City of Biddeford
Planning Board
March 16, 2022 6:00 PM Zoom:
Mar 16, 2022 06:00 PM Eastern Time (US and Canada)
Topic: Planning Board

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1. **DECLARATION OF QUORUM/VOTING MEMBERS**
2. **ADJUSTMENTS TO THE AGENDA**
3. **PLANNER'S BUSINESS**
4. **CONSENT AGENDA**
   4.A. Approval of Meeting Minutes from March 2, 2022 & March 9, 2022
   PB Minutes 030222-DRAFT.pdf
   PB Minutes 0030922 Workshop-DRAFT.pdf
5. **UNFINISHED BUSINESS**
6. **NEW BUSINESS**
   6.A. 2022.07-Determination of the Greatest Practical Extent for Stuart Noyes. The property is located at 102 Fortunes Rocks Road (Tax Map 65, Lot 30) in the Limited Residnetial and Coastal Residential Zone. The purpose of the project is to tear down and replace single family home. Applicant had prior approval for this project in 2015, however said approval expired before substantial construction had begun.
   Applicant: Stuart Noyes
   Agent: Travis Kinney, Gulf Shore Design
   Tax Map/Lot: Tax Map 65, Lot 30
   Zone: Coastal Residential
   Overlay Zone: Limited Residential Shoreland Zone
   Defined Land Use: Single Family Residential
   Application Type: Determination of the Setback to the greatest Practical Extent from the wetland
   Application status: Request for Final Approval. Draft findings included.

Public comment will be accepted for this item.

2022.07 Noyes 102 Fortunes Rocks Rd GPE SR.pdf
2022.07 Noyes 102 Fortunes Rocks Rd GPE draft FOF.pdf
102Fortunes cover letter.pdf
102Fortunes application.pdf
102Fortunes survey.pdf
102Fortunes plan.pdf
102Fortunes elevations.pdf
102Fortunes height map.pdf
102Fortuens photo.pdf

6.B. 2021.38 Site Plan Review for Jason Jirele with Caleb Johnson Studio to convert 2nd, 3rd & 4th floors of 25 Alfred Street, former Odd Fellows Lodge, to 1 and 2 bedroom apartments (Tax Map 38, Lots 402) in the MSRD1 Zone. The building is currently unoccupied. The first floor contains a former restaurant and retail store. The 2nd, 3rd & 4th floors contain prior meeting rooms, banquet room and Lodge Room of the former Laconia Lodge the former Independent Order of Odd Fellows Group.
Applicant: Jason Jirele with Caleb Johnson Studio
Owner: Biddeford Development Group, LLC
Agent: Caleb Johnson Studio
Engineer/Surveyor: Michael Tadema-Wielandt
Tax Map/Lot: Tax Map 38, Lot 402
Zone: MSRD-1
Overlay Zone: Historic Preservation
Defined Land Use: Multi-family Residential
Application Type: Site Plan
Application status: Request for Final Approval. Draft findings included.
Public comment will be accepted for this item.
1 2021.38 25 Alfred Site Plan Review SR.pdf
2 2021.38 25 Alfred Site Plan Review draft FOF.pdf
3 25 Alfred Street_Site Plan Review Application.pdf
4 25 Alfred Street_Site Plan Cover Letter and Narrative.pdf
5 CJS_Commercial_Portfoilio_Abridged.pdf
6 25 Alfred Street_Ability to Serve_Biddeford Engineering.pdf
7 25 Alfred Street_Ability to Serve_Maine Water.pdf
8 25 Alfred Street_Financial Capacity - Biddeford Development Group LLC.pdf.pdf
9 25 Alfred Street_Off-Street Parking Reduction Waiver Request.pdf
10 25 Alfred Street_Existing Photos.pdf
11 2021.32 HPC 25 Alfred Street COA.pdf

7. OTHER BUSINESS

7.A. 2021.50 Discussion to make arrangements for Site Walk of the South Street CMP Station with applicants.

No public comments are anticipated during this portion of the workshop.

7.B. Comprehensive Plan Public Sessions Workshop
Continuation of the work from the 3-9-22 Workshop

It is not anticipated that public input will be accepted during this workshop item.

8. 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

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Planning Board
Meeting Minutes
DRAFT

Date: **March 2, 2022**
Time: **6:00 PM**
Location: **REMOTE ACCESS MEETING (1MRSA § 403-A permits public proceedings through remote access during the declaration of state of emergency due to COVID-19).**

1. **Declaration of Quorum/Voting Members**
   Quorum Present: Bill Southwick (Chair), Roch Angers, Bruce Benway, Sean Tarpey, Alexa Plotkin and Michael Cantara (Alternate)
   Staff Present: Greg Tansley (Planner), Hannah Bonine (Asst. Planner), Nan Whitten

   Chair Southwick opened the meeting at 6:00 PM
   - **The Chair announced that with the resignation of one of the members of the Board, Alexa is now a voting member of the Board.**
   - **He then (as always) explained the role of the alternate member compared to the voting board member.**
2. **Adjustments to the Agenda**
3. **Planner's Business**
   - **Planner Tansley noted there were members of the CMP application team in the audience and just wanted to make sure they knew they were not on this agenda.**
4. **Consent Agenda**
   4 A. Approval of Planning Board Meeting Minutes from February 16, 2022
   MOTIONS: 6:02 PM
   Benway-<u>Motion</u>- to approve the Meeting Minutes from February 16, 2022
   Angers-<u>Second</u>
   Chair Southwick-Roll Call for Vote-Motion Passed, 4-0 (Angers, Benway, Tarpey & Plotkin)
5. **New Business**
   5.A. 2022.03 Conditional Use Permit for Undertow Cannabis Co LLC to operate a medical marijuana caregiver storefront at 30 Morin Street (Tax Map 11, Lot 3) in the I-1 Zone. The company has leased an 896 SF building (formerly R&W Engraving) off Route 1 intending to sell exclusive and third party medical cannabis flowers, extracts, edibles and a wide selection of local branded merchandise. Growing/cultivation would not occur at this location.
   Applicant: Undertow Cannabis, LLC
   Agent: Self, Jill Polster, Esq.
   Tax Map/Lot: Tax Map 11, Lot 3

Zone: Industrial-1
Overlay Zone: None
Defined Land Use: Marijuana Establishment (Medical Marijuana Caregiver Retail)
Application Type: Conditional Use Permit
Application status: Request for Final Approval. Draft findings included. Public comment will be accepted for this item

- **Assistant Planner Bonine introduced the project**
- **Jill Polster, Esq. & Jacob Claudine represented the applicant of 30 Morin LLC**
- **There were no comments from the public**
- **Members of the Board questioned the applicant about parking now & in the future, and the plans for snow removal.**
- **The applicant will be striping the parking lot due to Planning staff comments on the report. The parking lot will be plowed and they have a snow removal company lined up for when the snow is piled up too high.**
- **The Board also asked about lighting and security.**
- **The applicant has security systems and motion lighting set up.**

MOTIONS: 6:09 PM
Benway-Motion- To Waive Article XI, Section II – Full Site Plan Review.
Angers-Second
Chair Southwick-Roll Call for Vote-Motion Passed, 4-0 (Angers, Benway, Tarpey & Plotkin)
Benway-Motion-to approve the Conditional Use Permit for 30 Morin LLC for a Medical Marijuana Caregiver store at 30 Morin Street (Tax Map 11, Lot 3) and approve the findings of fact based on the conditions recommended by Staff in its Report dated February 24, 2022.
Angers-Second
Chair Southwick-Roll Call for Vote-Motion Passed, 4-0 (Angers, Benway, Tarpey & Plotkin)

5.B. 2022.06 Site Plan Review of 5 Alfred Street for Seth Harkness (Tax Map 38, Lot 400) in the MSRD 1 Zone. The purpose of the project is to convert eight offices on the second floor to eight studio and one-bedroom apartments. There will be no changes to the exterior footprint of the building.
Applicant: Seth Harkness
Agent: Self
Tax Map/Lot: Tax Map 38, Lot 400
Zone: MSRD-1
Overlay Zone: Historic Preservation
Defined Land Use: Residential (8 Apartments)
Application Type: Site Plan
Application status: Request for Final Approval. Draft findings included. Public comments will be accepted for this item.

- **Assistant Planner Bonine introduced the project**
- **Seth Harkness, applicant, talked about the structure and his plans to take the 8 offices and create small apartments out of them. Parking is on site and there are no changes**

to the exterior. Seth also owns an abutting property and is doing just about the same thing in this building that he did in the building next door.

- **Speaking from the public was Sterling Roop who asked about affordable housing and the possibility of combining some of the space to make two bedroom apartments.**
- **Mr. Harkness talked about restoring the building using historical accuracy and the tin ceilings lend to the small apartments. These apartments will be at market rate due to the cost of the building overall.**
- **The Board asked about the sprinkler system**
- **The building has to have a sprinkler system according to Code Enforcement.**
- **The Board asked a few questions about the parking lot.**
- **Mr. Harkness told the Board that there are twenty spaces, which are more than enough for the residents.**
- **The Board asked about the commercial tenants.**
- **Mr. Harkness is working with each of them. After the residential portion is done, he will begin working with the commercial portion of the building. There may be changes with the existing businesses.**
- **When asked about using any grants for the work, Mr. Harkness said he is using the Historic Tax Credit.**
- **Planner Tansley told the Board that each 1-bedroom apartment requires 1 parking space, which would be 8 so Mr. Harkness, has more than enough spaces for his building. He would need 34-50 spaces if the building were all offices. Residential parking is typically used at night and weekends with retail and other businesses needing space during the weekdays.**

MOTIONS: 6:26 PM

Benway-<u>Motion</u>- to Waive Article XI, Section II – Full Site Plan Review.
Angers-<u>Second</u>
Chair Southwick-Roll Call for Vote-Motion Passed, 4-0 (Angers, Benway, Tarpey & Plotkin)

Benway-<u>Motion</u>- to approve the Site Plan Review for Seth Harkness to create 8 apartments at 5 Alfred Street based on the materials submitted and approve the Findings of Fact and Conclusions of Law based on the Conditions outlined in the Draft Findings of Fact in the Planning Board packet for February 24, 2022.
Angers-<u>Second</u>
Chair Southwick-Roll Call for Vote-Motion Passed, 4-0 (Angers, Benway, Tarpey & Plotkin)

5.C. 2021.45 Determination of the Greatest Practical Extent for Dan & Roberta Lynnworth. The property is located at 52 Fortunes Rocks Drive (Tax Map 64, Lot 33) in the Shoreland Resource Protection, Coastal Residential Zone. The purpose of the project is to tear down and replace a garage used for storage.
Applicant: Dan Lynnworth
Agent: Self, Mike Richman
Tax Map/Lot: Tax Map 64, Lot 33
Zone: Coastal Residential

Overlay Zone: Resource Protection Shoreland Zone
Defined Land Use: Storage Building
Application Type: Determination of the Setback to the greatest Practical Extent from the wetland
Application status: Request for Final Approval. Draft findings included.
Public comment will be accepted for this item.

- **Assistant Planner Bonine introduced the project**
- **Representing the applicant were Dan & Roberta Lynnworth and Mike Richman of Custom Concepts**
- **There were no public comments**
- **The Board asked about the current use of the structure and the height of the proposed structure.**
- **The structure is currently used for storage and it was confirmed that the height of the proposed structure is within the setbacks.**

MOTIONS: 6:33 PM
Benway-Motion-to approve the Determination of Greatest Practical Extent for Dan Lynnworth based on the plans submitted by Stephen J. Martin dated 10/28/2021, for 52 Fortunes Rocks Road and approve the Findings of Fact and Conclusions of Law based on the Conditions outlined in the Staff Report dated February 24, 2022. In addition, due to the coronavirus pandemic the Planning Board authorizes the City Planner to sign the final plan on behalf of the Planning Board and declares that the final plan once signed by the City Planner shall be deemed to have been signed by individual members of the Planning Board.
Angers-Second
Chair Southwick-Roll Call for Vote-Motion Passed, 4-0 (Angers, Benway, Tarpey & Plotkin)

6. **Unfinished Business**
7. **Other Business**

7.A. Comprehensive Plan Public Sessions Workshop: The Planning Board will be presented with a compiled draft Comprehensive Plan Policies and Strategies for consideration for the public sessions to occur in March. The draft policies and strategies will be reviewed and refined to ultimately reflect those Policies and Strategies the Board wishes to ask session participants to indicate their support for each on a scale of 1 to 5, with 1 being of strong support and 5 being strong opposition. The public sessions planned for later in March will provide input to the Board in its formulation of the final policies and strategies to be ultimately included in the Draft Plan, which will be the subject of a Public Hearing later in the spring.

It is not anticipated that public input will be accepted during this workshop item.

- **Planner Tansley shared and the Board discussed the Draft Goals, Policies & Strategies Plan (GPS)**
- **The Board will get a hard copy on Friday to go over page by page at the workshop, which will be held, via zoom on March 9, 2022.**

- **The future dates of the public sessions are to be determined but will most likely be held in March.**
- **The Chair told the Board about the site walk he attended at the CMP site. He spoke about how well the event was organized, attended and executed. He felt it cleared up some misconceptions about why the new station is needed.**
- **Planner Tansley stressed the importance of attending and participating in the City Council Budget meeting on March 17th when the Planning Board request will be presented to the Council.**
- **The Board discussed the desire to go back to the Live meetings but will not be Live until they can be guaranteed that the system used for Hybrid Meetings can run efficiently and does not impair the quality of the meeting.**

8. Adjourn

The Chair told the Board that according to Robert's Rules they do not need a motion to adjourn.

Meeting adjourned at 7:19 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

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Planning Board Workshop
Meeting Minutes
(DRAFT)

Date: **March 9, 2022**
Time: **6:00 PM**
Location: **REMOTE ACCESS MEETING (1MRSA§ 403-B meeting).**

Planning Board Attendees: Chairman Bill Southwick, Roch Angers, Bruce Benway, Sean Tarpey, Alexa Plotkin & Michael Cantara (Alternate Member)
City Staff: Greg Tansley (Planner) & Hannah Bonine (Assistant Planner)

- **Chair Southwick brought the meeting to order at 6:00 PM**
- **The Board worked on the Comprehensive Plan Goals, Policies & Strategies Worksheet**
- **Work will continue at the end of the 3-16-22 meeting**
- **Meeting adjourned at 9:00 PM**

_____ _____
Planning Board Chair/Vice Chair **Date**

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CITY OF BIDDEFORD

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PLANNING BOARD REPORT

TO: Chair Southwick and the Biddeford Planning Board

FROM: Hannah Bonine, Assistant City Planner

DATE: March 10, 2022

RE: 2022.07 Determination of the Greatest Practical Extent for the reconstruction of a nonconforming residential structure in the Coastal Residential (CR) Zone and Limited Residential Shoreland Overlay Zone for Stuart Noyes at 102 Fortunes Rocks Road (Tax Map 65, Lot 30).

MEETING DATE: Wednesday, March 16, 2022 @ 6:00 PM

PROJECT DESCRIPTION

The project site is located within the Limited Residential overlay (LR) of the Shoreland Zone and the Coastal Residential (CR) base zone. There is currently a 1-story residence on the property. The applicant seeks to demolish this structure and construct a new residence in its place. The Planning Board must determine the setbacks from the protected resource (Atlantic Ocean) across Fortunes Rocks Road from the lot to the *greatest practical extent*.

COMPLIANCE WITH CITY ORDINANCES

The application is before the Planning Board for reconstruction of a nonconforming structure within the Shoreland Zone per the Shoreland Zoning Ordinance (Article XIV, Section 12.C.4 *Reconstruction*). As outlined in this provision, the Planning Board is required to determine the greatest practical extent, the distance the new structure can be located from the protected resource, as directed in Section 12.C.3 *Relocation*.

The existing building is located **75.36 feet** from the Highest Annual Tide, 7.4' elevation (HAT) from the Atlantic Ocean, within the 250-foot setback required in the Limited Residential (LR) district. When determining the greatest practical extent, the Board must consider factors outlined in Section 12.C.3 and included below:

- The size of the lot,
- The slope of the land,
- The potential for soil erosion,

- The location of other structures on the property and on adjacent properties
- The location of the septic system and other on-site soils suitable for septic systems,
- The type and amount of vegetation to be removed to accomplish the relocation.

PROJECT DATA/INFORMATION

Note: HIGHLIGHTED information is pending.

