



CITY OF BIDDEFORD

Planning and Development Department

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

Planning Board Meeting Minutes

Date: March 1, 2023
Time: 6:00 PM
Location: Council Chambers & Zoom

1. Pledge of Allegiance
2. Declaration of Quorum/Voting Members
Quorum Present: Larry Patoine (Chair), Michael Cantara, Sean Tarpey, Alexa Plotkin, Susan Deschambault (Associate Member) & Stephen Beaudette (Associate Member)
Ms. Deschambault will be voting due to the absence of Mr. Angers
Staff Present: David Galbraith & Nan Whitten
Chair Patoine opened the meeting at 6:02 PM
3. Adjustments to the Agenda-none
4. Planner's Business
 - Mr. Galbraith updated the Board on the upcoming schedule. On 3-15-23 it is anticipated that there will be a workshop on the Agriculture & Forestry portion of the Comp Plan, a workshop on the MS4, stormwater changes & possibly hear the updates on Take Five Oil which was tabled in a previous meeting.
 - April 5, 2023 will be a public hearing on the entire comp plan.
 - April 19, 2023 the schedule is tentatively as follows:
69 Elm Street-Final
Take 5-Final
MS4-Final
UNE-Master Plan
 - Mr. Galbraith also showed the Board the new Ipads which have been purchased for them and in an effort to go paperless, this will be used going forward. The Planning Department will provide training.
5. Unfinished Business-none
6. New Business
 6. A. 2023.11 Public Hearing of Amended Conditional Use Permit Application for Headies, LLC. The location of the project is 12 Grays Lane, Unit 1 (Tax Map 12, Lot 12) in the I-1 & B-2 zones. The applicant would like to operate a Medical Marijuana Caregiver Retail Store in place of Gasland Farms, LLC. Headies, LLC would also like to operate a Marijuana Products manufacturing kitchen.
 - JP Connolly from DM Roma & Justin Marshall (Business Owner) spoke on behalf of the application.
 - The request is to sell medical retail & utilize a medical kitchen.

- Headies will be taking over Unit 1 which was where Gasland Farms was going into but never did.
- The space is 2400 SF, containing 3 offices, employee breakroom, retail area, kitchen & a bathroom.
- The kitchen will remain in the building whether Headies is approved for a medical kitchen or not.
- The applicant feels they have adequate security and odor control.
- All product will come into the facility already prepackaged and sealed.
- There was a discussion about taking the product out of the building at night or leaving it in a locked safe. The applicant will speak with the police department and defer to what they feel is best practice.
- There were no public comments.
- It was confirmed that the former approvals are null and void as the former owner never took the necessary steps to permit the business.
- All offices will be locked to the public.
- The front sign will remain but changed to Headies.

MOTIONS: 6:39pm

Cantara-Motion- to waive Article XI, Full Site Plan Review

Plotkin-Second

Motion passed unanimously (Cantara, Tarpey, Plotkin & Deschambault)

Cantara-Motion- to approve case # 2023.11 Conditional Use Permit request by Headies, LLC for a retail medicinal cannabis store and approval for a “Marijuana Products Manufacturing Facility” for the production of edible medicinal cannabis products at 10-12 Grays Lane (Tax Map 12, Lot 12) in the I-1 Industrial Zone, with the adoption of the recommended Conditions of Approval (COA).

Plotkin-Second

Motion passed unanimously (Cantara, Tarpey, Plotkin & Deschambault)

6. B. 2023.06 Public Hearing for the Final Site Plan Review for Biddeford High School located at 18 Maplewood Avenue (Tax Map 33, Lot 7) in the MSR4 Zone. The applicant would like to add a 2-story addition to be located outside of Tiger Gym.

- Speaking for the Biddeford School Department are as follows:
Leah Schaffer of Mobile Studio Design
Tony Panciocco of Atlantic Resource Consultants
Paulette Bonneau the Director of Center of Technology & Adult Education
- Ms. Schaffer noted that not much has changed between preliminary and final application.
- There is a small reduction of impervious surface.
- Parking regulations require 348 spaces and there will be 379 spaces provided.
- There is a reduction of 1 handicapped parking space.
- They will be installing safety lighting.
- There were no comments from the public.
- This expansion is being made possible by grant funding.
- It will provide 2 new COT programs, EMT Training, Plumbing, Culinary & Sports Medicine Training.

- There will be little change to the landscaping & no change to the snow removal procedures.

MOTIONS: 6:55pm

Cantara-Motion- to APPROVE the Final Site Plan for the Biddeford School Department to construct a new 9,240 square foot footprint, 2-story building addition, at Biddeford High School, located at 18 Maplewood Avenue (Tax Map 33, Lot 7), off of the rear of the Tiger Gym and located within the R1-B Zone, subject to addressing the Staff comments contained within prior to Final Board Review, with the following additional conditions: 1) erroneous paragraph be removed from the condition of approval 2) staff monitor project to ensure engineers comments are followed 3) all other conditions of approval listed in documents be followed and completed.

Plotkin-Second

Motion passed unanimously (Cantara, Tarpey, Plotkin & Deschambault)

7. Adjourn

Meeting adjourned at 6:58 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.