

City of Biddeford
City Council
February 19, 2019 6:00 PM Council Chambers

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Adjustment(s) to Agenda**
- 4. Consideration of Minutes:**
 - 4.a. February 5, 2019 Council Meeting Minutes
[2-05-2019 Council Meeting Minutes.docx](#)
- 5. Second Reading:**
 - 5.a. 2019.5) Amendment/Ch. 42, Motor Vehicles & Traffic/Sec. 42-62-Identification and Use of Municipal Parking Lots/Change Timed Parking in Downtown (Yellow) Parking Lot
[2-05-2019 Downtown Parking Lot-Increase Free Time for Parking.docx](#)
 - 5.b. 2019.7) Approval/Extension of Moratorium on Downtown Parking Requirement Waivers
[2-05-2019 Moratorium-Downtown Parking Waivers-REVISED.docx](#)
- 6. Orders of the Day:**
 - 6.a. 2019.9) Amendment/Ch. 42, Motor Vehicles & Traffic/Sec. 42-90 - No Parking/Granite Street, Odd-Numbered Side
[2-19-2019 Ch 42, No Parking - Granite Street.doc](#)
 - 6.b. 2019.10) Amendment/Ch. 42, Motor Vehicles & Traffic/Sec. 42-66 - Beach permit parking regulations enumerated/Change Violation Fine
[2-11-2019 Ch 42-Beach permit violations - fee change.docx](#)
 - 6.c. 2019.11) Amendment/Ch. 58, Solid Waste/Grandfathered Facilities Recycling Program Standards
[2-19-2019 Ch 58-Grandfathered Facilities-Recycling Program.doc](#)
 - 6.d. 2019.12) Amendment/Ch. 58, Solid Waste/Sec. 58-64-Large item and recycling programs/Add Disposal Fees
[2-19-2019 Ch 58-Transfer Station Disposal Fees.doc](#)
 - 6.e. 2019.13) Amendment/Land Development Regulations/MSRD-2 Density for Residential Conversion & Condominium Projects
[2-19-2019 Zoning-MSRD-2 Density -ORDER.docx](#)
[2-19-2019 Zoning-MSRD 2 Density-MEMO.pdf](#)
 - 6.f. 2019.14) Amendment/Land Development Regulations/Elimination of Newspaper Notifications for Planning Board and Historic Preservation Commission
[2-19-2019 Newspaper Notifications -PB and Hist Pres Comm-ORDER.docx](#)
[2-19-2019 Newspaper Notifications-PB and Hist Pres Comm-MEMO.pdf](#)
 - 6.g. 2019.15) Amendment/Land Development Regulations/Expanded Prohibitions of Street-level Residential Uses
[2-19-2019 Zoning-Street Level Residential-ORDER.docx](#)
[2-19-2019 Zoning-Street Level Residential-MEMO.pdf](#)
 - 6.h. 2019.16) Amendment/Land Development Regulations/Permitted Uses in B-1 Zone/Add

"Art Studios" and "Art Galleries"

[2-19-2019 Zoning B-1 Zone-Art Studios and Galleries-ORDER.docx](#)

[2-19-2019 Zoning-B-1 Zone-Art Studios and Galleries-MEMO.pdf](#)

- 6.i. 2019.17) Directive to Planning Board/Amend Official Zoning Map to Rezone a Specific Area from R-2 to B-1

[2-19-2019 PB Directive-Rezone R-2 to B-1.docx](#)

[2-19-2019 PB Directive-Rezone R-2 to B-1-MAP.pdf](#)

- 6.j. 2019.18) Approval/Conveyance of Piece of Property @ Mechanics Park to MDOT/Main-Water-Hill Streets Project

[2-19-2019 Main-Hill-Water St Improvement Project-ORDER.doc](#)

[2-19-2019 Main-Hill-Water St Improvement Project-backup docs.pdf](#)

7. Appointments:

- 7.a. Tom Bryand...Airport Commission

[2-19-2019 Appt-Bryand-Airport Commission.docx](#)

[2-19-2019 Appt App-Bryand-Airport Commission.pdf](#)

- 7.b. Carmen Morris...Airport Commission

[2-19-2019 Appt-Morris-Airport Commission.docx](#)

[2-19-2019 Appt App-Morris-Airport Commission.pdf](#)

- 7.c. Alexa Plotkin...Planning Board, Associate Member

[2-19-2019 Appt-Plotkin-Planning Board.docx](#)

[2-19-2019 Appt App-Plotkin-Planning Board.pdf](#)

8. Public Addressing the Council..(5 minute limit per speaker; 30 minute total time limit)

9. City Manager Report

10. Other Business

11. Council President Addressing the Council

12. Mayor Addressing the Council

13. Executive Session

- 13.a. 1 MRSA 405(6)(C)...Real Estate Matter

14. Adjourn

**COUNCIL MEETING
FEBRUARY 5, 2019**

Mayor Casavant called the meeting to order at 6:00 p.m.

Roll Call: Michael Swanton, John McCurry, Jr., Stephen St. Cyr, Amy Clearwater, Norman Belanger, Laura Seaver, Marc Lessard

Robert Quattrone, Jr. and Michael Ready were excused.

The Council, and all who were present, recited the Pledge of Allegiance.

Adjustment to the Agenda:

- Add Appointment: Charles Drapeau...Biddeford Fire Advisory Committee

Presentation: Polco – Polling Software

Communications Coordinator, Danica Lamontagne gave an overview of Polco, which is a polling/survey software that the City has recently instituted. One of the biggest advantages to Polco is that folks can weigh in on certain topics anonymously and do not have to be concerned with having to justify their position or deal with any criticism for their opinions. Any information that is gathered by Polco cannot be FOAA requested, as all respondent information is protected and kept private.

Consideration of Minutes: **January 15, 2019; January 28, 2019**

Motion by Councilor McCurry, seconded by Councilor Clearwater to accept the minutes as printed.

Vote: Unanimous.

Second Reading:

{For a copy of the ordinance amendment and first reading, see the Council Meeting minutes of January 15, 2019}

2019.2) Amendment/Ch. 42, Motor Vehicles & Traffic/Sec. 42-62-Identification and Use of Municipal Parking Lots/Change Timed Parking in Downtown (Yellow) Parking Lot

Motion by Councilor McCurry, seconded by Councilor Swanton to grant the second reading of the ordinance amendment.

Vote: Unanimous.

Orders of the Day:

2019.5

IN BOARD OF CITY COUNCIL...FEBRUARY 5, 2019

BE IT ORDAINED, by the Downtown Committee of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article III, Parking Stopping and Standing, **Section 42-62 Identification and Use of Municipal Parking Lots**, is amended by adding or ~~deleting~~ to read as follows:

Sec. 42-62. Identification and use of municipal parking lots.

Downtown Parking Lot, also known as the Yellow Lot, refers to the City public parking lot located at 17 — 21 Franklin Street and further described as Map 38, Lots 389 and 390.

The lot shall be reserved for hourly permit-only parking with the first **two** hours ~~of any 24-hour day at no charge;~~ **for any vehicle of any calendar day,** at no charge.

Two spaces which shall be posted and clearly marked as handicap parking.

NOTE: The Downtown Committee considered this item at their January 10, 2019 meeting and voted to refer the matter to the full Council for review, and with the Committee's recommendation for approval.

Motion by Councilor Clearwater, seconded by Councilor Belanger to grant the first reading of the ordinance amendment.

Motion by Councilor Belanger, seconded by Councilor Clearwater to amend the ordinance by re-

wording the proposed amendment as follows:

*The lot shall be reserved for hourly permit-only parking with the first **two hours for any vehicle of any calendar day**, at no charge.*

Vote on amendment: Unanimous.