1.	Applicant:	Stuart Noyes 3 Clearwater Court Avon, CT 06001
2.	Owner of Property:	Stuart Noyes
3.	Agent:	Travis Kinney – Gulfshore Design 33 Mitchell Hill Road Scarborough, ME 04074
4.	Surveyor:	Corner Post Survey 600 Main Street Springvale, ME 04083
5.	Project Location:	102 Fortunes Rocks Road
6.	Project Tax Map #/Lot #:	Tax Map 65, Lot 30
7.	Lot Size:	14,268 sqft
8.	Base Zoning:	Coastal Residential
9.	Overlay Zoning:	Limited Residential
10.	Designations:	None
11.	Existing Use:	Single Family Residential
12.	Proposed Use:	Single Family Residential
13.	Floodplain Status:	Flood Hazard Zone A2 (Elevation 10) per FRIM Panel 2301450011B effective date May 15, 1984.
14.	Approvals Required:	Determination of the Required Setback to the Greatest Practical Extent
15.	Uses in the Vicinity:	Single Family Residential
16.	Shoreland Zoning Setbacks: Limited Residential: Minimum Setback from the normal high-water line (Highest Annual Tide) of other water bodies, tributary streams, or the upland edge of a wetland: 250' or as depicted on the plan. Reconstruction of a nonconforming structure located less than the required setback for a new structure is to be located to the greatest practical extent from the shoreline (HAT) as depicted on the approved plans (referenced below) and signed by the Planning Board considering all factors outlined in Section 12.C.3 and 12.C.4 of Article XIV (Shoreland Zoning Ordinance) of the City's Land Development Regulations and subject to the Board's Conditions of Approval.	
17.	Waivers Needed:	a. None
18.	Waivers Granted:	a. None

19.	Variances Needed for Approval:	None
20.	Other Approvals Required:	Building Permits from the Biddeford Code Enforcement Office.
21.	Other Permits Obtained:	None
22.	Other Non-City Permits Required:	Maine DEP NRPA
23.	LDR Attachment A: Fees Paid:	Yes
24.	Application Materials Submitted: 1. Application form 2. Cover Letter (dated 2/8/2021) 3. Plan entitled: *Shoreland Zone Setback Requirements To The Greatest Practical Extent Site Plan: 52 Fortunes Rocks Road, Biddeford, Maine 04005.* Prepared by Stephen J. Martin, PLS. (dated 10/28/2021) 4. *Plan Showing A Boundary/Topographic Surey for Stuart W. & Ann Marie Noyes, 3 Clearwater Court, Avon, CT 06001, of property located on Fortunes Rocks Road in Biddeford, Maine.* Survey prepared by Dana A. Libby, PLS - Corner Post Land Surveying, Inc. *(dated 2/8/2022)* 5. Plan entitled: *First Floor Plan*. Prepared by Travis Kinney – Gulfshore Design. (dated 2/8/2022) 6. Plan entitled: *Framing Sections*. Prepared by Travis Kinney – Gulfshore Design. (dated 2/8/2022) 7. Plan entitled: *Exterior Elevations*. Prepared by Travis Kinney – Gulfshore Design. (dated 2/8/2022)	
25.	Planning Board Review History: Final review and approval of the required setback to the greatest practical extent on March 16, 2022.	

WAIVER REQUESTS

None.

ADDITIONAL COMMENTS

- The final plan should include the following revision:
    - Amend the signature recording plan Note 5 as follows:

      Purpose of this Plan: This plan depicts reconstruction of a non-conforming structure to meet the shoreland setback requirement to the greatest practical extent, pursuant to Article XIV Shoreland Zoning Ordinance, Section 12.C.4 of the City of Biddeford's Land Development Regulations. The new building shall be no closer than 75.36 feet from the Highest Annual Tide, 7.4' elevation (HAT) from the Atlantic Ocean, as denoted on this plan.

CONCLUSION

The Planning Board should review Section 12.C.4 and 12.C.3 for the determination of the setback from the shoreline to the greatest practical extent for the reconstruction of a nonconforming structure and determine if it concurs with the required setback from the shoreline proposed.

With the submittal of a site plan to the City Planner for review and approval, the application appears to address the applicable provisions in the City's Shoreland Zoning Ordinance (Article XIV), and a conditional approval (conditioned to recommended plan revisions) appears to be in order. Suggested conditions of approval can be found in the draft Findings of Fact.

NEXT STEPS/SUGGESTED ACTIONS

A. If the applicant has addressed the outstanding items to the satisfaction of the Planning Board, and Planning Board approves the project, Staff recommend doing so with the following Conditions of Approval attached:

1. **The new building shall be no closer than 75.36 feet from the Highest Annual Tide, elevation 7.4' (HAT) of the Atlantic Ocean, as denoted on the approved plan.**
2. **Trees removed in order to relocate a structure must be replanted with at least one native tree, three feet in height, for every tree removed. If more than five trees are planted, no one species of tree shall make up more than 50% of the number of trees planted. Replaced trees must be planted no further from the water or wetland than the trees that were removed. Other woody and herbaceous vegetation and ground cover that are removed or destroyed in order to relocate a structure must be reestablished. An area at least the same size as the area where vegetation and/or ground cover was disturbed, damaged, or removed must be reestablished within the setback area. The vegetation and/or ground cover must consist of similar native vegetation and/or ground cover that was disturbed, destroyed or removed.**
3. **Where feasible, when a structure is relocated on a parcel, the original location of the structure shall be replanted with vegetation which may consist of grasses, shrubs, trees, or a combination thereof.**
4. **The Code Enforcement Officer shall review and approve conformance to Section 15 of the Shoreland Zoning Ordinance.**
5. **Obtain all required permits from Maine Department of Environmental Protection and the Biddeford Code Enforcement Office.**
6. **This approval shall expire one year from the date below if a substantial start is not made in construction. If a substantial start is made within one year of the date below, the applicant shall have one additional year to complete the project, thereinafter this approval shall expire.**

ATTACHMENTS

1. Application form
2. Cover Letter (dated 2/8/2021)
3. Plan entitled: *Shoreland Zone Setback Requirements To The Greatest Practical Extent Site Plan: 52 Fortunes Rocks Road, Biddeford, Maine 04005.* Prepared by Stephen J. Martin, PLS. (dated 10/28/2021)
4. *Plan Showing A Boundary/Topographic Surey for Stuart W. & Ann Marie Noyes, 3 Clearwater Court, Avon, CT 06001, of property located on Fortunes Rocks Road in Biddeford, Maine.* Survey prepared by Dana A. Libby, PLS - Corner Post Land Surveying, Inc. *(dated 2/8/2022)*
5. Plan entitled: *First Floor Plan*. Prepared by Travis Kinney – Gulfshore Design. (dated 2/8/2022)
6. Plan entitled: *Framing Sections*. Prepared by Travis Kinney – Gulfshore Design. (dated 2/8/2022)
7. Plan entitled: *Exterior Elevations*. Prepared by Travis Kinney – Gulfshore Design. (dated 2/8/2022)
8. Draft Findings of Fact and Conclusions of Law

CITY OF BIDDEFORD

Planning and Development Department

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FINDINGS OF FACT AND CONCLUSIONS OF LAW

RECONSTRUCTION OF A NONCONFORMING STRUCTURE WITHIN THE SHORELAND ZONE

Determination of the Required Setback to the Greatest Practical Extent

Pursuant to the provisions of the City of Biddeford Land Development Regulations Article XIV, Shoreland Zoning, the Biddeford Planning Board has considered the application by **Stuart Noyes**, including supportive data, public hearing testimony and related materials contained in the record. Based on Public Comment and Staff's review and recommendation, the Planning Board makes the following Findings of Fact and Conclusions of Law:

FINDINGS OF FACT

1.	Applicant:	Stuart Noyes 3 Clearwater Court Avon, CT 06001
2.	Owner of Property:	Stuart Noyes
3.	Agent:	Travis Kinney – Gulfshore Design 33 Mitchell Hill Road Scarborough, ME 04074
4.	Surveyor:	Corner Post Survey 600 Main Street Springvale, ME 04083
4.	Project Location:	102 Fortunes Rocks Road
5.	Project Tax Map #/Lot #:	Tax Map 65, Lot 30
6.	Lot Size:	14,268 sqft
7.	Base Zoning:	Coastal Residential
8.	Overlay Zoning:	Limited Residential
9.	Designations:	None
10.	Existing Use:	Single Family Residential
11.	Proposed Use:	Single Family Residential
12.	Floodplain Status:	Flood Hazard Zone A2 (Elevation 10) per FRIM Panel 2301450011B effective date May 15, 1984.
13.	Approvals Required:	Determination of the Required Setback to the Greatest Practical Extent
14.	Uses in the Vicinity:	Single Family Residential
15.	Dimensional Requirements (Base Zone - CR):	
	Min. Setback from R.O.W: 40 FT	Minimum Rear Setback: 25 FT

	Minimum Side Setback: 25 FT	Maximum Height: 3 stories / 35 FT
16.	Shoreland Zoning Setbacks: Limited Residential: Minimum Setback from the normal high-water line (Highest Annual Tide) of other water bodies, tributary streams, or the upland edge of a wetland: 250' or as depicted on the plan. Reconstruction of a nonconforming structure located less than the required setback for a new structure is to be located to the greatest practical extent from the shoreline (HAT) as depicted on the approved plans (referenced below) and signed by the Planning Board considering all factors outlined in Section 12.C.3 and 12.C.4 of Article XIV (Shoreland Zoning Ordinance) of the City's Land Development Regulations and subject to the Board's Conditions of Approval.	
17.	Waivers Needed:	a. None
18.	Waivers Granted:	a. None
19.	Variances Needed for Approval:	None
20.	Other Approvals Required:	Building Permits from the Biddeford Code Enforcement Office.
21.	Other Permits Obtained:	None
22.	Other Non-City Permits Required:	None
23.	LDR Attachment A: Fees Paid:	Yes
24.	Application Materials Submitted: 1. Application form 2. Cover Letter (dated 2/8/2021) 3. Plan entitled: *Shoreland Zone Setback Requirements To The Greatest Practical Extent Site Plan: 52 Fortunes Rocks Road, Biddeford, Maine 04005.* Prepared by Stephen J. Martin, PLS. (dated 10/28/2021) 4. *Plan Showing A Boundary/Topographic Surey for Stuart W. & Ann Marie Noyes, 3 Clearwater Court, Avon, CT 06001, of property located on Fortunes Rocks Road in Biddeford, Maine.* Survey prepared by Dana A. Libby, PLS - Corner Post Land Surveying, Inc. *(dated 2/8/2022)* 5. Plan entitled: *First Floor Plan*. Prepared by Travis Kinney – Gulfshore Design. (dated 2/8/2022) 6. Plan entitled: *Framing Sections*. Prepared by Travis Kinney – Gulfshore Design. (dated 2/8/2022) 7. Plan entitled: *Exterior Elevations*. Prepared by Travis Kinney – Gulfshore Design. (dated 2/8/2022)	
25.	Planning Board Review History: Final review and approval of the required setback to the greatest practical extent on March 16, 2022.	

CONCLUSIONS OF LAW

The Planning Board concludes based on the following that the proposed location of the nonconforming structure at 102 Fortunes Rocks Road, being no closer than 75.36 feet from the Highest Annual Tide, 7.4' elevation (HAT) from the Atlantic Ocean as depicted on the approved

plan for Stuart and Ann Marie Noyes, signed by the Planning Board (or its designee), is in compliance with the required setback from the shoreline to the greatest practical extent.

1. Pursuant to the City's Land Use Regulations, Article XIV, Section 12.C, when considering the relocation, reconstruction or replacement of a nonconforming structure located less than the required setback from the shoreline, the Planning Board shall consider the following:
    a. *The size of the lot*
    b. *The slope of the land*
    c. *The potential for soil erosion*
    d. *The location of other structures on the property and on adjacent properties*
    e. *The location of the septic system and other on-site soils suitable for septic systems*
    f. *The type and amount of vegetation to be removed to accomplish the relocation*

DETERMINATION

Based on the evidence available and the conclusions above, the Biddeford Planning Board approves the application with the following conditions:

Conditions of Approval:

A. If the applicant has addressed the outstanding items to the satisfaction of the Planning Board, and Planning Board approves the project, Staff recommend doing so with the following Conditions of Approval attached:

1. **The new building shall be no closer than 75.36 feet from the Highest Annual Tide, 7.4' elevation (HAT) from the Atlantic Ocean, as denoted on the approved plan.**
2. **Trees removed in order to relocate a structure must be replanted with at least one native tree, three feet in height, for every tree removed. If more than five trees are planted, no one species of tree shall make up more than 50% of the number of trees planted. Replaced trees must be planted no further from the water or wetland than the trees that were removed. Other woody and herbaceous vegetation and ground cover that are removed or destroyed in order to relocate a structure must be reestablished. An area at least the same size as the area where vegetation and/or ground cover was disturbed, damaged, or removed must be reestablished within the setback area. The vegetation and/or ground cover must consist of similar native vegetation and/or ground cover that was disturbed, destroyed or removed.**
3. **Where feasible, when a structure is relocated on a parcel, the original location of the structure shall be replanted with vegetation which may consist of grasses, shrubs, trees, or a combination thereof.**
4. **The Code Enforcement Officer shall review and approve conformance to Section 15 of the Shoreland Zoning Ordinance.**

5. **Obtain all required permits from Maine Department of Environmental Protection and the Biddeford Code Enforcement Office.**
6. **This approval shall expire one year from the date below if a substantial start is not made in construction. If a substantial start is made within one year of the date below, the applicant shall have one additional year to complete the project, thereinafter this approval shall expire.**

_____
Planning Board Chairman

_____
Date

Tuesday, February 8, 2022

City of Biddeford
Planning Board Department

To the Planning Board members;

Attached is a completed application form for 102 Fortunes Rock property. The property is owned by my client Stuart Noyes who has already received approval from the Planning Board to teardown and replace the existing single family dwelling. (See attachment copy letter of prior approval). I t also important to note that this project has been delayed for two years due to COVID-19.

Included in this application is an updated survey showing existing and proposed outline of new single family residence to be built. The proposed location meets the requirements of the greatest practical extent as no new portion of the expanded footprint is brought closer to the resource while still meeting regulations.

Also included are copies of the first floor plan and exterior elevations which show the proposed residence meeting the setback and height restriction within the Shoreland Zone. Specifically, the proposed structure within the 75' and 100' setback is less than 25' tall as measured from existing grades and the structure beyond the 100' setback is well below the maximum allowed height of 35'.

The surveyor also added the 25' wetland setback and our proposed square footage for structure within that 25' setback is equal to the existing building area in the setback resulting in zero increase to structure in wetland setback. As it is we have only been able to expand the house area by 15.5% of the allowed 30% due to all the site restrictions and feel this is the only location it can exist in.

There is an existing septic system and leach field located to the west on the property. The owner plans to have a new system designed by Albert Frick Associates and installed as part of the excavation package should this application be approved.

The surveyor and I believe we have met the requirements of the City and have adequately shown the Planning Board the intent and scope of work while complying with all Town requirements and request that this application be accepted.

Sincerely,

Travis Kinney
Gulfshore Design
Property owner's agent and designer
33 Mitchell Hill Rd.
Scarborough, ME 04074

CITY OF BIDDEFORD, MAINE
PLANNING BOARD
P.O. Box 586, 205 Main Street Biddeford, Maine 04005
207-284-9115

APPLICATION FORM

Type of Application:

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

Applicant Information:

Applicant's Name: Stuart Noyes
Applicant's Mailing Address: 3 Clearwater Court, Avon, CT 06001
Applicant's Telephone: (617) 275-5411
What is Applicant's legal interest in the property?
☒ Owner ☐ Potential Buyer with Contract ☐ Lease/Rental Agreement

Owner's Name: Stuart Noyes
Owner's Address: 3 Clearwater Court, Avon, CT 06001
Owner's Telephone: (617) 275-5411

Agent's Name: Travis Kinney c/o Gulfshore Design
Agent's Address: 33 Mitchell Hill Rd, Scarborough, ME 04074
Telephone: (207) 415-9974

Engineer/Surveyor: Corner Post Survey
Engineer/Surveyor's Address: 60 Main St, Springvale, ME 04083
Telephone: (207) 324-2119

Project Location and Lot Information:

Street Address: 102 FORTUNE'S ROCK
Tax Map: 65 Lot: 30
Current Zoning: Limited Residential/CR Shoreland Zoning: YES

Size of lot: 14,268 sf. ☐ acres ☒ s.f. Lot Frontage: 188'

Existing Use of Property: Single family residential

Property currently serviced by:

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

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

clean backfill for foundation work.

Description of proposed use of property:

Project/Proposed Use Description: Continued use as a single family residence. Teardown of existing and rebuild new with allowable expansions.

Property to be serviced by:

- ☒ City Road
- ☐ Private Road
- ☐ Public Sewer
- ☒ Septic System To be replaced w/New
- ☒ Public Water
- ☐ Private Well
- ☒ Public Trash
- ☐ Private Hauler

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

☒ If in a Shoreland Zone:

Percent of residential lot coverage (Max. 20%): 21.67%

Percent of structure expansion (Max. 30%): 15.5%

☐ If Subdivision Review, number of lots proposed: NA

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

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

Total new square feet footprint of structures: See Survey

Total new square feet paving/parking: See Survey

Waiver Requests (attach details):

1. _____
2. _____
3. _____
4. _____
5. _____

Attachments:

A. Letters of Approval

- ☐ 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 Dept (Sewer) - 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.

C. Photographs of site.

D. Architectural renderings/drawings of proposed buildings, as required.

E. Engineered Plans, as required.

Fees (due at time of 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 it's 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 review for special studies, legal review costs, and or engineering review
- I understand that by submitting this 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

☐ Project proposed to have 1 acre or more of site disturbance:

-Project may need to apply for a Maine Construction General Permit and shall comply with the requirements of DEP Chapter 500 Stormwater Regulations, as they apply.

