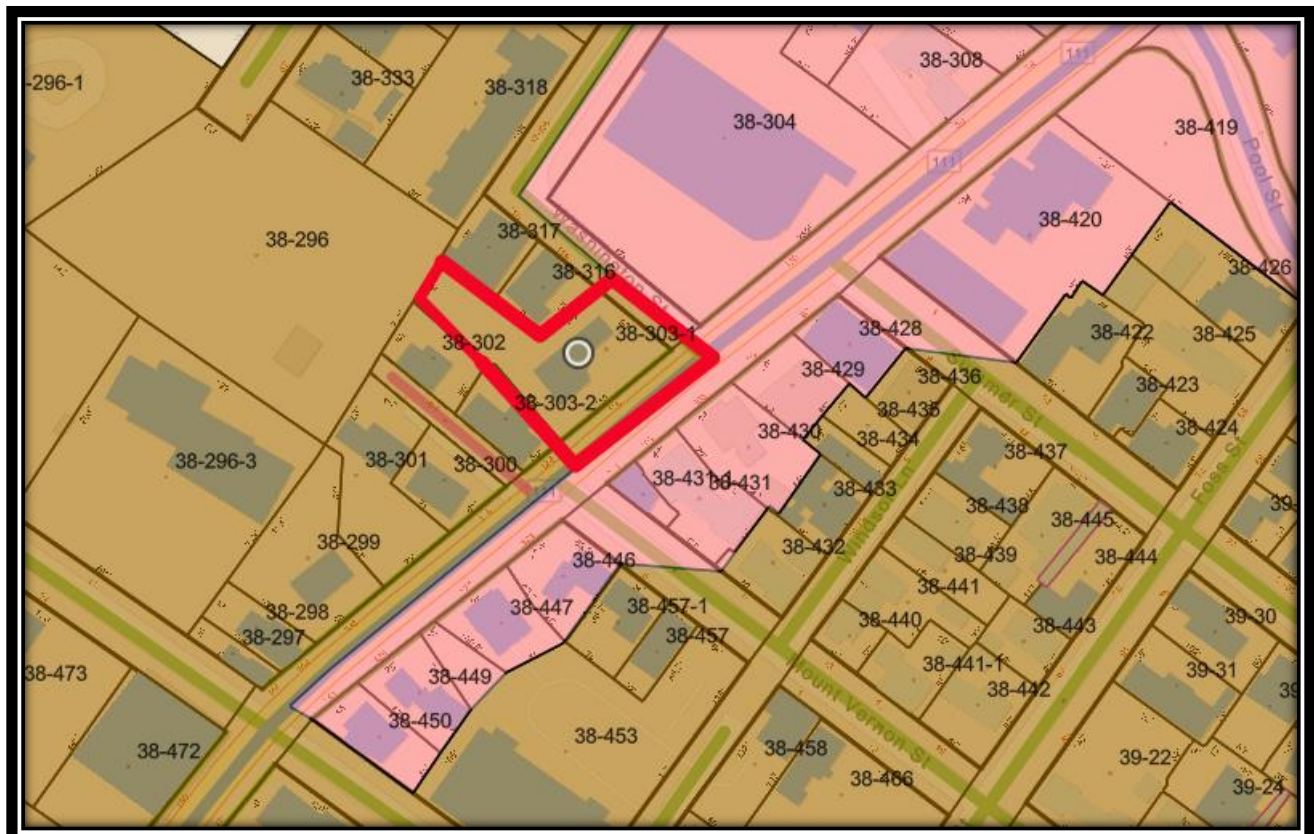
FROM: David C.M. Galbraith, Deputy Director / City Planner

DATE: April 10, 2024

RE: **Case # 2024.17 Rezoning Request / 118 Alfred Street / MSRD-2 to MSRD-1 / First Reading**

Hearing Date: April 17, 2024

City Staff has had a number of meetings with an existing business owner who needs to vacate their existing building, through no fault of their own, due to a street improvement project. The project will require the removal of their existing building. Therefore, Staff has been assisting the client with finding a new location for their restaurant business. The client has found a property that meets their needs, which is located at 118 Alfred Street (Tax Map & Lot# 38-303-1 / Shown highlighted below).



**Case # 2024.17 Rezoning Request / 118 Alfred Street / MSRD-2 to MSRD-1 / First Reading Planning
Hearing Date: April 17, 2024**

The property is currently zoned MSRD-2 rezone but the Use is currently not permitted in that zone. However, the property is surrounded on 2 sides with properties located in the MSRD-1 zoning district, the most notable is the Post Office (Tax Map & Lot # 38-304), which is located to the immediate north and shown in pink, and additional commercially MSRD-1 zoned properties that extend down the east side of Alfred Street, beyond the subject property. Therefore, to relocate the business to this location, the zoning would we would need to be changed from MSRD-2 to MSRD-1.

2. PROJECT DATA/INFORMATION:

Property Address: 118 Alfred Street
Tax ID#: Tax Map & Lot# 38-303-1
Current Zoning: MSRD-2
Proposed Zoning: MSRD-1
Lot Size: .37 acres (approx. 16,117 square feet)

3. REVIEW PROCESS: The proposed rezoning process requires two (2) public hearings by the Planning Board followed with a recommendation to the City Council for approval or denial. The City Council then reviews, at two (2) regularly scheduled meetings, and votes to deny or approve the proposed rezoning.

4. STAFF RECOMMENDATION: This request is being evaluated for Preliminary Rezoning review. The Planning Board should provide Staff and the applicant, feedback on the proposed rezoning and note any items that the Board would like to review for the Final Rezoning review. Staff is supportive of the proposed rezoning as it seeks to basically extend the MSRD-1 zoning line to include the subject property, located to the immediate south and west of the current MSRD-1 zoning district boundary.

5. SAMPLE MOTIONS:

A. Motion to approve Case # 2024.17 Preliminary Rezoning Review for the property located at 118 Alfred Street (Tax Map & Lot# 38-303-1) from the MSRD-2 zoning district to the MSRD-1 zoning district.

B. Motion to Table Case # 2024.17 Preliminary Rezoning Review for the property located at 118 Alfred Street (Tax Map & Lot# 38-303-1) from the MSRD-2 zoning district to the MSRD-1 zoning district, based upon the following reasons:

- a) _____
- b) _____
- c) _____

C. Motion to Deny Case # 2024.17 Preliminary Rezoning Review for the property located at 118 Alfred Street (Tax Map & Lot# 38-303-1) from the MSRD-2 zoning district to the MSRD-1 zoning district, based upon the following reasons:

- a) _____
- b) _____
- c) _____

118 ALFRED ST

Location 118 ALFRED ST

Mblu 38/ 303/ 1/ /

Acct# 0383030010

Owner MB POST ROAD PROPERTY,
LLC

Assessment \$343,300

Appraisal \$343,300

PID 4320

Building Count 1

Location Bus. District

Current Value

Appraisal			
Valuation Year	Improvements	Land	Total
2022	\$202,400	\$140,900	\$343,300
Assessment			
Valuation Year	Improvements	Land	Total
2022	\$202,400	\$140,900	\$343,300

Owner of Record

Owner MB POST ROAD PROPERTY, LLC
Co-Owner
Address 118 ALFRED ST
BIDDEFORD, ME 04005

Sale Price \$260,000
Certificate
Book & Page 17974/807
Sale Date 06/18/2019
Instrument 307

Ownership History

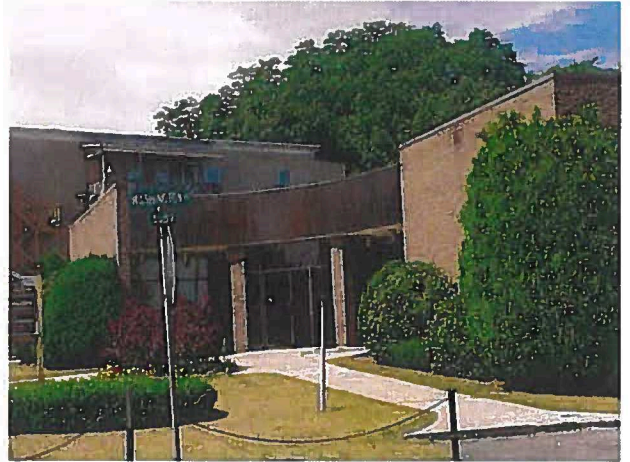
Ownership History					
Owner	Sale Price	Certificate	Book & Page	Instrument	Sale Date
MB POST ROAD PROPERTY, LLC	\$260,000		17974/807	307	06/18/2019
CRESSEY REVOCABLE INTER VIVOS	\$0		8396/0050	1A	08/18/1997
CRESSEY RICHARD W & BRENDA	\$130,000		06722/0079	1H	09/20/1993
TOWLE CHARLES S JR & ALINE L	\$150,000		03396/0060		10/18/1984

Building Information

Building 1 : Section 1

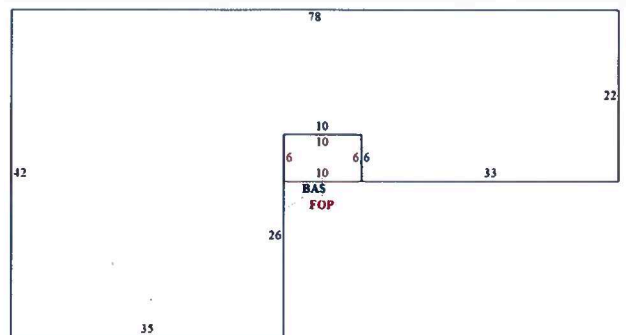
Year Built: 1976
Living Area: 2,356
Replacement Cost: \$395,870
Building Percent Good: 50
Replacement Cost
Less Depreciation: \$197,900

Building Photo



(<https://images.vgsi.com/photos/BiddefordMEPhotos/A00\00\14\71.jpg>)

Building Layout



([ParcelSketch.ashx?pid=4320&bid=4471](#))

Building Sub-Areas (sq ft)			Legend
Code	Description	Gross Area	Living Area
BAS	First Floor	2,356	2,356
FOP	Porch, Open, Finished	60	0
		2,416	2,356

Building Attributes	
Field	Description
Style:	Office Bldg
Model	Commercial
Grade	Average +10
Stories:	1
Occupancy	1.00
Exterior Wall 1	Brick/Masonry
Exterior Wall 2	
Roof Structure	Flat
Roof Cover	Tar & Gravel
Interior Wall 1	Drywall/Sheet
Interior Wall 2	
Interior Floor 1	Carpet
Interior Floor 2	
Heating Fuel	Gas
Heating Type	Forced Air-Duc
AC Type	Heat Pump
Struct Class	
Bldg Use	OFFICE BUILDING
Total Rooms	
Total Bedrms	00
Total Baths	2
No. of Comm. Units	
No. of Res. Units	
1st Floor Use:	3400
Heat/AC	NONE
Frame Type	MASONRY
Baths/Plumbing	AVERAGE
Ceiling/Wall	SUS-CEIL & WL
Rooms/Prtns	AVERAGE
Wall Height	10.00
% Comn Wall	0.00

Extra Features

Extra Features

Legend

No Data for Extra Features

Land

Land Use

Use Code 3400
Description OFFICE BUILDING
Zone MSRD2
Neighborhood 0003
Alt Land Appr No
Category

Land Line Valuation

Size (Acres) 0.37
Frontage 0
Depth 0
Assessed Value \$140,900
Appraised Value \$140,900

Outbuildings

Outbuildings						Legend
Code	Description	Sub Code	Sub Description	Size	Value	Bldg #
PAV1	PAVING-ASPHALT			4500.00 S.F.	\$4,500	1

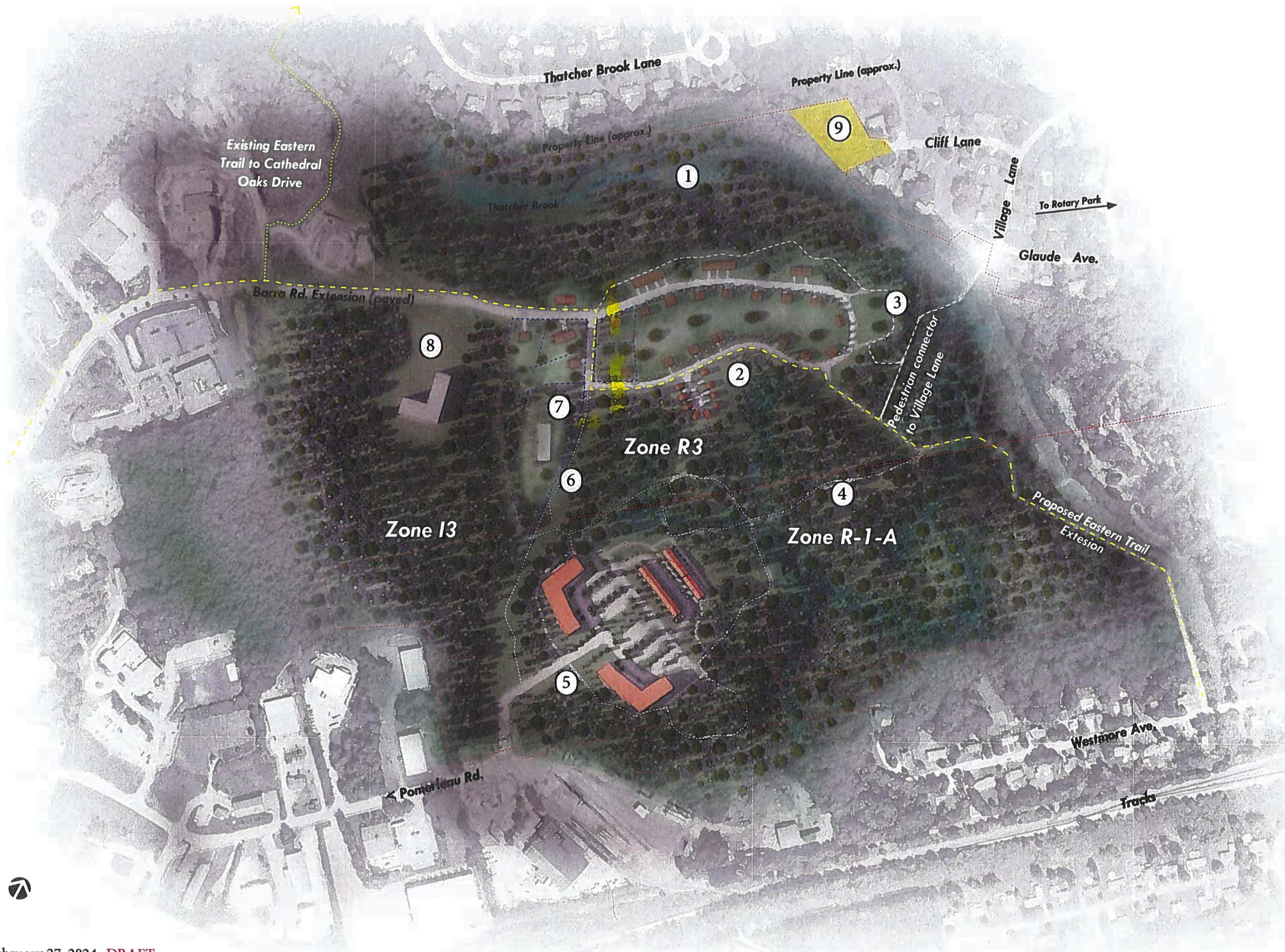
Valuation History

Appraisal			
Valuation Year	Improvements	Land	Total
2022	\$155,200	\$108,300	\$263,500
2021	\$155,200	\$108,300	\$263,500
2020	\$146,800	\$108,300	\$255,100

Assessment			
Valuation Year	Improvements	Land	Total
2022	\$155,200	\$108,300	\$263,500
2021	\$155,200	\$108,300	\$263,500
2020	\$146,800	\$108,300	\$255,100

Visit History

Visit History		
Visit Date	Purpose of Visit	Notes
3/6/2002	COMM/ IND/APTS 2002-2003 INTERIOR	
10/22/1999	UPDATE/ELEC HEAT/1999	
11/4/1997	MEAS & LISTD	
1/18/1990	MEAS & LISTD	



LEGEND

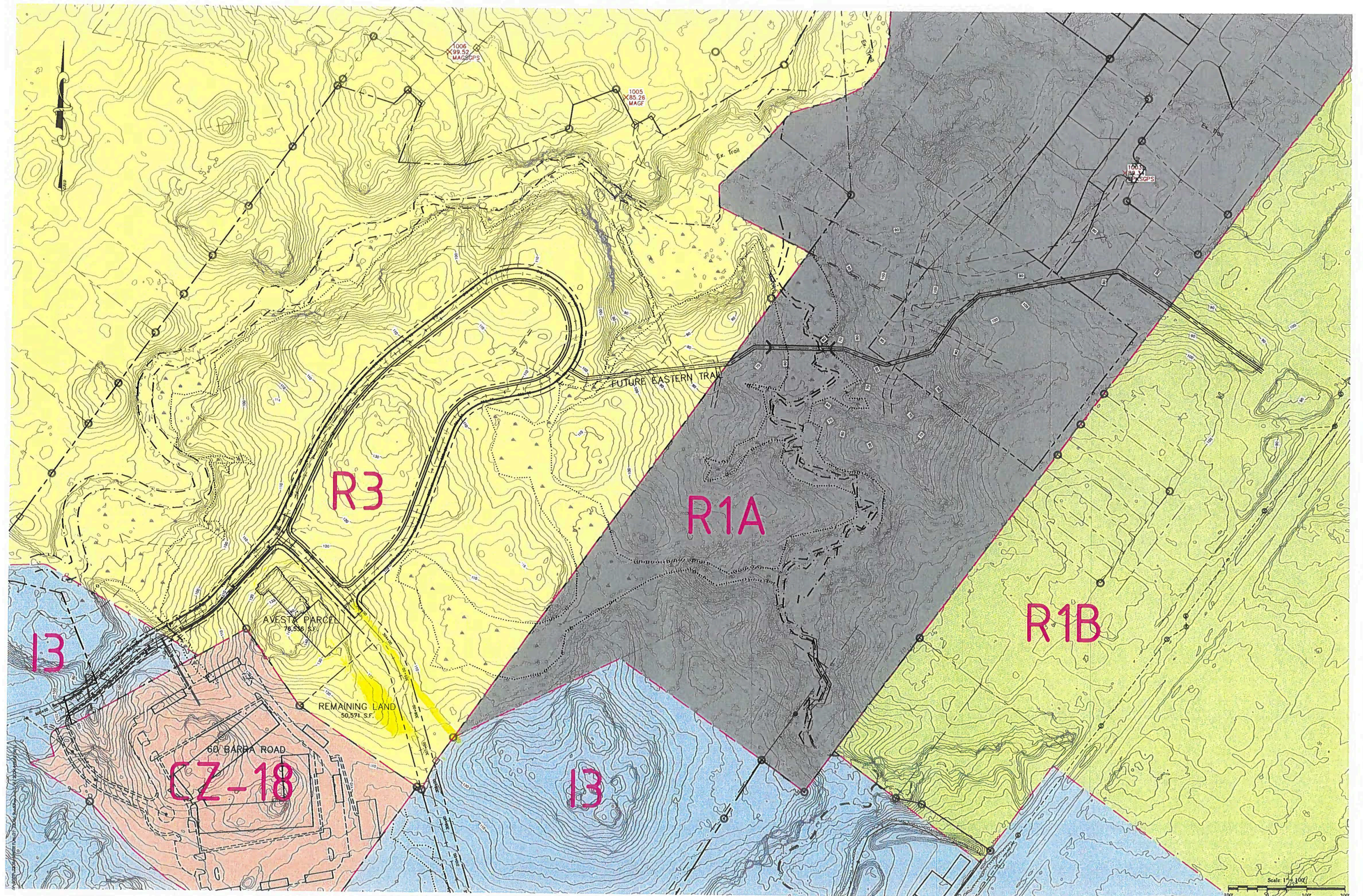
1. Thatcher Brook
2. Single Homes & Row Houses
• 60+/- proposed Units
3. Proposed Park, Indian Cliff Area of Natural Significance & Eastern Trail Extension
4. Potential Walking Paths & Open Space
5. Potential Mixed Housing- Affordable & Market Rate
• 200 +/- proposed Units
6. Potential Walking Paths
7. Proposed Affordable Elderly Housing
8. Reveler Development (Contract Zone)
- 9 Potential Residential Lot

February 27, 2024- **DRAFT**

Community Master Plan | Indian Cliff Development Corp., Sawmill Park Properties LLC. & Mike Eon Associates, Inc.
Biddeford, ME

*Zone limits shown are approximate

Mitchell & Associates
Landscape Architects





ZONE DEFINITIONS

Zone I-3*:

Is a gateway zone for a major entrance to the City, as such, appearance of structures and properties is a major consideration in the Planning Board's review process. Land use proposals in this area must meet more stringent design and landscaping standards; facades of new or rehabilitated structures shall be of brick or stone, other materials may be considered on a case-by-case basis; residential styled structures may be allowed on a case-by-case basis. The general zone allows a mixture of commercial and industrial uses. Exterior storage and display is prohibited except on those parcels of land that abut Pomerleau Street but do not abut either Barra Road or Alfred street (Route 111)

Zone R-3*:

This zone is intended to provide maximum flexibility in terms of residential use; it allows for a mixture of housing types on varying lot sizes.

Zone R-1-A*:

These areas are limited to single-family and duplex/two-family residential uses These areas are served by water and sewer. These districts are best characterized as in-town single-family and duplex/two-family neighborhoods.

REQUEST FOR CONSIDERATION AND APPLICATION FOR
CONTRACT ZONE
PURSUANT TO ARTICLE V, SECTION 9 OF
THE ZONING ORDINANCE OF
THE CITY OF BIDDEFORD

To: Biddeford City Council
c/o David Galbraith, Planner
City of Biddeford, Maine

Applicant: Indian Cliff Development Corp.
P. O. Box 444
Biddeford, ME 04005

Project Developer: Indian Cliff Development Corp.
P. O. Box 444
Biddeford, ME 04005

AVESTA Housing Development Corporation
307 Cumberland Avenue
Portland, ME 04101

Location of Property: Barra Road
Biddeford, Maine 04005 (the "Property")

Current Zoning: I-3 District & R-3 District

Proposed Zoning: Contract Zone #_____

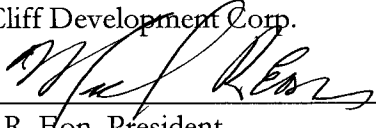
General Outline: The Applicant hereby makes application to the City of Biddeford for a zoning amendment pursuant to the Contract Zoning provisions contained in Article V, Section 9 of the Zoning Ordinance of the City of Biddeford. The Applicant is the owner of a parcel of land adjacent to and near the current terminus of Barra Road containing approximately 55.94 acres. Of that land, the Applicant and Project Developer wish to develop 7 acres, more or less, into 8 lots, one of which is to be developed by the Project Developer for 46 units of elderly affordable housing, 6 lots for single family/duplex housing and 1 lot to be non-buildable and to be dedicated to providing drainage and other infrastructure improvements. Currently the Property is undeveloped land to which public sewer and public water services are available as well as electrical and natural gas service, through extension from existing installations. The Project Developer intends to create approximately 46 units of elderly housing in one building. The residential units shall be single bedroom units. Density shall be no less than 1500 square feet per unit. There shall be a total of 35 parking spaces in the elderly affordable housing project which is .76 spaces for each unit of housing. The housing contemplated is intended to provide additional units of affordable housing in accordance with the Project Developer's organizational mission.