Vote on ordinance, as amended: 6/1; Councilor Seaver opposed.

Councilors Swanton, McCurry, St. Cyr, Clearwater, Belanger and Lessard in favor.

Motion carries.

2019.6 IN BOARD OF CITY COUNCIL..FEBRUARY 5, 2019

BE IT ORDERED, that the City Council does hereby direct the Planning Board to conduct a Public Hearing and make recommendations to the City Council regarding proposed amendments to the Zoning Ordinance as outlined below.

Part III (Land Development Regulations), Article III (Official Zoning Map), is amended to rezone the area depicted on the attached map from R-2 to MSRD-2.

Motion by Councilor McCurry, seconded by Councilor Belanger to grant the order.

Vote: Unanimous.

**2019.7 IN BOARD OF CITY COUNCIL... FEBRUARY 5, 2019
MORATORIUM ORDINANCE ON DOWNTOWN PARKING
REQUIREMENT WAIVERS**

BE IT ORDAINED: that the City of Biddeford, Maine hereby extends the following Moratorium Ordinance on the Granting of any Future Downtown Parking Waivers:

WHEREAS, the City of Biddeford is currently working on a formal Parking Management Program; and

WHEREAS, the Biddeford City Council has directed City staff to prepare a Parking Management Program for the City Council's study and review; and

WHEREAS, over the past six months, Staff has provided proposed parking ordinances for the Parking Management Program to the City Council and the public for review; and

WHEREAS, the City Council anticipates that after further discussion and deliberation, the Biddeford City Council will finalize the adoption of a Parking Management Program; and

WHEREAS, Section 49 of the Performance Standards of the Biddeford Land Use Ordinance allows the Biddeford Planning Board to waive parking requirements at the request of an applicant under certain circumstances; and

WHEREAS, the City Council needs more time to review the parking waiver provisions as they relate to any future Parking Management Program; and

WHEREAS, a moratorium is necessary to prevent the potential overburdening of public parking while the Parking Management Program is being implemented; and

WHEREAS, it is anticipated that a study, review, and development of a final Parking Management Program will take at least another one hundred eighty (180) days from the date the City re-enacts this Moratorium on the waiver of parking requirements;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Biddeford, that the following Moratorium Ordinance on the Waiver of Downtown Parking Requirements be, and hereby is, enacted, and, in furtherance thereof, the City Council does hereby declare a Moratorium on the Waiver of Downtown Parking Requirements within the City. This Moratorium Ordinance shall be effective as of February 5, 2019, in accordance with the provisions of the City Charter and Code of Ordinances. The Moratorium shall remain in effect for one hundred eight (180) days from the date of the implementation of this Ordinance, unless extended, repealed, or modified by the City Council. Provided, however, that upon the City

Council's adoption of a Parking Management Program, this Moratorium shall automatically be repealed.

BE IT FURTHER ORDAINED, that during the period this Moratorium Ordinance is in effect, no officer, official, employee, office, administrative board or agency of the City shall accept, process, approve, deny, or in any other way act upon a request to waive the downtown parking requirements contained in the Biddeford Land Use Ordinances; and

BE IT FURTHER ORDAINED, that those provisions of the City's current Code of Ordinances that are inconsistent or conflicting with the provisions of this Moratorium, are hereby repealed to the extent that they are applicable for the duration of this Moratorium, and as it may be extended as permitted by law, but not otherwise; and

BE IT FURTHER ORDAINED, that should any section or provision of this Ordinance be declared by any Court of competent jurisdiction to be invalid, such a declaration shall not invalidate any other section or provision.

Motion by Councilor McCurry, seconded by Councilor Seaver to grant the first reading of the moratorium.

Motion by Councilor McCurry, seconded by Councilor Lessard to amend the moratorium by omitting the MSRD-2 zone in order to accommodate the transitional housing project application proposed for on Green Street, which is currently being considered by the Planning Board; and further, that all parking waivers shall come to the Council for approval upon Planning Board recommendation.

Motion was withdrawn.

Motion by Councilor McCurry, seconded by Councilor Lessard to amend the moratorium by omitting the MSRD-2 zone in order to accommodate the transitional housing project application proposed for on Green Street, which is currently being considered by the Planning Board.

Vote: Unanimous.

Motion by Councilor McCurry, seconded by Councilor Lessard to further amend the moratorium to include that all parking waivers shall come to the Council for approval upon Planning Board recommendation.

Vote: 5/2; Councilors Belanger and Swanton opposed.

Councilors McCurry, St. Cyr, Clearwater, Seaver and Lessard in favor.

Amendment carries.

Vote on moratorium, as amended: 5/2; Councilors Belanger and Swanton opposed.

Councilors McCurry, St. Cyr, Clearwater, Seaver and Lessard in favor.

Motion carries.

2019.8

IN BOARD OF CITY COUNCIL...FEBRUARY 5, 2019

BE IT ORDERED, that the City Manager is authorized to enter into a long term Lease Purchase Agreement whereby the City shall lease 2 Water Street (Liberty Park) to Tale Wind LLC, owners of the adjacent 12 Water Street property. The Lease Purchase Agreement shall provide for the following annual lease payments:

Year 1 – no lease payment
Years 2-11 - \$2,500.00 annually
Years 12-21 - \$7,500.00 annually

The Lease Purchase Agreement also shall provide that after the completion of Year 2 of the Lease and each year thereafter, Tale Wind LLC shall have the option to purchase 2 Water Street for the purchase price of \$100,000.00 less all annual lease payments previously received by the City.

The Lease and Tale Wind LLC's option to purchase 2 Water Street shall be conditioned upon Tale Wind LLC retaining at its expense the landscape architectural design firm Richardson & Associates to redesign the 2 Water Street space and the new public space to be created by the improvements to the Water Street/Main Street intersection. Tale Wind LLC shall complete at is

expense the redesign improvements to 2 Water Street and shall incur all costs of maintaining 2 Water Street. The City shall complete at its expense the design improvements for the new public space following the completion of the Water Street intersection work.

Motion by Councilor McCurry, seconded by Councilor Clearwater to grant the order.

Vote: 6/1; Councilor St. Cyr opposed.

Councilors Swanton, McCurry, Clearwater, Belanger, Seaver and Lessard in favor.

Motion carries.

Appointments:

IN BOARD OF CITY COUNCIL...FEBRUARY 5, 2019

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

**Charles Drapeau
8 Cherryfield Avenue
Ward 3**

to the *Biddeford Fire Advisory Committee*, replacing Raymond Moreau, for a term to expire in December 2020.

Motion by Councilor McCurry, seconded by Councilor Lessard to confirm the appointment.

Vote: Unanimous.

IN BOARD OF CITY COUNCIL...FEBRUARY 5, 2019

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

**Jon Phillips
51 High Street, #2
Ward 2**

to the *Downtown Development Commission*, for a term to expire in December 2021.

Motion by Councilor Clearwater, seconded by Councilor Lessard to confirm the appointment.

Vote: Unanimous.

IN BOARD OF CITY COUNCIL...FEBRUARY 5, 2019

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

**Brittany Saliwanchik
22 Fox Farm Road
Ward 1**

to the *Downtown Development Committee* with a term to expire December 2021.

Motion by Councilor Clearwater, seconded by Councilor Lessard to confirm the appointment.

Vote: Unanimous.

IN BOARD OF CITY COUNCIL...FEBRUARY 5, 2019

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

**Randall Desmarais
5 Old Town Road
Ward 3**

to the *Harbor Commission*, for a term to expire in December 2021.

Motion by Councilor McCurry, seconded by Councilor Lessard to confirm the appointment.