Signature of applicant: _____ Date 2/7/22

Signature of owner of property: _____ Date 2/7/22

IF PLAN APPROVAL IS ANTICIPATED, PROVIDE 2 FULL SIZE MYLARS & 2 FULL SIZE PAPER COPIES FOR BOARD SIGNATURE (AS APPLICABLE). CHECK WITH PLANNING STAFF FOR CLARIFICATION.

CHECKLIST FOR *SITE PLAN* REQUIREMENTS

YES	NO	
☒	☐	Be on sheet size of 24 by 36 inches.
☒	☐	The scale of said plan shall be not less than one inch equals 50 feet and shall be indicated on the plat by use of a bar scale.
☒	☐	The plan shall bear the date, title, north point.
☒	☐	The plan shall contain a location or vicinity sketch (suggested scale one inch equals 800 feet).
☒	☐	The plan shall contain the name and address of the developer and applicant.
☒	☐	All appropriate dimensional requirements.
☒	☐	Existing and proposed easements.
☒	☐	Plan of the site showing existing watercourses and water bodies, seasonal wet areas.
☐	☒	Plan of the site showing soil type and location of test borings.
☐	☐	Location of all existing and proposed utilities.
☒	☐	Topographic contours (every five percent for zero to three percent slope; or every two feet for steeper areas).
☒	☐	Plan should include preservation and supplementation of existing dominant vegetation.
☒	☐	Plan shall indicate which features are to be retained and which are to be removed or altered.
☒	☐	Location of stonewalls, graveyards, fences, stands of trees, and other important unique natural areas and site features, including but not limited to floodplains, deer wintering areas, significant wildlife habitats, fisheries, scenic areas, habitat for rare and endangered plants and animals, unique natural communities and natural areas, sand and gravel aquifers, and historic and/or archaeological resources, together with description of such features.
☒	☐	Plan view of all buildings with their use, size, location, and first-floor elevation in respect to grade.
☒	☐	Standard elevation view of existing and proposed buildings or structures on-site.

YES	NO	
☒	☐	Outline of any buildings located within 200 feet of such existing or proposed buildings or structures indicating their shape, size, location, heights and volume.
☒	☐	Existing use of abutting properties shall be identified with approximate location of any structures thereon including access roads.
☒	☐	Location, width, curbing, and paving of access ways, egress ways, and streets within the site for both pedestrian and vehicular use.
☒	☐	The location of off-street parking and loading spaces with a layout of the parking indicated.
☐	☐	The size and proposed location of water mains and sanitary sewerage facilities will all necessary engineering data.
☒	☐	The size and location of all other existing and proposed public service connections including, without limitation, gas lines, power lines, telephone lines, and fire alarm connections and locations, indicating whether above or below ground.
☐	☐	The type, nature, and composition of all solid, liquid, and gaseous waste, industrial or otherwise, and the location, type, and design criteria of the storage and disposal facilities dealing with such waste.
☒	☐	A landscape plan and open space areas indicating grade change, vegetation to be preserved, new plantings used to stabilize areas of cut and fill, screening; plus size, location, purpose and type of vegetation.
☐	☒ NA	A drainage plan including location, elevation, layout of catch basins and other surface and subsurface drainage features.
☐	☒ NA	Location, size and design of proposed signs and other advertising or instructional devices.
☒	☐	Existing and proposed contours and finished grade elevations as well as the type, extent, and location of existing and proposed landscaping and open space areas which will be retained.
☐	☒	Location and type of lighting for outdoor facilities.
☒	☐	Lines of existing and proposed abutting streets showing width.
☒	☐	Surveyed property lines showing their bearing and distances and monument locations.
☐	☒	If subdivision is involved, the lines and names of all proposed streets, lanes, ways, or easements intended to be dedicated for public or private use.

YES	NO	
☐	☒ NA	Provide copies of any covenants or restrictions that are intended to cover all or part of the land area to be developed.
☐	☒ NA	Indicate limits of the wetland areas on the property.
☐	☒	Delineate existing zoning boundaries within 1,000 feet of the site.
☒	☐	Stamp and signature of either a Maine licensed land surveyor, professional engineer, or architect responsible for said plan.
☒	☐	Any other exhibits or data deemed necessary by the Planning Board to evaluate the proposed development for site plan review purposes.

Add elevation of proposed.

CITY OF BIDDEFORD
PLANNING DEPARTMENT

Greg D. Tansley, A.I.C.P.
205 Main Street
PO Box 586
Biddeford, ME 04005
207-284-9115

NOTICE OF DECISION

November 6, 2015

Steven Theodore
Theodore + Theodore Architects
348 Bald Head Road
Arrowsic, ME 04530

Re: 2015.40 Determination of Greatest Practical Extent - Stuart W. and Ann Marie Noyes 102 Fortunes Rocks Road (Tax Map 65, Lot 30) in the CR and LR zones.

Dear Steven:

At their meeting of November 5, 2015 the Biddeford Planning Board reviewed your request for a Determination of Greatest Practical Extent for the replacement of the house located at 102 Fortunes Rocks Road (Tax Map 65, Lot 30) in the CR and LR zones. Stuart Noyes, who owns the property, was present at the Planning Board meeting.

Based on the presentation and the materials submitted, including the approved plan dated October 13, 2015 by Corner Post Land Surveying, Inc. entitled "Plan Showing A Boundary/Topographic Survey For Stuart W. & Ann Marie Noyes", the Planning Board approved your plan for a Determination of Greatest Practical Extent for the Noyes, approved the Findings of Fact, and signed the plans conditioned on the following:

1. **Trees removed in order to relocate a structure must be replanted with at least one native tree, three feet in height, for every tree removed. If more than five trees are planted, no one species of tree shall make up more than 50% of the number of trees planted. Replaced trees must be planted no further from the water or wetland than the trees that were removed. Other woody and herbaceous vegetation and ground cover that are removed or destroyed in order to relocate a structure must be reestablished. An area at least the same size as the area where vegetation and/or ground cover was disturbed, damaged, or removed must be reestablished within the setback area. The vegetation and/or ground cover must consist of similar native vegetation and/or ground cover that was disturbed, destroyed or removed.**
2. **Where feasible, when a structure is relocated on a parcel, the original location of the structure shall be replanted with vegetation which may consist of grasses, shrubs, trees, or a combination thereof.**

Please contact the Code Enforcement Office to move forward with the permitting process for this project.

Appeals of the Planning Board's decision may be made as per the Biddeford Revised Code of Ordinances.

Please contact us at 284-9115 if you have any questions.

FOR THE BIDDEFORD PLANNING BOARD

Greg D. Tansley, A.I.C.P.
City Planner

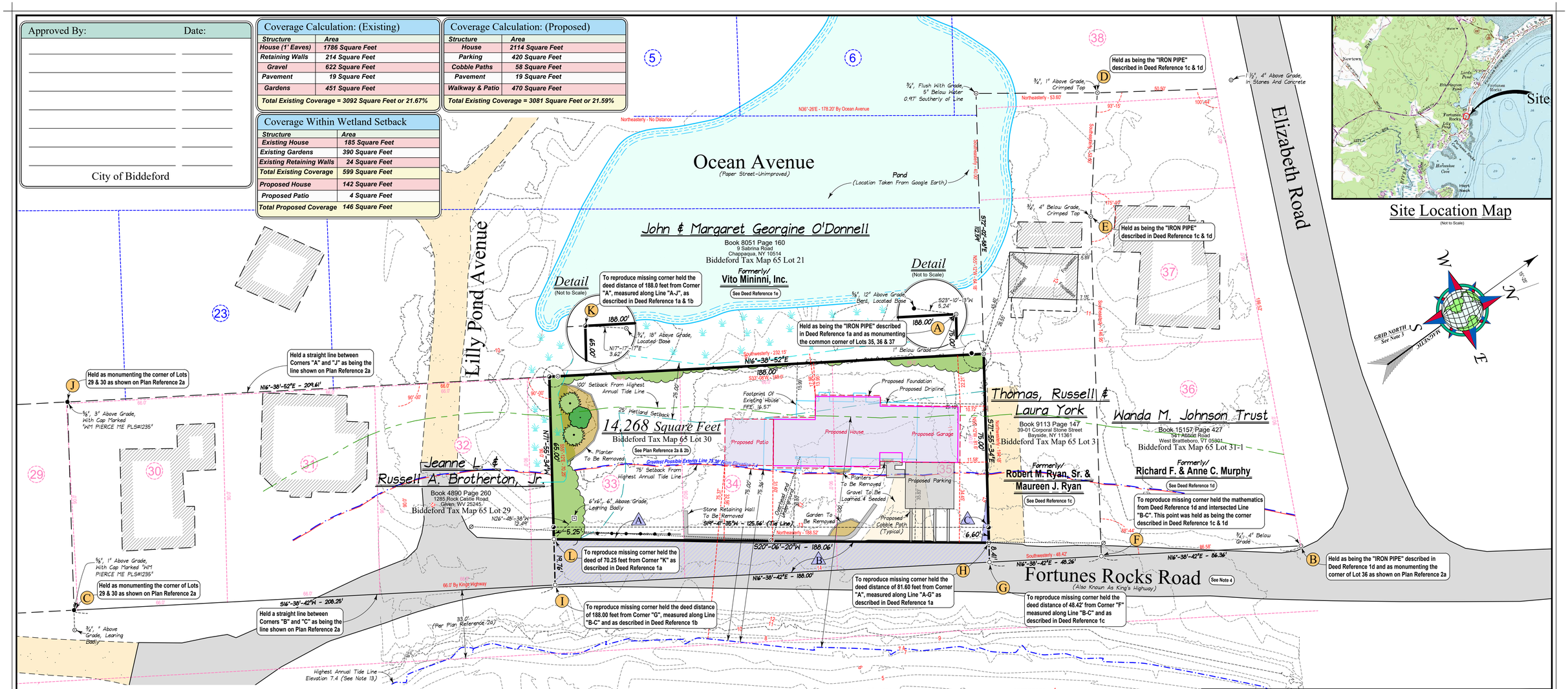
Cc: Stuart W. and Ann Marie Noyes (3 Clearwater Court, Avon, CT 06001), Owner
R. Fecteau, Code Enforcement Officer
File

Approved By:	Date:
City of Biddeford	

Coverage Calculation: (Existing)	
Structure	Area
House (1' Eaves)	1786 Square Feet
Retaining Walls	214 Square Feet
Gravel	622 Square Feet
Pavement	19 Square Feet
Gardens	451 Square Feet
Total Existing Coverage = 3092 Square Feet or 21.67%	

Coverage Calculation: (Proposed)	
Structure	Area
House	2114 Square Feet
Parking	420 Square Feet
Cobble Paths	58 Square Feet
Pavement	19 Square Feet
Walkway & Patio	470 Square Feet
Total Existing Coverage = 3081 Square Feet or 21.59%	

Coverage Within Wetland Setback	
Structure	Area
Existing House	185 Square Feet
Existing Gardens	390 Square Feet
Existing Retaining Walls	24 Square Feet
Total Existing Coverage	599 Square Feet
Proposed House	142 Square Feet
Proposed Patio	4 Square Feet
Total Proposed Coverage	146 Square Feet



Notes:

1. Deed Reference:
a. **Diane D. Parzych** to **Stuart W. & Ann Marie Noyes** dated March 11, 2003 and recorded at the York County Registry of Deeds in book 12615 page 292.
b. **James J. & Katherine V. Ryan** to **Richard Spitz** dated August 17, 1961 and recorded at the York County Registry of Deeds in book 1451 page 577.
c. **Maurice & Angeline Chartrand** to **Robert M. Ryan, Sr. & Maureen J. Ryan** dated July 22, 1971 and recorded at the York County Registry of Deeds in book 1914 page 93.
d. **Maurice & Angeline Chartrand** to **Richard F. & Anne C. Murphy** dated November 7, 1964 and recorded at the York County Registry of Deeds in book 1634 page 393.
e. **Alice G. Clement** to **Vito Mininni, Inc.** dated November 27, 1959 and recorded at the York County Registry of Deeds in book 1424 page 38.

2. Plan Reference:
a. **"A Map Of Lots Of W.C. Bryant"** dated May, 1874, prepared by I.G. Staples and recorded at the York County Registry of Deeds in plan book 4 page 42.
b. **"Property Of E.F. & C.M. Utley"** dated August, 1903, prepared by R.W. Libby, Engineer, and recorded at the York County Registry of Deeds in plan book 5 page 63.
c. **"Map Of Fortunes Rocks Lots Owned By Warren C. Bryant"** dated September 9, 1982, prepared by Robert M.G. Dodge, Jr. and recorded at the York County Registry of Deeds in plan book 6 page 31.

3. Basis of Bearings:
Bearings shown hereon are Grid North and refer to the Maine State Plane Coordinate System, Maine West Zone 4101, FIPS Zone 1802, North American Datum 1983, Unit Feet. Determined utilizing a Leica GS09 "RTK GPS Unit" (Real Time Kinematic Global Positioning System).

4. Road Record:
Fortunes Rocks Road, 33.0 feet wide per Plan Reference 2a.

5. Certification:
The word "certify" or "certification" as shown and used herean means an expression of professional opinion regarding the facts of the survey and does not constitute a warranty or guarantee, expressed or implied.

6. Underground Utilities:
No attempt has been made as a part of this boundary survey to obtain or show data concerning existence, size, depth, condition, capacity, or location of any underground utility, municipal or public service. For information concerning these utilities or facilities please contact the appropriate agencies.

7. Abutter Lines:
The abutter lines shown hereon are for reference purposes only. Any conflicts between the abutter lines shown hereon and existing monumentation should be resolved with a boundary survey, no assumptions should be made based on these abutter lines.

8. Conditions:
A. Fortunes Rocks Road was recently reconstructed and it appears that a portion of the pavement encroaches onto the surveyed premises.
B. A portion of Lots 33, 34 & 35 is now being used as Fortunes Rocks Road. No deed was found conveying this area to the City of Biddeford for the relocation of Fortunes Rocks Road.
C. A portion of the gravel driveway that serves land of Wanda M. Johnson Trust encroaches onto the surveyed premises. No record was found allowing for this use.

9. Zoning Information:
Limited Residential - LR/Coastal Residential Zone - CR
Minimum Lot Size: 30,000 square feet
Minimum Frontage:
Minimum Yard Dimensions:
Setback from street Right of Way: 40.00'
Side setback: 25.00
Rear setback: 25.00'
Wetland Setback: 25.00'
(Elevation above 100-year Flood Zone = 1.00') Lowest Floor)
Maximum Lot Coverage: 20%

10. Topographic Information:
Contour information shown hereon was downloaded from the National Oceanic and Atmospheric Administration Web Site at URL https://coast.noaa.gov/data/viewer/#/. This is a composite data layer of contours created from lidar data collected in Maine between 2006 and 2018. The contours were created using Carlson Survey 2016 surface tools and have an interval of 1'. The data are referenced to NAVD88. Vertical accuracy is 12cm or better.

11. Flood Zone:
The surveyed premises is located in **Flood Hazard Zone A2 (Elevation 10)** as shown on the Flood Insurance Rate Map, Community Panel Number 2301450011B with effective date May 15, 1984.

12. Wetlands:
Wetland/Upland interface line was mapped by **Mark Hampton Associates, Inc.** and located by **Corner Post Land Surveying, Inc.** See letter dated October 6, 2015 by **Mark Hampton.**

13. Article 14 Shoreland Zoning Ordinance:
Per City of Biddeford Code, Article 14: Shoreland Zoning Ordinance, Section 17 Definitions, **"Upland Edge of a Wetland"** is defined as **"The boundary between upland and wetland. For purposes of a coastal wetland, this boundary is the line formed by the landward limits of the salt-tolerant vegetation and/or the highest annual tide level, including all areas affected by tidal action. In the event that it is not possible to determine the upland edge in the above manner, this elevation shall be measured relative to NAVD 88. Current tidal benchmarks and tidal datum information shall be obtained from the data developed by the National Ocean Service (NOS). As of 2016, the highest annual tide elevation is 7.4 feet above NAVD 88, and will be the figure used to determine setback. When used as a reference for setback, all benchmark data, locations, calculations, delineation, and posting highest annual tide elevation must be presented to the Code Enforcement Officer for review and approval... [Amended 10-18-2016 by Ord. No. 2016.69]"**

Legend:

- 5/8" Iron Rod Set With Plastic Cap Marked "CNR POST LAND SURV PLS 1350"
- Iron Pipe Found (Dimensions Labeled on Plan)
- Iron Rod Found (Dimensions Labeled on Plan)
- Corner, Nothing Found or Set
- Utility Pole
- Overhead Utility Lines
- Pavement
- Gravel
- Bounary Line Of The Surveyed Premises
- Abutter Line (See Note 7)
- Building Setback Line
- Southwesterly - 48.42' — Deed Information
- 66.0' — Information Taken From Plan Reference 2a
- Information Taken From Plan Reference 2c
- 36 — Lot Number (See Plan Reference 2a)
- 5 — Lot Number (See Plan Reference 2c)
- A — Corner Identifier
- B — Encroachment Identifier
- Upland / Wetland — Approximate Edge Of Shrub Growth
- Approximate Upland/Wetland Interface Line (See Note 12)
- Structures-Approximate Location (Taken From Google Earth)
- Wooden Post & Rail Fence
- 320 — Contour Lines (10' Interval) (See Note 12)
- 322 — Contour Lines (2' Interval) (See Note 12)

Graphic Scale: 1in = 20ft.
20 10 0 10 20 40 60 80

Revisions	Date	By
1. Added coverage calculations, revised contours and HAT line, revised notes 10 & 13	05-07-2021	DAB
2. Added proposed uses, coverage calculations, and 25' wetland setback line	02-07-2022	DAB
3. Revised proposed building location, added wetland setback coverages	02-08-2022	DAB

Plan Showing A Boundary/Topographic Survey For

Stuart W. & Ann Marie Noyes

3 Clearwater Court, Avon, CT 06001

Of Property Located On

Fortunes Rock Road

In

Biddeford, Maine

Scale: 1in. = 20ft.
October 13, 2015

Survey File Name: "20150890.crd"
CAD File Name: "20150890.dwg"
Drawn By: KAL
Job Number: 2015890

Copyright© Corner Post Land Surveying, Inc. All rights reserved. No part of this drawing may be reproduced by photocopying, recording, or by any other means, or stored, processed or transmitted in or by any computer or other systems without the prior written permission of Corner Post Land Surveying, Inc.