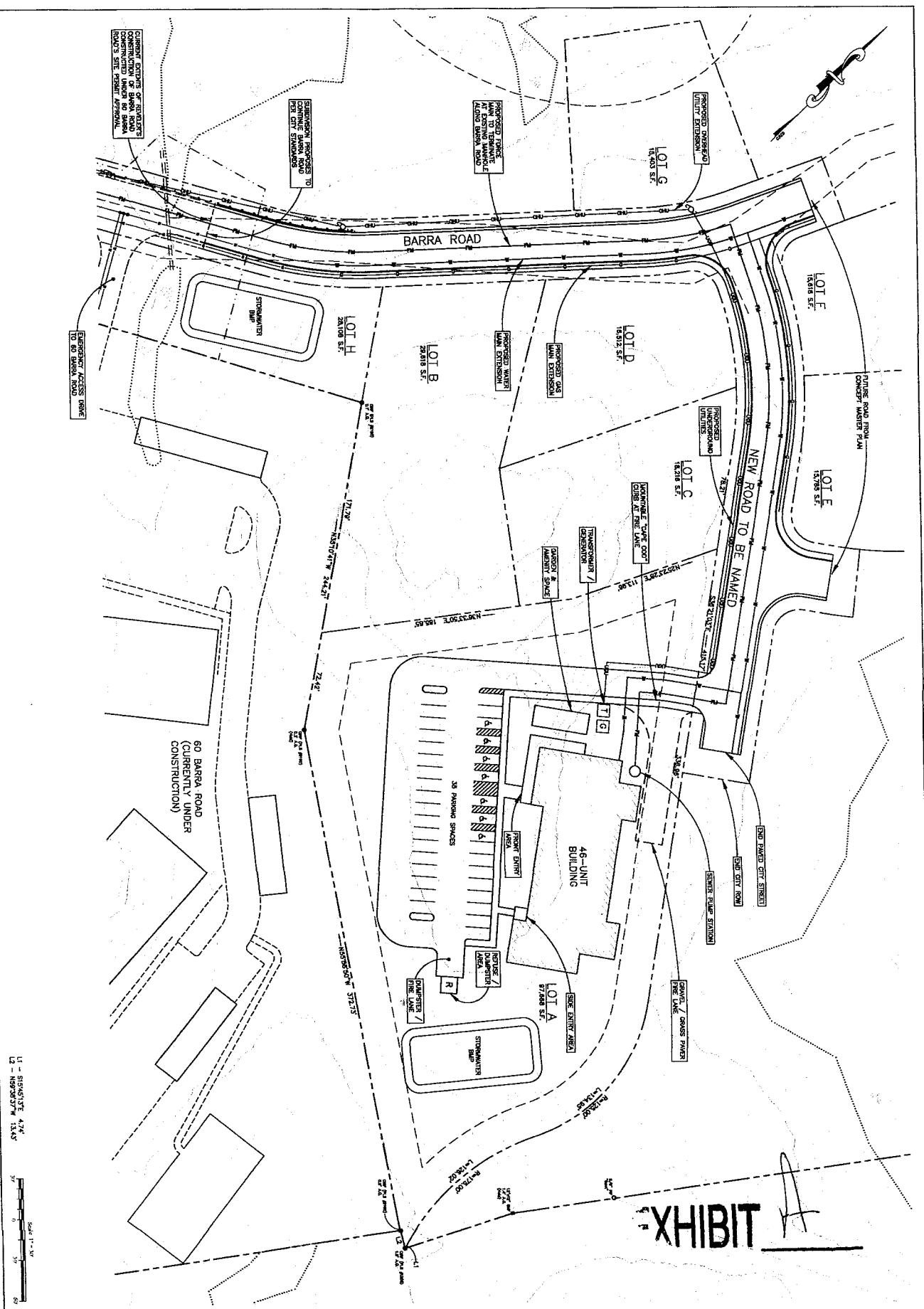
- A. Attached hereto as Exhibit A is a plan prepared entitled "CONCEPT PLAN, Avesta Biddeford, Barra Road, Biddeford, Maine" by BH2M Inc. dated March, 2024, which is a preliminary conceptual plan of the lot divisions planned by Applicants and improvements and parking planned by Project Developer. The requested Contract Zone applies to Lot A on said plan.
- B. The names and mailing address of the Applicant appears above. The primary contact person for this project is Michael R. Eon. His telephone number is 207-283-3000.
- C. Currently the property is located in the R-3 zone.
- D. As stated above, the property is currently unimproved. It is proposed to amend the current zoning ordinance on a contract basis to allow certain residential uses on the Property which are not currently not allowed. The Property is located in the R-3 zone and the intended use as residential housing is allowed in said zone. However, the minimum lot size in the R-3 zone is 15,000 square feet for the first 2 Units and 6000 square feet for each additional unit. The Applicant is requesting that the minimum lot size for this project be reduced to no less than 1500 square feet per unit as is allowed in the adjacent contract zone and height requirements will be no more than 60 feet as allowed in the adjacent zone. The front, side and rear minimum setbacks would be 25 feet and the minimum frontage would be 50 feet. The anticipated zone change is consistent with the City of Biddeford's Comprehensive Plan as the City has developed since the current Comprehensive Plan adopted in 1999, and the current discussions involving amendments to the Comprehensive plan. Biddeford has a greater percentage of persons renting housing instead of owning housing than other municipalities in the area. For this reason rental housing is to be encouraged. It is to be noted that the adjacent property is part of Contract Zone #18, which was created to allow the development of work force housing and that the proposed use is consistent with such adjacent use.

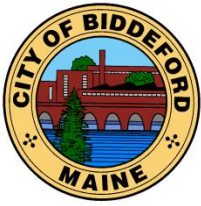
It is requested that the City Planner consult with the Code Enforcement Officer of the City of Biddeford and develop a recommendation for consideration at a regular City Council meeting. Following that, the Applicants look forward to the recommendation of the City Council that the Planning Board proceed with further review of the Project in order to develop a zoning contract.

Dated at Biddeford, Maine this 29th day of March, 2024.

Indian Cliff Development Corp.

By: 
Michael R. Eon, President

[illegible]



CITY OF BIDDEFORD

Planning and Development Department

David C.M. Galbraith
Deputy Director/City Planner
205 Main Street
P.O. Box 586
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(207) 284-9115

David.Galbraith@biddefordmaine.org

PLANNING BOARD STAFF REPORT

TO: Chair Patoine and Members of the Biddeford Planning Board

FROM: David C.M. Galbraith, Deputy Director/City Planner

DATE: April 9, 2024

RE: **2024.02 Final Site Plan Review for Holden Real Estate LLC to redevelop the “Marble Block” building into a bowling alley, restaurant/bar on the ground floor and a total of eight (8) residential apartments on the 2nd and 3rd floor, located at 129 Main Street (Tax Map 38, Lot 386) / Sketch Plan.**

MEETING DATE: April 17 at 6:00 PM

1. INTRODUCTION



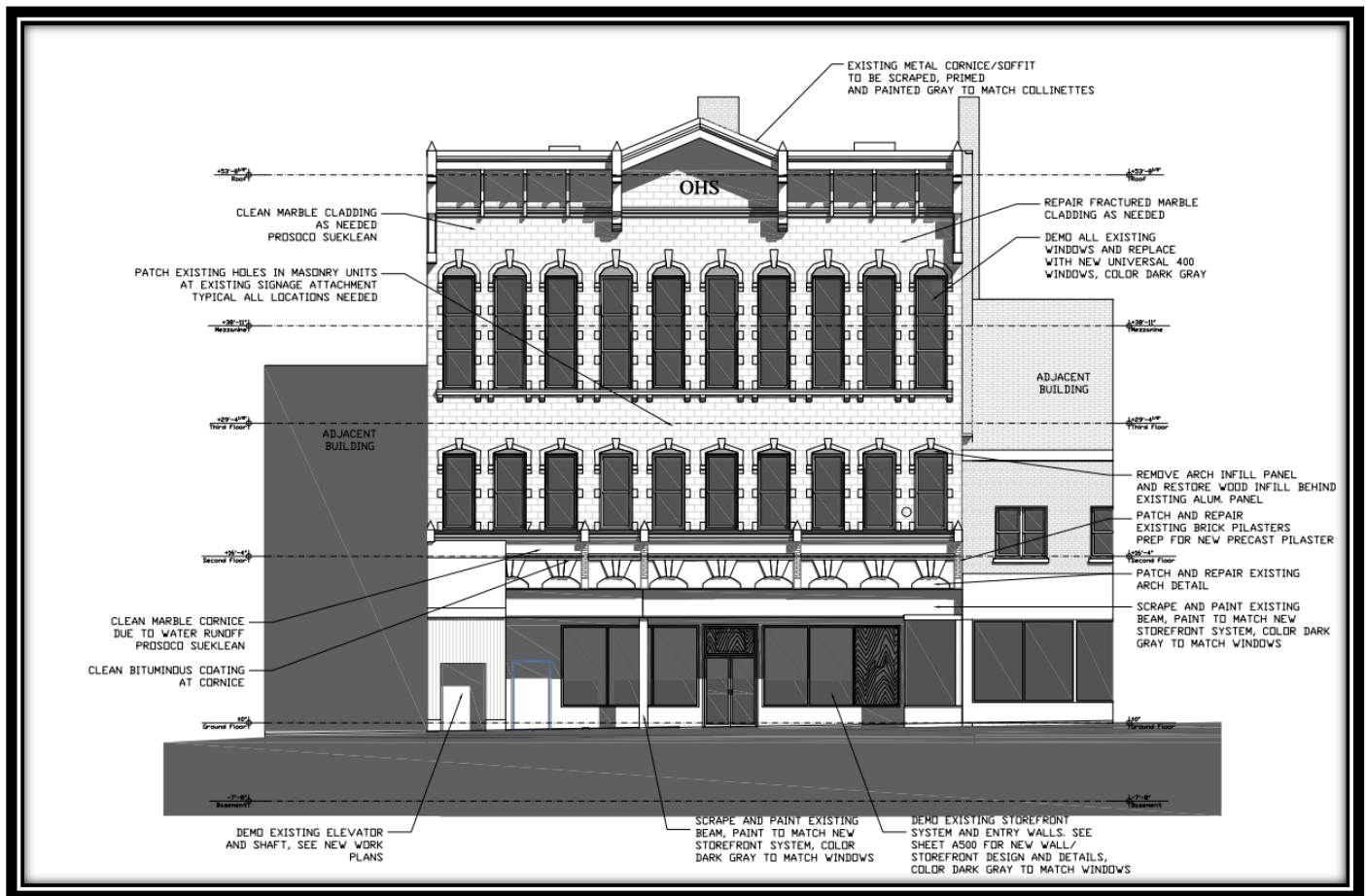
Brian Holden of Holden Real Estate LLC is seeking to redevelop the “Marble Block” building into a bowling alley with a restaurant/bar on the ground floor, and a total of eight (8) residential apartments on the 2nd and 3rd floor, located at 129 Main Street (Tax Map 38, Lot 386). The Marble Block building was constructed circa 1900. The subject property is located within the City’s MSRD-1 zoning district and is approximately .25-acres in area. The entire lot is covered by the existing building.

As outlined in the submitted development plan narrative, the Applicant proposes to break the project into 2 phases. Phase #1 will focus on The first phase will be focused around renovation of the exterior of the building and constructing a bowling alley with a restaurant / bar on the first floor. The applicant would begin Phase #1 of the project upon receipt of Planning Board approval.

2024.02 Final Site Plan Review for Holden Real Estate LLC to redevelop the “Marble Block” building into a bowling alley, restaurant/bar on the ground floor and a total of eight (8) residential apartments on the 2nd and 3rd floor, located at 129 Main Street (Tax Map 38, Lot 386) / Sketch Plan.

Planning Board Meeting Date: April 17, 2024

The proposed façade improvements were reviewed and approved by the Biddeford Historic Preservation Commission in January of 2024. The exterior improvements include new windows and doors on all building facades, repointed exterior brick and marble and a new storefront in accordance with historical standards. An overview plan of the front/ Main Street building façade is provided below.



Marble Block – façade Improvements approved by HPC in January 2024

The second phase of the project proposes to construct a total of eight (8) apartments, four units each the 2nd and 3rd floors. It is anticipated that Phase # 2 will commence around mid-December 2024 with an estimated completion date around July 1, 2025.

2024.02 Final Site Plan Review for Holden Real Estate LLC to redevelop the “Marble Block” building into a bowling alley, restaurant/bar on the ground floor and a total of eight (8) residential apartments on the 2nd and 3rd floor, located at 129 Main Street (Tax Map 38, Lot 386) / Sketch Plan.

Planning Board Meeting Date: April 17, 2024



The “Marble Block” building is a 3+ story structure along Main Street but behind the structure, accessible from Franklin Street, the building changes into a one story structure which is where the proposed bowling alley with a restaurant / bar will be located.

PROJECT DATA/INFORMATION

1.	Applicant:	Brian Holden / Holden Real Estate 3 Decory Road Biddeford, ME 04005
2.	Owner of Property:	Same as applicant
3.	Agent:	Same as above
4.	Engineer:	Aaron Jones Structural Integrity Consulting 465 Forrest Avenue Portland, ME 04104
5.	Project Location:	129 Main Street
6.	Project Tax Map #/Lot #:	Tax Map 38, Lot 386
7.	Lot Size:	.25 Acres
8.	Base Zoning:	MSRD-1
9.	Overlay Zoning:	N/A
10.	Existing Use:	Vacant / Retail
11.	Proposed Use:	Bowling Alley, Restaurant/bar & 8 residential units.
12.	Approvals Required:	Preliminary Plan Review Final Plan Review
13.	Uses in the Vicinity:	Commercial
14.	Waivers Needed:	a. None
18.	Waivers Granted:	a. None

2024.02 Final Site Plan Review for Holden Real Estate LLC to redevelop the “Marble Block” building into a bowling alley, restaurant/bar on the ground floor and a total of eight (8) residential apartments on the 2nd and 3rd floor, located at 129 Main Street (Tax Map 38, Lot 386) / Sketch Plan.

Planning Board Meeting Date: April 17, 2024

22.	Other Non-City Permits Required:	
23.	Fees Paid:	Yes
25.	Planning Board Review History: Sketch 3-6-24	

2. REVIEW PROCESS

Per City ordinance, this application is subject to Site Plan (Land Development Regulations, Article XI) review and approval by the Planning Board.

3. DEPARTMENTAL REVIEW COMMENTS:

A. Planning:

1. As discussed at the last Planning Board meeting. Staff recommends a Condition of Approval that requires the issuance of a building permit for the proposed residential units to be issued within three years from the date of Planning Board approval and construction to have commenced within a year of that date, or re-approval by the Planning Board will be required.

B. Public Works / Engineering:

1. Sewer and waterlines shall be separated

4. STAFF RECOMMENDATION

This application was previously reviewed by the Planning Board who were supportive of the proposed mixed use development. Due to the relative simplicity of this project Staff is requesting that the Planning Board approve the project, in one meeting, the preliminary and final project approval, with the following Conditions of Approval:

1. Standard Conditions of Approval.
2. The project has been divided into two (2) Phases; Phase 1) Would consist of the exterior renovation of the building and the construction of the interior build-out of the 1st floor commercial space (bowling alley, restaurant / bar) and 2) Phase 2 would consist of the redevelopment of the upper floors of the building into eight (8) residential apartments.
 - A. Building permits for Phase 1 shall be pulled and construction shall commence within one (1) year from the date of the Planning Board approval.
 - B. Building permits for Phase 2 of the renovation, for the eight (8) residential units, shall be issued within three years from the date of Planning Board approval and construction to have commenced within a year of that date, or re-approval by the Planning Board will be required.
3. Sewer and waterlines shall be separated.

2024.02 Final Site Plan Review for Holden Real Estate LLC to redevelop the “Marble Block” building into a bowling alley, restaurant/bar on the ground floor and a total of eight (8) residential apartments on the 2nd and 3rd floor, located at 129 Main Street (Tax Map 38, Lot 386) / Sketch Plan.

Planning Board Meeting Date: April 17, 2024

5. SAMPLE MOTIONS:

A. Motion to approve Case # 2024.02 Final Plan Review for Holden Real Estate LLC to redevelop the “Marble Block” building into a bowling alley, restaurant/bar on the ground floor and a total of eight (8) residential apartments on the 2nd and 3rd floor, located at 129 Main Street (Tax Map 38, Lot 386), with the recommended Conditions of Approval.

B. Motion to Table Case # 2024.02 Final Plan Review for Holden Real Estate LLC to redevelop the “Marble Block” building into a bowling alley, restaurant/bar on the ground floor and a total of eight (8) residential apartments on the 2nd and 3rd floor, located at 129 Main Street (Tax Map 38, Lot 386), based upon the following reasons:

a) _____

b) _____

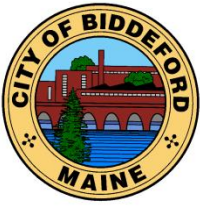
c) _____

C. Motion to Deny Case # 2024.02 Final Plan Review for Holden Real Estate LLC to redevelop the “Marble Block” building into a bowling alley, restaurant/bar on the ground floor and a total of eight (8) residential apartments on the 2nd and 3rd floor, located at 129 Main Street (Tax Map 38, Lot 386), based upon the following reasons:

a) _____

b) _____

c) _____



CITY OF BIDDEFORD

Planning and Development Department

205 Main Street
P.O. Box 586
Biddeford, ME 04005
(207) 284-9115

FINDINGS OF FACT AND CONCLUSIONS OF LAW **Holden Real Estate LLC to redevelop the "Marble Block"** **129 Main Street (Tax Map 38, Lot 386)**

2024.02 Final Site Plan Review for Holden Real Estate LLC to redevelop the "Marble Block" building into a bowling alley, restaurant/bar on the ground floor and a total of eight (8) residential apartments on the 2nd and 3rd floor, located at 129 Main Street (Tax Map 38, Lot 386) / Sketch Plan.

Pursuant to the provisions of the City of Biddeford Code of Ordinances Land Development Regulations, Article XI (Site Plan Review) the Biddeford Planning Board has considered the application of Based on its review, including supportive data, public hearing testimony and related materials contained in the record, the Planning Board makes the following Findings of Fact and Conclusions of Law:

FINDINGS OF FACT:

1.	Applicant:	Brian Holden / Holden Real Estate 3 Decory Road Biddeford, ME 04005
2.	Owner of Property:	Same as applicant
3.	Agent:	Same as above
4.	Engineer:	Aaron Jones Structural Integrity Consulting 465 Forrest Avenue Portland, ME 04104
5.	Project Location:	129 Main Street
6.	Project Tax Map #/Lot #:	Tax Map 38, Lot 386
7.	Lot Size:	.25 Acres
8.	Base Zoning:	MSRD-1
9.	Overlay Zoning:	N/A
10.	Existing Use:	Vacant / Retail
11.	Proposed Use:	Bowling Alley, Restaurant/bar & 8 residential units.
12.	Approvals Required:	Preliminary Plan Review Final Plan Review
13.	Uses in the Vicinity:	Commercial
14.	Waivers Needed:	a. None
18.	Waivers Granted:	a. None

22.	Other Non-City Permits Required:	
23.	Fees Paid:	Yes
25.	Planning Board Review History: Sketch 3-6-24	

CONCLUSIONS OF LAW

1. The proposed use meets specific requirements set forth in this ordinance and would be in compliance with applicable state or federal laws;
2. The proposed use would not create fire safety hazards by providing adequate access to the site, or to the buildings on the site, for emergency vehicles and would not create hazards through the storage of chemicals and wastes;
3. The proposed exterior lighting, where allowed, would not create hazards to motorists traveling on adjacent public streets or is adequate for the safety of occupants or users of the site or would not damage the value and diminish the usability of adjacent properties;
4. The provisions for buffers and on-site landscaping provide adequate protection to neighboring properties from detrimental or unsightly features of the development; (N/A)
5. The proposed use would not have a significant, detrimental effect on the use and peaceful enjoyment of abutting property as the result of noise, vibrations, fumes, odor, dust, glare, hours of operation, or other causes;
6. The provisions for vehicular loading and unloading and parking and for vehicular and pedestrian circulation on the site and onto adjacent public streets would not create hazards to public safety or traffic congestion;
7. The proposed use would generate a volume of traffic that can reasonably be accommodated by the existing road network, or would not create unreasonable traffic hazards or would not exacerbate an existing traffic hazard, or would not create unreasonable traffic congestion;
8. The proposed use would not have a significant, detrimental effect on the value of adjacent properties which could be avoided by reasonable modification of the proposal;
9. The proposed use would not have an adverse impact on the privacy of the residents of the immediate area (within 500 feet) which could be avoided by reasonable modification of the proposal;
10. The proposed use would be in compliance with Biddeford's Comprehensive Plan;
11. The proposed use would not have an adverse impact on the immediate neighborhood or the community relative to architectural design, scale, bulk and building height, identity and historical character, or visual integrity, which could be avoided by reasonable modification of the proposal;

12. The design of the site would not result in significant flood hazards or flood damage or would be in conformance with applicable flood hazard protection requirements;
13. Adequate provision has been made for disposal of wastewater or solid waste or for the prevention of ground or surface water contamination;
14. Adequate provision has been made to control erosion or sedimentation;
15. Adequate provision has been made to handle stormwater runoff or other drainage problems on the site; and the proposed development will not unduly burden off-site surface water systems;
16. The proposed water supply would meet the demands of the proposed use for fire protection purposes;
17. Adequate provision has been made for the transportation, storage, and disposal of hazardous substances and materials as defined by state law;
18. The proposed use would not have an adverse impact on scenic vistas or on significant wildlife habitat or wetland areas and water bodies which could be avoided by reasonable modification of the proposal;
19. When located in the Shoreland Zone, the proposed use would meet the purposes of Shoreland Zoning as identified in Article XIV, Section 1 (Purposes) of this ordinance.

APPROVAL GRANTED:

Based on the evidence available and the conclusions above, the Biddeford Planning Board approves the proposed project summarized within the attached Staff report and pursuant to the provisions of the City of Biddeford Code of Ordinances Land Development Regulations, Article XI (Site Plan Review), the Biddeford Planning Board has approved the proposed Site Plan and redevelopment plans for Brian Holden of Holden Real Estate LLC to redevelop the “Marble Block” building into a bowling alley with an attached restaurant/bar on the ground floor, and a total of eight (8) residential apartments on the 2nd and 3rd floor, located at 129 Main Street (Tax Map 38, Lot 386) and hereby adopts the Findings of Fact (FOF) with the following Conditions of Approval (COA):

1. Standard Conditions of Approval.
2. The project has been divided into two (2) Phases; Phase 1) Would consist of the exterior renovation of the building and the construction of the interior build-out of the 1st floor commercial space (bowling alley, restaurant / bar) and 2) Phase 2 would consist of the redevelopment of the upper floors of the building into eight (8) residential apartments.
 - A. Building permits for Phase 1 shall be pulled and construction shall commence within one (1) year from the date of the Planning Board approval.

B. Building permits for Phase 2 of the renovation, for the eight (8) residential units, shall be issued within three years from the date of Planning Board approval and construction to have commenced within a year of that date, or re-approval by the Planning Board will be required.

3. Sewer and waterlines shall be separated.

Larry Patoine
Planning Board Chair

Date

129 Main St., Biddeford, Maine
Marble Block

We are seeking approval for a mixed-use building located at 129 Main St, Biddeford. This project will have 8 bowling lanes on the ground floor and then 8 apartment units on floors 1 and 2. The detailed of the apartments can be found below. This is a historic tax credit project that has been approved by the National Parks Service.

Estimated Start: 4/15/2024

Estimated Completion: 7/1/2025

Our priority for the construction will be to get the bowling open and operating ASAP, hopefully end of 2024. Then we will move to the apartments.

Exterior

- New windows and doors on all facades
- Repointed exterior brick and marble.
- New storefront in accordance with historical standard
- New roof tops

Interior

- Demo out existing elevator and non-compliant stair
- Build elevator shaft for new elevator location.
- Build new compliant stair between floors 1 - 2 and 2 - 3.
- Fix interior structure between floors 1 and 2
- Ground floor fit out will include a bowling alley and restaurant.
- Fit out apartments on floors 2 and 3

PARKING

We have reserved 10 monthly spots of Premium Parking to satisfy the parking needs for our 8 apartment units.

Agreement Terms ?