Vote: Unanimous.

IN BOARD OF CITY COUNCIL...FEBRUARY 5, 2019

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby re-appoint:

Joseph McKenney
125 West Street
Ward 3

to the *Recreation Commission* with a term to expire December 2023.

Motion by Councilor McCurry, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

IN BOARD OF CITY COUNCIL...FEBRUARY 5, 2019

ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby appoint:

Richard “Chico” Potvin
150 Guinea Road
Ward 1

to the *Solid Waste Management Commission*, for a term to expire in December 2021.

Motion by Councilor Clearwater, seconded by Councilor Lessard to confirm the appointment.
Vote: Unanimous.

Maine Service Center Coalition:

Motion by Councilor McCurry, seconded by Councilor Lessard to nominate City Manager, James Bennett as Biddeford’s Maine Service Center Coalition Representative and to further nominate Chief Operating Officer, Brian Phinney as Biddeford’s Alternate Representative.
Vote: Unanimous.

Public Addressing the Council...(5 minute limit per speaker; 30 minute total time limit):
There were no public comments.

City Manager Report:

City Manager, James Bennett had a couple of items:

- (1) Staff met earlier on this day to work out the details of the Main/Hill/Water Streets re-alignment. The goal is to get the project out to bid this year and get the work started by next Fall.
- (2) During the next planning phase of the RiverWalk, Staff will be seeking public input on what to do with the green space adjacent to the river.

Other Business:

Councilor Swanton: noticed that the new LED light conversion has begun, and he thinks it looks good.

He then asked if the budget documents are going to be provided in a digital format again this year; and noted that he prefers the electronic version to an actual printed budget book.

Councilor Clearwater: thanked everyone who was involved with putting together such a fantastic WinterFest event.

She noted that two new appointments were made the Downtown Development Commission at this meeting, which is great. She also noted that the DDC has been trying to seek clarification on exactly what their duties and responsibilities are as a commission. She hopes this clarification can be offered by the City soon.

Lastly, she thanked the City’s Communications Coordinator, Danica Lamontagne for her presentation at this meeting on Polco; and she further encouraged folks to use the Polco software.

Councilor Lessard: explained that the reason why he made all the seconding motions on the numerous appointments on tonight’s agenda was to make it easier on the City Clerk to take notes.

Council President Addressing the Council: Councilor McCurry also thanked all who were involved with this year's WinterFest.

He noted that the Public Works Department did a great job during the last snow storm with both plowing and dealing with the parking ban.

He is looking forward to receiving and reviewing both the City and School FY20 budgets.

Lastly, he wished the Biddeford High School Cheerleaders good luck in the upcoming State competition..

Mayor Addressing the Council: Mayor Casavant exclaimed that WinterFest was a blast! Both shows that were held in the City Theater were wonderful, with comedian Juston McKenney selling out. The Chamber of Commerce event held in Shevenell Park as a fundraiser for Tom Bull, owner of Dirigo Brewing was well attended. He sincerely thanked all the volunteers, including those from New Life Church for all they did and their contributions to WinterFest.

He suggested that the DDC and the Council should meet to talk about what the DDC should be focusing on, and if there are certain issues/items that can be delegated to this commission.

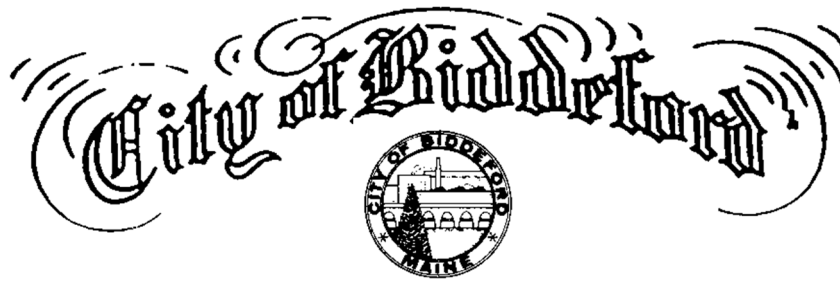
He expressed how glad he is that people are looking to Biddeford as a place to come back or home to – to live and work!

Motion by Councilor McCurry, seconded by Councilor Seaver to adjourn.

Vote: Unanimous.

Time: 7:11 p.m.

Attest by: _____
Carmen J. Morris, City Clerk



2019.5

IN BOARD OF CITY COUNCIL...FEBRUARY 5, 2019

BE IT ORDAINED, by the Downtown Committee of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article III, Parking Stopping and Standing, **Section 42-62 Identification and Use of Municipal Parking Lots**, is amended by adding or ~~deleting~~ to read as follows:

Identification and use of municipal parking lots.

Downtown Parking Lot, also known as the Yellow Lot, refers to the City public parking lot located at 17 — 21 Franklin Street and further described as Map 38, Lots 389 and 390.

The lot shall be reserved for hourly permit-only parking with the first **two** hours ~~of any 24-hour day at no charge;~~ **for any vehicle of any calendar day,** at no charge.

Two spaces which shall be posted and clearly marked as handicap parking.

NOTE: The Downtown Committee considered this item at their January 10, 2019 meeting and voted to refer the matter to the full Council for review, and with the Committee's recommendation for approval.

February 5, 2019

Motion by Councilor Clearwater, seconded by Councilor Belanger to grant the first reading of the ordinance amendment.

Motion by Councilor Belanger, seconded by Councilor Clearwater to amend the ordinance by re-wording the proposed amendment as follows:

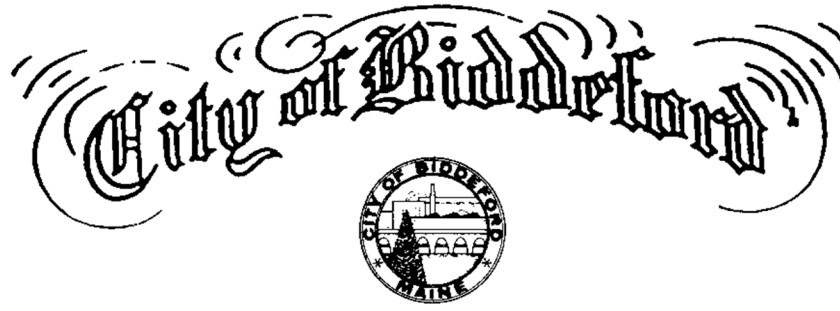
*The lot shall be reserved for hourly permit-only parking with the first **two hours for any vehicle of any calendar day,** at no charge.*

Vote on amendment: Unanimous.

Vote on ordinance, as amended: 6/1; Councilor Seaver opposed.

Councilors Swanton, McCurry, St. Cyr, Clearwater, Belanger and Lessard in favor.

Motion carries.