Corner Post Land Surveying, Inc.
600 Main Street, Springvale, Maine 04083
Voice: (207) 324-2119 Fax: (207) 490-3946
Email: cpls@mainesurveyors.com
Web: www.mainesurveyors.com

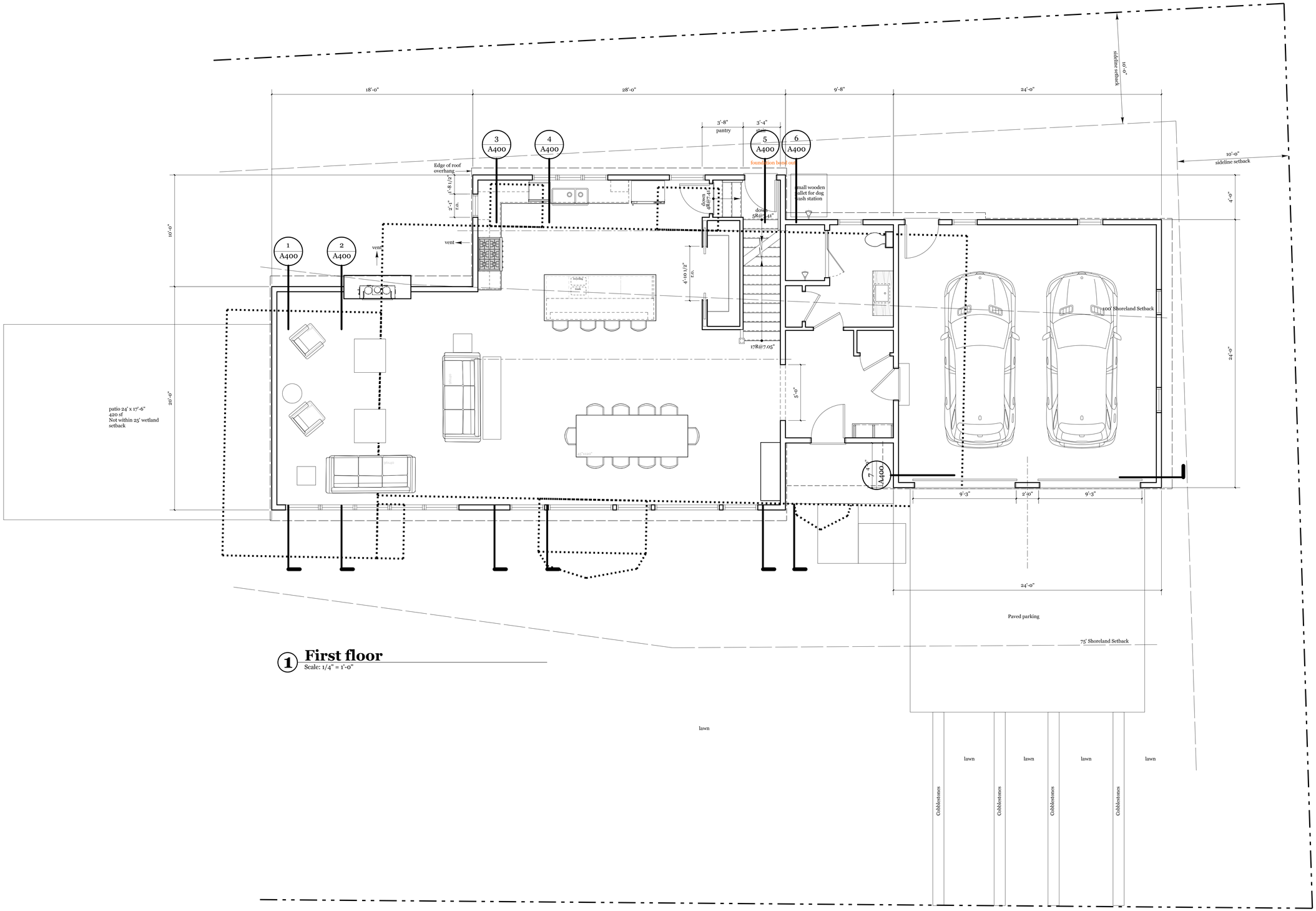
STATE OF MAINE
DANA A. LIBBY
NO. 1350
PROFESSIONAL LAND SURVEYOR

I hereby certify that this boundary survey conforms to the Maine Board of Licensure for Professional Land Surveyors, Chapter 90, Standards of Practice.

Dana A. Libby
Professional Land Surveyor 1350

02-08-2022
Date

S1



1 First floor

Scale: 1/4" = 1'-0"

Travis Kinney
Scarborough & Rangeley, Me
Residential Designer

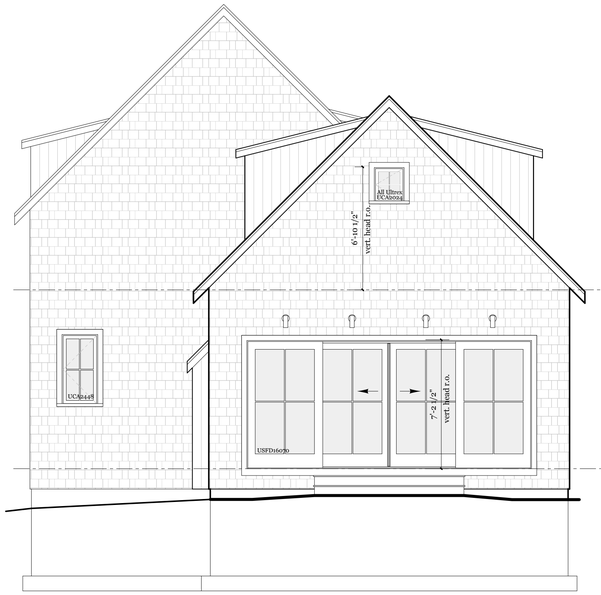
First floor plan

Stuart & Ann Marie Noyes
102 Fortunes Rock Rd.
Biddeford, ME

Drawn by Travis Kinney
Date February 8, 2022
Scale

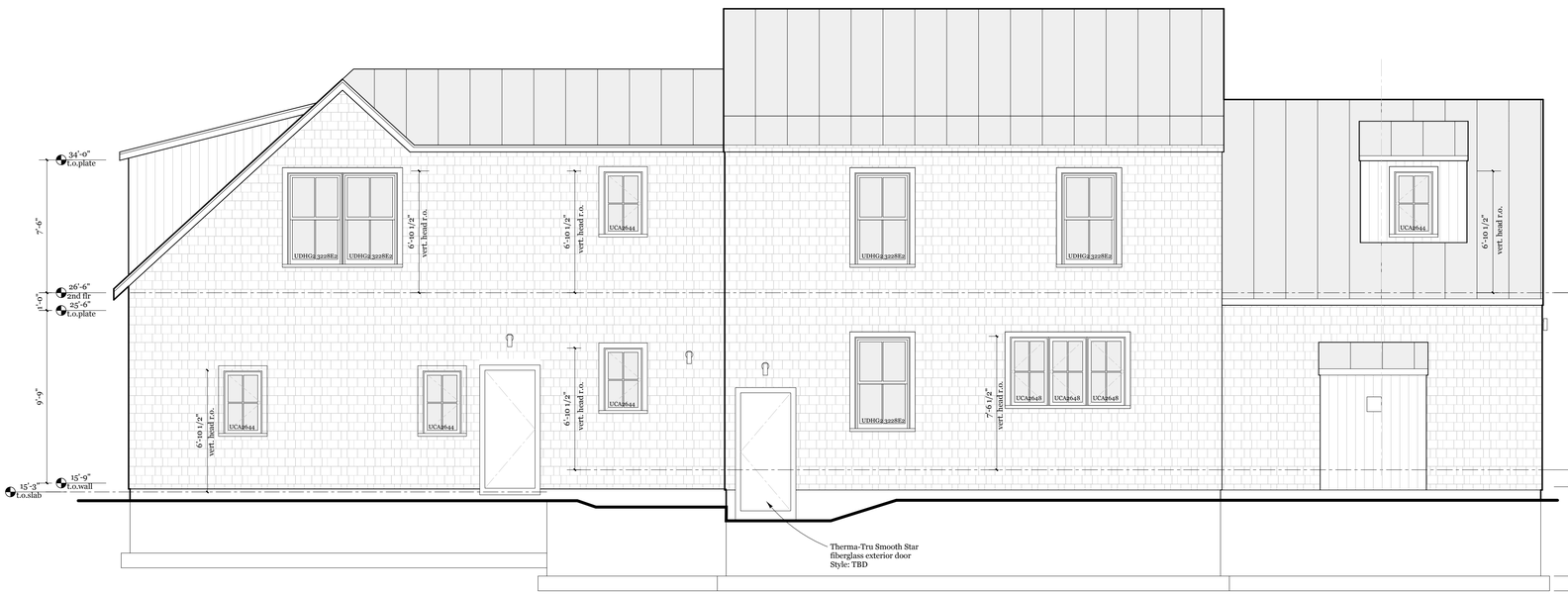
Sheet of

A101



② Exterior elevations
Scale: 1/2" = 1'-0"

① Exterior elevations
Scale: 1/2" = 1'-0"



④ Exterior elevations
Scale: 1/2" = 1'-0"

③ Exterior elevations
Scale: 1/2" = 1'-0"

Travis Kinney
Scarborough & Rangeley, Me
Residential Designer

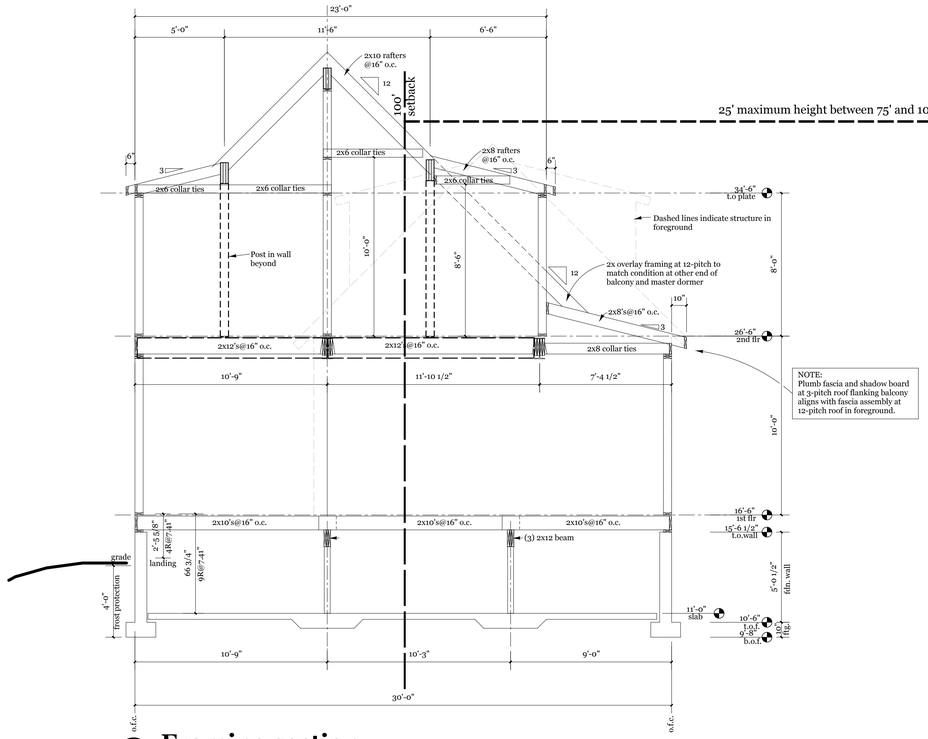
Exterior elevations

Stuart & Ann Marie Noyes
102 Fortunes Rock Rd.
Biddeford, ME

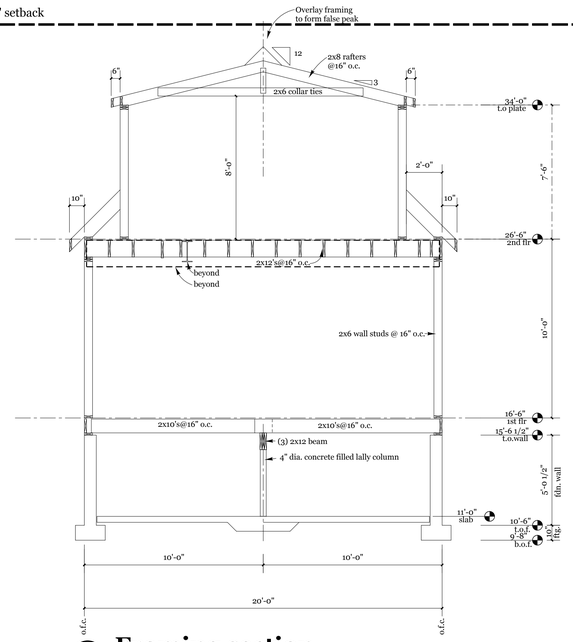
Drawn by Travis Kinney
Date February 8, 2022
Scale