10 out of 10
spaces available

Location: **P4302**
\$65.00/month

Green Lot - 28 Franklin Street, Biddeford, ME 04005



Apartment Layout

2nd Floor Apartment Layout: (4 units)

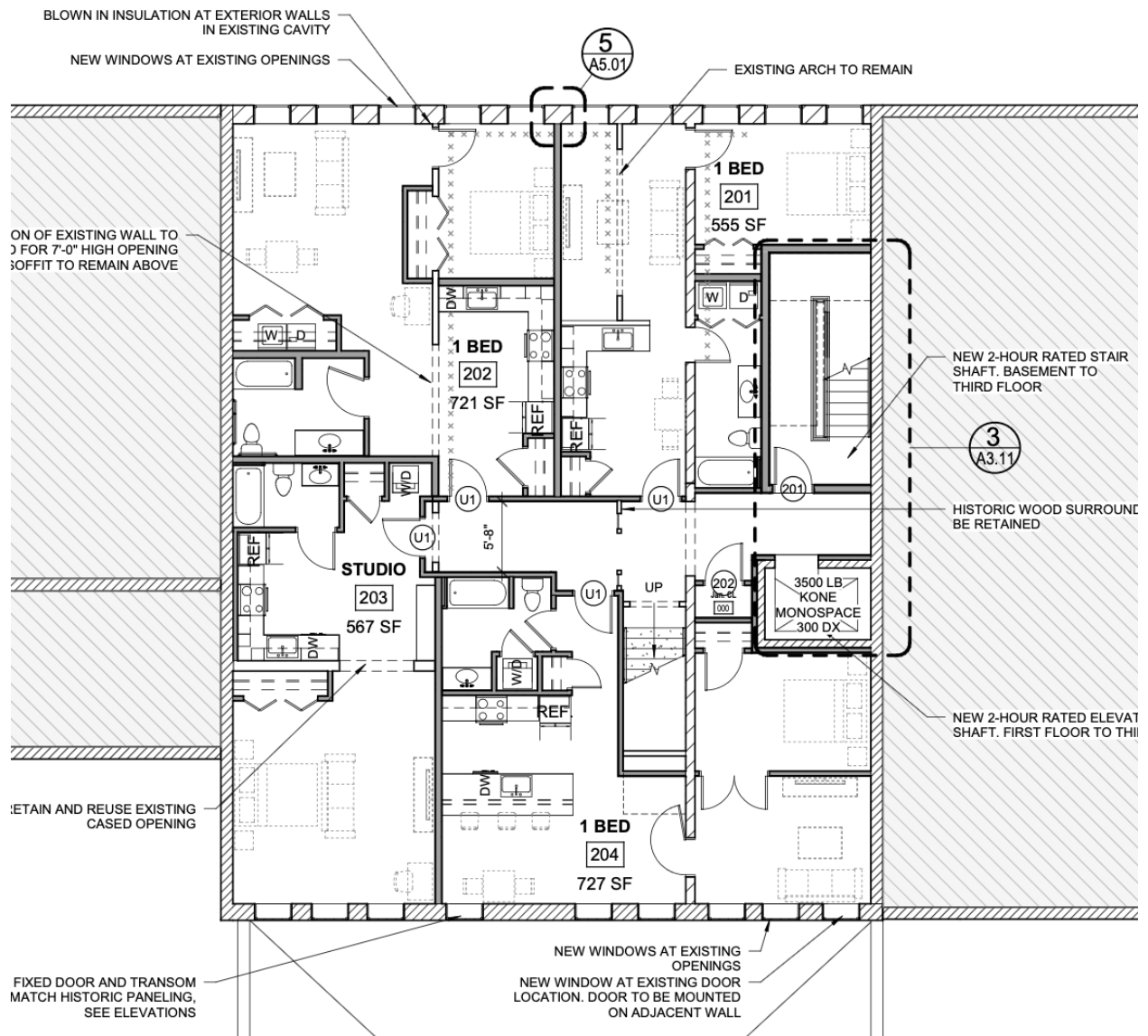
UNIT 201 - 1 bedroom (555 sf)

UNIT 202 - 1 bedroom (721 sf)

UNIT 203 Studio (567 sf)

UNIT 204 - 1 bedroom (727 sf)

All of these units will share a common hallway with both access to an internal staircase and elevator.



3rd Floor + Mezzanine Apartment Layout: (4 units)

UNIT 301 - 1 bedroom (468 sf)

**This unit has an internal staircase (existing). Kitchen and living room will be on the ground floor and a bedroom and office will be on the second floor.*

UNIT 302 - 3 bedroom (1295 sf)

**This is a very large unit that makes use of the existing theater area and balcony. The ground floor will have a kitchen, dining area, laundry room, 2 bedrooms and a large living room. There is a new spiral staircase that goes from the first floor to the second floor (the mezzanine). The mezzanine has a third bedroom and office.*

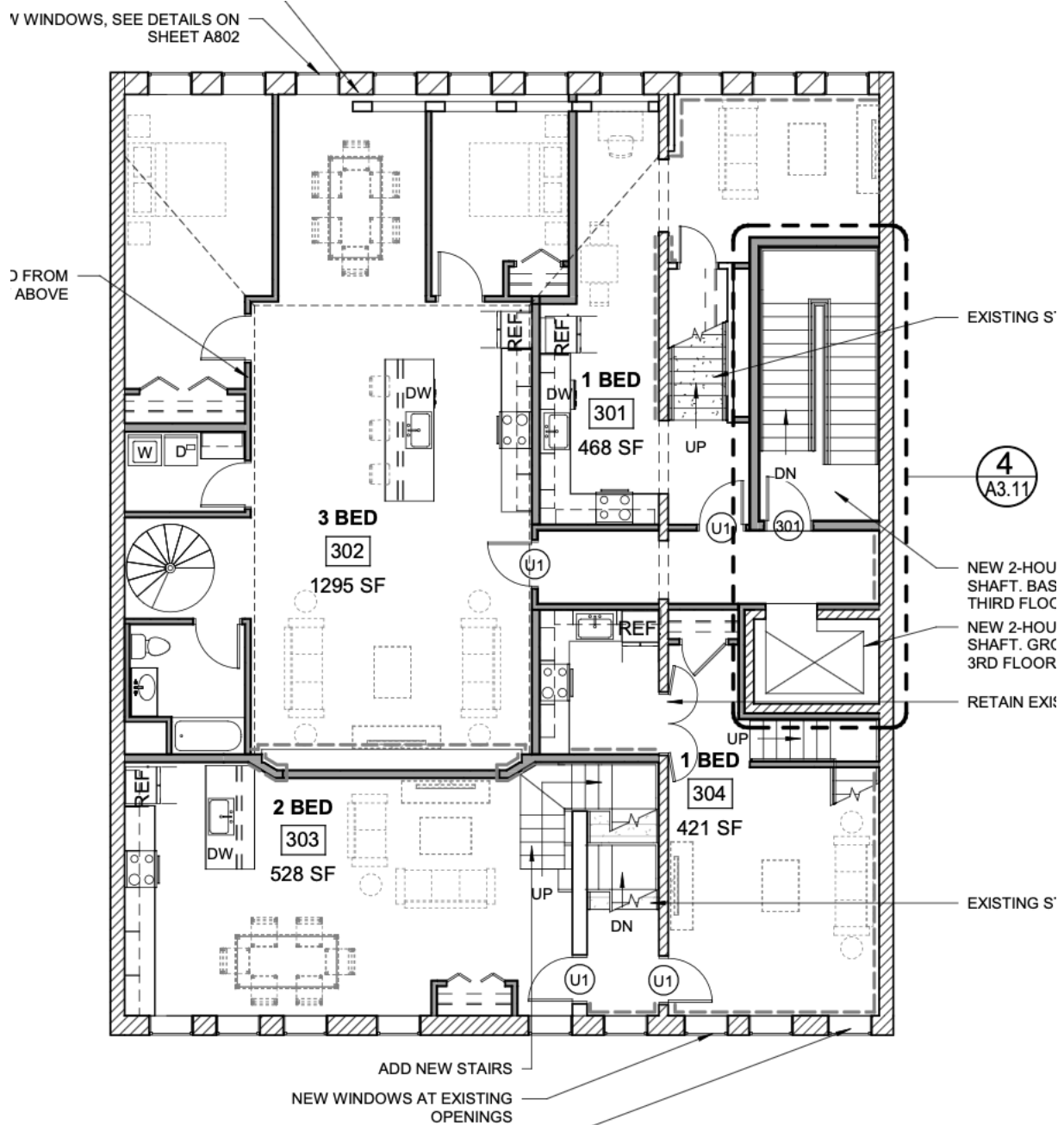
UNIT 303 – 2 Bedroom (528 sf)

**This is a 2-bedroom unit that is located where the stage currently is. This unit will be accessed by an existing staircase on the 2nd floor of the building. The first floor of this unit will have a living room, kitchen, and dining room. The second floor (mezzanine) will have 2 bedrooms, a bathroom and laundry unit.*

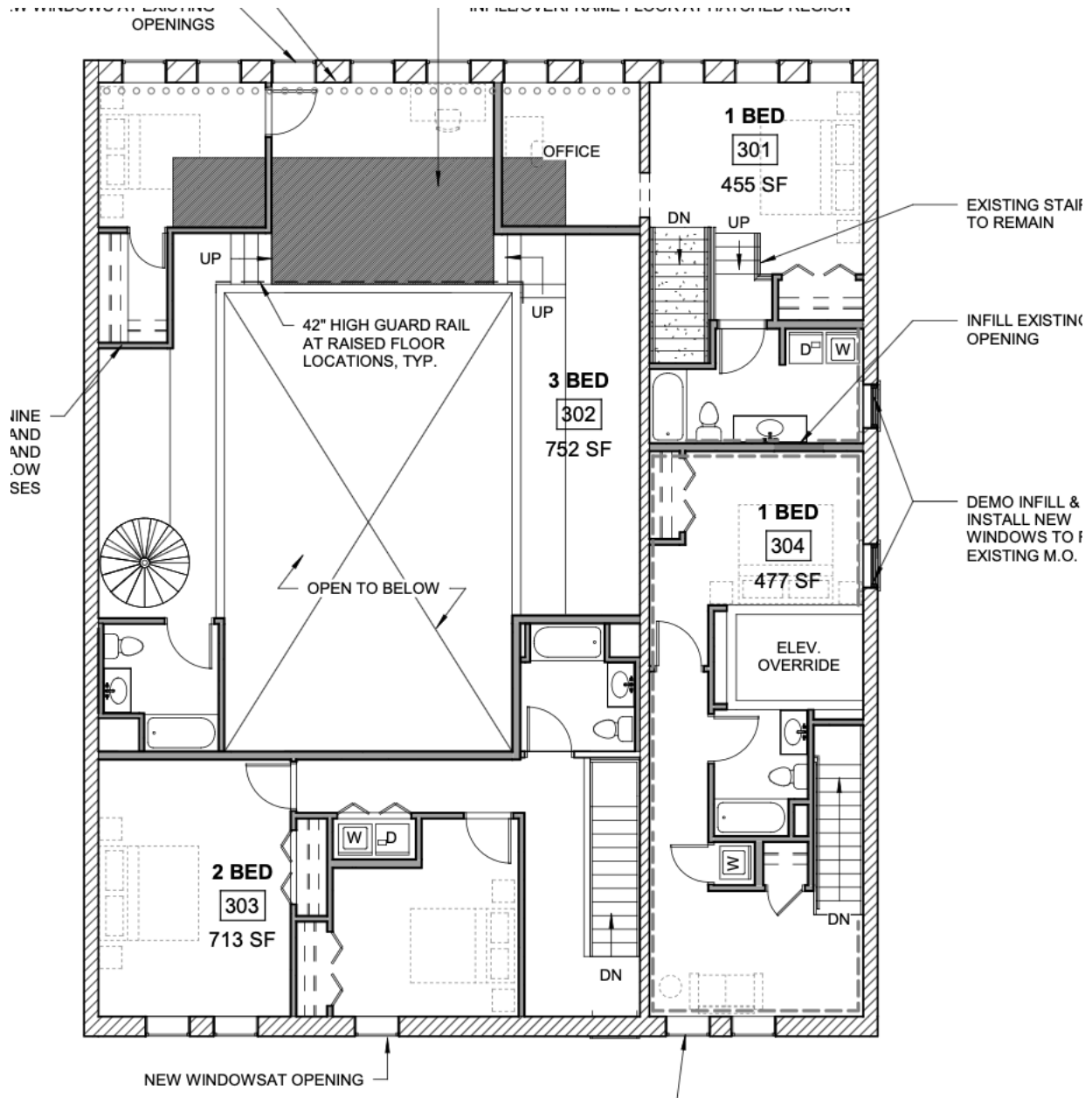
UNIT 304 - 1 bedroom (421 sf)

**This is a 1-bedroom unit that you access from the 3rd floor of the building. The ground floor will have a kitchen, living room and new staircase that will take you up to the second floor of the unit (mezzanine) which will have a washer / dryer, bathroom, and bedroom.*

3rd Floor Layout



Mezzanine Apartment Layout (3rd floor)



Whitten, Nan

From: Bryan Holden <holden.p.bryan@gmail.com>
Sent: Monday, April 1, 2024 8:38 AM
To: Whitten, Nan
Cc: Galbraith, David; Gervais, George
Subject: Re: Marble Block at Planning Board 3-6-24

EXTERNAL: This email originated from outside of the City of Biddeford email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Checking in to make sure you have everything you need from me for this Wednesday. Thank you!

Best,

Bryan

On Thu, Mar 28, 2024 at 9:51 AM Bryan Holden <holden.p.bryan@gmail.com> wrote:
Nan and David,

Hope you are well. Please find attached requested information for next weeks Planning Board meeting. Is there any way to condense approval to next week? I can be in attendance in person next week. Thank you very much for your help.

Please find attached the requested documentation.

1. Formal submittal shall include detailed floor plans for each of the building's floors. **Attachments 1 and 2. Attachment 1 is the apartment layout with descriptions of units. Attachment 2 is the updated floor plan of the bowling layout.**
2. The application shall provide information regarding the eight (8) proposed units (1 bedroom, 2 bedroom, etc.). **Please see attachment 1.**
3. Parking Calculations (required and provided) shall be included with the formal application. **Attachment 3 has the project narrative updated with the agreement with premium parking as well as location of our spots.**
4. The project narrative shall be updated to include an overview of how / where parking for the proposed uses will be provided. **(attachment 3).**

A few additional updates, we have decided to no longer lag the phasing between the two projects and will move straight from the bowling alley to the apartments. Although our focus is to get the bowling alley open prior to apartments. The updated project narrative states that. Regarding the outstanding question regarding the column wrap. I checked in with our project's historical preservation consultant, Christine Beard, and initially herself and the NPS reviewer did not find it significant to wrap the column. At this point in the project it would incur additional cost, but more significantly a long delay to the project timeline. I can address this in person. Thanks again for your help.

Best.

Bryan

On Mon, Mar 11, 2024 at 1:32 PM Bryan Holden <holden.p.bryan@gmail.com> wrote:
Thank you all for your time last week.

I had a follow up question below in **red** on the Departmental Review Comments, particularly 1. Thank you!

1. Formal submittal shall include detailed floor plans for each of the buildings floors. **(We are finalizing the floor plan for The Gutter, and will include that. Our floor plans for the apartments are finalized, do you need anything further on those? Thank you)**
2. The application shall provide information regarding the eight (8) proposed units (1 bedroom, 2 bedroom, etc.). **(NO PROBLEM)**
3. Parking Calculations (required and provided) shall be included with the formal application. **(NO PROBLEM)**
4. The project narrative shall be updated to include an overview of how / where parking for the proposed uses will be provided. **(NO PROBLEM)**

On Wed, Mar 6, 2024 at 6:08 PM Bryan Holden <holden.p.bryan@gmail.com> wrote:
I am having trouble getting into the meeting.

I used the link in the agenda (below), should I be using a different link? Thank you.

Bryan Holden (207) 650 3395

<https://biddeford.zoom.us/j/91621088534?pwd=Tk5yRGtlblZ0eHEzTElSdGhKb3VuQT09>

On Thu, Feb 29, 2024 at 3:27 PM Whitten, Nan <Nan.Whitten@biddefordmaine.org> wrote:

Excellent, someone will be here to help.

From: Bryan Holden <holden.p.bryan@gmail.com>
Sent: Thursday, February 29, 2024 3:20 PM
To: Whitten, Nan <Nan.Whitten@Biddefordmaine.org>
Cc: Galbraith, David <David.Galbraith@biddefordmaine.org>; Gervais, George <George.Gervais@biddefordmaine.org>
Subject: Re: Marble Block at Planning Board 3-6-24

EXTERNAL: This email originated from outside of the City of Biddeford email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Received. Thank you. Ill let you know if I have any questions.

On Thu, Feb 29, 2024 at 3:18 PM Whitten, Nan <Nan.Whitten@biddefordmaine.org> wrote:

Good Afternoon Bryan:

Attached please find the agenda and reports for your Marble Block Project at the Planning Board on 3-6-24. You will need to be at the meeting or on Zoom in order to answer questions from the public and Board Members. Please let us know if you have any questions. Thank you

Nan Whitten

City of Biddeford

Office Manager

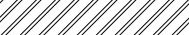
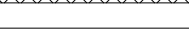
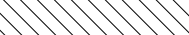
Planning & Development

207-284-9115

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Under Maine law, documents - including e-mails - in the possession of public officials or city employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.



NEW WALL - STUD & GYP. BD.	
NEW CMU WALL	
NEW MASONRY INFILL	
EXISTING CMU WALL	
EXISTING STUD WALL	
EXISTING MASONRY WALL	
DEMO AND REMOVE	

Prepared For:

Consultant:

Architect: **ARCHETYPE
ARCHITECTS**
48 Union Wharf Portland, Maine 04101
207.772.6022 archetype@archetypepa.com

ect: MARBLE BLOCK

129 Main Street
Biddeford, Maine

Revisions:

Date:	OCT. 09 2023
Scale:	As indicated

Date: OCT. 09 2023	Scale: As indicated
-----------------------	------------------------

New Work First Floor Plan

A1.01

2nd Floor Apartment Layout: (4 units)

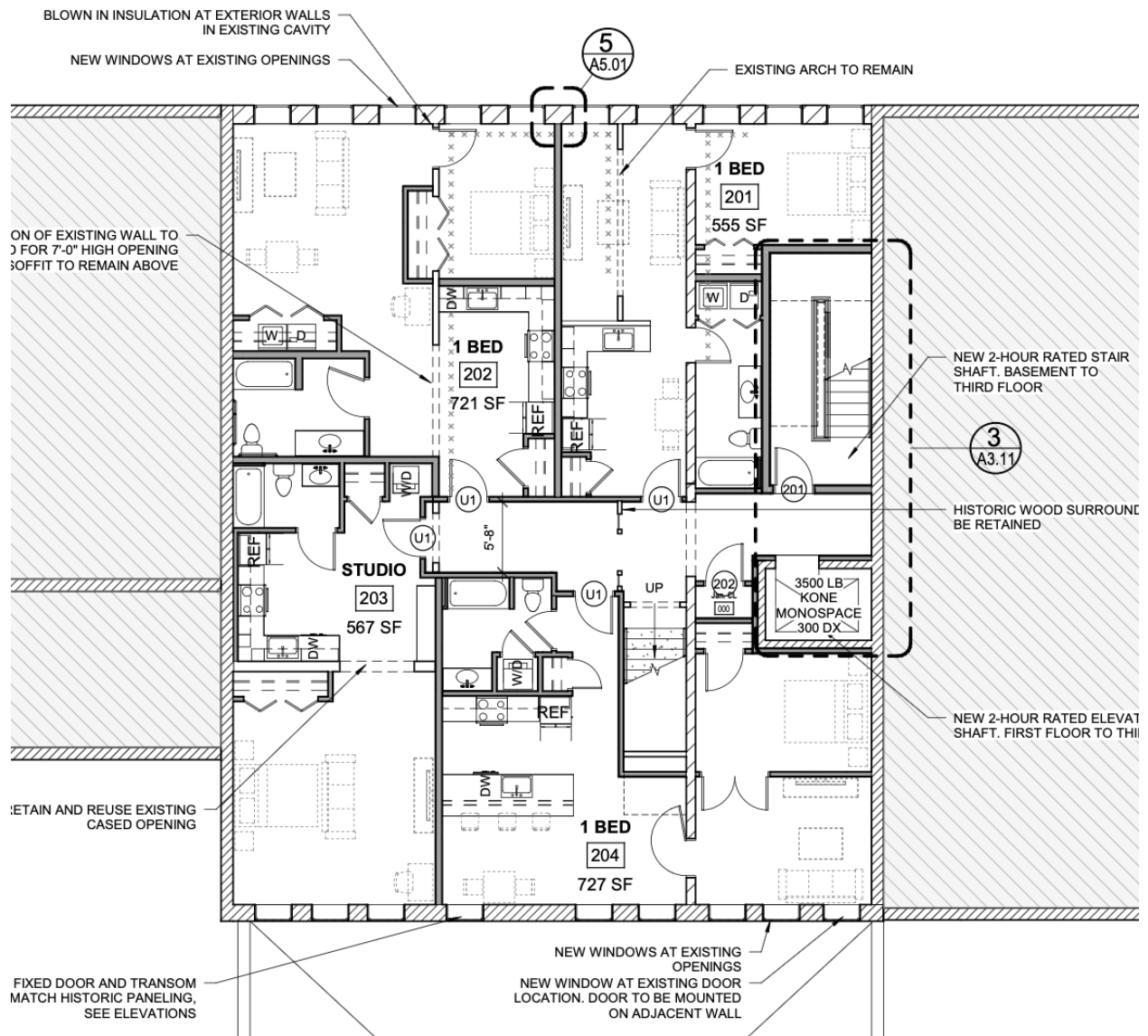
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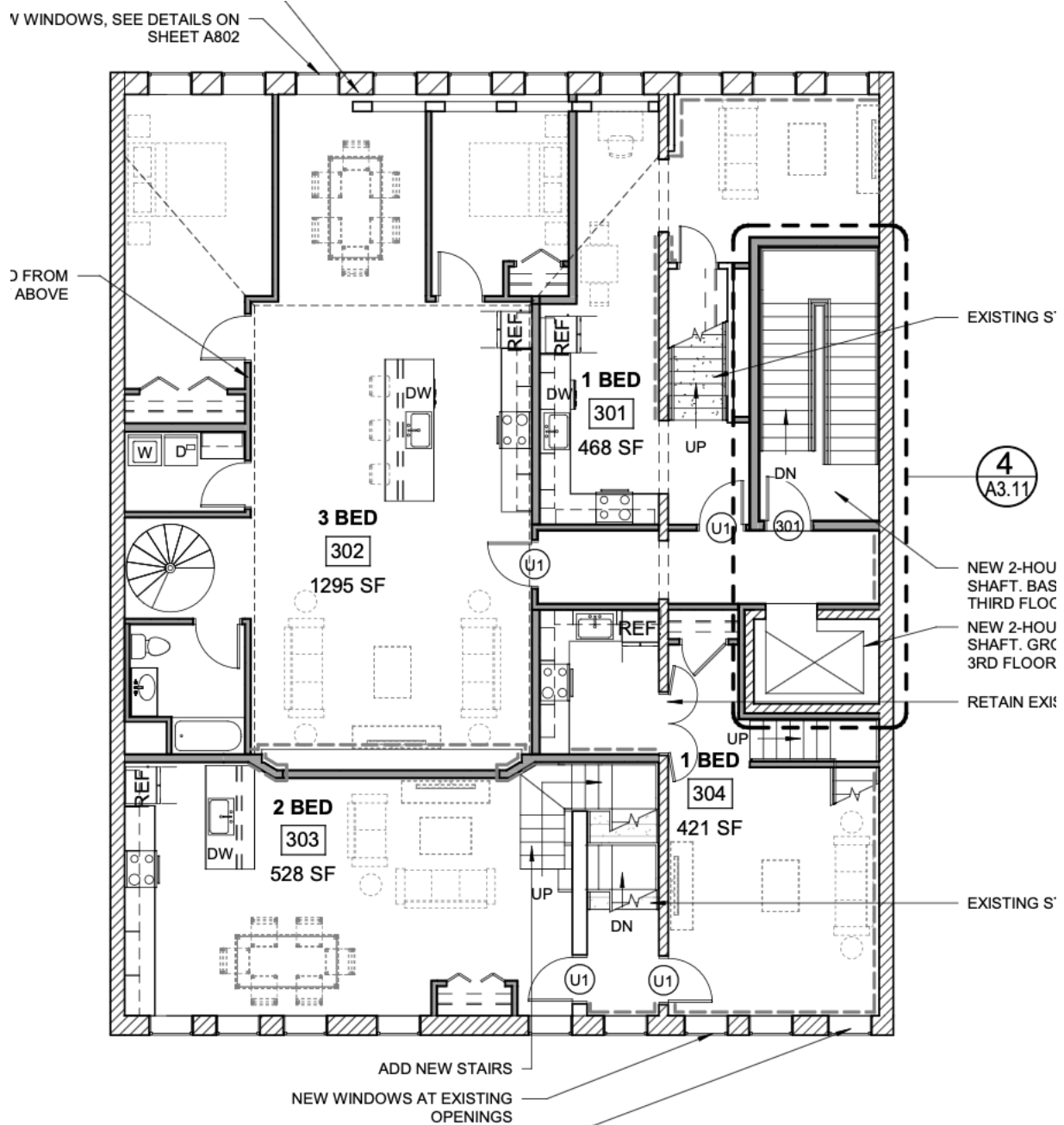
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3rd Floor Layout



3RD FLOOR

1 BED 301
455 SF

3 BED 302
752 SF

2 BED 303
713 SF

1 BED 304
477 SF

OFFICE

42" HIGH GUARD RAIL AT RAISED FLOOR LOCATIONS, TYP.