2019.7

IN BOARD OF CITY COUNCIL... FEBRUARY 5, 2019

**MORATORIUM ORDINANCE ON DOWNTOWN PARKING
REQUIREMENT WAIVERS**

BE IT ORDAINED: that the City of Biddeford, Maine hereby extend the following Moratorium Ordinance on the Granting of any Future Downtown Parking Waivers [in MSRD 1 and MSRD 3:](#)

WHEREAS, the City of Biddeford is currently working on a formal Parking Management Program; and

WHEREAS, the Biddeford City Council has directed City staff to prepare a Parking Management Program for the City Council's study and review; and

WHEREAS, over the past six months, Staff has provided proposed parking ordinances for the Parking Management Program to the City Council and the public for review; and

WHEREAS, the City Council anticipates that after further discussion and deliberation, the Biddeford City Council will finalize the adoption of a Parking Management Program; and

WHEREAS, Section 49 of the Performance Standards of the Biddeford Land Use Ordinance allows the Biddeford Planning Board to waive parking requirements at the request of an applicant under certain circumstances; and

WHEREAS, the City Council needs more time to review the parking waiver provisions as they relate to any future Parking Management Program; and

WHEREAS, a moratorium is necessary to prevent the potential overburdening of public parking while the Parking Management Program is being implemented; and

WHEREAS, it is anticipated that a study, review, and development of a final Parking Management Program will take at least another one hundred eighty (180) days from the date the City re-enacts this Moratorium on the waiver of parking requirements;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Biddeford, that the following Moratorium Ordinance on the Waiver of Downtown Parking Requirements in MSRD 1 and MSRD 3 be, and hereby is, enacted, and, in furtherance thereof, the City Council does hereby declare a Moratorium on the Waiver of Downtown Parking Requirements within MSRD 1 and MSRD 3 the City . This Moratorium Ordinance shall be effective as of February 5, 2019, in accordance with the provisions of the City Charter and Code of Ordinances. The Moratorium shall remain in effect for one hundred eight (180) days from the date of the implementation of this Ordinance, unless extended, repealed, or modified by the City Council. The City Council directs that the Parking Management Plan which is presented to the City Council for approval include a provision that waivers of downtown parking requirements shall require final approval by the City Council. Provided, however, that upon the City Council's adoption of a Parking Management Program requiring City Council approval of waivers of downtown parking requirements, this Moratorium shall automatically be repealed.

BE IT FURTHER ORDAINED, that during the period this Moratorium Ordinance is in effect, no officer, official, employee, office, administrative board or agency of the City shall accept, process, approve, deny, or in any other way act upon a request to waive the downtown parking requirements in MSRD 1 and MSRD 3 contained in the Biddeford Land Use Ordinances; and

BE IT FURTHER ORDAINED, that those provisions of the City's current Code of Ordinances that are inconsistent or conflicting with the provisions of this Moratorium, are hereby repealed to the extent that they are applicable for the duration of this Moratorium, and as it may be extended as permitted by law, but not otherwise; and

BE IT FURTHER ORDAINED, that should any section or provision of this Ordinance be declared by any Court of competent jurisdiction to be invalid, such a declaration shall not invalidate any other section or provision.

February 5, 2019

Motion by Councilor McCurry, seconded by Councilor Seaver to grant the first reading of the moratorium.

Motion by Councilor McCurry, seconded by Councilor Lessard to amend the moratorium by omitting the MSRD-2 zone in order to accommodate the transitional housing project application proposed for on Green Street, which is currently being considered by the Planning Board; and further, that all parking waivers shall come to the Council for approval upon Planning Board recommendation.

Motion was withdrawn.

Motion by Councilor McCurry, seconded by Councilor Lessard to amend the moratorium by omitting the MSRD-2 zone in order to accommodate the transitional housing project application proposed for on Green Street, which is currently being considered by the Planning Board.

Vote: Unanimous.

Motion by Councilor McCurry, seconded by Councilor Lessard to further amend the moratorium to include that all parking waivers shall come to the Council for approval upon Planning Board recommendation.

Vote: 5/2; Councilors Belanger and Swanton opposed.

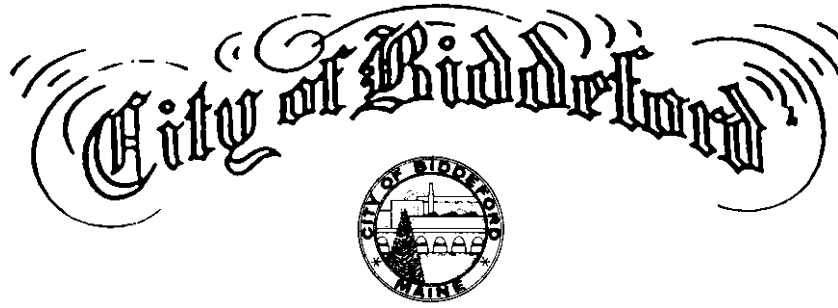
Councilors McCurry, St. Cyr, Clearwater, Seaver and Lessard in favor.

Amendment carries.

Vote on moratorium, as amended: 5/2; Councilors Belanger and Swanton opposed.

Councilors McCurry, St. Cyr, Clearwater, Seaver and Lessard in favor.

Motion carries.

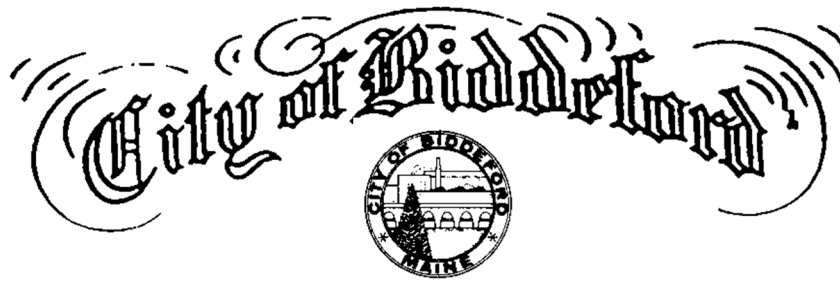


2019.9 **IN BOARD OF CITY COUNCIL..FEBRUARY 19, 2019**
BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article IV Specific Street Regulations, **Section 42-90 No Parking**, is amended by adding or ~~deleting~~ to read as follows:

Granite Street, odd-numbered side, from the intersection with Hill Street, thence southeasterly to the intersection of Oak Street.

NOTE: Vehicles typically do not park in that part of Granite Street, but when someone parks there, there is insufficient width to allow two way traffic.

NOTE: The Policy Committee considered this item at their February 11, 2019 meeting and voted unanimously to recommend passage by the City Council.



2019.10

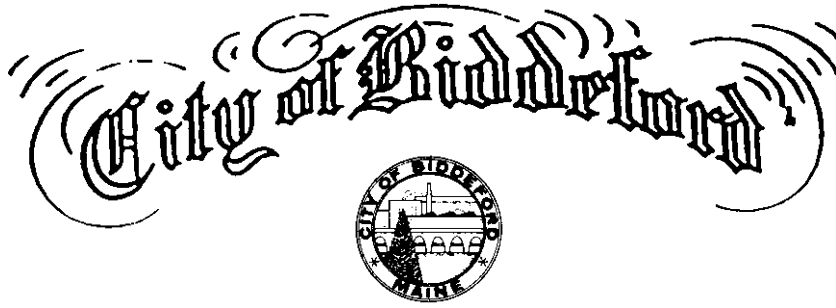
IN BOARD OF CITY COUNCIL..FEBRUARY 19, 2019

BE IT ORDAINED, by the Downtown Committee of the City of Biddeford that the Code of Ordinances, Chapter 42, Motor Vehicles and Traffic, Article III, Parking Stopping and Standing, **Section 42-66 Beach permit parking regulations enumerated**, is amended by adding or ~~deleting~~ to read as follows:

Sec. 42-66. Beach permit parking regulations enumerated.

(7) Violations of the provisions of this section shall be punished by a fine of ~~\$50-\$35~~ for each separate offense. Use of an invalid sticker and illegal parking are separate offenses. Vehicles illegally parked ~~will~~ may be towed at the owner's expense.

NOTE: The Downtown Committee considered this item at their January 10, 2019 meeting and voted to refer the matter to the Policy Committee for review, and with the Committee's recommendation for approval. The Policy Committee considered this item at their February 11, 2019 meeting and voted unanimously to recommend passage by the City Council.



