



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

Date: September 4, 2024
Time: 6:00 PM
Location: Council Chambers & Zoom

1. Pledge of Allegiance
2. Declaration of Quorum/Voting Members: Larry Patoine (Chair), Susan Deschambault, Roch Angers, & Alexa Plotkin
Staff Present: David Galbraith, Adi Iriqat & Nan Whitten
3. Adjustments to the Agenda-Galbraith requested to table 6a.
4. Planner's Business
5. Consent Agenda
Approval of Meeting Minutes from August 21, 2024
MOTIONS: 6:01
Motion- Plotkin -Motion to approve the Consent Agenda as presented
Second-Angers
Vote: Motion passed unanimously
Open Public Hearing 6:03 PM
6. a 2024.47 Amendment to Part III Land Development Regulations, Article II Definitions, the Back-Lot Ordinance.
MOTIONS: 6:05 PM
Motion- Plotkin Motion to table
Second-Angers
Vote: Motion Passed Unanimously
6. Close Public Hearing- 6:05 PM
7. Unfinished Business-None
8. New Business
9. a2024.41 The Planning Board will review a Conditional Use Permit request from Cecile Loranger to open a day care called Caterpillar Clubhouse for the children of teachers in the Biddeford School system. The applicant will be licensed by the State if Maine and plans to take up to 6 children between the ages of 6 weeks and 5 years old. The day care will be at the applicant's home located at 19 Waco Drive (Tax Map 88, Lot 24) in the R1-A zone.
 - Galbraith introduced the project
 - Cecile Loranger represented applicationPublic Comments:
 - Diane Beaupre corner of Birchwood & Waco Drive in favor
 - Anne Morrissey 21 Waco Drive in favor

- Angers-Are you considering a fence? Yes if needed
- Angers what's on the base of the playscape-pea gravel
- Galbraith the State may require fencing in the back
- Any staff? Just the applicant
- Deschambault ever had a day care-ran a pre-school 2 years ago
- Deschambault-for the children of teachers-likes the schedule it fits with her life at this time.
- Deschambault-when do you plan to open-when all permits are in line
- Angers-Maximum # of children? 4 or 6 if some are siblings

MOTIONS: 6:14 PM

Motion- Plotkin-Motion to approve Case # 2024.41 Conditional Use Permit for Cecile Loranger (dba Caterpillar Clubhouse) for a home daycare facility proposed at 19 Waco Drive (Tax Map 88, Lot 24) located within the City's R1-A Zoning District, with the Findings of Fact (FOF) and Conditions of Approval as written.

Second-Angers/Deschambault

Vote-Motion Passed Unanimously

9. b 2024.44 The Planning Board will review a Conditional Use Permit request for New Life Christian Fellowship to have a Community Center at 118 Alfred Street (Tax Map 38, Lot 303-1) in the MSRD-2 Zone. The purpose of the Community Center is to provide a hub of help and hope for the community

- Iriqat introduced the project
- Pastor Justin Sweeney represented the applicant
- No interior/exterior changes
- Waiver request submitted yesterday to fence in the dumpster
- No Public Comments
- Deschambault-Licensed therapists-No
- Deschambault-Have you consulted with the Police Dept. or Seeds of Hope? Are you offering something different?
- They are offering a hand up to get them to the next step, finding housing, AA meetings
- Would you consider collaborating with Seeds of Hope, you seem to be 1 on 1?
- Offices for small group meetings, hours 9-5, evening meetings, what do you envision for meetings?
- Do people just drop in or how do they get committed to come back? They will not have to come back. Programming during the day such as open play time, making relationships
- Plotkin-how will people use it, do I just come in hang out or do you have specific activities or will they be hanging out in the front grassy area?
- We envision people coming in for a regularly scheduled activity at night for an AA meeting or parenting class.
- Deschambault-you don't have any letters from the Police Department, would you reach out to the police so they know how it is set up. This is for safety of staff and other clients.
- Roz Anton from Real Estate Co. The letters included are not letters of recommendation but required by the applicant. We will reach out to the BPD.