OPEN TO BELOW

ELEV. OVERRIDE

NEW WINDOWS AT OPENING

EXISTING STAIR TO REMAIN

INFILL EXISTING OPENING

DEMO INFILL & INSTALL NEW WINDOWS TO EXISTING M.O.

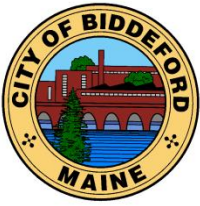
UP

DN

W

D

LINE AND WINDOW SECTIONS



CITY OF BIDDEFORD

Planning and Development Department

David C.M. Galbraith
Deputy Director/City Planner
205 Main Street
P.O. Box 586
Biddeford, ME 04005
(207) 284-9115

David.Galbraith@biddefordmaine.org

PLANNING BOARD STAFF REPORT

TO: Chair Patoine and Members of the Biddeford Planning Board

FROM: David C.M. Galbraith, City Planner & Deputy Director of the Planning & Development Dept.

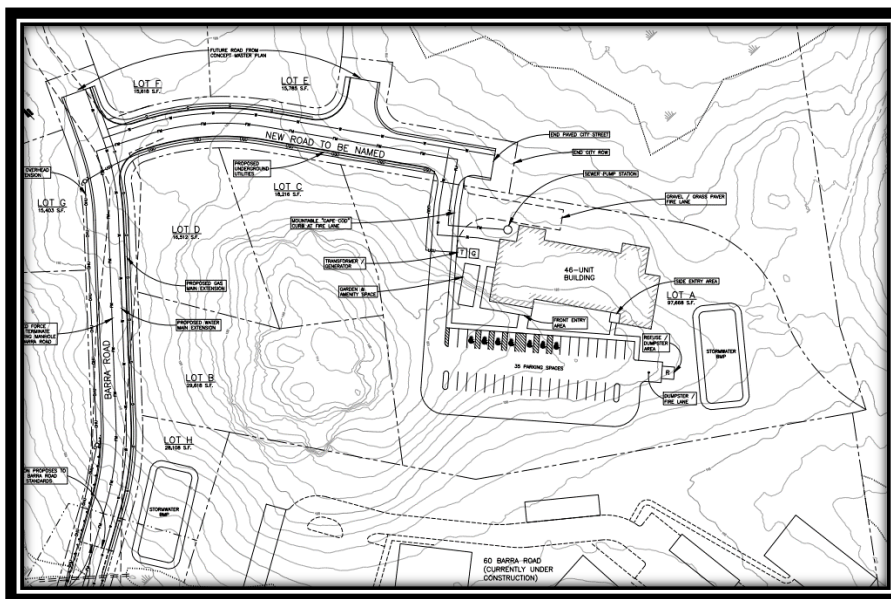
DATE: April 9, 2023

RE: **2024.18 Sketch Plan Application for AVESTA Housing to build a 46 unit low income housing project for the elderly. Property is located at Barra Road (Tax Map 7, Lot 15) in the R-3 zone.**

MEETING DATE: April 17, 2024 at 6:00 PM

1. INTRODUCTION:

The Applicant, Avesta Housing is before the Planning Board for the first time and are seeking sketch plan review by the Planning Board. The Applicant is being represented by Ryan Fecteau, Senior Officer of Policy and Planning for Avesta Housing and Christopher MacDonald, PE Civil Engineer of BH2M Engineering Consultants.



The proposed Avesta Housing project is a four story, 46 unit, low / moderate income (LMI), senior housing development. The subject property (Tax Map 7, Lot 15) is a proposed 2.2-acre property lot located to the east of Barra Road, immediately north of the 60 Barra Road project (Reveler, formerly Saxon), and is located in the R-3 zoning district.

Avesta Housing – 46 Unit, LMI senior housing project

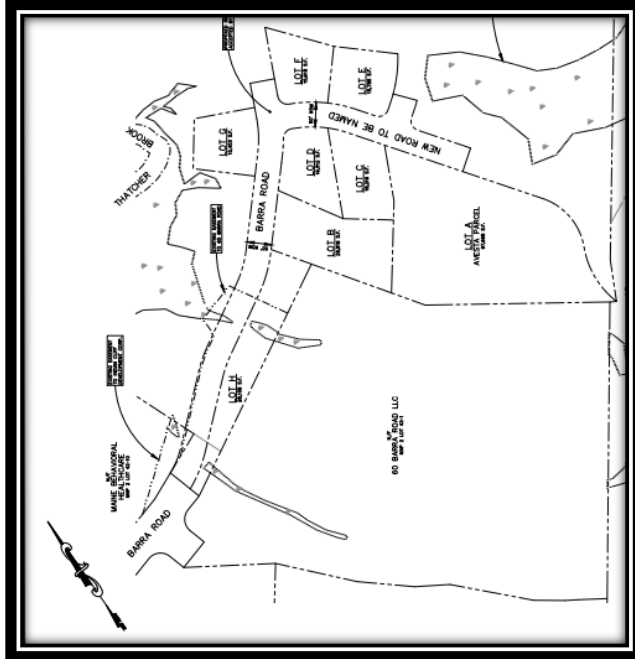
2024.18 Sketch Plan Application for AVESTA Housing to build a 46 unit low income housing project for the elderly. Property is located at Barra Road (Tax Map 7, Lot 15) in the R-3 zone.

Planning Board Meeting Date: April 17, 2024

The project will be accessed via an extension of Barra Road to a new connecting roadway tentatively named Trilside Way. The proposed roadway name has been forwarded to the City's E-911 Addressing Officer who will determine if the roadway name conflicts with other street names in the City. In addition to site plan review and approval, the project will also require 1) A subdivision plan approval and 2) Contract Zone review and approval. The proposed subdivision and Contract Zone have been applied for by the Indian Cliff Development Corp. which is owned, in part, by Michael Eon.

The Indian Cliff applications are being run parallel to the Avesta Site Plan Approval. As such the following process / approvals for the combined projects will require the following:

1. Avesta Housing – Site Plan: Sketch Plan Approval, Preliminary Approval and Final Site Plan approval. These three reviews will be conducted solely by the Planning Board.
2. Indian Cliff Development – Subdivision:



The subdivision project proposes to subdivide approximately 7 acres of the existing parcel to provide 8 new lots, with Lot A being the parcel proposed for Avesta's development, Lots B through G being proposed as single family or duplex lots for Indian Cliff Development Corp, and Lot H being a remainder lot that is not proposed for housing development. Lot H currently features stormwater and access easements granted to Reveler for development of the 60 Barra Road project, which construction is currently ongoing, and will propose to provide stormwater management for the extension of Barra Road proposed by Indian Cliff Development.

3. Indian Cliff Development – Contract Zone: The Contract Zone request has been forwarded to the City Council to be discussed at their April 16, 2024 meeting. Staff has requested that the submitted Contract Zone be forwarded to the Planning Board for review, modification and recommendation. It is anticipated that the Council will forward as recommended. The Contract Zone will require, at minimum, two (2) public hearings before the Planning Board

2024.18 Sketch Plan Application for AVESTA Housing to build a 46 unit low income housing project for the elderly. Property is located at Barra Road (Tax Map 7, Lot 15) in the R-3 zone.

Planning Board Meeting Date: April 17, 2024

followed by a recommendation to the City Council which would be reviewed at two (2) separate Council hearings. The proposed Contract Zone is in keeping with the previously approved Contract Zone for the 60 Barra Road property in regards to height and bulk. In addition, the proposed Avesta Housing project is in keeping with the property’s existing Contract Zone which stipulated that Indian Cliff Development would provide a LMI senior housing develop in this general area which is required to have a minimum of 30 units.



Avesta Housing – South Elevation Front / Interior Elevation View



Avesta Housing – North Elevation - Roadway Elevation View

2024.18 Sketch Plan Application for AVESTA Housing to build a 46 unit low income housing project for the elderly. Property is located at Barra Road (Tax Map 7, Lot 15) in the R-3 zone.

Planning Board Meeting Date: April 17, 2024



Massing Perspective – South Elevation



Massing Perspective – North Elevation

As the site plan, subdivision plan and Contract Zone are intertwined, Staff will be running these projects concurrently. The Applicants have submitted preliminary subdivision plans and their proposed Contract Zone documents which will be discussed under the Indian Cliff Development application (Subdivision & Contract Zone).

2. PROJECT DATA/INFORMATION:

1.	Applicant:	AVESTA Housing 307 Cumberland Avenue Portland, ME 04101
2.	Owner of Property:	Indian Cliff Development Corp
3.	Agent:	Christopher MacDonald P.E. BH2M 380B Maine Street Gorham, ME 04038
4.	Surveyor:	Same as above
5.	Project Location:	Barra Road
6.	Project Tax Map #/Lot #:	Tax Map 7, Lot 15
7.	Lot Size:	2.2 Acres
8.	Base Zoning:	R-3
9.	Overlay Zoning:	N/A
10.	Existing Use:	Vacant Land
11.	Proposed Use:	64 Unit Low Income Housing for Elderly
12.	Approvals Required:	Subdivision/Site Plan
13.	Uses in the Vicinity:	Commercial/Medical
14.	Waivers Needed:	a. None
18.	Waivers Granted:	a. None

2024.18 Sketch Plan Application for AVESTA Housing to build a 46 unit low income housing project for the elderly. Property is located at Barra Road (Tax Map 7, Lot 15) in the R-3 zone.

Planning Board Meeting Date: April 17, 2024

22.	Other Non-City Permits Required:	
23.	LDR Attachment A: Fees Paid:	
25.	Planning Board Review History: N/A	

3. REVIEW PROCESS

Per City ordinance, this application is subject to Site Plan (Land Development Regulations, Article XI) review and Subdivision Review (Chapter 66 – Subdivisions) and approval by the Planning Board.

4. STAFF REVIEW

- **APPLICATION COMPLETENESS:** This application is for sketch plan approval so the purpose of this memorandum is to help identify missing submittal requirements and / or items Staff believes are important and necessary for the continued review of this plan.
- **ZONING:** The subject property (Tax Map 7, Lot 15) is a proposed 2.2-acre property lot located to the east of Barra Road, immediately north of the 60 Barra Road project (Reveler, formerly Saxon), and is located in the R-3 zoning district. The Avesta project will require Site Plan approval, Subdivision Approval and Contract Zone Approval.
- **REVIEW STANDARDS:** In general, staff found the sketch plan application to satisfy City’s subdivision and site plan requirements.
- **WAIVERS:** The applicant is not seeking any waivers at this time.

5. PRELIMINARY STAFF COMMENTS:

- A. Formal Application Plans shall include fully dimensioned building elevations and proposed building materials.
- B. A stormwater report shall be submitted for City review.
- C. Anticipated sewer flows for the Avesta project and the proposed residential lots based on two unit homes per lot.
- D. The formal application shall include a plan detail of the refuse and recycling enclosure. The enclosure shall match the building materials and color palette.
- E. Existing and proposed fire hydrants shall be shown on formal application plans.

2024.18 Sketch Plan Application for AVESTA Housing to build a 46 unit low income housing project for the elderly. Property is located at Barra Road (Tax Map 7, Lot 15) in the R-3 zone.

Planning Board Meeting Date: April 17, 2024

- F. Formal application plans shall include landscape plans which includes proposed plant species (Maine native species), installation sizes, number of plant species and species locations on a formal Landscape / Planting Plan.

6. STAFF RECOMMENDATION

Staff has held a number of meetings with the Avesta team and have made significant changes / progress to the proposed site plan, primarily around emergency vehicle access. In general terms Staff is supportive of the sketch plan proposal. The Application before the Board is a sketch plan review so no formal Planning Board action is required at this meeting. However, the Board should take this opportunity to review the plans, and identify any items the Board may wish to review as part of this application.

CITY OF BIDDEFORD - SITE PLAN APPLICATION DRAWING CHECKLIST

CHECKLIST DIRECTIONS:

1. The following checklist must be completely filled out by the applicant for any Site Plan submittal to the Plan
2. Applicant to confirm all of the items listed are included within the submittal. Any missing items must have a
3. City to review applicant's submittal and checklist responses. Projects missing submittal information with nor
4. Items in BLACK are required for 'Preliminary Site Plan' approval & 'Final Site Plan' approval.
5. Items in BLUE are only required for 'Final Site Plan' approval.

SUBMITTAL REQUIREMENT	
ITEM NUMBER	DESCRIPTION
1	GENERAL PLAN REQUIREMENTS
A	Drawing specific legends (linetypes, hatches, etc.)
B	Individual drawing layer control should be utilized: freeze/thawing, changing lineweights, and screening (i.e. screen existing layers on a proposed plan, freeze topography and underground utilities on a proposed site plan)
C	North arrows, standard engineering scale viewports, dated revision blocks
D	All drawings and surveys must be in the following coordinate systems: NAD83 Maine State Plane West (Horizontal) and NAVD88 (Vertical)
E	Drawings need to be designed, signed & sealed by a Maine licensed professional engineer (PE); all boundary survey data needs to be performed by a licensed professional land surveyor (PLS)
2	COVER SHEET
A	Project Name & Property Address
B	Project Team Contact Information (Owner, Engineer, Contractor, etc.)
C	Site Location Map
D	Sheet Set List of Drawings
E	Tax Map and Lot ID
F	Zoning & Shoreland Zone Information
G	Existing Use Description
H	Proposed Use Description
I	Required Waiver/Variances (Yes/No); if yes, plan must clearly list waivers/variances requesting
J	Name of Drainage Watershed
K	Within the MS4 Urbanized Area (Yes/No)
L	Natural resources (streams, wetlands, etc.) located on-site or adjacent to the property (Yes/No)
M	Within the 100-year Flood Zone (Yes/No)
N	Public Road Proposed (Yes/No)
O	Private Road Proposed (Yes/No)
P	Public Sewer Connection (Yes/No); if yes, need to include a proposed sewer flow calculation per Maine s Subsurface Wastewater Disposal Rules, Chapter 241, Section 4 (Tables 4A & 4C)
Q	Public Storm Drain Connection (Yes/No)
R	Limits of Disturbance in acres
S	Pervious Land Cover square footage, existing and proposed
T	Impervious Land Cover square footage (Pavement/Gravel), existing and proposed
U	Building Roof square footage, existing and proposed
V	Assigned Planning Board Number
W	Estimated cut/fill earthwork volumes; if disturbing within Flood Zone, separate set of earthwork volumes required (site vs. within flood zone)
3	EXISTING CONDITIONS PLAN
A	Horizontal & Vertical Datums annotated (NAD83 & NAVD88)
B	Survey Benchmark Locations (with XYZ Coordinates annotated)

C	Property & Right-of-Way Lines
D	Boundary line information (bearings, distances, etc.)
E	Property pin and monumentation locations
F	Existing easements with proper ownership identified
G	Road Names & Individual Lot Labels (Map, Lot, Owner, Acreage)
H	Location of any Natural Resources and their respective buffers (wetlands, streams, etc.)
I	100-year Flood Zone Limits & Elevation
J	USDA-NRCS Soil Boundaries and Labels
K	Existing contours with adequate contour labelling; minimum 1 contour interval
L	Existing building FFEs annotated
M	Spot elevations for existing building corners, door entrances, accessible parking/walkways, road centerlines, and bottom/top of curbs
N	Existing buildings & structures
O	Existing pavement areas & number of parking spaces
P	Existing ADA ramp geometry, detectable warning plates, and ADA parking spaces
Q	Existing site features (sidewalks, retaining walls, curbing, lightpoles, guide rails, dumpsters, fencing)
R	Existing signage and striping
S	Existing underground utility locations (storm, sewer, force main, water, gas, elec, tele)
T	Existing above-ground utility locations (manholes, catch basins, utility poles, hydrants, transformers, riprap)
U	Rim, invert in, invert out, pipe size, cardinal direction (N, E, S, W) information for any existing utility infrastructure being tied into (upstream/downstream/outfalls)
V	Existing tree lines, street trees, free-standing trees (12" or larger diameter at breast height), and vegetation
W	Location of any borings, drinking wells, and monitoring wells
4	SITE DEMOLITION & EROSION CONTROL (E&SC) PLAN
A	Limits-of-disturbance outlined and acreage annotated
B	Location of any Natural Resources and their respective buffers (wetlands, streams, etc.)
C	100-year Flood Zone Limits
D	Callout existing site features to be demolished/removed/replaced
E	Callout existing utilities to be demolished/removed/abandoned-in-place
F	Hatch existing buildings and pavement to be removed
G	Construction Entrance location(s)
H	Perimeter E&SC control location(s) (i.e. silt fence, erosion berm mix)
I	Stockpile and staging area(s) identified (with proper perimeter control)
J	Inlet protection location(s)
K	Note requiring contractor to implement dust control measures throughout construction
L	Note requiring contractor to pave utility trenches within right-of-way within 3 days of excavation or prior to any rain event
M	If groundwater expected, show dewatering/silt bag location(s); show temporary pumping routing
N	If large development is proposed with an extensive underground stormwater conveyance network, show sediment trap/basin location(s) needed for constructability/phasing; provide sizing calculations
5	SITE PLAN/SUBDIVISION PLAN
A	Partial Site Plans needed for any viewport scale greater than 1" = 20'
B	Existing property and right-of-way lines
C	Proposed subdivision lot lines and labels
D	Required Zoning Setbacks shown with dimensions and annotation
E	Bulk requirement summary table (zoning/parking calculations)
F	Location of any Natural Resources and their respective buffers (wetlands, streams, etc.)
G	100-year Flood Zone Limits
H	Proposed building outlines, door entrances and loading docks
I	Proposed building labels

J	Proposed road extents; provide clear annotation if roads will be public or private
K	Proposed parking and accessible parking locations; annotate parking space counts
L	Proposed signage, parking striping, and traffic striping
M	Detailed ADA ramp geometry, detectable warning surfaces, and ADA parking striping/signage; existing & proposed
N	Proposed site features (i.e. curbing, walls, fencing, guiderail, fire hydrant, transformers, light pole locations)
O	Separate hatching for buildings, sidewalks, pavement, landscaping
P	Proposed landscaping; detailed landscaping design should be on separate plans
Q	Designated snow storage areas
R	Proposed dumpster locations and trash removal access
S	Linear dimensions of all drive aisles, sidewalk widths, parking spaces, loading docks
T	Radial dimensions for all curbs, landscaped islands, sidewalks
U	Road centerline stationing shown, labelled every 0+50 with curve data
V	If Private Road is proposed, final recorded plans must clearly note that proposed private roads will not be submitted in the future for public acceptance
W	If Private Road is proposed, final recorded plans must clearly note that the City is not responsible for any maintenance, repair, plowing, or trash removal of proposed private roads
X	Planning Board signature block for final recording
6	GRADING PLAN
A	Partial Grading Plans needed for any viewport greater than 1' = 20'
B	Limits-of-disturbance outlined and acreage annotated
C	Proposed Building Labels with Individual Finished Floor Elevations (FFE's)
D	Existing contours with adequate contour labelling, screened; minimum 1' contour interval
E	Proposed contours with adequate contour labelling; minimum 1' contour interval
F	Detailed grading for all ditches, swales, outfalls, and riprap
G	All proposed contours tie-into existing contours at limits-of-disturbance outline
H	Existing spot elevations for all asphalt and curb tie-in locations
I	Location of any Natural Resources and their respective buffers (wetlands, streams, etc.)
J	100-year Flood Zone Limits
K	Proposed spot elevations for all important roadway geometric points and/or on a 50' maximum interval: low/high points, PC/PT, road centerline, edge-of-asphalt
L	Proposed spot elevations for all curblines (bottom/top-of-curb) and sidewalks
M	Proposed spot elevations for all parking and drive aisle geometry points
N	Proposed spot elevations for all building corners and door-entry locations
O	Proposed retaining wall/loading dock elevations (bottom/top of wall)
P	Proposed spot elevations for all ADA ramp/landing/parking stall geometry points
Q	Proposed % slope arrows for all ADA parking spaces and sidewalks
R	Proposed longitudinal % slope arrows for drainage ditch centerlines
S	Proposed % slope arrows for roads, parking areas, and landscape tie-in areas
T	Estimated cut/fill earthwork volumes; if disturbing within Flood Zone, separate set of earthwork volumes required (site vs. within flood zone)
7	ROAD PROFILES (if public/private road proposed)
A	Existing surface; dashed and screened
B	Proposed surface; continuous and bold
C	Corresponding centerline stationing and curve data annotation
D	Road cross-section including proposed surface cross slopes; include multiple sections for various road cross slope conditions proposed (crowned, superelevated)
E	Horizontal and vertical scale bars
F	Clear annotation if proposed road will be public or private
G	If Private Road is proposed, plans must clearly note that proposed private roads will not be submitted in the future for public acceptance
H	If Private Road is proposed, plans must clearly note that the City is not responsible for any maintenance, repair, plowing, or trash removal of proposed private roads

8	UTILITY PLAN
A	Existing underground utility locations; screened (storm, sewer, force main, water, gas, electric, telecom)
B	Existing above-ground utility locations; screened (manholes, catch basins, utility poles, hydrants, riprap)
C	Rim, invert in, invert out, pipe size, cardinal direction (N, E, S, W) information for any existing utility infrastructure being tied into (upstream/downstream/outfalls)
D	Proposed underground utility locations; bold (storm, sewer, force main, water, gas, electric, telecom, lighting)
E	Proposed above-ground utility locations; bold (manholes, catch basins, utility poles, hydrants, transformers, riprap)
F	Proposed storm culverts, outfalls, and riprap locations and sizes
G	Storm/sewer structure labels must include: rim, inverts in, inverts out, pipe sizes, cardinal directions (N, E, S, W)
H	Storm/sewer pipe labels must include: linear footage, pipe size, material, slope
I	Flow directional arrows for storm & sewer pipes
J	Proposed & existing site features shown that could conflict with proposed utilities (trees, signs, lightpoles, bollards, foundations, guiderails)
K	All storm drains must be sized to convey the 25-year storm
L	Sewer force main sizes and invert elevations
M	Sewer pump station locations, model, rim, inverts, pipe sizes, cardinal directions (N,E,S,W)
N	Grease trap & oil-water separator locations, sizes, elevations
O	Water, gas, electric, and telecom sizes labelled
9	UTILITY PROFILES
A	Utility profiles for all gravity storm drains and sewer pipes, including all laterals, catch basins, culverts, and outfalls; profiles preferred to be aligned on the pipe centerline (not superimposed on the road centerline)
B	Existing surface; dashed and screened
C	Proposed surface; continuous and bold
D	Storm/sewer structure labels must include: rim, inverts in, inverts out, pipe sizes, cardinal directions (N, E, S, W)
E	Storm/sewer pipe labels must include: linear footage, pipe size, material, slope
F	Existing and proposed gravity pipe crossings shown; sizes labelled and depths/clearance annotated
G	Existing and proposed electric/water/telecom/gas crossings shown at approximate depths; sizes labelled and depths/clearance annotated
H	Known ledge or groundwater elevations
I	For all storm drains, 25-year HGL must be shown on profiles with starting tailwater condition identified
J	For storm outfalls, include riprap sizing and grading extents
K	Horizontal and vertical scale bars
10	DETAILS
A	Road section detail, including pavement & gravel depths
B	Sidewalk, paver, crosswalk, and any other pavement section details
C	Pavement sawcut detail
D	Utility trench/backfill detail
E	All site feature details; curbing, retaining walls, fencing, guiderails, dumpsters, etc.
F	Signage, striping, and ADA details
G	E&S notes and details; only show applicable/proposed measures
H	Utility structure details (manholes, cleanouts, fittings, handholes, transformer pads, hydrants)
I	Storm outfall & riprap details
J	Drainage ditch cross section identifying minimum depth, minimum bed width, and maximum side slopes
K	Pump station, grease trap, and oil-water separator details

	L	Conduit section details
	M	Miscellaneous details (as needed)
11		LANDSCAPING, LIGHTING & PHOTOMETRIC PLANS
	A	As required by ordinance; at a minimum: locations, counts, and species/models must be identified
	B	Landscaping & lighting details
12		DOCUMENTS/REPORTS/CALCULATIONS
	A	On initial preliminary submittal applications, applicant must submit a development review and inspection fee. Applicant to coordinate fee amount with City Planner prior to submittal. This fee will be drawn against to cover the following type of services throughout the project life cycle (and may require replenishing): i. 3rd Party City Peer-Review ii. Site Inspections during the permitting process iii. Erosion & Sediment Control Inspections during construction iv. Right-of-Way Inspections during construction v. Site Checklist/As-Built Inspections post construction
	B	Predevelopment & Post-development Drainage Area Maps, including: i. Subdrainage areas delineated and labeled ii. Points of Interest/Analysis shown and labeled iii. Hatching for different land cover areas (impervious, pervious, gravel) iv. Time of concentration (Tc) paths & durations v. Four City-standardized stormwater summary tables
	C	An approved Sewer Ability-to-Serve Letter from the Engineering Department: i. Applicant to submit proposed sewer flow calculations per Maine's Subsurface Wastewater Disposal Rules, Chapter 241, Section 4 (Tables 4A & 4C)
	D	A Performance Guarantee Cost Estimate utilizing Planning's template
	E	25-year hydraulic calculations for all storm conveyance piping (rational method), including starting tailwater conditions/documentation
	F	If any SWM water quality BMP or detention facility is proposed, hydrologic model exports/hydrographs must be submitted for the for the 2, 10, 25, & 100-year storm frequencies
	G	Sizing calculations for any SWM water quality BMP or detention facility
	H	A stormwater maintenance manual for any proposed SWM water quality BMP or detention facility, including: i. Annual maintenance requirements ii. Annual inspection requirements by a licensed PE; noting that all inspection reports/logs need to be submitted to the Engineering Department by March 1st each following year, identifying what on-going maintenance has occurred and what remedial repairs are needed iii. Signed Property Owner Agreement: including the current property owner's contact information and signature; it must be noted that all stormwater BMP maintenance requirements are linked to the property for perpetuity and transfer to any new ownership
	I	Salt Management Plan
	J	Sewer pump station sizing calculations
	K	Sewer pump station maintenance plan
	L	Grease trap sizing calculations
	M	Homeowner Association (HOA) agreement for any private road serving two (2) lots or more
	N	Summary list & copy of any required DOT/DEP/USACE permits & approvals

LAST REVISED: 04/18/23

ning Department.