2019.11 **IN BOARD OF CITY COUNCIL..FEBRUARY 19, 2019**
BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, **Chapter 58, SOLID WASTE, Article I, IN GENERAL and Article II, COLLECTION**, is amended by adding and ~~deleting~~ to read as follows:

ARTICLE I. IN GENERAL
Sec. 58-1. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the clearly indicates a different meaning:

ACCEPTABLE MUNICIPAL SOLID WASTE

All waste as identified by the Public Works Director annually in accordance with existing disposal agreements, disposal facility acceptance requirements and permit authorizations.

ACCEPTABLE RECYCLABLE MATERIALS

All acceptable recyclables as identified by the Public Works Director annually in accordance with existing recycling agreements, recycling facility acceptance requirements and permit authorizations.

ASHES

That residue from the burning of wood, coal, coke or other combustible materials.

CITY

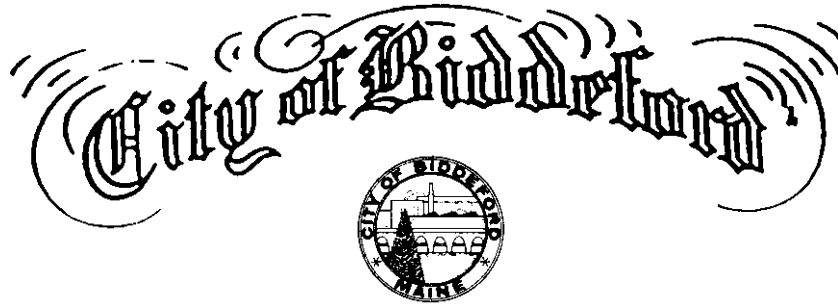
The City of Biddeford, Maine.

CITY TRANSFER STATION

A City-owned building or container or designated area in which acceptable waste is disposed of transshipment to another facility for disposal or material recovery.

COMMERCIAL GARBAGE, RUBBISH, OR WASTE

Any solid waste originating and/or generated within the boundaries of the City by any business, firm or person identified as paying personal property through the City Assessor's records or required to obtain a business license under the City's definitions of licensed activities, excepting licenses for waste hauling only. For the purpose of this chapter, this includes public organizations and facilities except for parish houses, parsonages and churches; parish halls; mobile home parks; and condominiums and multi-family dwellings of six units or more. This definition excludes "grandfathered facilities." This definition excludes home occupations as defined and described in Article VI, Section 38, of the Biddeford Zoning Ordinance, being clearly secondary and incidental to the primary residential use.



DESIGNATED MUNICIPAL SOLID WASTE CONTAINER

A container provided by the City for the sole purpose of storing acceptable municipal waste prior to curbside collection. Bags designated for overflow are also considered designated municipal solid waste containers.

DESIGNATED RECYCLING CONTAINER

A portable container provided by the City for the sole purpose of storage of acceptable recyclables prior to curbside collection.

DISPOSAL

The discharge, deposit, injection, dumping, leaking, spilling or placing of any solid waste into or on any land or water.

DISPOSAL FACILITY

The facility or facilities controlled or designated by the City for the storage and/or disposal of wastes.

ENERGY RECOVERY FACILITY

A facility which processes and recovers energy from acceptable waste generated within the City.

GRANDFATHERED FACILITY

Any property that would otherwise generate commercial recyclables, garbage, rubbish, or waste and both 1) currently receives curbside collection services from the City and currently receives curbside recycling collection services; and 2) the owner of the property has not changed, as of July 1, 2002. The following condominium locations also shall be grandfathered facilities: 1) 318 Alfred Street; 2) 100 Hills Beach Road; 3) 9 Lester B. Orcutt Boulevard; 4) 55 West Street; and 5) 91-93 Western Avenue.

HAZARDOUS WASTE

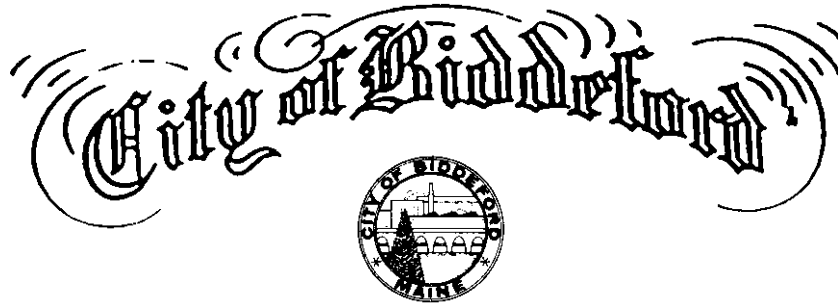
The waste substance or material, in any physical state, designated as hazardous by federal, state or local laws; waste material that exhibits characteristics of hazardous waste, as defined in RCRA (ignitability, corrosively, reactivity, or toxicity), is listed specifically in RCRA 261.3 Subpart D, is a mixture of either, or is designated locally or by the state as hazardous or undesirable for handling as part of the municipal solid waste and would have to be treated as regulated hazardous waste if not from a household.

HOUSEHOLD

Each residential unit regardless of whether the residential unit is owned by an individual or business entity.

HOUSEHOLD GARBAGE AND RUBBISH

Any acceptable waste originating and/or generated within the boundaries of the City, at the site of generation by a homeowner or occupant. For the purpose of



this chapter, this does not include commercial garbage, rubbish, or waste except that waste generated from a grandfathered facility.

OVERFLOW

That volume of acceptable municipal solid waste in excess of the volume of the designated municipal solid waste container.

PERFORMANCE-BASED DEMONSTRATION OF COMPLIANCE

Placing uncontaminated recycling containers at the curb for pick-up shall serve as prima face evidence that the facility has compliance with its performance based recycling plan. This determination may be made each time a container is placed for collection.

PERFORMANCE-BASED RECYCLING PLAN

A recycling management plan for each facility shall contain a minimum of five (5) elements, to include: (1) a written plan, (2) the facility owner's contact information, (3) a single-point of contact for recycling matters, (4) the facility address and (5) a plan that includes a method or procedure to ensure only acceptable recycling materials are placed in the recycling container for curbside collection.

PRIVATE TRANSFER STATION

A privately owned building or container or designated area in which waste is temporarily deposited and stored for transshipment to a disposal facility.

PRIVATE WAY

Any street, lane, road or other roadway not considered a public way.

PUBLIC WAY

Any street, lane, road, or other roadway accepted by the City Council as a public way.

RESOURCE RECOVERY

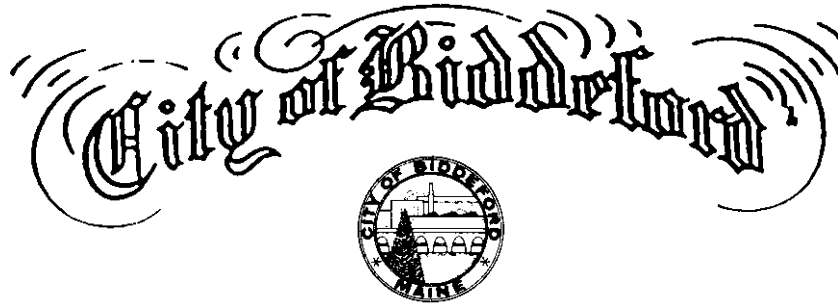
The recovery of materials or substances that still have useful physical or chemical properties after serving a specific purpose and can be reused or recycled for the same or other purposes.

SELF-HAULER

Any person involved in the collection and transportation of self-generated recyclable material or solid waste.

SOLID WASTE

Useless, unwanted or discarded solid material with insufficient liquid content to be free-flowing, including, by way of example and not by limitation, rubbish, garbage, scrap materials, junk, refuse, inert fill material and landscape refuse, but shall not include septic tank sludge or agricultural or hazardous wastes.