Sheet of

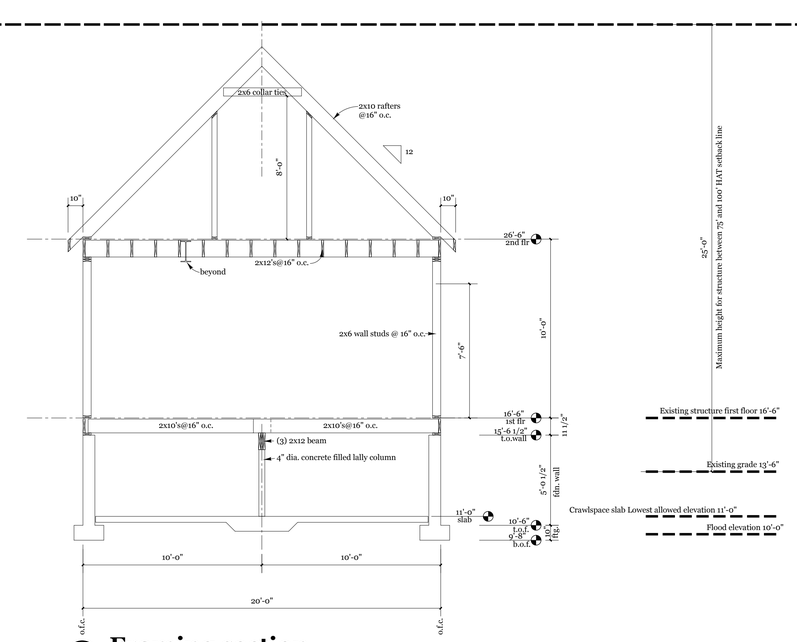
A200



3 Framing section
Scale: 1/2" = 1'-0"



2 Framing section
Scale: 1/2" = 1'-0"



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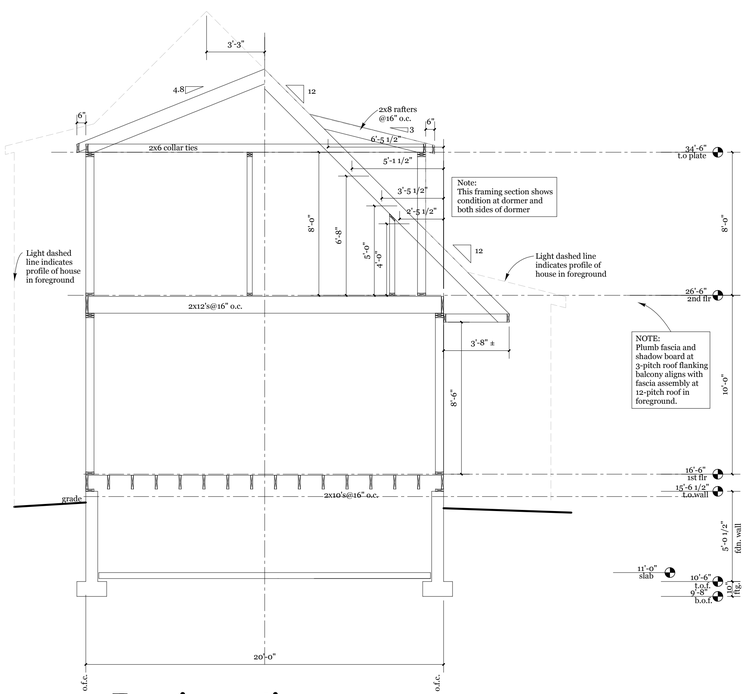
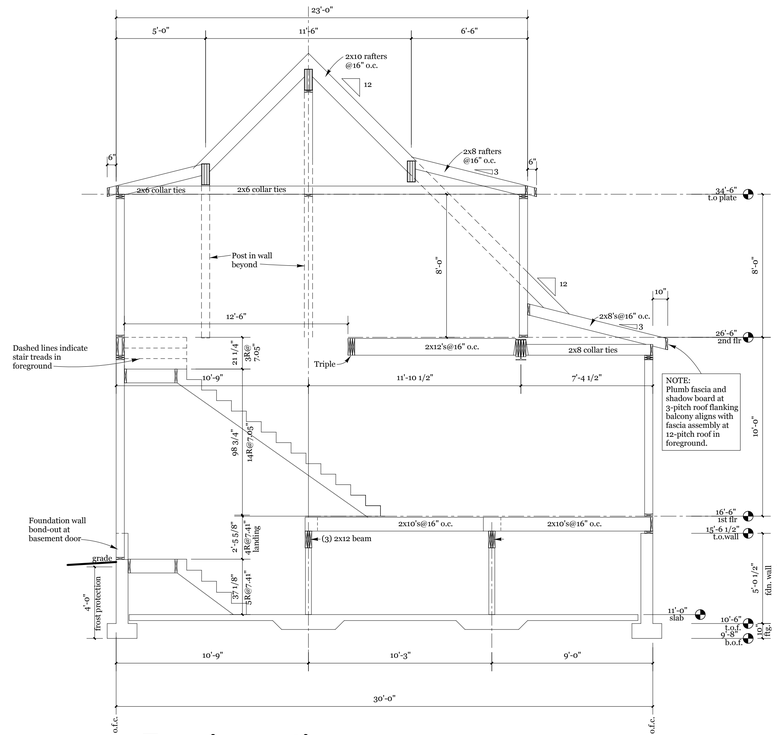
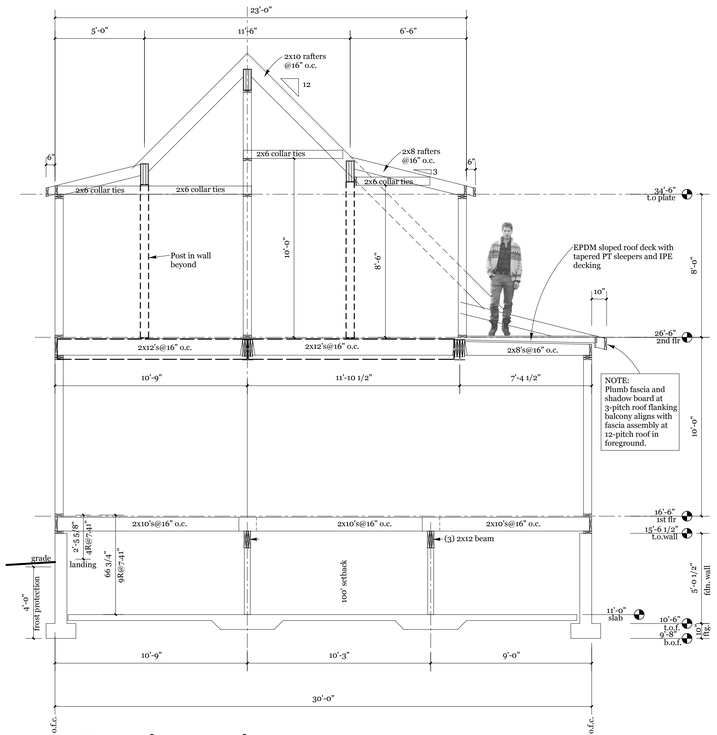


6 Framing section
Scale: 1/2" = 1'-0"



5 Framing section
Scale: 1/2" = 1'-0"



4 Framing section
Scale: 1/2" = 1'-0"

Travis Kinney
Scarborough & Rangeley, Me
Residential Designer

Framing sections

Stuart & Ann Marie Noyes
102 Fortunes Rock Rd.
Biddeford, ME

Drawn by	Travis Kinney
Date	February 8, 2022
Scale	

Sheet of

A300

102 Fortunes Rock

CITY OF BIDDEFORD

Planning and Development Department

Hannah Bonine
Assistant City Planner
205 Main Street
P.O. Box 586
Biddeford, ME 04005
(207) 284-9115
Hannah.Bonine@biddefordmaine.org

PLANNING BOARD STAFF REPORT

TO: Chair Southwick and the Biddeford Planning Board

FROM: Hannah Bonine, Assistant City Planner

DATE: March 10, 2022

RE: 2021.38 Site Plan Review for Biddeford Development Group, LLC to convert the 2nd, 3rd and 4th Floors of 25 Alfred Street (Tax Map 38, Lot 402) into 11 residential apartment units in the MSRD-1 Zone.

MEETING DATE: March 16, 2022

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1. INTRODUCTION

The applicant, Biddeford Development Group, LLC, owns 25 Alfred Street and proposes to convert the upper floors into 11 residential apartments, with a mixture of one and two bedroom units. The first floor of this building has historically been occupied by small retail establishments and eateries. The upper floors formerly were used for meeting spaces, specifically by the Independent Order of Odd Fellows group in Biddeford. The building is currently vacant. The applicant is not proposing any changes to the ground floor, and as such it is not subject to the Planning Board's review.

The applicant is purusing Historic Tax Credits for the rehabilitation of the building. The Biddeford Historic Preservation Commission has issued a Certificate of Appropriateness, dated January 13, 2022.

The creation of eleven (11) apartments is subject to Site Plan Review. It would have been also subject to Subdivision Review if not for a 2019 statutory amendent to the State Subdivision Law which states the following:

MRS Title 30-A, §4402. Exceptions:

6. Division of new or existing structures. Beginning July 1, 2018, a division of a new or existing structure into 3 or more dwelling units whether the division is

accomplished by sale, lease, development or otherwise in a municipality where the project is subject to municipal site plan review.

A. For the purposes of this subsection, "municipal site plan review" means review under a municipal ordinance that sets forth a process for determining whether a development meets certain specified criteria, which must include criteria regarding stormwater management, sewage disposal, water supply and vehicular access and which may include criteria regarding other environmental effects, layout, scale, appearance and safety.

B. The municipal reviewing authority in each municipality shall determine whether a municipal site plan review ordinance adopted by the municipality meets the requirements of paragraph A.

Included below and in the Findings of Fact is language evidencing that the Board determined it would review the project under Site Plan Review rather than subdivision. If the Board determines otherwise, we will adjust the review process on March 16.

2. PROJECT DATA/INFORMATION

Note: HIGHLIGHTED information is pending.

	SUBJECT	***DATA/INFORMATION***
1.	Applicant:	Caleb Johnson Studio c/o Jason Jirele 110 Exchange Street Portland, ME 04101
2.	Owner of Property:	Biddeford Development Group, LLC 10 Free Street, 4th Floor Portland, ME 04101
3.	Agent:	Caleb Johnson Studio c/o Jason Jirele 110 Exchange Street Portland, ME 04101 Chris Underwood PO Box 532 Biddeford, ME 04005
4.	Engineer/Surveyor:	Terradyn Consulants c/o Michael Tadema-Weilandt 565 Congress Street, Suite 201 Portland, ME 04101
5.	Project Location:	25 Alfred Street

6.	Project Tax Map #/Lot #:	Tax Map 38, Lot 402
7.	Existing Zoning:	MSRD-1
8.	Overlay Zoning:	None
9.	Existing Use:	Vacant, formerly meeting space on upper floors and small retail/food on ground floor
10.	Proposed Use:	11 residential apartments on 2nd, 3rd and 4th floors, with continued uses on 1st floor
11.	City Approvals Required:	Site Plan Review, Major. The Board has determined that pursuant to *MRS Title 30-A, §4402, Exceptions, 6, A,* the Board reviewed this project under the Site Plan Review exception to subdivision review.
12.	Uses in the Vicinity:	Commercial, Residential
13.	Parcel Size:	4,950 sqft
16.	Water Supply:	Public water
17.	Sewerage Disposal:	Public sewer
18.	Solid Waste Disposal:	Private hauler
19.	Fire Protection:	City of Biddeford
20.	Parking Spaces Required:	17
21.	Parking Spaces Provided (total): # Handicapped Spaces:	See waiver request, attached
22.	Ownership of Road:	Alfred Street is a public street
23.	Estimated Site Development Costs:	N/A
24.	Financial Capacity Letter:	Attached
25.	Waivers Needed:	Full Site Plan Review - Article XI, II (Procedure for Site Development Submission Requirements) Parking Reduction Waiver Request
26.	Waivers Granted:	Full Site Plan Review - Article XI, II (Procedure for Site Development Submission Requirements) Parking Reduction Waiver
27.	LDR Attachment A: Fees Paid:	All Fees Paid
28.	Planning Board Review History: Final Review:	March 16, 2022

3. EXISTING CONDITIONS

25 Alfred Street, also referred to as Laconia Lodge, is currently vacant, although commercial tenants have recently occupied the 1st floor. The upper floors are also vacant, and had historically been used as large group meeting spaces, which are proposed to be converted into apartments.

4. PROJECT PROPOSAL

11 residential apartment units spanning the 2nd, 3rd, and 4th floors:

- 5 one-bedroom units
- 3 two-bedroom units
- 3 two-story, two-bedroom loft units

Several exterior improvements have been proposed:

- Cleaning and repair/repainting (as needed) of brick
- New siding along Bacon Street
- Repaint and restore decorative trim work
- New aluminum-clad wooden windows to match existing historic windows
- New historic wooden storefronts on the 1st floor along Alfred and Bacon Streets
- Rooftop deck, with future tenant access

Life safety improvements proposed:

- New NFPA 13 sprinkler system
- New NFPA 72 fire alarm system
- Additional stair tower and elevator

Note: Application indicates solid waste will be serviced through the City. Due to existing ordinances, this development must be serviced by a private hauler. The applicant has confirmed that a private hauler will be contracted with. Curbside recycling services are permitted from the City.

5. STAFF REVIEW

a. ZONING: Multi-family dwellings are a permitted use in the MSRD-1 Zone.

b. REVIEW STANDARDS: Site Plan Review (Article XI), Performance Standards (Article VI).

c. WAIVERS:

i. Full Site Plan Review - Article XI, II (Procedure for Site Development Submission Requirements)

Staff note: There are no site improvements proposed as part of this application.

ii. Parking reduction – Article VI, Section 49 (Off Street Parking and Loading)

Staff note: The applicant is requesting a waiver (see attached) for the off-street parking requirements. The existing building does not allow for parking on site. The applicant has explained in the waiver request that future tenants could utilize any of the surface parking lots downtown, in which spaces can be reserved on a monthly basis. **Staff recommends that the applicant guarantee the availability one (1) parking space per unit, totaling 11 parking spaces, at a minimum.**

d. OUTSTANDING ITEMS TO BE ADDRESSED PRIOR TO APPROVAL:

1. Provide Ability to Serve Letter from:
   i. Biddeford Fire Department (Note: the building will be sprinklered upon completion of the project per Code Enforcement.)

6. <u>NEXT STEPS/SUGGESTED ACTIONS</u>

- **Recommend the Planning Board grant the waiver for a full site plan review submittal given the scale, location, and nature of the proposal.**

- **Recommend the Planning Board grant the waiver for the 17 required parking spaces, contingent on the applicant guaranteeing the availability of one (1) parking space per unit, totaling 11 parking spaces, in the nearby surface lots, managed by Premium Parking.**

- **If the applicant has addressed the outstanding items to the satisfaction of the Board, and the Board approves the project, Staff recommend doing so with the following Conditions of Approval attached:**

  1. **Curbside trash pickup from the City of Biddeford is not available.**
  2. **The applicant shall obtain all other pertinent local, state and federal permits, licenses, and insurance such as blasting, building, electrical, plumbing, etc., prior to commencing business, unless authority issuing said permit allows for such actions.**
  3. **Standard Conditions of Approval apply.**

ATTACHMENTS

1. Cover Letter and Narrative, *dated 2/15/2022*
2. Application Form
3. Off-Street Parking Reduction Waiver Request
4. Plan Set entitled: *Laconia Lodge, 25 Alfred Street, Biddeford, Maine 04005. Prepared by Jason Jirele, Caleb Johnson Studio. Dated 2/15/2022.*
5. Letter of Financial Capacity, *dated 2/2/2022*
6. Certificate of Appropriateness, Biddeford Historic Preservation Commission, *dated 1/13/2022*
7. Existing Site Photos
8. Draft Findings of Fact and Conclusions of Law

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

SITE PLAN REVIEW

RE: 2021.38 Site Plan Review for Biddeford Development Group, LLC to convert the 2nd, 3rd and 4th Floors of 25 Alfred Street (Tax Map 38, Lot 402) into 11 residential apartment units in the MSRD-1 Zone.

Pursuant to the provisions of the City of Biddeford Code of Ordinances Land Development Regulations, Article VII (Conditional Use Permits), Article XI (Site Plan Review), and Article VI (Performance Standards), the Biddeford Planning Board has considered the application of **Biddeford Development Group, LLC** to convert office space to residential units at 25 Alfred Street. 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:

Note: HIGHLIGHTED information is pending.

	SUBJECT	***DATA/INFORMATION***
1.	Applicant:	Caleb Johnson Studio c/o Jason Jirele 110 Exchange Street Portland, ME 04101
2.	Owner of Property:	Biddeford Development Group, LLC 10 Free Street, 4th Floor Portland, ME 04101
3.	Agent:	Caleb Johnson Studio c/o Jason Jirele 110 Exchange Street Portland, ME 04101 Chris Underwood – Young's Holdings PO Box 532 Biddeford, ME 04005
4.	Engineer/Surveyor:	Terradyn Consulants c/o Michael Tadema-Weilandt 565 Congress Street, Suite 201

		Portland, ME 04101
5.	Project Location:	25 Alfred Street
6.	Project Tax Map #/Lot #:	Tax Map 38, Lot 402
7.	Existing Zoning:	MSRD-1
8.	Overlay Zoning:	None
9.	Existing Use:	Vacant, formerly meeting space on upper floors and small retail/food on ground floor
10.	Proposed Use:	11 residential apartments on 2nd, 3rd and 4th floors, with continued uses on 1st floor
11.	City Approvals Required:	Site Plan Review, Major. The Board has determined that pursuant to *MRS Title 30-A, §4402, Exceptions, 6, A,* the Board reviewed this project under the Site Plan Review exception to subdivision review.
12.	Uses in the Vicinity:	Commercial, Residential
13.	Parcel Size:	4,950 sqft
16.	Water Supply:	Public water
17.	Sewerage Disposal:	Public sewer
18.	Solid Waste Disposal:	Private hauler
19.	Fire Protection:	City of Biddeford
20.	Parking Spaces Required:	17
21.	Parking Spaces Provided (total): # Handicapped Spaces:	See waiver request, attached
22.	Ownership of Road:	Alfred Street is a public street
23.	Estimated Site Development Costs:	N/A
24.	Financial Capacity Letter:	Attached
25.	Waivers Needed:	Full Site Plan Review - Article XI, II (Procedure for Site Development Submission Requirements) Parking Reduction Waiver Request
26.	Waivers Granted:	Full Site Plan Review - Article XI, II (Procedure for Site Development Submission Requirements) Parking Reduction Waiver
27.	LDR Attachment A: Fees Paid:	All Fees Paid
28.	Planning Board Review History: Final Review:	March 16, 2022

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;

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 above, located at 25 Alfred Street (Tax Map 38, Lot 402) in accordance with the submitted application, supporting data, representations made, other related materials on file, and the following Conditions of Approval:

1. **Curbside trash pickup from the City of Biddeford is not available.**
2. **Standard Conditions of Approval apply.**
3. **The applicant shall obtain all other pertinent local, state and federal permits/licenses/insurance such as building, electrical, plumbing, etc., prior to commencing business.**

_____
Planning Board Chairperson

_____
Date

CITY OF BIDDEFORD, MAINE
PLANNING BOARD

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

APPLICATION FORM

Type of Application:

☐ Shoreland Zoning Permit ☑ Site Plan Review ☐ Extraction
☐ Conditional Use Permit ☐ Subdivision ☐ Private Way
☐ Other: _____

Applicant Information:

Applicant's Name: Jason Jirele with Caleb Johnson Studio
Applicant's Mailing Address: 110 Exchange Street, Portland, ME 04101
Applicant's Telephone: 207-956-5169
What is Applicant's legal interest in the property? NA
☐ Owner ☐ Potential Buyer with Contract ☐ Lease/Rental Agreement

Owner's Name: Biddeford Development Group, LLC
Owner's Address: 10 Free Street, 4th Floor, Portland, ME 04101
Owner's Telephone: 603-660-0495

Agent's Name: Chris Underwood
Agent's Address: PO Box 532 Biddeford, ME 04005
Telephone: 603-285-5902

Engineer/Surveyor: Michael Tadema-Wielandt
Engineer/Surveyor's Address: 565 Congress Street, Suite 201 Portland, Maine 04101
Telephone: 207-632-9010

Project Location and Lot Information:

Street Address: 25 Alfred Street, Biddeford, ME 04005
Tax Map: 38 Lot: 402
Current Zoning: MSRD-1 Shoreland Zoning: NA

Size of lot: 4,950 SF ☐ acres ☑ s.f. Lot Frontage: 147'

Existing Use of Property: The building is currently unoccupied and contains a former restaurant and retail store on the 1st floor. The 2nd, 3rd, and 4th floors contain prior meeting rooms, a banquet hall, and Lodge Room of the Laconia Lodge, the former Independent Order of Odd Fellows group in Biddeford.