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1-acceptable reasoning will be[illegible]

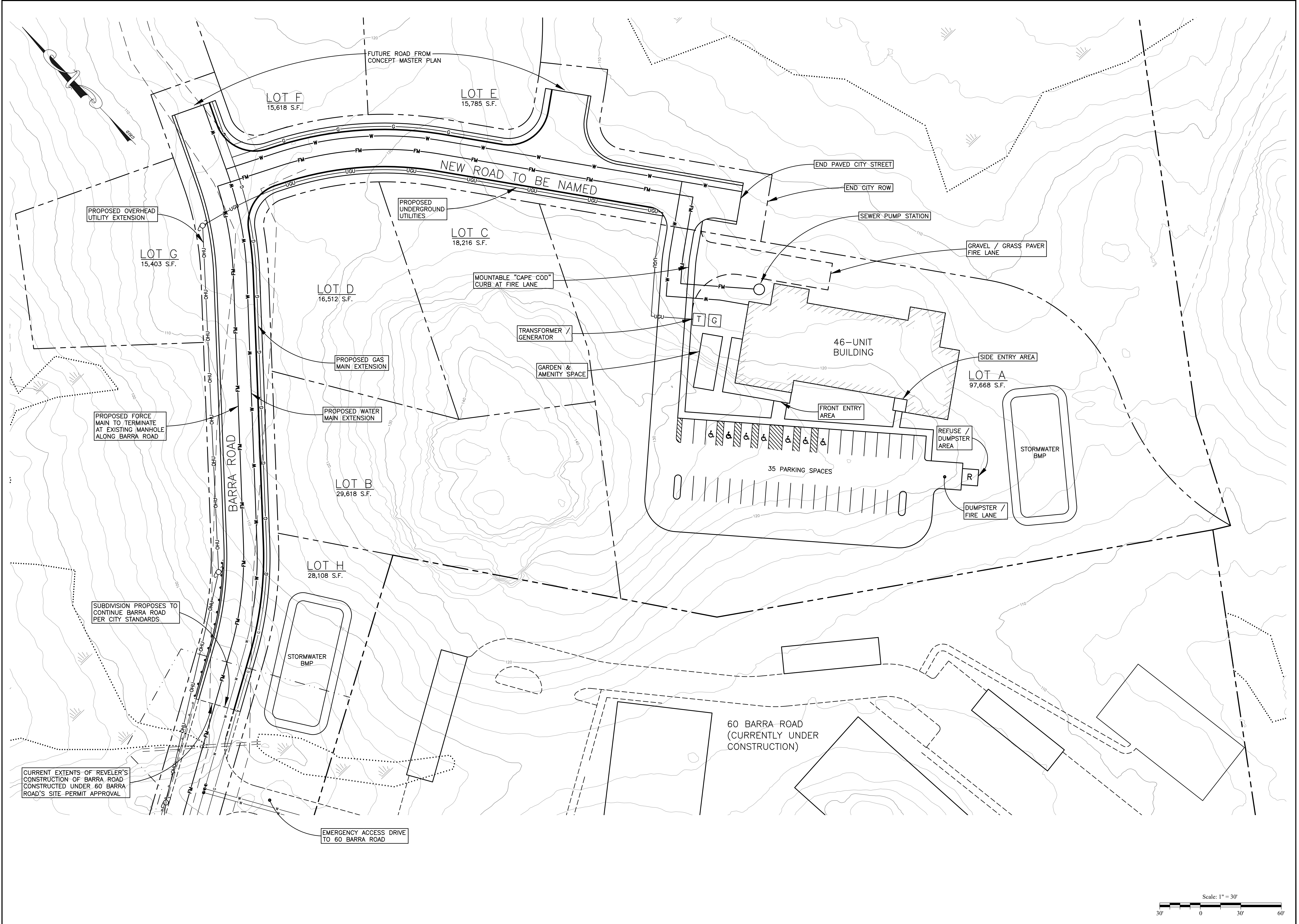
their absence.
e rejected.

APPLICANT RESPONSE
REASON NOT PROVIDED/COMMENT
Not Required for Sketch Plan Submission
Not Required for Sketch Plan Submission
Not Required for Sketch Plan Submission
Provided on Conceptual Site Plan
Provided on Planning Board Application
Provided on Concept Subdivision Plan
Not Required for Sketch Plan Submission
Provided on Concept Subdivision Plan
Provided on Concept Subdivision Plan
Provided on Planning Board Application
Provided on Planning Board Application
No waivers requested at this time
Provided on Planning Board Application
Provided on Planning Board Application
While not provided in Sketches, outside of 100-yr flood plain
No private roads proposed
Early conceptual sewer force main shown
None Proposed
Not Required for Sketch Plan Submission
Not Required for Sketch Plan Submission
Not Required for Sketch Plan Submission
Not Required for Sketch Plan Submission
Not Required for Sketch Plan Submission

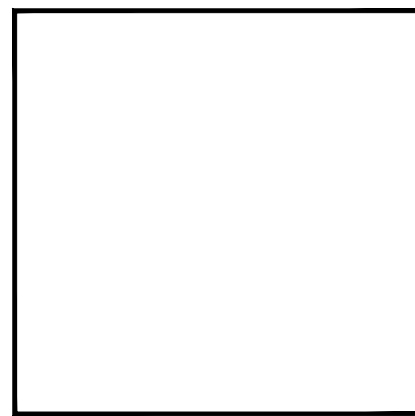
Not Required for Sketch Plan Submission

Not Required for Sketch Plan Submission

Not Required for Sketch Plan Submission



REVISION		DESCRIPTION
NO.	DATE	



BH2M
Berry, Huff, MacDonald, Milligan Inc.
Engineers, Surveyors
3803 Main Street
Portland, Maine 04103
Tel: (207) 839-2771
www.bh2m.com

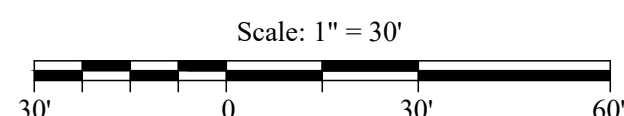
FOR
Avesta Housing
307 Cumberland Avenue
Portland, Maine 04101

CONCEPT SITE PLAN
AVESTA BIDDEFORD
BARRA ROAD
BIDDEFORD, MAINE

DESIGNED C. MacDonald	DATE March 2024
DRAWN Staff	SCALE 1" = 30'
CHECKED C. MacDonald	JOB. NO. 24017

SHEET
1

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**City of Biddeford – Planning Department****Planning Board Application**

P.O. Box 586, 205 Main Street Biddeford, Maine 04005
207-284-9115

Type of Application:

☐ Shoreland Zoning Permit ☐ Site Plan Review ☐ Extraction
☐ Conditional Use Permit ☐ Subdivision ☐ Private Way
☒ Other: Sketch Plan - Site Plan

Applicant Information:

Name: Avesta Housing, Ryan Fecteau, Senior Officer of Policy and Planning

Mailing Address: 307 Cumberland Avenue, Portland, Maine 04101

Telephone: (207)245-3305

Email: rfecteau@avestahousing.org

What is your legal interest in the property?

☐ Owner ☒ Potential Buyer with Contract ☐ Lease/Rental Agreement

Owner's Information:

Name: Indian Cliff Development Corp., Mike Eon, President

Mailing Address: 260 Main Street, P.O. Box 444, Biddeford, Maine 04005

Telephone: (207)283-3000

Email: meon@mikeeonassoc.com

Agent's Information:

Name: BH2M, Christopher MacDonald, PE, Civil Engineer

Mailing Address: 380B Main Street, Gorham, Maine 04038

Telephone: (207)839-2771

Email: cmacdonald@bh2m.com

Engineer/Surveyor's Information:

Name: BH2M, Christopher MacDonald, PE, Civil Engineer

Mailing Address: 380B Main Street, Gorham, Maine 04038

Telephone: (207)839-2771

Email: cmacdonald@bh2m.com

Project Location and Lot Information:

Street Address: Barra Road Drainage Watershed: Thatcher Brook

Tax Map: 7 Lot: 15

Current Zoning: R-3 Shoreland Zoning: N/A

Size of Lot: 2.2 +/- (X) acres () s.f. Lot Frontage: 166.38'

Existing Use of Property: Undeveloped, Primarily wooded

Property currently serviced by:

☐ City Road ☐ Public Sewer ☐ Public Water ☐ Public Trash
☐ Private Road ☐ Septic System ☐ Private Well ☐ Private Hauler

Slope Conditions in Area of Construction (if applicable):

☐ Flat (0-3% slope) ☒ Rolling (3-8% slope) ☒ Hilly (8-15% slope) ☐ Steep (15%+ Slope)

Are there any wetlands or waterbodies on the site? ☐ (Yes) ☒ (No) if yes attach information

Is the project within the 100-year floodplain? ☐ (Yes) ☒ (No) if yes attach information

Do you plan to bring fill onto the lot? ☒ (Yes) ☐ (No) If yes attach information

Description of proposed use of property:

Project/Proposed Use:

Avesta Housing proposes a 46-Unit low income elderly housing project on a portion of the property. This application will be filed in conjunction with a subdivision plan by Indian Cliff Development Corp.

Property to be Serviced by:

☒ City Road ☒ Public Sewer ☒ Public Water ☐ Public Trash
☐ Private Road ☐ Septic System ☐ Private Well ☒ Private Hauler

Limits of Disturbance: 2 +/- (X)acres ()s.f.

Net change in impervious cover: 0.8 +/- (X)acres ()s.f.

Is this project part of a larger project? ☒ (Yes) ☐ (No)

Is the project proposing a new Private or Public Road? ☐ (Yes, Private) ☒ (Yes, Public) ☐ (No)

Is this project within the Urbanized Area/MS4 (see [City Drainage Map](#)) ☒ (Yes) ☐ (No)

Is the project proposing any Stormwater facilities/BMPs? ☒ (Yes) ☐ (No)

Will a Traffic Movement Permit (TMP) be required?: ☐ (Yes) ☒ (No)

If in a Shoreland Zone:

Percent of residential lot coverage (Max 20%): _____

Percent of structure expansion (Max 30%): _____

If Subdivision Review, number of lots proposed: _____

If a Private Way is proposed, number of lots served: _____

If Site Plan Review, you must provide the following information:

Total new square feet footprint of structure: 10,950 +/-

Total new square feet paving/parking: 25,250 +/-

Waiver Requests (attach details):

1. To Be Determined
2. _____
3. _____
4. _____
5. _____

Required Submittal Attachments:

- A. Letters of Approval N/A (Sketch Plan Application)
 - ☐ Fire Department – Contact Chief or Deputy Chief – 282-9986
 - ☐ Ability to Serve for Water Service – Maine Water – 282-1543
 - ☐ Ability to Serve for Sewer Service – Engineering Department – Tom Milligan 284-9118
 - ☐ Police Department – e-911 Road Name Designation – Contact Joanne Fisk 282-5127
- B. Letter to Planning Board describing project, Waiver requests, proposed improvements, addressing permit requirements, etc. See Cover Letter
- C. Photographs of Site. N/A (Sketch Plan Application)
- D. Architectural renderings/drawings of proposed buildings, as required. See Architectural Plans
- E. Engineering Plans, as required. See Sketch Plans
- F. Stormwater Management Report, as required. N/A (Sketch Plan Application)

Fees (Due at time of Submission):

- \$75 Nonrefundable Administration Fee is required for every application.
- Refer to “Attachment A Fees and Charges” of the Land Development Regulations for more information. Consult with Planning Staff if you have questions.

Required Signatures:

By signing this application, as the foresaid applicant or authorized agent:

- I certify that I have read and completely understand the application;
- I certify that the information contained in this application and its attachments are true and correct;
- I understand that all information provided on this form and all other documents submitted as part of my proposal is a matter of public record;
- I understand that copies of this information may be supplied upon request to an interested party.
- I understand that additional funds may be required through the course of the review for special studies, legal review costs, and/or engineering review.
- I understand that by submitting an application I am not guaranteed a place on any particular agenda. I further understand that the City Planner will place me on an agenda for review when the application is deemed substantially complete.

Will the proposed project cause 1 acre or more of site disturbance?: X(Yes) ___(No)

- If Yes, applicant is responsible for any required Maine Construction General Permits and shall comply with the requirements of DEP Chapter 500 Stormwater Regulations, as they apply.

Signature of Applicant:

Ryan T. [Signature]

Date 03/29/24

Signature of Property Owner:

[Signature]

Date 03/29/24

DIGITAL SUBMITTAL REQUIREMENTS FOR ALL SUBMITTALS:

- A) PDF OF SIGNED APPLICATION
- B) PDFs OF ALL DRAWING SETS AND OTHER REQUIRED SUBMITTAL ATTACHMENTS NOTED ABOVE

HARD-COPY SUBMITTAL REQUIREMENTS FOR PLANNING BOARD APPLICATIONS:

- A) SEVEN (7) FULL-SIZE PAPER COPIES OF DRAWING SETS

DIGITAL SUBMITTAL REQUIREMENTS FOR FINAL APPROVAL:

- A) INDIVIDUALLY NAMED PDFs OF EACH DRAWING (NOT A COMBINED PDF SET)
 - Individual Drawing PDF Naming Format: 'PROJECT/SHEETSET NAME_ INDIVIDUAL DRAWING NAME.pdf'
- B) PDF COPIES OF ALL PERMIT APPROVALS, APPLICATIONS, REPORTS, NARRATIVES, LETTERS, ETC.
- C) FINAL CAD REFERENCE FILES IN DWG FORMAT (SURVEY & PROPOSED DESIGN LINework)
 - All drawings & CAD reference files must be to-scale and within the following coordinate systems:
 - MAINE STATE PLANE WEST NAD83 (Horizontal Datum) & NAVD88 (Vertical Datum)

HARD-COPY SUBMITTAL REQUIREMENTS FOR FINAL APPROVAL:

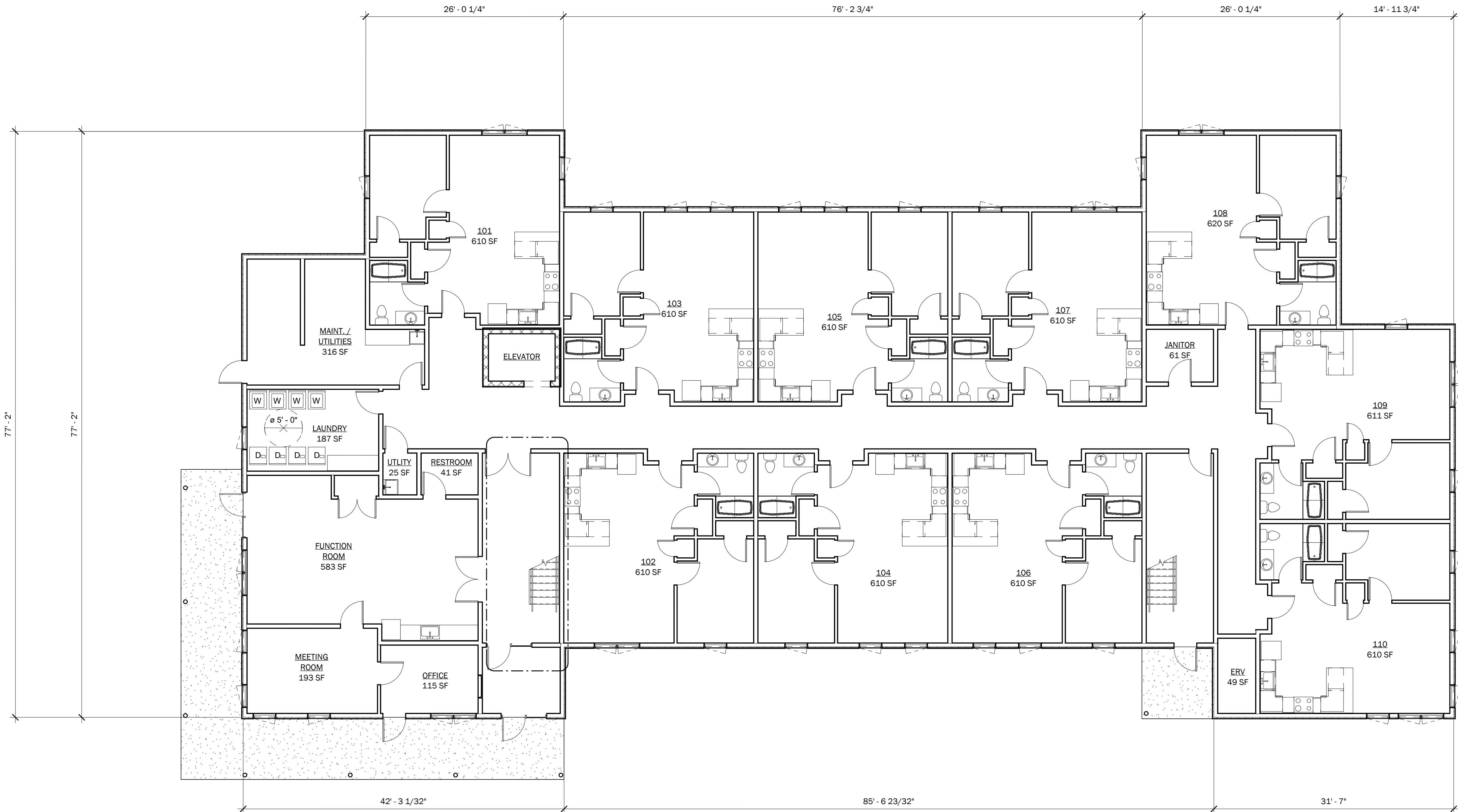
- A) THREE (3) FULL-SIZE PAPER COPIES OF INDIVIDUAL DRAWINGS REQUIRING BOARD SIGNATURE
- B) ONE (1) FULL-SIZE PAPER COPY OF ENTIRE DRAWING SET FOR ENGINEERING RECORDS

PLEASE CONFIRM WITH PLANNING STAFF FOR CLARIFICATION



LASSEL
ARCHITECTS

370 MAIN STREET
SOUTH BERWICK, ME 03908
207 384 2049
lasselarchitects.com



① FIRST FLOOR PLAN
1/8" = 1'-0"

3/12/2024 11:36:28 AM Server\\data\\FILES CURRENT\\24.03 Avesta Barra Road - Bidderford - 8. DRAWINGS - 8.2 REVIT - BIDDEFORD - AVESTA BARRA - SD-02 - NO FIRST FLOOR NOTCH.rvt

CLIENT:
AVESTA

PROJECT:

BARRA ROAD

PROJECT NUMBER: 24.03
DATE: FEB. 2024
SCALE: AS NOTED
REVISION:

DRAWING NAME:

FIRST FLOOR PLAN

DRAWING NUMBER:

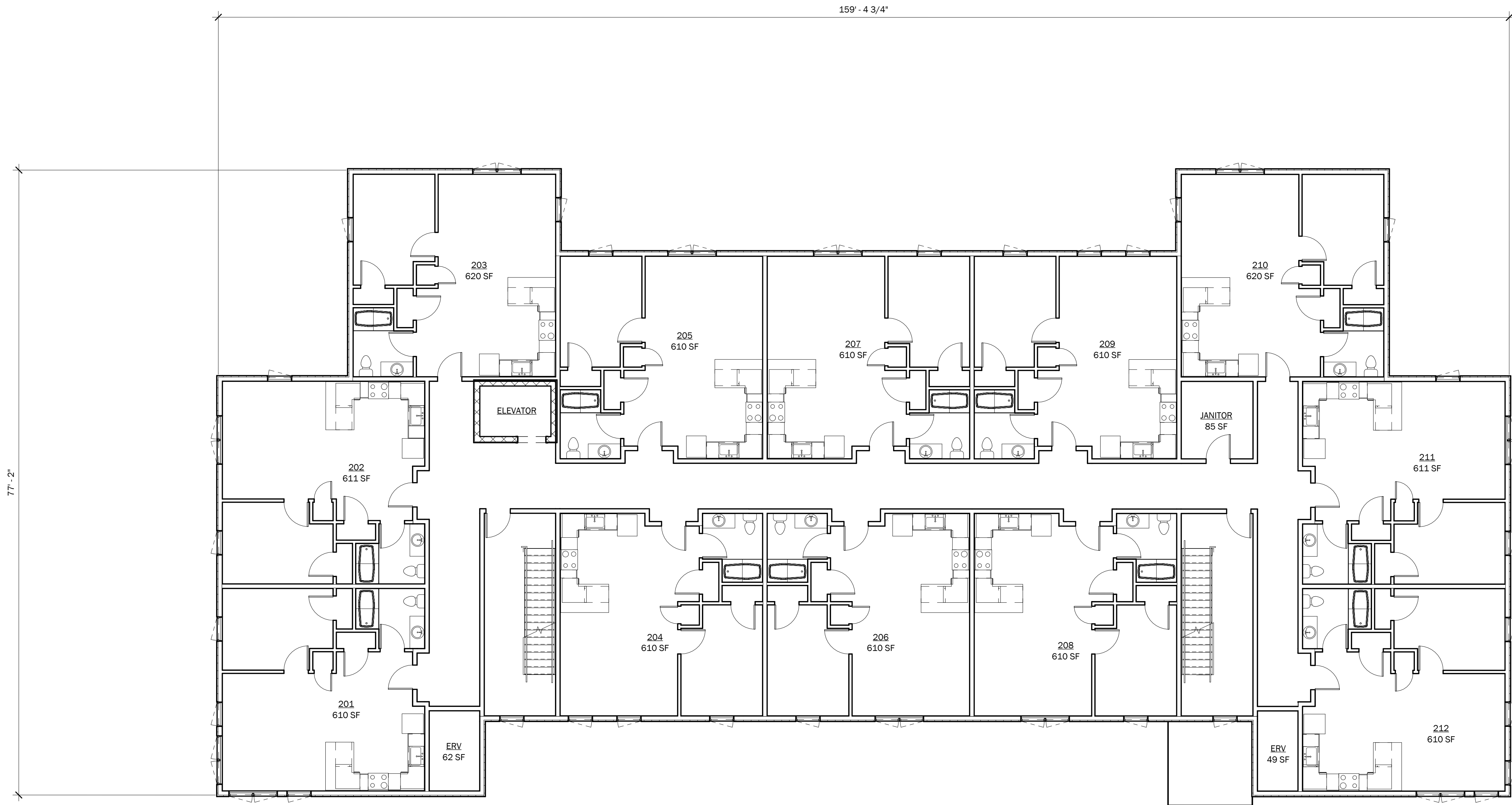
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DRAFT



LASSEL
ARCHITECTS

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207 384 2049
lasselarchitects.com



① SECOND FLOOR PLAN
1/8" = 1'-0"