UNACCEPTABLE WASTE

All solid waste of the type municipalities are required to regulate by 38 M.R.S.A. § 1305, as amended, which specifically excludes industrial and sewage treatment plant sludge, and not included in the definition of “acceptable waste.”

WASTE HAULER

Any person, firm or corporation which collects residential, institutional, commercial and/or industrial waste for a fee and transports it to a central collection or disposal facility and any person, business or institution which transports its own waste to the designated disposal facility.

WHITE GOODS

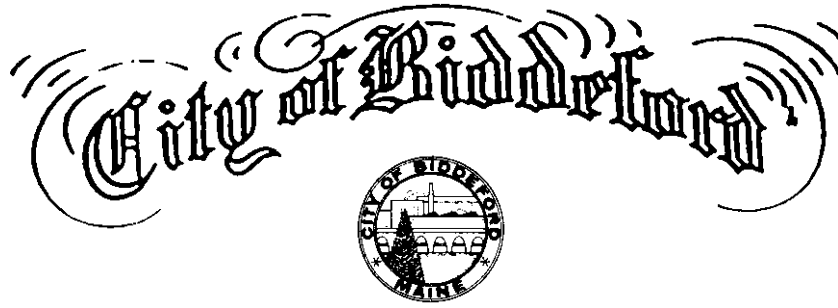
Major appliances, such as refrigerators, stoves, freezers, washing machines and dryers, generally having a bulk in excess of 10 cubic feet or a single dimension exceeding five feet.

Sec. 58-2. Legislative authority.

This chapter is enacted pursuant to the authority granted in 30-A M.R.S.A. §§ 2001, 2002 and 3001 and 38 M.R.S.A. S 1304.B.

Sec. 58-3. Purpose.

- (a) The City has a statutory obligation to provide waste disposal services for domestic and commercial waste generated within the City and is authorized to provide such a facility for industrial waste and sewage treatment plant sludge, pursuant to 38 M.R.S.A. § 1305(1). Municipal solid waste contains valuable recoverable resources, including energy, which if recovered reduce the cost of solid waste disposal.
- (b) The City must exercise its legal authority to control the collection, transportation and disposal of solid waste generated within its borders.
- (c) The City shall establish a system of regular collection, subject to the requirements of this chapter, for all household garbage and rubbish and recyclables, all as defined herein. The City will not collect commercial garbage and rubbish, and such commercial garbage and rubbish shall be removed from the premises and disposed of at the expense of the owner or occupant of such premises. The City shall not collect otherwise eligible waste from residences located on private ways unless it is brought to the intersection of the private way and a public way and otherwise complies with all other requirements of this article. The Director of Public Works is expressly granted the authority to issue rules or regulations governing the collection of containers on private ways, streets that are too narrow to allow for routine



collection, and for dead-end streets where it is impractical for the collection trucks to service the containers.

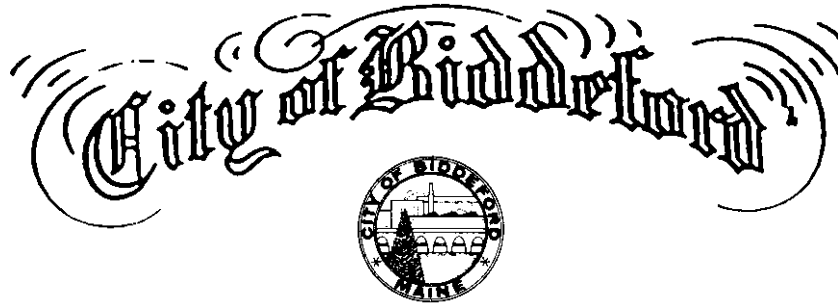
Sec. 58-4. Regulated activity.

The accumulation, collection, transportation and disposal of the following materials generated within the City shall be regulated in the following manner:

- (1) All acceptable solid waste generated within the City from eligible residential customers and grandfathered condominiums facilities shall be placed in a designated solid waste container and collected by the City at curbside on a weekly basis.
- (2) All acceptable recyclable materials from eligible residential customers, and grandfathered facilities if applicable, shall be placed in a designated recycling container and collected by a City authorized commercial hauler at curbside on a weekly basis
- (3) All recyclable materials designated as acceptable delivery to the Biddeford Recycling Center may be delivered to the facility by any entity.
- (4) All unacceptable waste generated within the City shall be deposited in a manner prescribed elsewhere in this chapter and or as specified by the Director of Public Works.
- (5) All commercial waste shall be regulated in accordance with the most recent version of the International Property Management Code adopted by the City of Biddeford.

Sec. 58-5. Property rights.

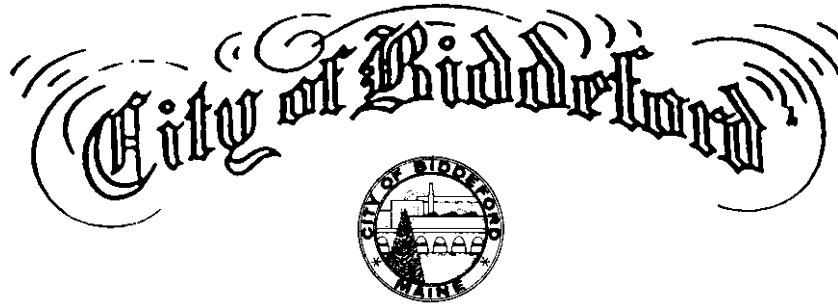
- (a) All solid waste collected by City vehicles or deposited at the City transfer station or other designated area shall become the property of the City or its assignee. No one may salvage, remove or carry off any such waste without prior approval of the Director of Public Works in accordance with a policy approved by the Biddeford City Council.
- (b) All recyclable materials collected by a City-authorized commercial hauler shall become the property of the City-authorized commercial hauler unless otherwise specified in a written contract.



Sec. 58-6. Administration.

This chapter shall be administered as described below:

- (1) City Council: Adopt reasonable rules and regulations as needed to enforce this chapter and institute any necessary proceedings, either legal or equitable, to enforce this article.
- (2) City Clerk: To consider all license applications and to grant or deny each application within 10 days after receipt of a completed application at the City offices or a later time as deemed reasonable by the City Clerk and the applicant.
- (3) Codes Office:
 - a. To review any alleged violation of this chapter, and to impose appropriate penalties.
 - b. To institute necessary proceedings, either legal or equitable, to enforce this chapter.
 - c. To review all applications in consultation with the City Clerk.
- (4) Director of Public Works:
 - a. The collection, transportation and disposal of all waste generated within the municipality shall be under the supervision and direction of the Director of Public Works.
 - b. The Director of Public Works shall establish a collection schedule that will allow the collection of acceptable municipal solid waste and acceptable recyclable materials on a regular basis and may make periodic changes to the schedule as may be needed to facilitate the program in an efficient and effective manner.
 - c. The Director of Public Works shall determine the manner in which unacceptable waste shall be managed and deposited.
 - d. The Director of Public Works or designee shall ensure that a reasonable attempt is made to provide appropriate notice to affected parties upon adoption of material changes to this Chapter.
- (5) Solid Waste Management Commission.
 - a. To review the City's waste collection and management policies and propose revisions as may be needed to the City's comprehensive solid waste management plan, and reduce costs to the taxpayers of the City.
 - b. Evaluate, propose, and conduct education and outreach to facilitate the program in an efficient and effective manner.