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): NA

☐ 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

Do you plan to bring fill onto the lot? ☐ Yes ☑ No If yes, attach information

Description of proposed use of property:

Project/Proposed Use Description: The proposed project is to convert the 2nd, 3rd, and 4th floor into (11) residential apartments varying of 1 and 2 bedroom units.

Property to be serviced by:

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

Is this project part of a larger project? ☐ Yes ☑ No

☐ If in a Shoreland Zone: NA

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

Percent of structure expansion (Max. 30%): _____

☐ If Subdivision Review, number of lots proposed: NA

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

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

Total new square feet footprint of structures: NA

Total new square feet paving/parking: NA

Waiver Requests (attach details):

1. Off-Street Parking Reduction Waiver
2. _____
3. _____
4. _____
5. _____

Attachments:

A. Letters of Approval

☑ 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 Dept (Sewer) - Tom Milligan 284-9118

NA ☐ 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.

C. Photographs of site.

D. Architectural renderings/drawings of proposed buildings, as required.

E. Engineered Plans, as required.

Fees (due at time of 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 it's 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 review for special studies, legal review costs, and/or engineering review.
- I understand that by submitting this 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.

☐ Project proposed to have 1 acre or more of site disturbance:

-Project may need to apply for a Maine Construction General Permit and shall comply with the requirements of DEP Chapter 500 Stormwater Regulations, as they apply.

Signature of applicant: _____ Date: 02-14-2022

Signature of owner of property: _____ Date: 2-14-2022

IF PLAN APPROVAL IS ANTICIPATED, PROVIDE 2 FULL SIZE MYLARS & 2 FULL SIZE PAPER COPIES FOR BOARD SIGNATURE (AS APPLICABLE). CHECK WITH PLANNING STAFF FOR CLARIFICATION.

CHECKLIST FOR *SITE PLAN* REQUIREMENTS

YES	NO		
✓	☐		Be on sheet size of 24 by 36 inches.
✓	☐		The scale of said plan shall be not less than one inch equals 50 feet and shall be indicated on the plat by use of a bar scale.
✓	☐		The plan shall bear the date, title, north point.
✓	☐		The plan shall contain a location or vicinity sketch (suggested scale one inch equals 800 feet).
✓	☐		The plan shall contain the name and address of the developer and applicant.
✓	☐		All appropriate dimensional requirements.
✓	☐		Existing and proposed easements.
☐	☐	NA	Plan of the site showing existing watercourses and water bodies, seasonal wet areas.
☐	☐	NA	Plan of the site showing soil type and location of test borings.
✓	☐		Location of all existing and proposed utilities.
✓	☐		Topographic contours (every five percent for zero to three percent slope; or every two feet for steeper areas).
☐	☐	NA	Plan should include preservation and supplementation of existing dominant vegetation.
✓	☐		Plan shall indicate which features are to be retained and which are to be removed or altered.
✓	☐		Location of stonewalls, graveyards, fences, stands of trees, and other important unique natural areas and site features, including but not limited to floodplains, deer wintering areas, significant wildlife habitats, fisheries, scenic areas, habitat for rare and endangered plants and animals, unique natural communities and natural areas, sand and gravel aquifers, and historic and/or archaeological resources, together with description of such features.
✓	☐		Plan view of all buildings with their use, size, location, and first-floor elevation in respect to grade.
✓	☐		Standard elevation view of existing and proposed buildings or structures on-site.

YES	NO		
☑	☐		Outline of any buildings located within 200 feet of such existing or proposed buildings or structures indicating their shape, size, location, heights and volume.
☑	☐		Existing use of abutting properties shall be identified with approximate location of any structures thereon including access roads.
☑	☐		Location, width, curbing, and paving of access ways, egress ways, and streets within the site for both pedestrian and vehicular use.
☐	☐	NA	The location of off-street parking and loading spaces with a layout of the parking indicated. SEE ATTACHED PARKING REDUCTION WAIVER
☑	☐		The size and proposed location of water mains and sanitary sewerage facilities will all necessary engineering data.
☑	☐		The size and location of all other existing and proposed public service connections including, without limitation, gas lines, power lines, telephone lines, and fire alarm connections and locations, indicating whether above or below ground.
☑	☐		The type, nature, and composition of all solid, liquid, and gaseous waste, industrial or otherwise, and the location, type, and design criteria of the storage and disposal facilities dealing with such waste.
☐	☐	NA	A landscape plan and open space areas indicating grade change, vegetation to be preserved, new plantings used to stabilize areas of cut and fill, screening; plus size, location, purpose and type of vegetation.
☐	☐	NA	A drainage plan including location, elevation, layout of catch basins and other surface and subsurface drainage features.
☐	☐	NA	Location, size and design of proposed signs and other advertising or instructional devices.
☐	☐	NA	Existing and proposed contours and finished grade elevations as well as the type, extent, and location of existing and proposed landscaping and open space areas which will be retained.
☐	☐	NA	Location and type of lighting for outdoor facilities.
☑	☐		Lines of existing and proposed abutting streets showing width.
☑	☐		Surveyed property lines showing their bearing and distances and monument locations.
☐	☐	NA	If subdivision is involved, the lines and names of all proposed streets, lanes, ways, or easements intended to be dedicated for public or private use.

YES	NO		
☐	☐	NA	Provide copies of any covenants or restrictions that are intended to cover all or part of the land area to be developed.
☐	☐	NA	Indicate limits of the wetland areas on the property.
☑	☐		Delineate existing zoning boundaries within 1,000 feet of the site.
☑	☐		Stamp and signature of either a Maine licensed land surveyor, professional engineer, or architect responsible for said plan.
☑	☐		Any other exhibits or data deemed necessary by the Planning Board to evaluate the proposed development for site plan review purposes.

Major Site Plan Review - Cover Letter

Project Address: 25 Alfred Street, Biddeford, ME 04104
Submission Date: 02/15/2022
Owner:
Biddeford Development Group, LLC
10 Free Street, 4th Floor, Portland, ME 04101
(t) 603-660-0495 (e) ydpropertiesllc@gmail.com
Architect:
Caleb Johnson Studio
110 Exchange Street, Portland ME 04101
(t) 207-283-8777 (e) jjirele@calebjohnsonstudio.com
Civil Engineer:
Terradyn Consultants, LLC
565 Congress Street, Suite 201 Portland, Maine 04101
(t) 207-632-9010 (e) mtw@terradynconsultants.com

Existing Building Information:
The subject project is located at 25 Alfred Street and resides within the MSRD-1 Zone in the Downtown Historic District. The existing structure is a (4) story unsprinklered brick building of construction type VB (IBC) / V-000 (NFPA). The 1st, 2nd, and 3rd story are approximately 4,852gsf and the 4th story is approximately 1,873gsf totalling 16,429gsf. The 1st and 2nd floors are roughly split in half by a brick party wall with the 3rd and 4th stories opened across from extensive remodels in the early 1900's. There is a common stair that connects all the stories that runs along and around the party wall.

The building is currently unoccupied and contains a former restaurant and retail store on the 1st floor. The 2nd, 3rd, and 4th floors contain prior meeting rooms, a banquet hall, and Main Hall of the Laconia Lodge, the former Independent Order of Odd Fellows group in Biddeford.

Proposed Project Information:
The building Owner, Biddeford Development Group, is proposing to convert the 2nd, 3rd, and 4th floor into (11) residential apartment units. The former Main Hall located on the 3rd floor will be split into (3) lofted units with the 4th floor expanded to create the new lofts within each unit. The existing common stair will be retained and an additional rated stair tower and elevator will be added for code compliance and accessibility. Both stair towers and elevator will connect to a new roof deck located on the northeast end of the flat roof.

Beyond the addition of the stair and elevator pop-ups for the new roof deck, there are several exterior improvements proposed: Brick cleaned with minor repair and repainting if necessary, new shiplap siding along Bacon Street to match existing, repaint and restore any existing decorative trim, new aluminum-clad wood windows to match existing historic windows, and new historic wood storefronts at the 1st floor along Alfred Street and Bacon Street.

The Building Owner is pursuing Historic Tax Credits and has enlisted the services of Historic Consultant Margaret Gaertner for NPS Rehabilitation standards. The project has also received a Certificate of Appropriateness from the City of Biddeford Historic Preservation Commission dated January 13, 2022..

The current building will be supplied with upgraded electrical service based on load calculations supplied by the electrical contractor. An ability to serve letter has been issued by Maine Water with an understanding that the existing domestic water service will need to be increased to 1 ½" and a 4" sprinkler supply will need to be added to serve a proposed NFPA 13 full-building sprinkler system.

Major Site Plan Review - Narrative

Project Address: 25 Alfred Street, Biddeford, ME 04104

Performance Standards: Multifamily Development (Part III, Article VI, Section 47):

- Building shall be connected to a public water supply and distribution system
  - Provided, see attached Letter of Approval from Maine Water
- Fire hydrants shall be located within 500 feet of the building
  - Provided, Fire hydrant located approximately 200' from the building at the corner of Alfred Street and Main Street.
- Building shall be constructed according to state and city building standards
  - Provided, see attached Architectural Drawings
- Dwelling units shall be provided with approved fire alarm system
  - New NFPA 72 Fire Alarm System as well as a new NFPA 13 Sprinkler system to be installed
- Building shall be connected to public sewer system
  - Provided, see attached Letter of Approval of email from Biddeford Engineering Department
- Building owner to provide for rubbish disposal, snow removal, and site maintenance
  - Provided, see attached Architectural Drawings. The trash room is located on the building's east side and trash will be brought out to Bacon Street for disposal.
- A common mailbox system shall be located on-site in a convenient location
  - Provided, new common mailbox located in Bacon Street Lobby. See attached Architectural Drawings

Performance Standards: Off-street Parking and Loading (Part III, Article VI, Section 49):

- Subsection C.3(k)(2) - The Planning Board may waive the off-street requirements for new residential uses in the MSRD Zones provided that any such waivers are then approved by the City Council
  - See attached Off-Street Parking Reduction Waiver. The existing building is lot tight and no available parking is on site. Refer to waiver for additional information.

Site Plan Review: Site Design and Development Criteria (Part III, Article XI, Section 5):

- Site Development Plan
  - Provided, See attached Architectural Drawings, Boundary Survey, and Site Plan.
- Drainage
  - New roof drainage and rain leader to be installed with new roof and tied to existing outlets. See attached Architectural Drawings
- Utilities
  - See attached Boundary Survey for existing conditions and Site Plan for proposed new work
- Parking
  - NA, See attached Off-Street Parking Reduction Waiver

Structural Layout and Design

- Design of buildings
  - Provided, See attached Architectural Drawings

- Fire Protection
  - Provided, see attached Architectural Drawings for code summary and fire protection systems. Biddeford Fire Department has been made aware of the Project and has been given a set of the Architectural Drawings.
- Landscaping
  - NA, as the building is tight to the lot line on all sides and no massing changes are proposed.
- Service, Storage, and Utility Areas
  - Provided, see attached Architectural Drawings for trash room and other mechanical locations
- Paving, Parking, and Storage Areas
  - NA, no new parking or paving proposed
- Handicapped Accessibility
  - Provided, new elevator to be added for accessibility to all floors. See attached Architectural Drawings
- Loading Facilities
  - NA, there are no requirements for loading facilities with new residential use
- Parking, Loading, and Protective Barriers
  - NA, See attached Off-Street Parking Reduction Waiver
- Open Space
  - NA, as the building is tight to the lot line on all sides and no massing changes are proposed.
- External Lighting
  - NA, None Proposed
- Signs
  - NA, None Proposed

<u>General Application Documents:</u>

1. Project Description - Cover letter and Narrative
2. Completed “Site Plan Review Application Form and Checklist”
3. Off-Street Parking Reduction Waiver
4. Financial Capability Letter
5. Technical Capability - CJS/ Woodhull Commercial Portfolio
6. Ability to Serve for Water Service Letter - Maine Water
7. Ability to Serve for Sewer Service Letter - Biddeford Engineering Department
8. Architectural Drawing Set, Boundary Survey, Site Plan
9. Photographs of Site

C
J S

Project: SeaWeed, Co., South Portland

calebjohnsonstudio.com

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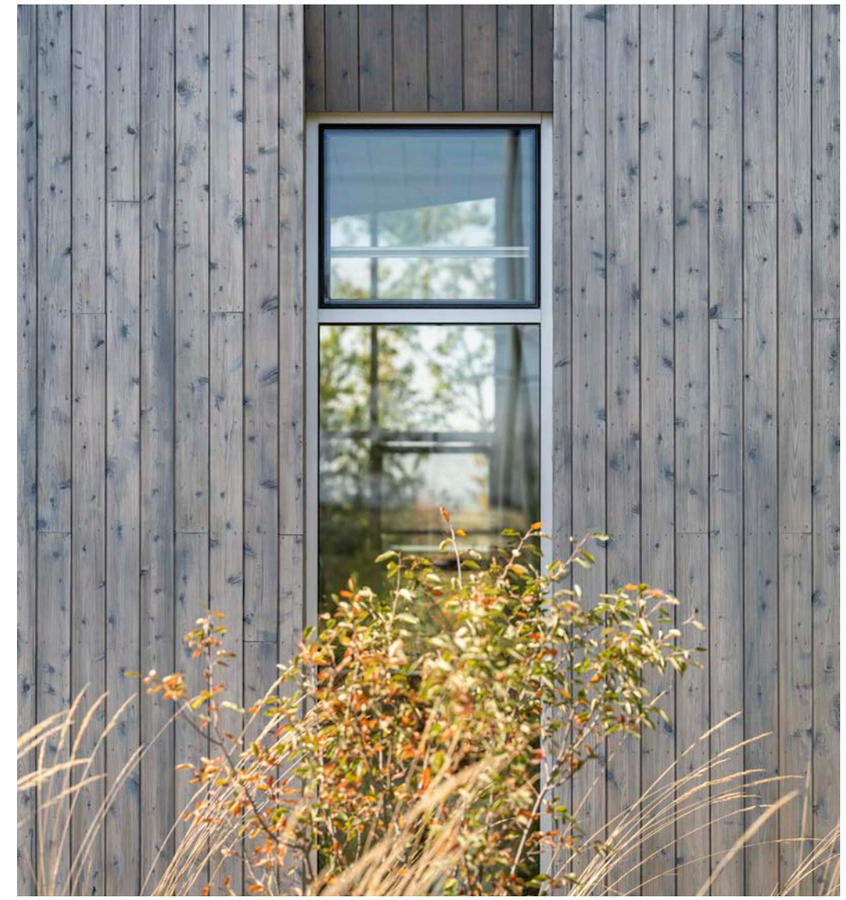
Project: SeaWeed, Co., South Portland



When a Maine cannabis retailer was ready for a brick and mortar shop, it was essential that the space echo the professional, high-quality product and service. Maneuvering state and federal laws around retail cannabis legality and schedule was an ongoing obstacle. But the client's clear vision and dedication to the design and architecture would anchor the project throughout production.

The building is separated from the surrounding commercial spaces, cutting a low profile just below the road and tucked into a corner adjacent to expansive natural wetlands. Upon arrival, the steel and cedar structure doesn't shout to be noticed; it reveals itself slowly and you experience it with a subtle impact. The design focused on a clean, upscale vibe, unlike your average cannabis shop. The 3,000-square-foot space is flooded with natural light and allows for open interaction without crowding. The ceiling has an inverted gable truss that creates a vaulted space and opens to the backside of the building. Woodhull of Maine completed custom millwork from Maine Ash that serves as a backdrop to showcase products and encourage customer engagement.