CLIENT:
AVESTA

PROJECT:
BARRA ROAD

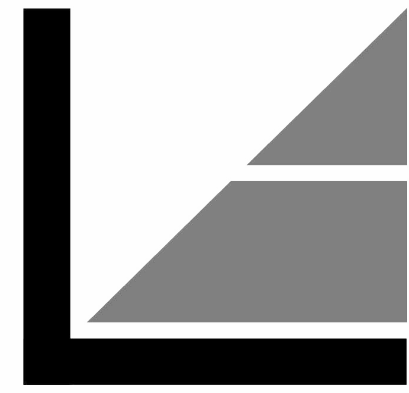
DRAFT

PROJECT NUMBER: 24.03
DATE: FEB. 2024
SCALE: AS NOTED
REVISION:

DRAWING NAME:
SECOND FLOOR PLAN

DRAWING NUMBER:

SD - 02

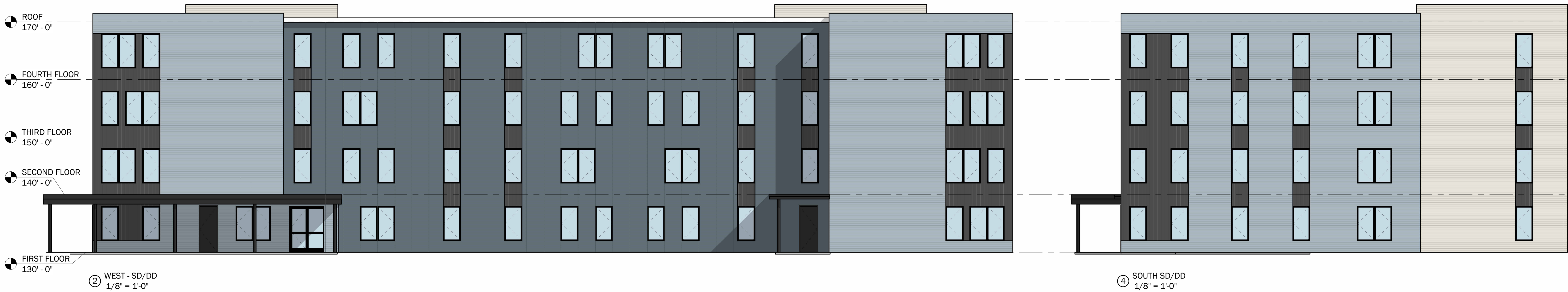


LASSEL
ARCHITECTS

370 MAIN STREET
SOUTH BERWICK, ME 03908
207 384 2049
lasselarchitects.com



69



CLIENT:

AVESTA

PROJECT:

BARRA ROAD

PROJECT NUMBER:

24.03

DATE:

FEB. 2024

SCALE:

AS NOTED

REVISION:

DRAWING NAME:

EXTERIOR ELEVATIONS

DRAWING NUMBER:

SD - 05

DRAFT



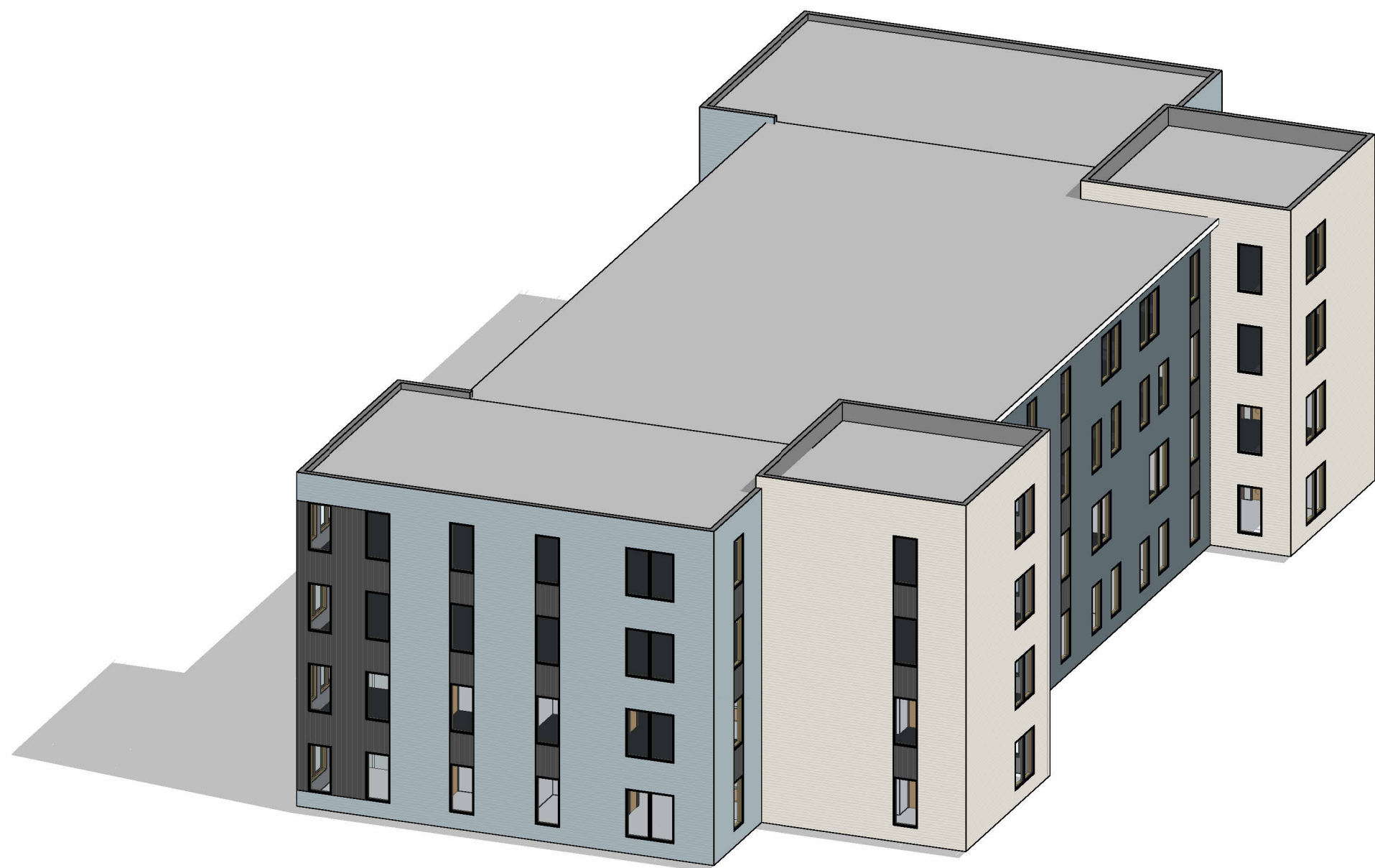
① PERSPECTIVE 1



③ AXON 1



② PERSPECTIVE 2



④ AXON 2

70



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207 384 2049
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CLIENT:

AVESTA

PROJECT:

BARRA ROAD

PROJECT NUMBER:

24.03

DATE:

FEB. 2024

SCALE:

AS NOTED

REVISION:

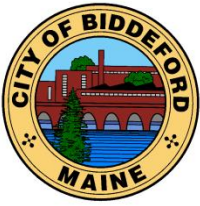
DRAWING NAME:

3D VIEWS

DRAWING NUMBER:

SD - 06

DRAFT



CITY OF BIDDEFORD

Planning and Development Department

David C.M. Galbraith
Deputy Director/City Planner
205 Main Street
P.O. Box 586
Biddeford, ME 04005
(207) 284-9115

David.Galbraith@biddefordmaine.org

PLANNING BOARD STAFF REPORT

TO: Chair Patoine and Members of the Biddeford Planning Board

FROM: David C.M. Galbraith, City Planner & Deputy Director of the Planning & Development Dept.

DATE: April 9, 2023

RE: **2024.21 Sketch Plan for Indian Cliff Development Corp for an 8-lot subdivision on Barra Road (Tax Map 7, Lot 15) in the R-3 & R-1 zones and Contract Zone (#23) Review.**

MEETING DATE: April 17, 2024 at 6:00 PM

1. INTRODUCTION

This application is being presented by Michael Eon, president of Indian Cliff Development Corporation. The subject property is approximately 55.94-acres in area, and the Applicant is seeking to subdivide approximately seven (7) acres into eight (8) lots. One of the proposed lots is currently being reviewed for a new Avesta Housing project which consists of a four story, 46 unit, low / moderate income (LMI), senior housing development. The subject property (Tax Map 7, Lot 15) is a proposed 2.2-acre property, located to the east of Barra Road, immediately north of the 60 Barra Road project (Reveler, formerly Saxon), and is located in the R-3 zoning district.

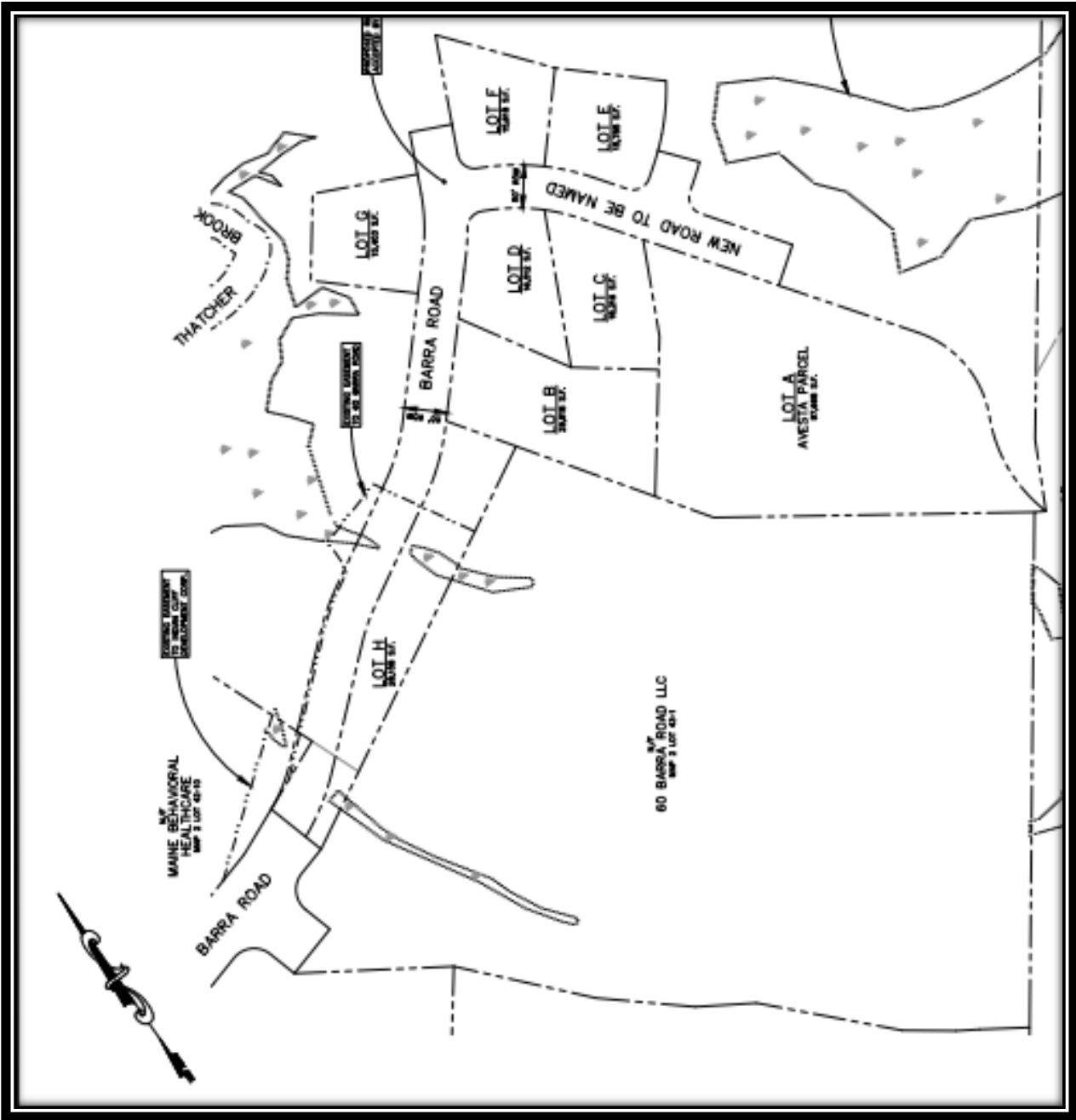
The Avesta project is interwoven with this application which is seeking Subdivision approval and Contract Zone review / amendment with a positive recommendation to the City Council for final approval of the proposed Contract Zone #23. The subdivision project proposes to subdivide approximately 7 acres of the existing parcel to provide 8 new lots, with Lot A being the parcel proposed for Avesta's development, Lots B through G being proposed as single family or duplex lots for Indian Cliff Development Corp, and Lot H being a remainder lot that is not proposed for housing development. Lot H currently features stormwater and access easements granted to Reveler for development of the 60 Barra Road project, which construction is currently ongoing, and will propose to provide stormwater management for the extension of Barra Road proposed by Indian Cliff Development.

Access to the proposed lots will be via a roadway extension off the end of Barra Road including a new proposed road, providing access to the Avesta development. The project will be accessed via an extension of Barra Road to a new connecting roadway tentatively named

2024.21 Sketch Plan for Indian Cliff Development Corp for an 8-lot subdivision on Barra Road (Tax Map 7, Lot 15) in the R-3 & R-1 zones and Contract Zone (#23) Review. Planning Board

Meeting Date: April 17, 2024

Trailside Way. The proposed roadway name has been forwarded to the City’s E-911 Addressing Officer who will determine if the roadway name conflicts with other street names in the City. In addition to Avesta’s site plan review and approval, the combined projects will also require 1) A subdivision plan approval and 2) Contract Zone review and ultimately City Council review and approval. The proposed subdivision and Contract Zone are being requested by the Indian Cliff Development Corp. which is owned, in part, by Michael Eon.



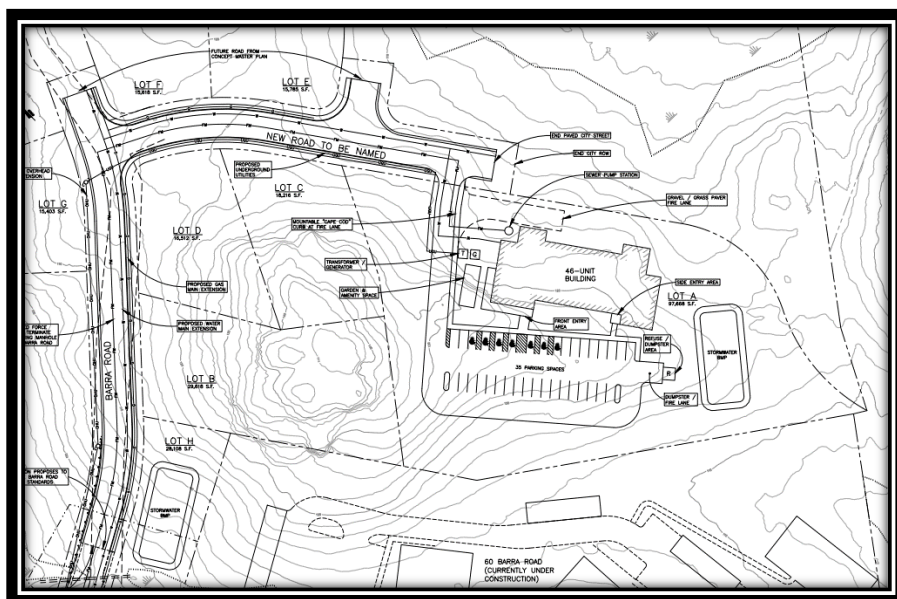
Proposed Eight Lot Subdivision

2024.21 Sketch Plan for Indian Cliff Development Corp for an 8-lot subdivision on Barra Road (Tax Map 7, Lot 15) in the R-3 & R-1 zones and Contract Zone (#23) Review. Planning Board

Meeting Date: April 17, 2024

Indian Cliff Development – Contract Zone: The Contract Zone request has been forwarded to the City Council to be discussed at their April 16, 2024 meeting. Staff has requested that the submitted Contract Zone be forwarded to the Planning Board for review, modification and recommendation. It is anticipated that the Council will forward as recommended. The Contract Zone will require, at minimum, two (2) public hearings before the Planning Board followed by a recommendation to the City Council which would be reviewed at two (2) separate Council hearings. The proposed Contract Zone is in keeping with the previously approved Contract Zone for the 60 Barra Road property in regards to height and bulk. In addition, the proposed Avesta Housing project is in keeping with the properties previously approved Joint Development Agreement (JDA) / Contract Zone which stipulated that Indian Cliff Development would provide a LMI senior housing develop in this general area which is required to have a *minimum* of 30 units.

The Avesta Housing project is currently before the Planning Board under a separate application for Site Plan Sketch Plan review. Avesta is being represented by Ryan Fecteau, Senior Officer of Policy and Planning for Avesta Housing and Christopher MacDonald, PE Civil Engineer of BH2M Engineering Consultants, who is also the project engineer for the proposed subdivision.



The proposed Avesta Housing project is a four story, 46 unit, low / moderate income (LMI), senior housing development. The subject property (Tax Map 7, Lot 15) is a proposed 2.2-acre property lot located to the east of Barra Road, immediately north of the 60 Barra Road project (Reveler, formerly Saxon), and is located in the R-3 zoning district.

Avesta Housing – 46 Unit, LMI senior housing project

2. PROJECT DATA/INFORMATION

1.	Applicant:	Indian Cliff Development Corp PO Box 444 Biddeford, ME 04005-0444
2.	Owner of Property:	Indian Cliff Development Corp
3.	Agent:	Christopher MacDonald P.E. BH2M

2024.21 Sketch Plan for Indian Cliff Development Corp for an 8-lot subdivision on Barra Road (Tax Map 7, Lot 15) in the R-3 & R-1 zones and Contract Zone (#23) Review. Planning Board

Meeting Date: April 17, 2024

		380B Maine Street Gorham, ME 04038
4.	Surveyor:	Same as above
5.	Project Location:	Barra Road
6.	Project Tax Map #/Lot #:	Tax Map 7, Lot 15
7.	Lot Size:	55.94 acres
8.	Base Zoning:	R-3 & I-3
9.	Overlay Zoning:	N/A
10.	Existing Use:	Vacant Land
11.	Proposed Use:	8 Lot Subdivision
12.	Approvals Required:	Subdivision/Site Plan
13.	Uses in the Vicinity:	Commercial/Medical
14.	Waivers Needed:	a. None
18.	Waivers Granted:	a. None
22.	Other Non-City Permits Required:	
23.	LDR Attachment A: Fees Paid:	Sketch Plan Fees Paid
25.	Planning Board Review History:	N/A

3. REVIEW PROCESS

Per City ordinance, this application is subject to Subdivision Review (Chapter 66 – Subdivisions) and approval by the Planning Board and Contract Zone (#23) review and recommendation to the City Council.

4. STAFF REVIEW

- **APPLICATION COMPLETENESS:** This application is for subdivision sketch plan review so the purpose of this memorandum introduce the project/s to the Board, with the desire to identify items the Board believes are important and necessary for the continued review of this plan / project.
- **ZONING:** The subject property is zoned R-3 & I-3 but this application includes a Contract Zone to allow the Avesta project to construct a four (4) story, senior housing development, which includes a building height and bolt as the adjacent Reveler development, located to the immediate south of the proposed Avesta development.

- **REVIEW STANDARDS:**

In general, staff found the sketch plan application to satisfy City subdivision requirements.

- **WAIVERS:** The applicant is not seeking any waivers at this time.

2024.21 Sketch Plan for Indian Cliff Development Corp for an 8-lot subdivision on Barra Road (Tax Map 7, Lot 15) in the R-3 & R-1 zones and Contract Zone (#23) Review. Planning Board

Meeting Date: April 17, 2024

5. STAFF RECOMMENDATION

The Application is for Subdivision “sketch plan review” so no formal Planning Board action is required. However, the Board should take this opportunity to review the proposed subdivision plans and proposed Contract Zone (#23), and identify any items the Board may wish to review or modify as part of this application.

CITY OF BIDDEFORD - SITE PLAN APPLICATION DRAWING CHECKLIST

CHECKLIST DIRECTIONS:

1. The following checklist must be completely filled out by the applicant for any Site Plan submittal to the Plan
2. Applicant to confirm all of the items listed are included within the submittal. Any missing items must have a
3. City to review applicant's submittal and checklist responses. Projects missing submittal information with nor
4. Items in BLACK are required for 'Preliminary Site Plan' approval & 'Final Site Plan' approval.
5. Items in BLUE are only required for 'Final Site Plan' approval.

SUBMITTAL REQUIREMENT	
ITEM NUMBER	DESCRIPTION
1	GENERAL PLAN REQUIREMENTS
A	Drawing specific legends (linetypes, hatches, etc.)
B	Individual drawing layer control should be utilized: freeze/thawing, changing lineweights, and screening (i.e. screen existing layers on a proposed plan, freeze topography and underground utilities on a proposed site plan)
C	North arrows, standard engineering scale viewports, dated revision blocks
D	All drawings and surveys must be in the following coordinate systems: NAD83 Maine State Plane West (Horizontal) and NAVD88 (Vertical)
E	Drawings need to be designed, signed & sealed by a Maine licensed professional engineer (PE); all boundary survey data needs to be performed by a licensed professional land surveyor (PLS)
2	COVER SHEET
A	Project Name & Property Address
B	Project Team Contact Information (Owner, Engineer, Contractor, etc.)
C	Site Location Map
D	Sheet Set List of Drawings
E	Tax Map and Lot ID
F	Zoning & Shoreland Zone Information
G	Existing Use Description
H	Proposed Use Description
I	Required Waiver/Variances (Yes/No); if yes, plan must clearly list waivers/variances requesting
J	Name of Drainage Watershed
K	Within the MS4 Urbanized Area (Yes/No)
L	Natural resources (streams, wetlands, etc.) located on-site or adjacent to the property (Yes/No)
M	Within the 100-year Flood Zone (Yes/No)
N	Public Road Proposed (Yes/No)
O	Private Road Proposed (Yes/No)
P	Public Sewer Connection (Yes/No); if yes, need to include a proposed sewer flow calculation per Maine s Subsurface Wastewater Disposal Rules, Chapter 241, Section 4 (Tables 4A & 4C)
Q	Public Storm Drain Connection (Yes/No)
R	Limits of Disturbance in acres
S	Pervious Land Cover square footage, existing and proposed
T	Impervious Land Cover square footage (Pavement/Gravel), existing and proposed
U	Building Roof square footage, existing and proposed
V	Assigned Planning Board Number
W	Estimated cut/fill earthwork volumes; if disturbing within Flood Zone, separate set of earthwork volumes required (site vs. within flood zone)
3	EXISTING CONDITIONS PLAN
A	Horizontal & Vertical Datums annotated (NAD83 & NAVD88)
B	Survey Benchmark Locations (with XYZ Coordinates annotated)

C	Property & Right-of-Way Lines
D	Boundary line information (bearings, distances, etc.)
E	Property pin and monumentation locations
F	Existing easements with proper ownership identified
G	Road Names & Individual Lot Labels (Map, Lot, Owner, Acreage)
H	Location of any Natural Resources and their respective buffers (wetlands, streams, etc.)
I	100-year Flood Zone Limits & Elevation
J	USDA-NRCS Soil Boundaries and Labels
K	Existing contours with adequate contour labelling; minimum 1 contour interval
L	Existing building FFEs annotated
M	Spot elevations for existing building corners, door entrances, accessible parking/walkways, road centerlines, and bottom/top of curbs
N	Existing buildings & structures
O	Existing pavement areas & number of parking spaces
P	Existing ADA ramp geometry, detectable warning plates, and ADA parking spaces
Q	Existing site features (sidewalks, retaining walls, curbing, lightpoles, guide rails, dumpsters, fencing)
R	Existing signage and striping
S	Existing underground utility locations (storm, sewer, force main, water, gas, elec, tele)
T	Existing above-ground utility locations (manholes, catch basins, utility poles, hydrants, transformers, riprap)
U	Rim, invert in, invert out, pipe size, cardinal direction (N, E, S, W) information for any existing utility infrastructure being tied into (upstream/downstream/outfalls)
V	Existing tree lines, street trees, free-standing trees (12" or larger diameter at breast height), and vegetation
W	Location of any borings, drinking wells, and monitoring wells
4	SITE DEMOLITION & EROSION CONTROL (E&SC) PLAN
A	Limits-of-disturbance outlined and acreage annotated
B	Location of any Natural Resources and their respective buffers (wetlands, streams, etc.)
C	100-year Flood Zone Limits
D	Callout existing site features to be demolished/removed/replaced
E	Callout existing utilities to be demolished/removed/abandoned-in-place
F	Hatch existing buildings and pavement to be removed
G	Construction Entrance location(s)
H	Perimeter E&SC control location(s) (i.e. silt fence, erosion berm mix)
I	Stockpile and staging area(s) identified (with proper perimeter control)
J	Inlet protection location(s)
K	Note requiring contractor to implement dust control measures throughout construction
L	Note requiring contractor to pave utility trenches within right-of-way within 3 days of excavation or prior to any rain event
M	If groundwater expected, show dewatering/silt bag location(s); show temporary pumping routing
N	If large development is proposed with an extensive underground stormwater conveyance network, show sediment trap/basin location(s) needed for constructability/phasing; provide sizing calculations
5	SITE PLAN/SUBDIVISION PLAN
A	Partial Site Plans needed for any viewport scale greater than 1" = 20'
B	Existing property and right-of-way lines
C	Proposed subdivision lot lines and labels
D	Required Zoning Setbacks shown with dimensions and annotation
E	Bulk requirement summary table (zoning/parking calculations)
F	Location of any Natural Resources and their respective buffers (wetlands, streams, etc.)
G	100-year Flood Zone Limits
H	Proposed building outlines, door entrances and loading docks
I	Proposed building labels