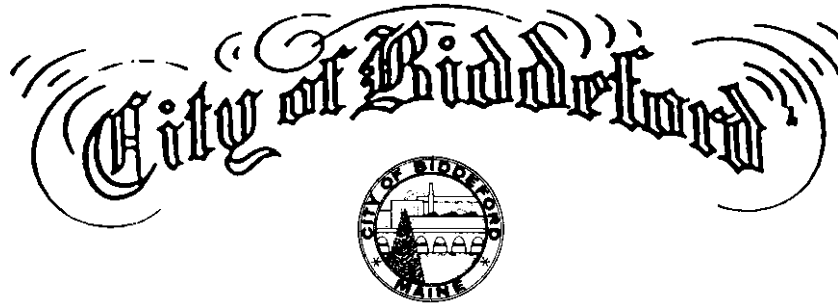
Sec. 58-7. Regulated activities and administration.

The accumulation, collection, transportation and disposal of solid waste, both acceptable and unacceptable, generated within the City of Biddeford shall be regulated in the following manner:

- (1) Such City collection will be limited to properties whose primary use is residential in nature.
- (2) The operating hours and general administration of the City transfer station shall be set by the City Council, except holidays or emergencies where the Director of Public Works would have the authority to set emergency hours.
- (3) When a holiday falls upon the day of collection, or severe weather necessitates cancellation of collection services, recycling services for the residents on that day's route will be collected on the following Saturday. Collection of waste shall be on the next day following the cancellation.
- (4) In the event of two or more collection service cancellations in one week, the Public Works Director shall publish an emergency collection schedule, which may include, but may not be limited to, no collection for one or more routes with collection occurring on the next week's regular schedule. The requirement that all acceptable municipal solid waste fit in the designated municipal solid waste container shall be waived during emergency collection events.

(5) All grandfathered facilities shall submit a written Performance-Based Recycling Plan to the Director of Public Works as identified by the following schedule:

- a. Grandfathered facilities shall submit a written Performance-Based Recycling Plan within 30-days of the effective date of this ordinance.
- b. A written Performance-Based Recycling Plan shall be submitted to the Code Enforcement Office. The method of delivery may include plans submitted via email, fax, regular mail or hand-delivery.
- c. The Code Enforcement Office shall identify any deficiencies in writing along with a due date for a response/corrective action and may request a plan modification upon failure to provide a Performance-Based Demonstration of Compliance.



Sec. 58-8. Variances.

- (a) Evaluation of private ways for municipal waste collection and curbside collection of acceptable recyclables shall be reviewed through the variance process. The Director of Public Works may, on written application, grant a variance from a specific provision of this chapter in specific cases, subject to appropriate conditions, where such variance is in harmony with the general purpose and intent of this chapter. Such variance, if granted, shall remain valid until such time as the condition or conditions warranting the variance are no longer valid. As an example and for the avoidance of doubt, the sale of property or the assignment of a new tenant shall terminate the variance, at which time the new property owner or tenant may apply for a variance.
- (b) A grandfathered facility, excluding grandfathered condominium facilities shall no longer be eligible to receive municipal curbside collection services following the date upon which ownership of the property changes or the property becomes otherwise ineligible for services.

Sec. 58-9. Penalties.

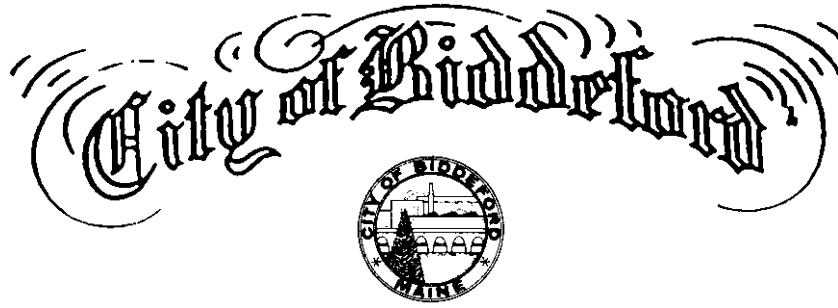
Penalties associated with enforcement shall be waived for a period of three months following the effective dates of this chapter to allow for education and awareness.

- (1) ~~Criminal penalties.~~ Any person who violates any portion of this chapter shall be subject to penalties and enforcement as authorized under the provisions of ~~30-A M.R.S.A. §4452~~ City of Biddeford Ordinance, Sec. 1-12-General penalty for violation of Code; continuing violations.
- (2) In no event does this section limit the City's ability to address a nuisance or take other action for equitable relief.
- (3) Any Grandfathered Facility that generates two(2) documented violations of Sec. 58-32-Mandatory Separation, within any 12-month period, shall result in the loss of city curbside trash collection and recycling services.

Sec. 58-10. Enforcement.

This chapter shall be enforced by the Public Works Department, authorized commercial hauler, and Code Enforcement Office as further described below.

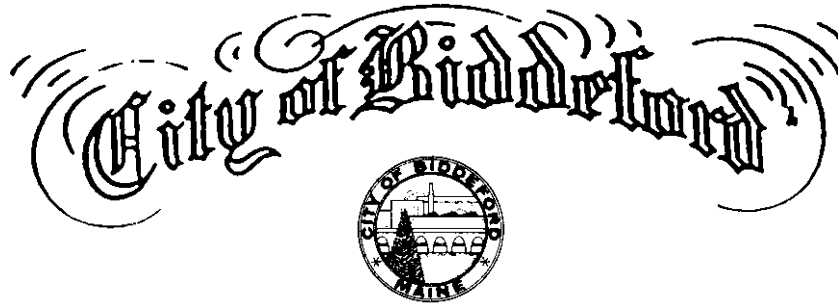
- (1) Sunset provision. Penalties associated with enforcement shall be waived for a period of three months following the date of this chapter to allow for education and awareness except as identified in Sec. 58-7(5).



- (2) Upon observation of failure to place only acceptable municipal solid waste in the designated solid waste container or to place only acceptable recyclable materials in the designated recycling container, the receptacle will not be collected and a warning notice shall be placed on the appropriate designated container by the Public Works Department or City-authorized commercial hauler.
- a. The address, date, and nature of the nonconformance shall be forwarded the Director of Public Works and the Code Enforcement Officer.
 - b. The Director of Public Works and Code Enforcement Officer shall document and review each nonconformance and determine the appropriate enforcement action.
 1. Nonconformance notices corrected prior to the next scheduled collection date shall be closed with no further action except as otherwise identified in Sec. 58-9
 2. Failure to correct a nonconformance notice prior to the next scheduled collection date or two or more consecutive nonconformance events in any 12-month period shall warrant direct contact with the property owner and responsible party to document education and outreach, except as otherwise identified in Sec 58-9.
 3. Nonconformance notices issued after contact and education shall be subject to penalties as per Section 58-9.
 - 3—4. Enforcement for the Performance-Based Recycling Plan requirement and Performance-Based Demonstration of Compliances shall commence relative to the applicable timelines specified in Sec. 58-7.
- (3) Upon determination by the Code Enforcement Officer that a violation of this chapter exists or has occurred, the Code Enforcement Officer shall give written notice of the violation to the violator, which notice shall specify the section violated, the nature of the violation, and a reasonable time period to cure the violation.
- (4) If a waste hauler is found be unlicensed, penalties and enforcement shall be in accordance with Section 58-9.

Sec. 58-11. Effect on other laws; severability.

The provisions of this chapter shall supersede all other local laws, ordinances, resolutions, rules or regulations contrary thereto or in conflict therewith. If provisions of this chapter, or the applicability thereof to any person or circumstance, shall be held invalid, the remainder of this chapter and the application thereof shall not be affected thereby.



ARTICLE II. COLLECTION

Sec. 58-31. Effective date.

This chapter shall become July 1, 2013, provided the City provides notice of commencement in the manner required for publication of ordinances.

Sec. 58-32. Mandatory separation.