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Project: SeaWeed, Co., South Portland

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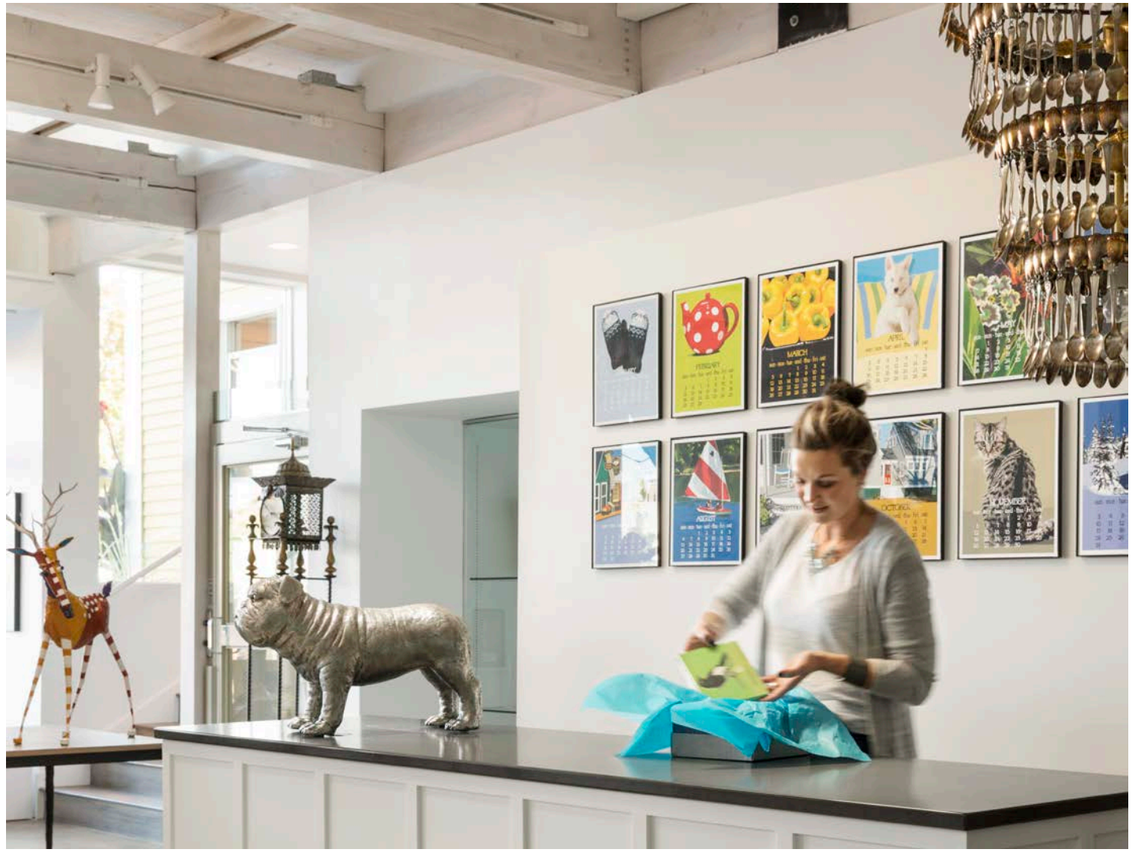
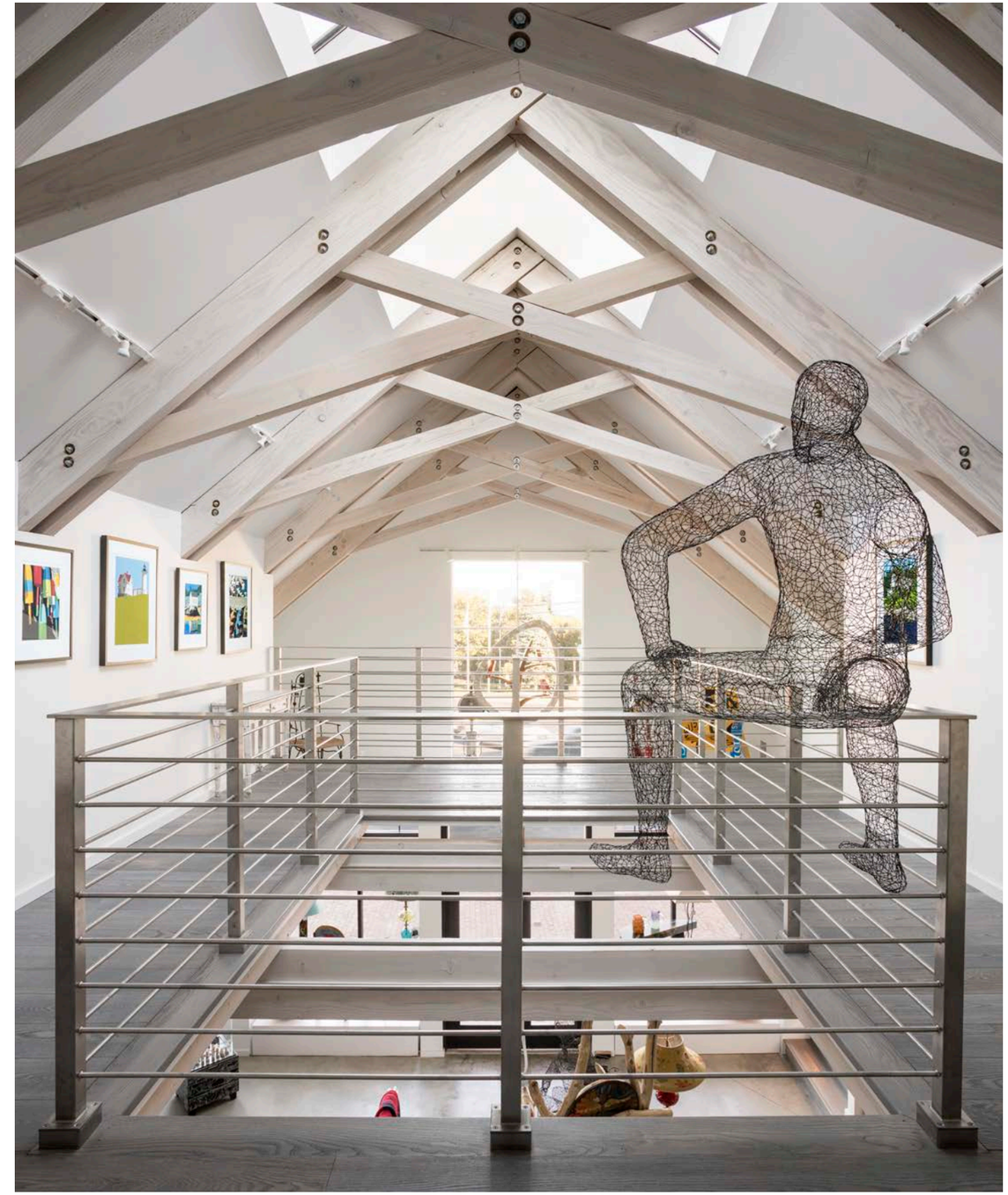
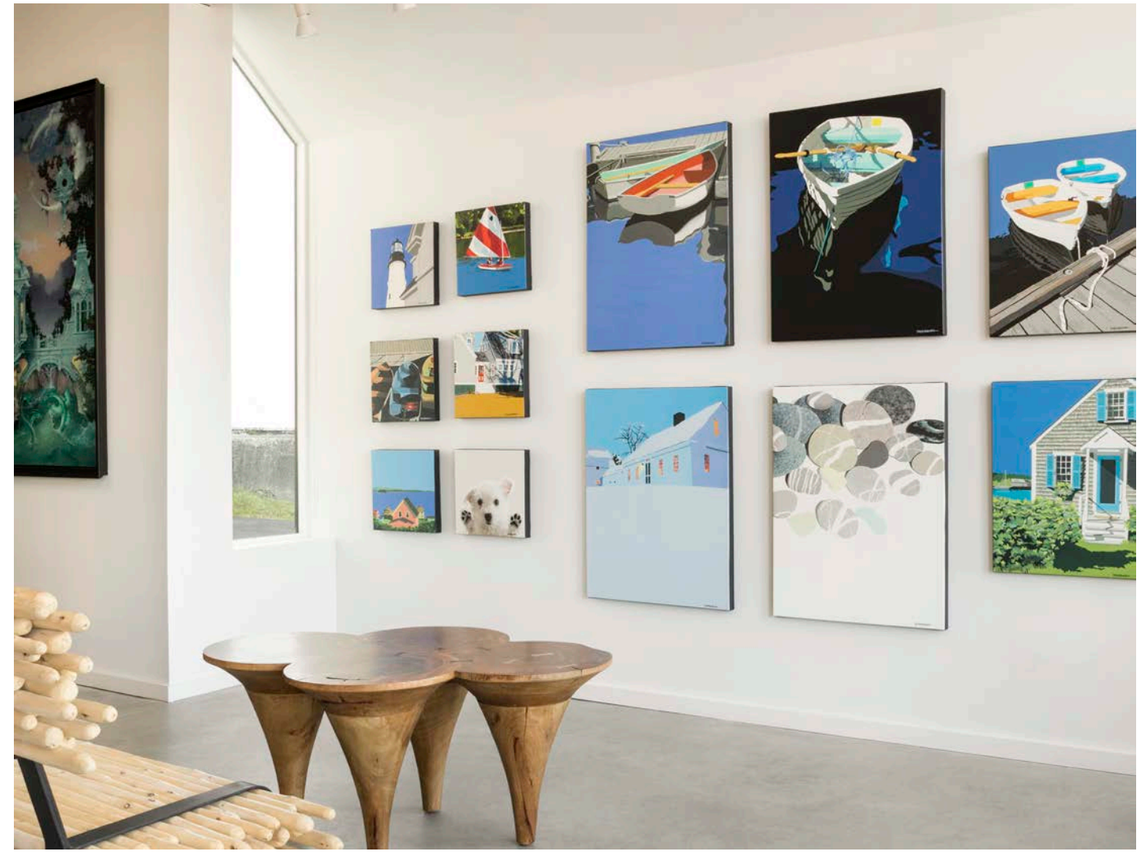
Project: Abacus, Ogunquit





Two gallery owners were ready to add on to their popular space in Ogunquit, Maine but did not want to disrupt the existing character of the streetscape.

Regulatory restraints and a historical ordinance from the town board added additional requirements that called for strategic solutions. A traditional design with innovative structural decisions brought cohesion to the surrounding buildings and vibrancy to the busy Main Street intersection.



The ridge of the new structure was turned ninety degrees relative to the two buildings that were already part of the shop. This achieved some variety and allowed for a dramatic tall window that highlights an expanse of glass and beautiful recessed entries. In combination with a large central skylight, natural light from the window bathes the interior space moving from the street through large scale trusses that gradually scale down in size. The second floor and roof stacks on itself, revealing the bones that hold the building up. The finished gallery is light and clean with whitewashed Maine Pine and polished, uncolored concrete floors that allow displayed artwork and goods to add vibrancy throughout.

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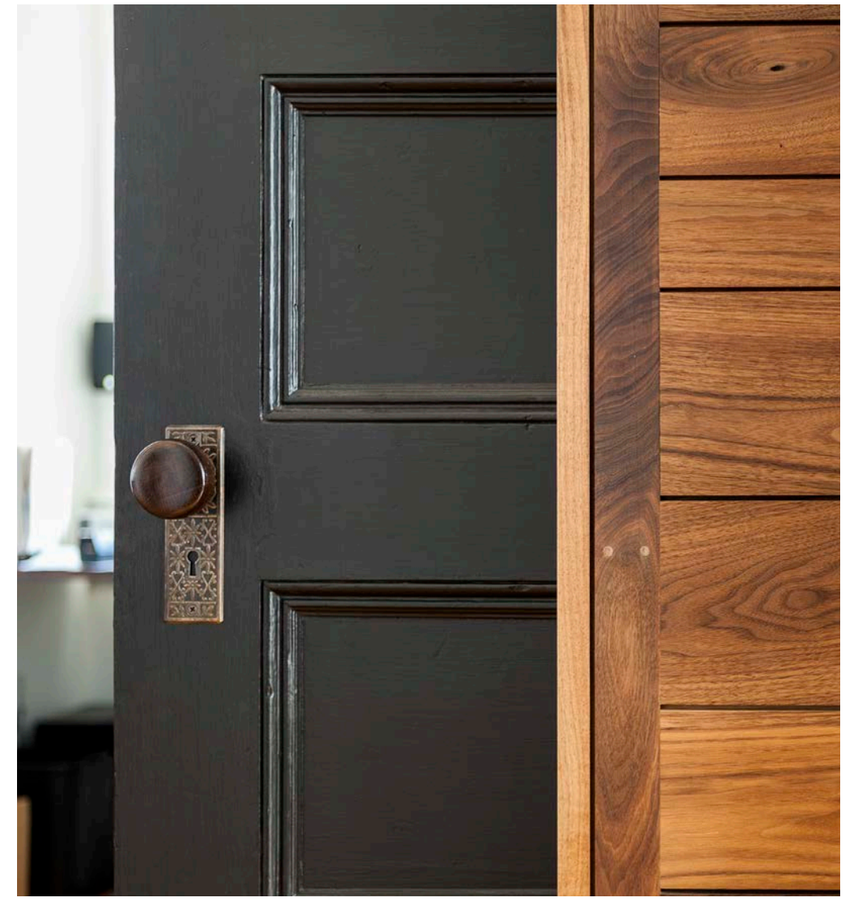
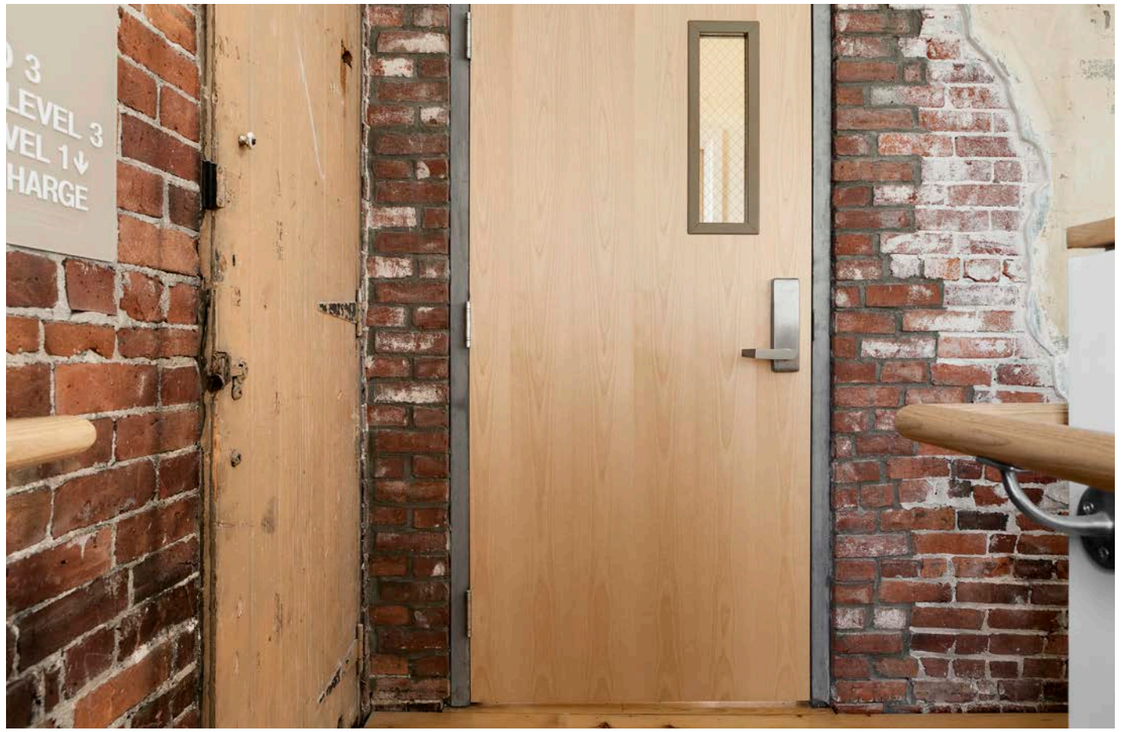
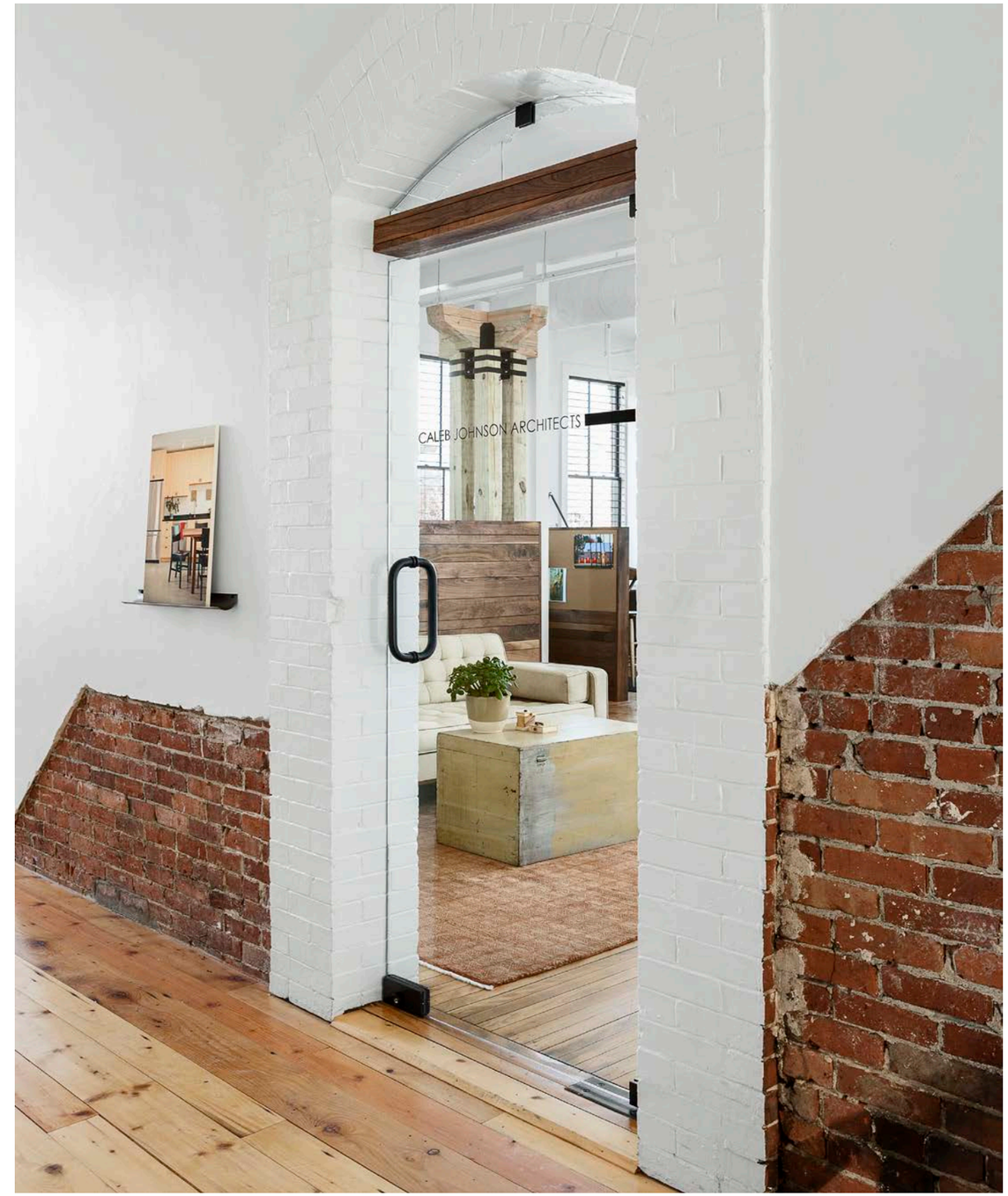
Project: 265 Main Street, Biddeford