J	Proposed road extents; provide clear annotation if roads will be public or private
K	Proposed parking and accessible parking locations; annotate parking space counts
L	Proposed signage, parking striping, and traffic striping
M	Detailed ADA ramp geometry, detectable warning surfaces, and ADA parking striping/signage; existing & proposed
N	Proposed site features (i.e. curbing, walls, fencing, guiderail, fire hydrant, transformers, light pole locations)
O	Separate hatching for buildings, sidewalks, pavement, landscaping
P	Proposed landscaping; detailed landscaping design should be on separate plans
Q	Designated snow storage areas
R	Proposed dumpster locations and trash removal access
S	Linear dimensions of all drive aisles, sidewalk widths, parking spaces, loading docks
T	Radial dimensions for all curbs, landscaped islands, sidewalks
U	Road centerline stationing shown, labelled every 0+50 with curve data
V	If Private Road is proposed, final recorded plans must clearly note that proposed private roads will not be submitted in the future for public acceptance
W	If Private Road is proposed, final recorded plans must clearly note that the City is not responsible for any maintenance, repair, plowing, or trash removal of proposed private roads
X	Planning Board signature block for final recording
6	GRADING PLAN
A	Partial Grading Plans needed for any viewport greater than 1 =20
B	Limits-of-disturbance outlined and acreage annotated
C	Proposed Building Labels with Individual Finished Floor Elevations (FFE)
D	Existing contours with adequate contour labelling, screened; minimum 1 contour interval
E	Proposed contours with adequate contour labelling; minimum 1 contour interval
F	Detailed grading for all ditches, swales, outfalls, and riprap
G	All proposed contours tie-into existing contours at limits-of-disturbance outline
H	Existing spot elevations for all asphalt and curb tie-in locations
I	Location of any Natural Resources and their respective buffers (wetlands, streams, etc.)
J	100-year Flood Zone Limits
K	Proposed spot elevations for all important roadway geometric points and/or on a 50 maximum interval: low/high points, PC/PT, road centerline, edge-of-asphalt
L	Proposed spot elevations for all curblines (bottom/top-of-curb) and sidewalks
M	Proposed spot elevations for all parking and drive aisle geometry points
N	Proposed spot elevations for all building corners and door-entry locations
O	Proposed retaining wall/loading dock elevations (bottom/top of wall)
P	Proposed spot elevations for all ADA ramp/landing/parking stall geometry points
Q	Proposed % slope arrows for all ADA parking spaces and sidewalks
R	Proposed longitudinal % slope arrows for drainage ditch centerlines
S	Proposed % slope arrows for roads, parking areas, and landscape tie-in areas
T	Estimated cut/fill earthwork volumes; if disturbing within Flood Zone, separate set of earthwork volumes required (site vs. within flood zone)
7	ROAD PROFILES (if public/private road proposed)
A	Existing surface; dashed and screened
B	Proposed surface; continuous and bold
C	Corresponding centerline stationing and curve data annotation
D	Road cross-section including proposed surface cross slopes; include multiple sections for various road cross slope conditions proposed (crowned, superelevated)
E	Horizontal and vertical scale bars
F	Clear annotation if proposed road will be public or private
G	If Private Road is proposed, plans must clearly note that proposed private roads will not be submitted in the future for public acceptance
H	If Private Road is proposed, plans must clearly note that the City is not responsible for any maintenance, repair, plowing, or trash removal of proposed private roads

8	UTILITY PLAN
A	Existing underground utility locations; screened (storm, sewer, force main, water, gas, electric, telecom)
B	Existing above-ground utility locations; screened (manholes, catch basins, utility poles, hydrants, riprap)
C	Rim, invert in, invert out, pipe size, cardinal direction (N, E, S, W) information for any existing utility infrastructure being tied into (upstream/downstream/outfalls)
D	Proposed underground utility locations; bold (storm, sewer, force main, water, gas, electric, telecom, lighting)
E	Proposed above-ground utility locations; bold (manholes, catch basins, utility poles, hydrants, transformers, riprap)
F	Proposed storm culverts, outfalls, and riprap locations and sizes
G	Storm/sewer structure labels must include: rim, inverts in, inverts out, pipe sizes, cardinal directions (N, E, S, W)
H	Storm/sewer pipe labels must include: linear footage, pipe size, material, slope
I	Flow directional arrows for storm & sewer pipes
J	Proposed & existing site features shown that could conflict with proposed utilities (trees, signs, lightpoles, bollards, foundations, guiderails)
K	All storm drains must be sized to convey the 25-year storm
L	Sewer force main sizes and invert elevations
M	Sewer pump station locations, model, rim, inverts, pipe sizes, cardinal directions (N,E,S,W)
N	Grease trap & oil-water separator locations, sizes, elevations
O	Water, gas, electric, and telecom sizes labelled
9	UTILITY PROFILES
A	Utility profiles for all gravity storm drains and sewer pipes, including all laterals, catch basins, culverts, and outfalls; profiles preferred to be aligned on the pipe centerline (not superimposed on the road centerline)
B	Existing surface; dashed and screened
C	Proposed surface; continuous and bold
D	Storm/sewer structure labels must include: rim, inverts in, inverts out, pipe sizes, cardinal directions (N, E, S, W)
E	Storm/sewer pipe labels must include: linear footage, pipe size, material, slope
F	Existing and proposed gravity pipe crossings shown; sizes labelled and depths/clearance annotated
G	Existing and proposed electric/water/telecom/gas crossings shown at approximate depths; sizes labelled and depths/clearance annotated
H	Known ledge or groundwater elevations
I	For all storm drains, 25-year HGL must be shown on profiles with starting tailwater condition identified
J	For storm outfalls, include riprap sizing and grading extents
K	Horizontal and vertical scale bars
10	DETAILS
A	Road section detail, including pavement & gravel depths
B	Sidewalk, paver, crosswalk, and any other pavement section details
C	Pavement sawcut detail
D	Utility trench/backfill detail
E	All site feature details; curbing, retaining walls, fencing, guiderails, dumpsters, etc.
F	Signage, striping, and ADA details
G	E&S notes and details; only show applicable/proposed measures
H	Utility structure details (manholes, cleanouts, fittings, handholes, transformer pads, hydrants)
I	Storm outfall & riprap details
J	Drainage ditch cross section identifying minimum depth, minimum bed width, and maximum side slopes
K	Pump station, grease trap, and oil-water separator details

	L	Conduit section details
	M	Miscellaneous details (as needed)
11		LANDSCAPING, LIGHTING & PHOTOMETRIC PLANS
	A	As required by ordinance; at a minimum: locations, counts, and species/models must be identified
	B	Landscaping & lighting details
12		DOCUMENTS/REPORTS/CALCULATIONS
	A	On initial preliminary submittal applications, applicant must submit a development review and inspection fee. Applicant to coordinate fee amount with City Planner prior to submittal. This fee will be drawn against to cover the following type of services throughout the project life cycle (and may require replenishing): i. 3rd Party City Peer-Review ii. Site Inspections during the permitting process iii. Erosion & Sediment Control Inspections during construction iv. Right-of-Way Inspections during construction v. City Drumblist/As-Built Inspections post construction
	B	Predevelopment & Post-development Drainage Area Maps, including: i. Subdrainage areas delineated and labeled ii. Points of Interest/Analysis shown and labeled iii. Hatching for different land cover areas (impervious, pervious, gravel) iv. Time of concentration (Tc) paths & durations v. Four City-standardized stormwater summary tables
	C	An approved Sewer Ability-to-Serve Letter from the Engineering Department: i. Applicant to submit proposed sewer flow calculations per Maine's Subsurface Wastewater Disposal Rules, Chapter 241, Section 4 (Tables 4A & 4C)
	D	A Performance Guarantee Cost Estimate utilizing Planning's template
	E	25-year hydraulic calculations for all storm conveyance piping (rational method), including starting tailwater conditions/documentation
	F	If any SWM water quality BMP or detention facility is proposed, hydrologic model exports/hydrographs must be submitted for the for the 2, 10, 25, & 100-year storm frequencies
	G	Sizing calculations for any SWM water quality BMP or detention facility
	H	A stormwater maintenance manual for any proposed SWM water quality BMP or detention facility, including: i. Annual maintenance requirements ii. Annual inspection requirements by a licensed PE; noting that all inspection reports/logs need to be submitted to the Engineering Department by March 1st each following year, identifying what on-going maintenance has occurred and what remedial repairs are needed iii. Signed Property Owner Agreement: including the current property owner's contact information and signature; it must be noted that all stormwater BMP maintenance requirements are linked to the property for perpetuity and transfer to any new ownership
	I	Salt Management Plan
	J	Sewer pump station sizing calculations
	K	Sewer pump station maintenance plan
	L	Grease trap sizing calculations
	M	Homeowner Association (HOA) agreement for any private road serving two (2) lots or more
	N	Summary list & copy of any required DOT/DEP/USACE permits & approvals

LAST REVISED: 04/18/23

ning Department.

dequate reasoning to justify t

1-acceptable reasoning will be

[illegible]

their absence.
e rejected.

APPLICANT RESPONSE
REASON NOT PROVIDED/COMMENT
Not Required for Sketch Plan Submission
Not Required for Sketch Plan Submission
Not Required for Sketch Plan Submission
Provided on Conceptual Subdivision Plan
Provided on Planning Board Application
Provided on Concept Subdivision Plan
Not Required for Sketch Plan Submission
Provided on Concept Subdivision Plan
Provided on Concept Subdivision Plan
Provided on Planning Board Application
Provided on Planning Board Application
No waivers requested at this time
Provided on Planning Board Application
Provided on Planning Board Application
While not provided in Sketches, outside of 100-yr flood plain
No private roads proposed
Not Required for Sketch Plan Submission
None Proposed
Not Required for Sketch Plan Submission
Provided on Planning Board Application
Provided on Planning Board Application
None Proposed
Not Required for Sketch Plan Submission

REQUEST FOR CONSIDERATION AND APPLICATION FOR
CONTRACT ZONE
PURSUANT TO ARTICLE V, SECTION 9 OF
THE ZONING ORDINANCE OF
THE CITY OF BIDDEFORD

To: Biddeford City Council
c/o David Galbraith, Planner
City of Biddeford, Maine

Applicant: Indian Cliff Development Corp.
P. O. Box 444
Biddeford, ME 04005

Project Developer: Indian Cliff Development Corp.
P. O. Box 444
Biddeford, ME 04005

AVESTA Housing Development Corporation
307 Cumberland Avenue
Portland, ME 04101

Location of Property: Barra Road
Biddeford, Maine 04005 (the "Property")

Current Zoning: I-3 District & R-3 District

Proposed Zoning: Contract Zone # _____

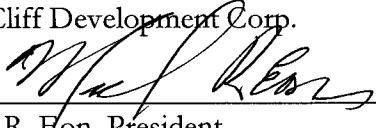
General Outline: The Applicant hereby makes application to the City of Biddeford for a zoning amendment pursuant to the Contract Zoning provisions contained in Article V, Section 9 of the Zoning Ordinance of the City of Biddeford. The Applicant is the owner of a parcel of land adjacent to and near the current terminus of Barra Road containing approximately 55.94 acres. Of that land, the Applicant and Project Developer wish to develop 7 acres, more or less, into 8 lots, one of which is to be developed by the Project Developer for 46 units of elderly affordable housing, 6 lots for single family/duplex housing and 1 lot to be non-buildable and to be dedicated to providing drainage and other infrastructure improvements. Currently the Property is undeveloped land to which public sewer and public water services are available as well as electrical and natural gas service, through extension from existing installations. The Project Developer intends to create approximately 46 units of elderly housing in one building. The residential units shall be single bedroom units. Density shall be no less than 1500 square feet per unit. There shall be a total of 35 parking spaces in the elderly affordable housing project which is .76 spaces for each unit of housing. The housing contemplated is intended to provide additional units of affordable housing in accordance with the Project Developer's organizational mission.

- A. Attached hereto as Exhibit A is a plan prepared entitled "CONCEPT PLAN, Avesta Biddeford, Barra Road, Biddeford, Maine" by BH2M Inc. dated March, 2024, which is a preliminary conceptual plan of the lot divisions planned by Applicants and improvements and parking planned by Project Developer. The requested Contract Zone applies to Lot A on said plan.
- B. The names and mailing address of the Applicant appears above. The primary contact person for this project is Michael R. Eon. His telephone number is 207-283-3000.
- C. Currently the property is located in the R-3 zone.
- D. As stated above, the property is currently unimproved. It is proposed to amend the current zoning ordinance on a contract basis to allow certain residential uses on the Property which are not currently not allowed. The Property is located in the R-3 zone and the intended use as residential housing is allowed in said zone. However, the minimum lot size in the R-3 zone is 15,000 square feet for the first 2 Units and 6000 square feet for each additional unit. The Applicant is requesting that the minimum lot size for this project be reduced to no less than 1500 square feet per unit as is allowed in the adjacent contract zone and height requirements will be no more than 60 feet as allowed in the adjacent zone. The front, side and rear minimum setbacks would be 25 feet and the minimum frontage would be 50 feet. The anticipated zone change is consistent with the City of Biddeford's Comprehensive Plan as the City has developed since the current Comprehensive Plan adopted in 1999, and the current discussions involving amendments to the Comprehensive plan. Biddeford has a greater percentage of persons renting housing instead of owning housing than other municipalities in the area. For this reason rental housing is to be encouraged. It is to be noted that the adjacent property is part of Contract Zone #18, which was created to allow the development of work force housing and that the proposed use is consistent with such adjacent use.

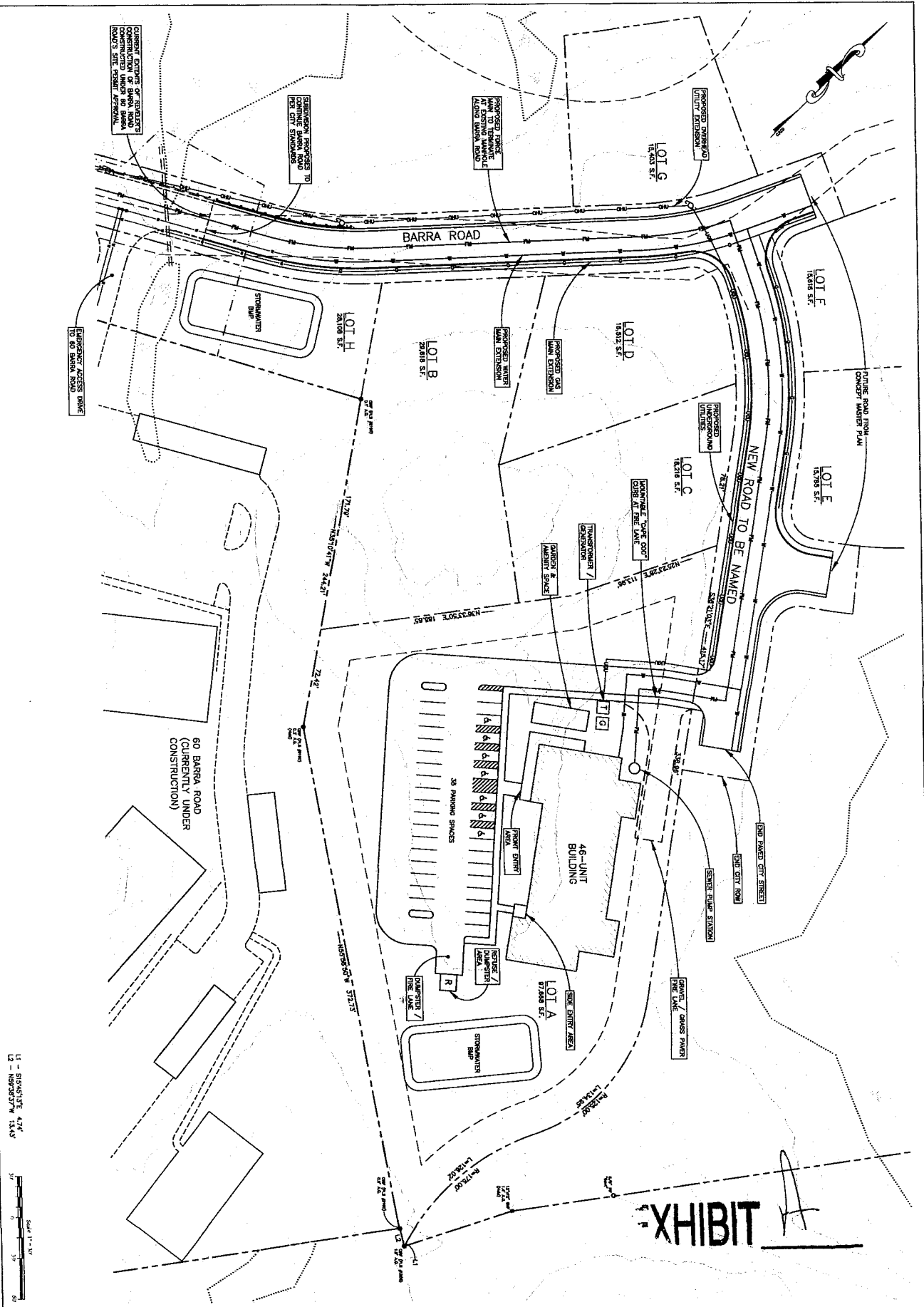
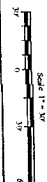
It is requested that the City Planner consult with the Code Enforcement Officer of the City of Biddeford and develop a recommendation for consideration at a regular City Council meeting. Following that, the Applicants look forward to the recommendation of the City Council that the Planning Board proceed with further review of the Project in order to develop a zoning contract.

Dated at Biddeford, Maine this 29th day of March, 2024.

Indian Cliff Development Corp.

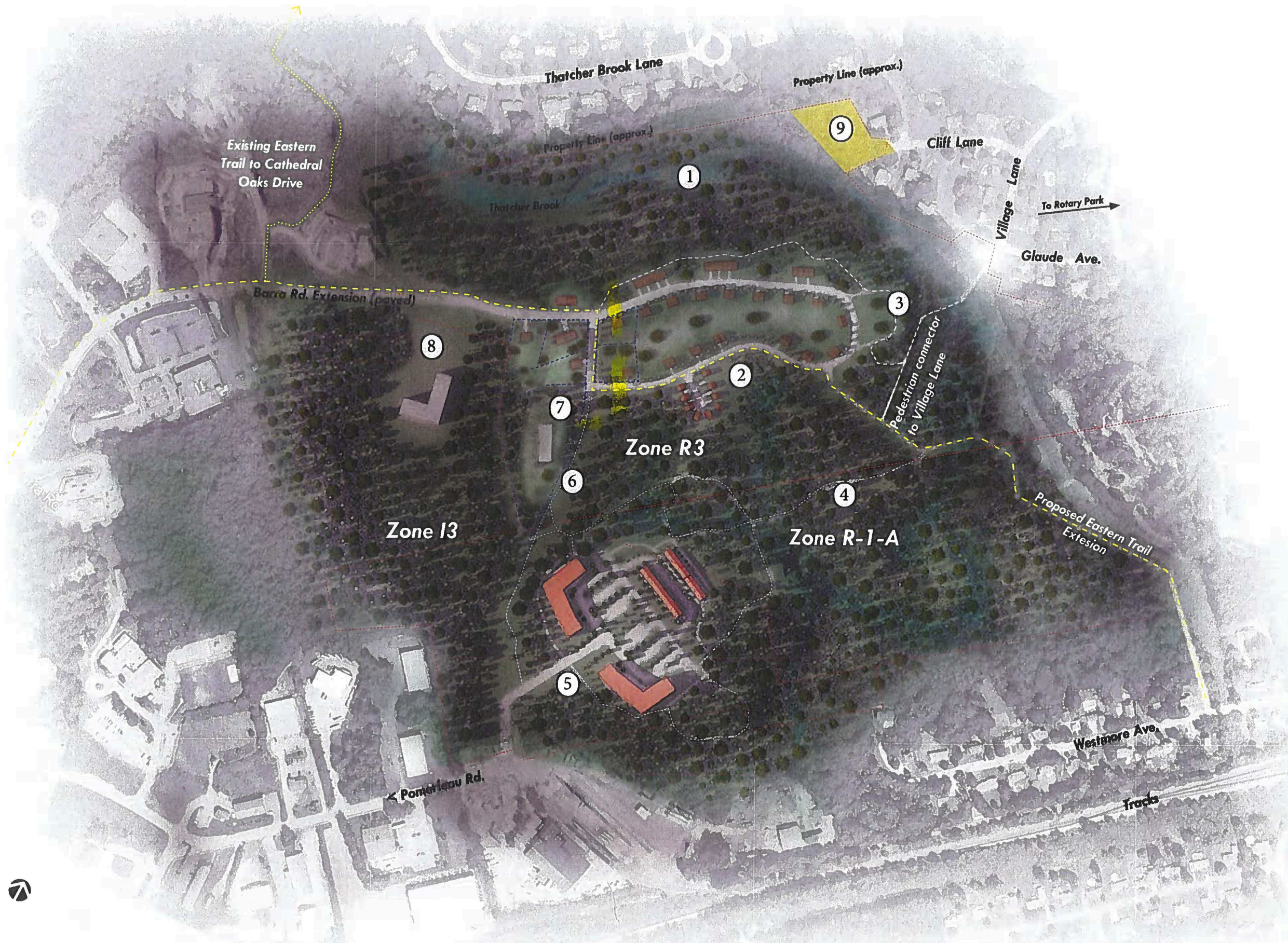
By: 
Michael R. Eon, President

L1 - S15°45'15"E 4.74'
L2 - N59°38'37"W 13.45'



EXHIBIT

[illegible]



LEGEND

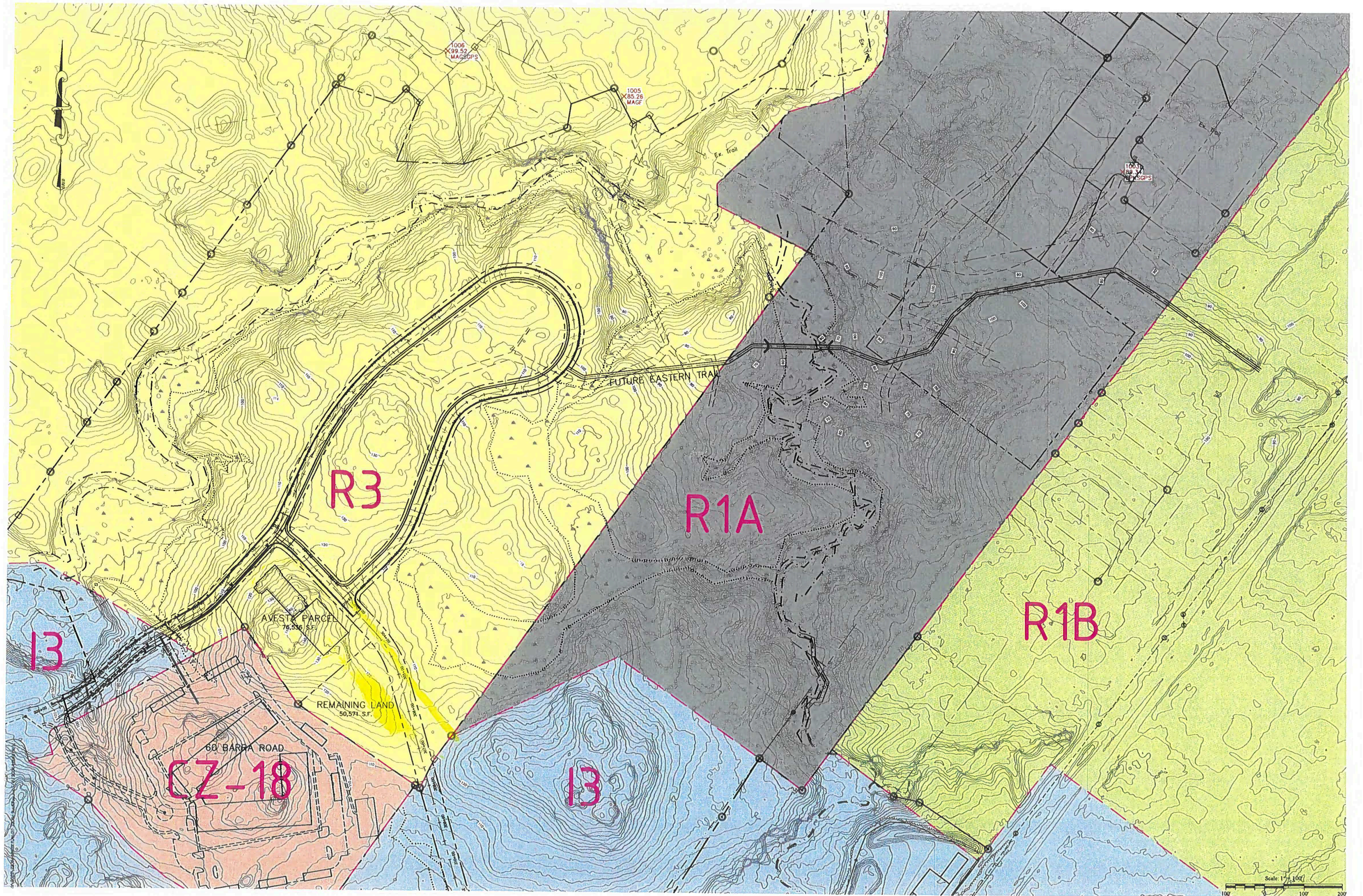
1. Thatcher Brook
2. Single Homes & Row Houses
• 60+/- proposed Units
3. Proposed Park, Indian Cliff Area of Natural Significance & Eastern Trail Extension
4. Potential Walking Paths & Open Space
5. Potential Mixed Housing- Affordable & Market Rate
• 200 +/- proposed Units
6. Potential Walking Paths
7. Proposed Affordable Elderly Housing
8. Reveler Development (Contract Zone)
- 9 Potential Residential Lot

February 27, 2024- **DRAFT**

Community Master Plan | Indian Cliff Development Corp., Sawmill Park Properties LLC. & Mike Eon Associates, Inc.
Biddeford, ME

*Zone limits shown are approximate

Mitchell & Associates
Landscape Architects





ZONE DEFINITIONS

Zone I-3*:

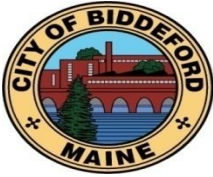
Is a gateway zone for a major entrance to the City, as such, appearance of structures and properties is a major consideration in the Planning Board's review process. Land use proposals in this area must meet more stringent design and landscaping standards; facades of new or rehabilitated structures shall be of brick or stone, other materials may be considered on a case-by-case basis; residential styled structures may be allowed on a case-by-case basis. The general zone allows a mixture of commercial and industrial uses. Exterior storage and display is prohibited except on those parcels of land that abut Pomerleau Street but do not abut either Barra Road or Alfred street (Route 111)

Zone R-3*:

This zone is intended to provide maximum flexibility in terms of residential use; it allows for a mixture of housing types on varying lot sizes.