- Angers-water issues, once the spout is disconnected where is the water going to go? Mandate from State of Maine to separate water, downspout has been disconnected and water is going into a different drain, this is a mandate we have been doing this through the downtown area. How much water is this going to be? Water coming off the roof, it can no longer go into the sewer system.
- Angers-will we see an influx of people who need aid coming into Biddeford or will this be geared toward the citizens of Biddeford? Community of Biddeford not for the church, this building is within walking distance to all the services. Any people here from our church would be volunteers.
- Angers will this be collaborating with other agencies? Yes-will this draw people to come in, would you encourage people from other areas to use the building? Is the use of the space going to be utilized by others? Provided it is in our mission but there may be not time, we would try to fill up time slots with preplanned activities.
- Patoine-elaborate on recreational opportunities-active play, play center for families. Great addition for the City of Biddeford
- Galbraith will work with Pastor Sweeney on the dumpster screening.
- Plotkin if it is not required by the ordinance, I am ok with it not being screened.
- Patoine, the one next door is not screened and it can be seen from the street
- Deschambault-how are you going to get this message to the public?
- Galbraith police officer works in the building and he will reach out to him to contact Pastor Sweeney. Pastor Sweeney knows the police officer and they have and will talk.
- Angers what are the propane tanks for-heat
- Patoine clarified the Conditions of Approval: E-911, separate the downspouts & check on the dumpster enclosure.
- Pastor Sweeney asked about the disconnection about the down spout? The property owners' tie into the new lines, the runoff can no longer go into the sewer but be directed into the catch basins. Galbraith will work with Pastor Sweeney.

MOTIONS: 6:46 PM

Motion- Plotkin-Motion to approve Case # 2024.44 Conditional Use Permit for a Community Center to be located at 118 Alfred Street (Tax Map 38, Lot 303-1), which is located in the MSRD-2 Zoning District with the above-listed Conditions of Approval.

Second-Angers

Vote-Motion passed unanimously

9. c 2024.45 The Planning Board will review a Shoreland Permit request determining Greatest Practical Extent from Saco Bay Builders who represent Richard Patenaude. The cottage (building #2 on the enclosed survey by Dow & Coulombe) sustained significant damage in the January storms and must be rebuilt in the same footprint. The location of the property is 119 Hills Beach Road (Tax Map 54, Lot 65) in the Coastal Residential/Resource Protection zones.

- Iriqat introduced the project
- Tony Covino represented the applicant

- Structure will be rebuilt in same footprint may be taller depending on DEP regulations. Building has been condemned from January storm.
- The building will be the same but it may be higher to make it more resilient to storms, this is determined by DEP
- No Public Comments
- Angers-building height, it can't be any higher correct?
- Covino-it is in the velocity zone so it has to go on higher piles but the house does not change. It will not break the height ordinance rules.
- Patoine & Plotkin clarified for Angers.
- Covino told them that DEP will determine the height of the structure. We are not changing the building.
- Angers explained that the bone of contention with people near the water that structures will get higher and block views. He believes there is an ordinance.
- There is a height ordinance but this house is not going near it.
- Angers were the neighbors notified? Yes they were sent to all abutters 250' away and documented in the file. He asks because he gets that question often if people didn't get a notice.
- Patoine-nothing to building number 3? It had a bit of damage but not like #2, it was on a different type of foundation.
- Deschambault-do you own buildings 1, 2 & 3? The buildings are owned by the same person, Richard Patenaude.
- Angers does not like the line of substantial start, what is "substantial" who determines this? Galbraith-we have to have a date for expiration sometimes things happen. Galbraith works with Fecteau to determine if the progress is sufficient
- Patoine-sometimes supplies don't come in in time, builders don't want to come back to the Board if they are 80% done. 12 months is no longer realistic due to supply chains.
- Angers-what is "substantial" where is the criteria? We have no idea what that means and as Board members we should know what we are saying. Galbraith we can work on changing wording going forward we can certainly amend that.
- Patoine possibly expire in a year providing they get their permit.
- Plotkin where is this language other than these documents-is someone keeping track of this process-Fecteau
- This change would be less subjective
- Fecteau checks on all permits he issues, he wants all projects started within 6 months of permitting.
- Plotkin pointed out a typo on report razed not raised

MOTIONS: 7:09 PM

Motion-Plotkin-Motion to approve Case # 2024.45 Shoreland Zoning / Greatest Practical Extent Determination for 119 Hills Beach Road, Bldg. #2 (Tax Map 54, Lot 65) in the CR Zoning District Determination, with the above-listed Conditions of Approval. Change #1 Razed not Raised & #4 changed to state that this approval expires 1 year from date below if substantial start is not made in construction meaning you have a building permit in place.

Second-Deschambault

Vote-Motion passed unanimously

10. Other Business

- **October 2, Alexa is not available but others will be available for a quorum**

11. Adjourn 7:11 PM

Planning Board Chair/Vice Chair

Date

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