calebjohnsonstudio.com



The building at 265 Main St. had been vacant for decades before the owners had the vision to return the space to its original purpose—a mixed-use building with commercial retail space, artist studios and office spaces, and apartments. Historic tax credits, which fund renovations of underutilized buildings, helped enable the remodel when many lenders were skeptical that Biddeford could support the new development.





The project integrated the history of the original building with a fully modern renovation. Without faking an antique or vintage feel, contemporary additions were left to be contemporary while hints of the past revealed themselves in preserved details—Grateful Dead graffiti, a 19th-century door panel. Old brick was left exposed with generations of multi-colored paint, now juxtaposed against clean white plaster. Original windows were kept and old beams were milled and re-purposed as custom cabinets in the apartments. A striking balance of past and present.

What was once a forgotten building became a vibrant, profitable location for the town in just two years, receiving statewide attention. 265 defied expectations and now houses businesses, artists, and high-end apartments.

110 Exchange Street
2nd and 3rd Floors
Portland, ME 04101

207.283.8777
calebjohnsonstudio.com

C
J S

From: **Michael Cleary** cleary@woodhullofmaine.com
Subject: Fwd: 25 Alfred Street
Date: November 8, 2021 at 5:00 PM
To: Patrick Boothe patrick@calebjohnsonstudio.com, Jason Jirele jjirele@calebjohnsonstudio.com

It's official.

WOODHULL OF MAINE

Michael Cleary
Director of Commercial Construction
Woodhull Construction
t. 207-502-2555 e. cleary@woodhullofmaine.com
w. woodhullofmaine.com

Begin forwarded message:

From: "Milligan, Tom" <Tom.Milligan@Biddefordmaine.org>
Subject: **RE: 25 Alfred Street**
Date: November 8, 2021 at 4:55:05 PM EST
To: Michael Cleary <cleary@woodhullofmaine.com>
Cc: "Demers, Jeff" <Jeff.Demers@Biddefordmaine.org>, "Buechner, Alex" <Alex.Buechner@Biddefordmaine.org>

Hi Michael
This email is to indicate that the city treatment facility can accept and treat the wastewater expected to be generated by your project. As we discussed you will need to re-plumb the building to separate out any roof drains. Tom

---

From: Michael Cleary <cleary@woodhullofmaine.com>
Sent: Monday, November 1, 2021 1:25 PM
To: Milligan, Tom <Tom.Milligan@Biddefordmaine.org>
Subject: Re: 25 Alfred Street

HI Tom,
I'm following up on our conversation from a couple weeks ago.

Could you issue an ability to serve letter?

Many thanks,

WOODHULL OF MAINE

Michael Cleary
Director of Commercial Construction
Woodhull Construction
t. 207-502-2555 e. cleary@woodhullofmaine.com
w. woodhullofmaine.com

On Oct 19, 2021, at 8:13 AM, Michael Cleary <cleary@woodhullofmaine.com> wrote:

Hi Tom,
Thank you for your time yesterday.

As discussed, the new owners of 25 Alfred Street would like to renovate the former Longfellow's Hall into 11 new residential units (3 (2) bedroom & 8 (1) bedroom units) with 2 commercial spaces remaining on the ground floor. For those two commercial spaces, I believe the intention is for them to remain similar to their most recent use (1 retail space, 1 restaurant).

We are looking for an ability to serve letter for this project to submit with our Site Plan Review package. Is this something that you can provide based on the information above? Please let me know if anything else is needed at this time.

My contact info is below.

Many Thanks,

WOODHULL OF MAINE

Michael Cleary
Director of Commercial Construction
Woodhull Construction
t. 207-502-2555 e. cleary@woodhullofmaine.com
w. woodhullofmaine.com

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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.

November, 2nd 2021

Woodhull of Maine
Michael Cleary
110 Exchange Street
Portland, Maine 04101

Re: Ability to Serve Determination – 25 Alfred Street Redevelopment - Biddeford

Greetings,

The Maine Water Company (MWC) has received your request for an Ability to Serve Determination on behalf of your client, Biddeford Development Group, for the above referenced project. The request indicates a plan to redevelop the existing building with 11 apartments of which contains 8 single units and 3 double units with 2 commercial spaces as well. The specific domestic and fire service information is not yet available. Based on the criteria that has been presented, MWC does have sufficient capacity in the 12-inch cast iron main on Alfred St to serve the needs of this project. The static pressure in the area is approximately **55psi**. Additional infrastructure improvements may be required at the expense of the developer to meet the overall needs of this project.

Conditions of Service

- Domestic and fire services must each be individually tapped from public main on Alfred St.
- A renewed or upsized domestic line, if requested, will also require the retirement of the existing service line per MWC specifications.
- Additional plan approval, paperwork and fees associated with services for this project will require further coordination with MWC. Please allow 3-4 weeks before construction begins on waterworks materials to finalize all paperwork and fees.
- Should fire services be needed, a hydrant flow test will be required to ensure fire flows are available. Schedule this service with MWC customer service line. MWC is only on site to operate the hydrants. Please coordinate with a capable sprinkler company or other that has the equipment to gauge and flow hydrants.

Should a Customer Agreement for service not be executed within one year of the date of this letter, MWC reserves the right to reevaluate its ability to serve this project.

All work must be completed in accordance with Maine Water Company material and installation specifications. All appropriate paperwork must be completed and the deposit paid prior to the start of construction. Please forward all design plan revisions as the project develops to prevent construction delays.

Water service will be provided in accordance Maine Public Utilities Commission rules. If you have any additional questions, please do not hesitate to contact our office at 1-800-287-1643 or by email at Marcus.Knipp@mainewater.com. We look forward to working with you throughout design and construction.

Sincerely,
The Maine Water Company

Marcus Knipp, E.I.T.
Engineer

The Maine Water Company
93 Industrial Park Road
Saco, ME 04072
T: 207.282.1543
www.mainewater.com

Casco Bay Capital, LLC

February 2, 2022

RE: 25 Alfred Street, Biddeford, Maine

To Whom It May Concern:

On behalf of Casco Bay Capital, LLC, I am pleased to provide this letter of support for Biddeford Development Group, LLC and their interest in the development of 25 Alfred Street in Biddeford, Maine. Christopher Underwood and Steven Cheung have been clients of Casco Bay Capital, LLC since 2014 and demonstrate noteworthy financial capacity. All accounts have always been in good standing and are handled in a professional and satisfactory manner.

This letter of support is not a commitment to lend, although, we welcome the opportunity to be a resource for financing.

Please feel free to contact me with any questions on this matter.

Sincerely,

Steven D. Matthews
President
Casco Bay Capital, LLC

(207) 329-3549 cascobaycap@gmail.com

Off-Street Parking Reduction Waiver Request

Project Address: 25 Alfred Street, Biddeford, ME 04104

The applicant is hereby requesting the granting of the following waiver relating to the proposed project and the requirements listed in the City of Biddeford's Land Development Regulations.

Article VI, Section 49 Off-Street Parking and Loading

> **A.11 Main Street Revitalization Districts and W-2 Zone Parking Requirements** - *General. [None of A1-A10 of this section applies to MSRD Zones or the W-2 Zone, and any requirement under Article VI (Performance Standards), Section 49 (Offstreet parking and loading) may be waived by the Planning Board upon request of an applicant. The applicant must demonstrate that the waiver request is necessary due to existing conditions, would serve a useful purpose, and satisfies the criteria in Subsection C.3(k) of this section.]*
>
> **C.3(k)(2)** *The Planning Board may reduce (waive) the off-street requirements of proposals for new or expanded residential uses in the MSRD Zones and the W-2 Zone provided that any such reductions or waivers are then approved by the City Council.*

The proposed project is lot tight and intends to utilize historic tax credits and seek a Certificate of Appropriateness from the Historic Preservation Commission. Per Table 6-49B of the Land Development Regulations, the proposed 11 residential apartment units would require 22 off-street parking spaces, but because of the historic nature and goals of the project, providing these off-street stalls on site proves challenging without significant disruption to the existing building.

With the exception of Alfred Street and Bacon Street, the project intends for future building tenants to utilize the wide availability of free street parking throughout Biddeford, as well as the Foss, Alfred, and Franklin surface lots that are nearby. All three surface lots provide reserved parking on a monthly basis and are within a few hundred feet of the project site. For short term access to the apartment units, 2 hour parking is available along Bacon Street and Alfred Street.

Photograph 1. Context shot, looking northeast up Alfred Street. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

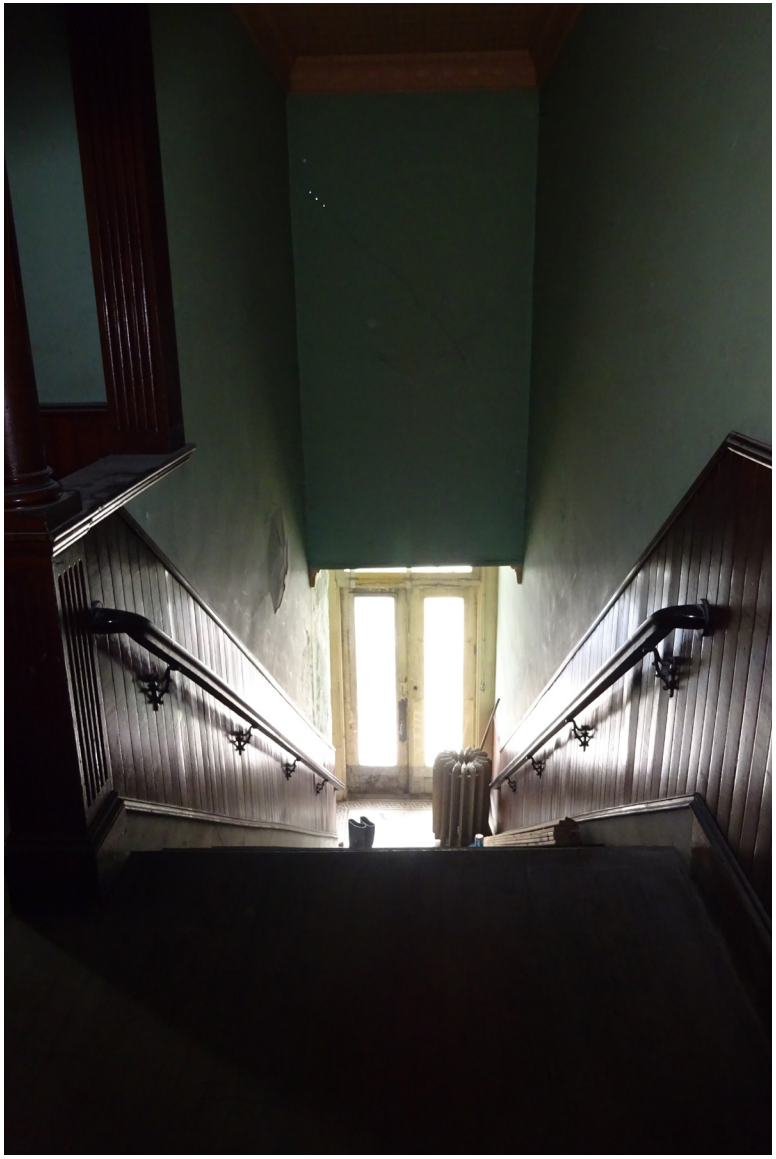
Photograph 2. Context shot, looking southwest down Alfred Street. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 3. The primary or west facade, facing Alfred Street. International Order of Odd Fellows (IOOF), 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 4. The south or Bacon Street facade. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 5. A detail of the storefront on Alfred Street. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 6. The angled portion of the storefront. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.



Photograph 7. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 8. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 9. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 10. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 11. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 12. Second floor, north side, east room. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 13. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 14. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 15. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 16. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 17. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 18. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 19. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 20. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 21. Stairs to loft. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

Photograph 22. The loft. International Order of Odd Fellows (IOOF) Building, 25 Alfred Street, Biddeford, ME. July 1, 2021.

CITY OF BIDDEFORD
PLANNING DEPARTMENT

Greg Tansley, A.I.C.P.
205 Main Street
PO Box 586
Biddeford, ME 04005
(207) 284-9115
Greg.Tansley@Biddefordmaine.org

HISTORIC PRESERVATION COMMISSION
REQUEST FOR CERTIFICATE OF APPROPRIATENESS

NOTICE OF DECISION
January 13, 2022

Applicant: Jason Jirele
Caleb Johnson Studio
110 Exchange Street
Portland ME 04101

File # 2021.32 HPC

Project Address: 25 Alfred Street

Map/Lot: 38/402

Project Zone: MSRD-1

☒ Contributing ☐ Not Contributing ☐ N/A

Nature of Application:

The applicant proposes to renovate the building at 25 Alfred Street, converting former lodge space into 11 residential units. Proposed exterior work the storefronts, brick, siding and decorative features will restore the building's historic character appearance.

Findings:

	SUBJECT	*DATA/INFORMATION*
1.	Applicant:	Jason Jirele Caleb Johnson Studio 110 Exchange Street Portland ME 04101
2.	Owner of Property:	Biddeford Development Group LLC 10 Free Street Portland ME 04101 ydpropertiesllc@gmail.com
3.	Contractor/Developer:	N/A
6.	Project Agent/Architect:	Same as applicant
5.	Project Location:	25 Alfred St.
6.	Project Tax Map #/Lot #:	Tax Map 38, Lots 402
7.	Existing Zoning:	MSRD-1
8.	Overlay Zoning:	Biddeford Historic District.
9.	Contributing/Non-contributing:	Contributing
10.	Existing Use:	Commercial
11.	Proposed Use:	Commercial and Residential
12.	Parcel Size	0.13 Acre
13.	Front Setback Required	None
14.	Side Setback Required	None
15.	Rear Setback Required	None
16.	Height Requirements	Min. 2 stories; max. 60 ft.
17.	Approvals Required:	Certificate of Appropriateness
18.	Uses in the Vicinity:	Mixed Use
19.	LDR Attachment A: Fess Paid:	Paid
20.	Other Permits Obtained:	None
21.	Historic Preservation Commission Review History:	January 13, 2022 Meeting: The notice was posted in City Hall and on the city website on January 4, 2022. Mailing notices were also sent out to all abutters within 100' on January 4, 2022 – 9 notices were sent out.

Decision:

The Certificate of Appropriateness **is approved** by the Historic Preservation Commission at January 12, 2022 meeting, conditioned on the materials and assertions presented and:

All permits from Code Enforcement Department must be obtained prior to beginning any work.

Thank you for participating in the City of Biddeford's historic preservation efforts.

ON BEHALF OF THE HISTORIC PRESERVATION COMMISSION

Brad Favreau

Brad Favreau
Biddeford Economic Development Coordinator

CC: R. Fecteau, Code Enforcement Officer, M. Fenton, Code Enforcement Office, S. Welton, Code Enforcement Office, D. Charron, Code Enforcement Office Manager, N. Whitten, Planning and Development, File