Zone R-1-A*:

These areas are limited to single-family and duplex/two-family residential uses These areas are served by water and sewer. These districts are best characterized as in-town single-family and duplex/two-family neighborhoods.

**City of Biddeford – Planning Department****Planning Board Application**

P.O. Box 586, 205 Main Street Biddeford, Maine 04005
207-284-9115

Type of Application:

☐ Shoreland Zoning Permit ☐ Site Plan Review ☐ Extraction
☐ Conditional Use Permit ☐ Subdivision ☐ Private Way
☒ Other: Sketch Plan - Subdivision & Contract Zone

Applicant information:

Name: Indian Cliff Development Corp., Mike Eon, President
Mailing Address: 260 Main Street. P.O. Box 444. Biddeford. Maine 04005
Telephone: (207)283-3000
Email: meon@mikeeonassoc.com

What is your legal interest in the property?

☒ Owner ☐ Potential Buyer with Contract ☐ Lease/Rental Agreement

Owner's Information:

Name: Indian Cliff Development Corp., Mike Eon, President
Mailing Address: 260 Main Street. P.O. Box 444. Biddeford. Maine 04005
Telephone: (207)283-3000
Email: meon@mikeeonassoc.com

Agent's Information:

Name: BH2M, Christopher MacDonald, PE, Civil Engineer
Mailing Address: 380B Main Street, Gorham, Maine 04038
Telephone: (207)839-2771
Email: cmacdonald@bh2m.com

Engineer/Surveyor's Information:

Name: BH2M, Christopher MacDonald, PE, Civil Engineer
Mailing Address: 380B Main Street, Gorham, Maine 04038
Telephone: (207)839-2771
Email: cmacdonald@bh2m.com

Project Location and Lot Information:

Street Address: Barra Road Drainage Watershed: Thatcher Brook
Tax Map: 7 Lot: 15
Current Zoning: R-3 & I-3 Shoreland Zoning: N/A
Size of Lot: 55.94 +/- (X) acres () s.f. Lot Frontage: 66'
Existing Use of Property: Undeveloped, Primarily wooded

Property currently serviced by:

☒ City Road ☐ Public Sewer ☐ Public Water ☐ Public Trash
☐ Private Road ☐ Septic System ☐ Private Well ☐ Private Hauler

Slope Conditions in Area of Construction (if applicable):

☐ Flat (0-3% slope) ☒ Rolling (3-8% slope) ☒ Hilly (8-15% slope) ☐ Steep (15%+ Slope)

Are there any wetlands or waterbodies on the site? ☐ (Yes) ☒ (No) if yes attach information

Is the project within the 100-year floodplain? ☐ (Yes) ☒ (No) if yes attach information

Do you plan to bring fill onto the lot? ☒ (Yes) ☐ (No) If yes attach information

Description of proposed use of property:

Project/Proposed Use:

Indian Cliff Development Corp. proposes to subdivide approximately 7 acres of their property to provide 8 new lots, 1 lot for development of a 46-unit elderly affordable housing project, 6 new single family / duplex lots, and 1 non-buildable lot

Property to be Serviced by:

☒ City Road ☒ Public Sewer ☒ Public Water ☐ Public Trash
☐ Private Road ☐ Septic System ☐ Private Well ☐ Private Hauler

Limits of Disturbance: 1 +/- (X)acres ()s.f.

Net change in impervious cover: 0.7 +/- (X)acres ()s.f.

Is this project part of a larger project? ☐ (Yes) ☒ (No)

Is the project proposing a new Private or Public Road? ☐ (Yes, Private) ☒ (Yes, Public) ☐ (No)

Is this project within the Urbanized Area/MS4 (see [City Drainage Map](#)) ☒ (Yes) ☐ (No)

Is the project proposing any Stormwater facilities/BMPs? ☒ (Yes) ☐ (No)

Will a Traffic Movement Permit (TMP) be required?: ☐ (Yes) ☒ (No)

If in a Shoreland Zone:

Percent of residential lot coverage (Max 20%): _____

Percent of structure expansion (Max 30%): _____

If Subdivision Review, number of lots proposed: _____

If a Private Way is proposed, number of lots served: _____

If Site Plan Review, you must provide the following information:

Total new square feet footprint of structure: None

Total new square feet paving/parking: 30,500 +/-

Waiver Requests (attach details):

1. To Be Determined
2. _____
3. _____
4. _____
5. _____

Required Submittal Attachments:

- A. Letters of Approval N/A (Sketch Plan Application)
 - ☐ Fire Department – Contact Chief or Deputy Chief – 282-9986
 - ☐ Ability to Serve for Water Service – Maine Water – 282-1543
 - ☐ Ability to Serve for Sewer Service – Engineering Department – Tom Milligan 284-9118
 - ☐ Police Department – e-911 Road Name Designation – Contact Joanne Fisk 282-5127
- B. Letter to Planning Board describing project, Waiver requests, proposed improvements, addressing permit requirements, etc. See Cover Letter
- C. Photographs of Site. N/A (Sketch Plan Application)
- D. Architectural renderings/drawings of proposed buildings, as required. N/A, none proposed
- E. Engineering Plans, as required. See Sketch Plans
- F. Stormwater Management Report, as required. N/A (Sketch Plan Application)

Fees (Due at time of Submission):

- \$75 Nonrefundable Administration Fee is required for every application.
- Refer to “Attachment A Fees and Charges” of the Land Development Regulations for more information. Consult with Planning Staff if you have questions.

Required Signatures:

By signing this application, as the foresaid applicant or authorized agent:

- I certify that I have read and completely understand the application;
- I certify that the information contained in this application and its attachments are true and correct;
- I understand that all information provided on this form and all other documents submitted as part of my proposal is a matter of public record;
- I understand that copies of this information may be supplied upon request to an interested party.
- I understand that additional funds may be required through the course of the review for special studies, legal review costs, and/or engineering review.
- I understand that by submitting an application I am not guaranteed a place on any particular agenda. I further understand that the City Planner will place me on an agenda for review when the application is deemed substantially complete.

Will the proposed project cause 1 acre or more of site disturbance?: X(Yes) (No)

- If Yes, applicant is responsible for any required Maine Construction General Permits and shall comply with the requirements of DEP Chapter 500 Stormwater Regulations, as they apply.

Signature of Applicant:

Date

3/29/24

Signature of Property Owner:

Date

3/29/24

DIGITAL SUBMITTAL REQUIREMENTS FOR ALL SUBMITTALS:

- A) PDF OF SIGNED APPLICATION
- B) PDFs OF ALL DRAWING SETS AND OTHER REQUIRED SUBMITTAL ATTACHMENTS NOTED ABOVE

HARD-COPY SUBMITTAL REQUIREMENTS FOR PLANNING BOARD APPLICATIONS:

- A) SEVEN (7) FULL-SIZE PAPER COPIES OF DRAWING SETS

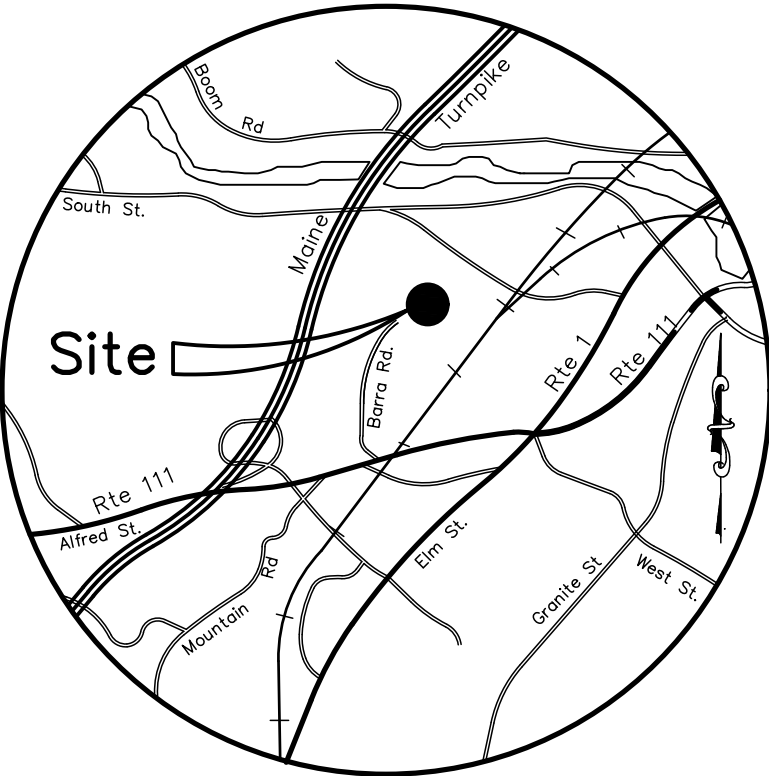
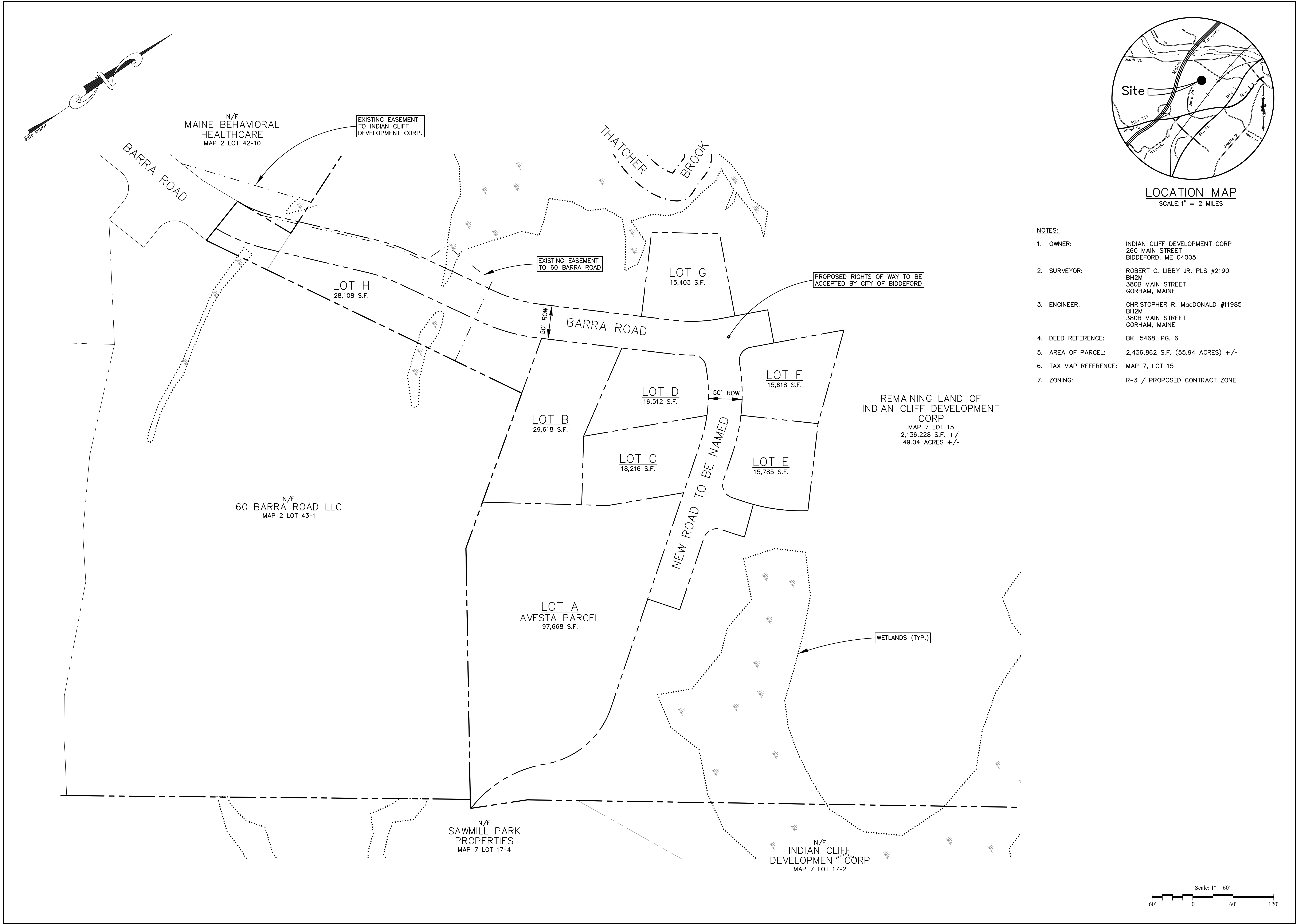
DIGITAL SUBMITTAL REQUIREMENTS FOR FINAL APPROVAL:

- A) INDIVIDUALLY NAMED PDFs OF EACH DRAWING (NOT A COMBINED PDF SET)
 - Individual Drawing PDF Naming Format: 'PROJECT/SHEETSET NAME_ INDIVIDUAL DRAWING NAME.pdf'
- B) PDF COPIES OF ALL PERMIT APPROVALS, APPLICATIONS, REPORTS, NARRATIVES, LETTERS, ETC.
- C) FINAL CAD REFERENCE FILES IN DWG FORMAT (SURVEY & PROPOSED DESIGN LINEWORK)
 - All drawings & CAD reference files must be to-scale and within the following coordinate systems:
 - MAINE STATE PLANE WEST NAD83 (Horizontal Datum) & NAVD88 (Vertical Datum)

HARD-COPY SUBMITTAL REQUIREMENTS FOR FINAL APPROVAL:

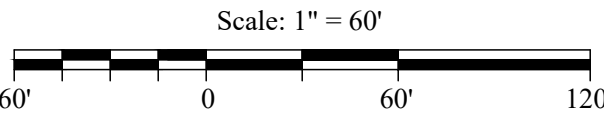
- A) THREE (3) FULL-SIZE PAPER COPIES OF INDIVIDUAL DRAWINGS REQUIRING BOARD SIGNATURE
- B) ONE (1) FULL-SIZE PAPER COPY OF ENTIRE DRAWING SET FOR ENGINEERING RECORDS

PLEASE CONFIRM WITH PLANNING STAFF FOR CLARIFICATION



LOCATION MAP
SCALE: 1" = 2 MILES

- NOTES:
1. OWNER: INDIAN CLIFF DEVELOPMENT CORP
260 MAIN STREET
BIDDEFORD, ME 04005
 2. SURVEYOR: ROBERT C. LIBBY JR. PLS #2190
BH2M
380B MAIN STREET
GORHAM, MAINE
 3. ENGINEER: CHRISTOPHER R. MacDONALD #11985
BH2M
380B MAIN STREET
GORHAM, MAINE
 4. DEED REFERENCE: BK. 5468, PG. 6
 5. AREA OF PARCEL: 2,436,862 S.F. (55.94 ACRES) +/-
 6. TAX MAP REFERENCE: MAP 7, LOT 15
 7. ZONING: R-3 / PROPOSED CONTRACT ZONE



REVISION		DESCRIPTION	
NO.	DATE		



BH2M
Berry, Huff, MacDonald, Miligan Inc.
Engineers, Surveyors
380B Main Street
Gorham, Maine 04038
Tel: (207) 839-2771
www.bh2m.com

FOR
Indian Cliff Development Corp
260 Main Street
Biddeford, Maine

CONCEPT SUBDIVISION
BARRA ROAD SUBDIVISION
BARRA ROAD
BIDDEFORD, MAINE

DESIGNED C. MacDonald	DATE March 2024
DRAWN T. Taggett	SCALE 1" = 60'
CHECKED C. MacDonald	JOB. NO. 22056

SHEET
2

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Civil Engineering | Surveying

David Galbraith
Biddeford City Planner
205 Main Street
Biddeford, ME 04005

March 27, 2024

Re: Barra Road Development – Sketch Plan Application

Dear David;

BH2M has been retained by both Avesta Housing and Indian Cliff Development Corporation to provide engineering, surveying, and permitting services in support of development of property at the end of Barra Road. The project proposes a subdivision of an existing parcel on Map 7 lot 15 owned by Indian Cliff Development Corp, of which Mike Eon represents. The subdivision will include a parcel, Lot A, that Avesta Housing proposes to develop a 46-unit elderly affordable housing project, consisting of a 4-story building, and associated parking and amenities. In support of permitting applications that are currently under development, we request a Sketch Plan meeting with the City Planning Board to introduce these projects.

In general, the subdivision project proposes to subdivide approximately 7 acres of the existing parcel to provide 8 new lots, with Lot A being the parcel proposed for Avesta's development, Lots B through G being proposed as single family or duplex lots for Indian Cliff Development Corp, and Lot H being a remainder lot that is not proposed for housing development. Lot H currently features stormwater and access easements granted to Reveler for development of the 60 Barra Road project, which construction is currently ongoing, and will propose to provide stormwater management for the extension of Barra Road proposed by Indian Cliff Development.

Reveler is currently constructing a section of Barra Road for use in emergency access to their development at 60 Barra Road. This section of Barra Road will be constructed to meet City Standards, and has been subject to previous review and approval by the City Planning Department, finding that these upgrades represented de minimis change to Reveler's Site Plan approval. This new Subdivision Plan for Indian Cliff Development Corp proposes to create a new ROW across the section of road that Reveler is constructing to allow for public acceptance. The Subdivision project that Indian Cliff Development Corp proposes will then come off the end of Reveler's extension of Barra Road, and additionally extend Barra Road as shown on these Sketch Plans, ultimately providing access via City Streets once accepted to the Avesta development. Additional expansion of these roads is being considered under a master plan as discussed below, but will not be part of these initial Site and Subdivision applications.

This project will require simultaneous applications in order to have the Housing project fully approved by the City. Avesta Housing is intending on filing for affordable housing grants this fall that require City Approval of the Site Plan for the housing development. Avesta Housing will be requesting Site Plan approval in the coming months, with the intention of the initial application being filed on May 15 for the June 5 Planning Board meeting. As this project is also contingent on

the subdivision of the Indian Cliff property, Indian Cliff Development Corp also intends on filing a Subdivision application in conjunction with Avesta Housing Site Plan application, with the intention of these separate applications to be reviewed along parallel timeframes.

We have had a number of communications with the City on the Avesta project between initial review of early concepts and coordination with emergency services on the Avesta site plan. We have worked to incorporate those changes into this latest sketch plan, with key elements detailed in the updated plans.

For the subdivision of the Indian Cliff Development Corp property, this has also been discussed at length with the City. Mike Eon has been working with the City on a Master Plan development of this parcel. This Master Plan is part of a Joint Development agreement with the City to also provide easements for a future expansion of the Eastern Trail, along with housing which the Avesta project is part of. While the Master Plan is currently under development, this subdivision is a first step in meeting the requirements of the Joint Development Agreement. In addition, the Joint Development Agreement calls for development of a Contract Zone to allow for appropriate unit density of Lot A. This work is currently ongoing with the City, and we understand that the contract zone development will be running in a parallel track to these Subdivision and Site Plan applications.

In support of this Sketch Plan submission, we are including Sheet 1, a Concept Site Plan for Avesta's development, Sheet 2, a Concept Subdivision Plan showing the area of the parcels proposed to be subdivided, and Sheet 3, an Aerial Overall Plan that shows the extents of Indian Cliff Development Corp's parcel, existing wooded conditions, and surrounding neighborhoods and streets to give the Planning Board a better understanding of location and size.

We trust that this information along with the attached site plan provides you with the necessary information to bring these Sketch Plans to the Planning Board for initial review. If you need any additional information, feel free to contact me directly.

Sincerely,



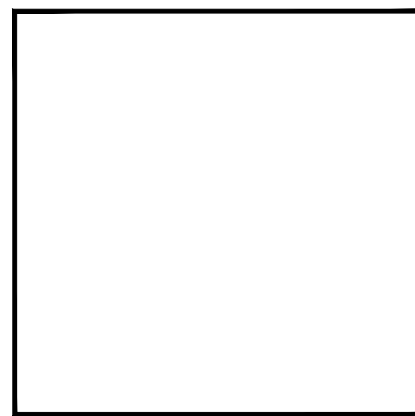
Christopher MacDonald, P.E.
Civil Engineer

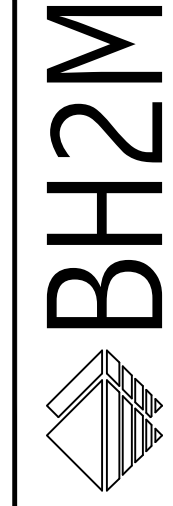
Cc Mike Eon –Indian Cliff Development Corp.
Ryan Fecteau – Avesta Housing
Todd Rothstein – Avesta Housing

G:\2022\20206\MSRP\PLAN ON\Subdiv\Plan Overall.dwg 3/27/2024 10:55:18 PM JJ



REVISION		DESCRIPTION	
NO.	DATE		





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3805 Main Street
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FOR
Indian Cliff Development Corp
260 Main Street
Bridford, Maine

AERIAL OVERALL PLAN
BARRA ROAD SUBDIVISION

DESIGNED C. MacDonald	DATE March 2024
DRAWN Staff	SCALE 1" = 150'
CHECKED C. MacDonald	JOB. NO. 22056

SHEET
3

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