(1) Each household eligible for and receiving City curbside collection services for acceptable municipal solid waste or acceptable recyclable materials shall separate acceptable recyclable materials, acceptable municipal solid waste, and unacceptable waste.

(2) Separated materials shall be managed as identified in this chapter.

(3) All Grandfathered Facilities shall have and maintain on-site a written Performance-Based Recycling Plan.

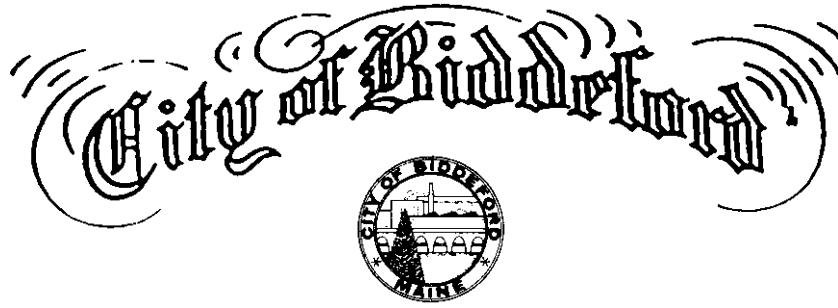
Sec. 58-33. (Reserved)

Sec. 58-34. Exempted activities.

(a) Residents shall be exempt from the separation requirements identified in Section 58-32 and the overflow requirements identified in Section 58-35(a)(1) for the collection period coinciding with Thanksgiving and Christmas as specifically designated by the Director of Public Works.

(b) Nothing in this chapter shall prevent a residential user from retaining materials from his or her acceptable municipal solid waste or acceptable recyclable materials the purpose of sale or profit.

(c) Nothing in the chapter shall prohibit a residential user from hiring a fee-for-service provider for the collection of acceptable municipal solid waste or acceptable recyclable materials. In the event of such an arrangement, the residential user shall not be eligible to receive a designated municipal solid waste container or a designated recycling container. Such containers shall be returned to the Public Works Department if previously issued.



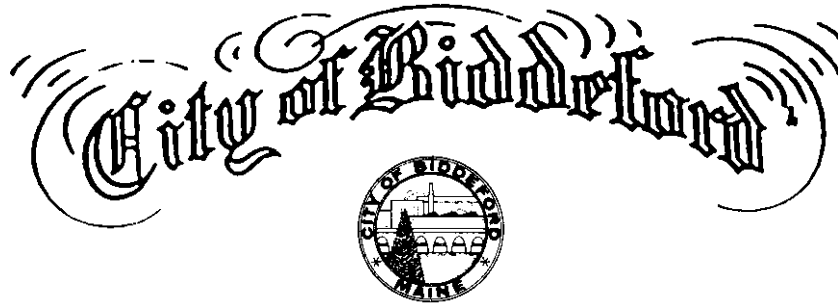
Sec. 58-35. Portable receptacles.

(a) The Public Works Department shall issue two designated collection containers, color-coded, to each residential dwelling unit receiving municipal waste collection and curbside recycling collection: one container, approximately 35 gallons, shall be for acceptable municipal solid waste, and one container, approximately 65 gallons, shall be for acceptable recyclable materials; except that grandfathered facilities, except that grandfathered condominium facilities shall not receive designated municipal solid waste containers and shall place acceptable municipal solid waste in designated bags for curbside collection. Designated recycling containers shall be assigned to grandfathered facilities, subject to space limitations, as determined by the Director of Public Works.

(1) Weekly collection of acceptable municipal solid waste shall be limited to the volume of the designated municipal solid waste container such that the waste shall not spill out of the container or prevent the cover from closing.

- a. Overflow shall not be collected unless contained within a designated bag made available to residents on a fee-per-bag basis. The overflow bag may be placed on or adjacent to the designated municipal waste container or in a container separate from the designated municipal solid waste container. If overflow is placed in a separate container, the container shall not be larger than 45 gallons or weigh in excess of 35 pounds.
- b. The City Council shall establish the overflow bag price, which may be adjusted.
- c. The Director of Public Works shall maintain and make available a list of the locations at which residents may purchase overflow bags and the price of each bag as established by the City Council. The list and pricing shall be made available upon request, shall be posted to the City website, and shall be otherwise available as may be directed by the City Council.
- d. Overflow restrictions may be waived during designated emergency collection schedules as defined in Section 58-7(4).

(2) Weekly collection of acceptable recyclable materials placed in the designated recycling container shall not spill out of the container or prevent the cover from closing.



(b) Each designated container shall remain the sole property of the City of Biddeford and may not be moved to any other location.

(c) Residents may request larger or additional designated recycling containers from the Director of Public Works for good cause as determined by the Director of Public Works. Requests of any other nature shall be evaluated through the variance process.

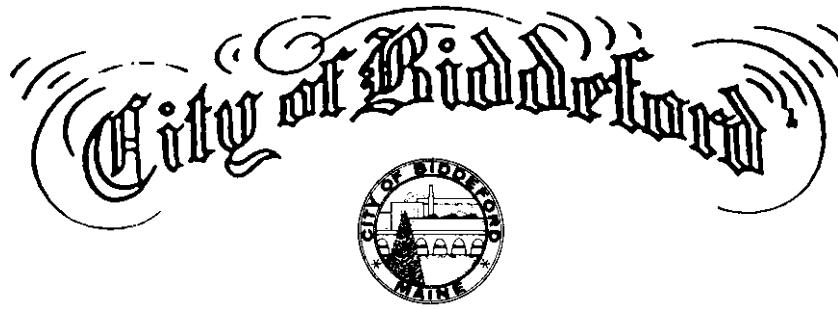
Sec. 58-36. through Sec. 58-39. (Reserved)

Sec. 58-40. Container repair and replacement; stolen containers.

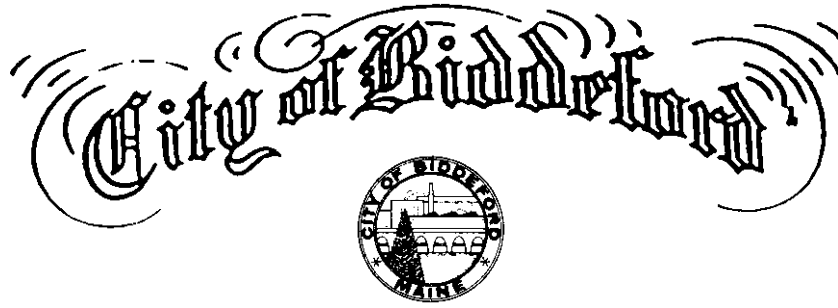
- (a) Property owners shall be responsible for the proper use and security of their assigned containers. Each container is fitted with a radio frequency identification (RFID) tag to assist with assignment and identification.
- (b) If a designated container is damaged as a result of the City's collection service or authorized commercial hauler actions, normal wear and tear, or due to a manufacturer's defect, the City shall repair or replace the container; otherwise, the resident must pay for the cost of necessary repairs or replacement.
- (c) The Director of Public Works shall post the replacement cost of each type of container on the City's website and update the posting annually.
- (d) If a container is stolen, the responsible party must report the theft to the Biddeford Police Department and the Public Works Department and fill out any required reports. Any person who removes a designated container from a residence may be prosecuted for theft of City property and may have his or her collection privileges suspended.

Sec. 58-41. Container placement and removal.

- (a) All designated municipal solid waste containers and designated recycling containers must be placed at the outer edge of the sidewalk or the edge of the roadway shoulder for removal on the day of collection, providing a minimum of one foot of spacing between containers. Under no conditions shall the containers be placed at the outer edge of the sidewalk or edge of the roadway for removal prior to 4:00 p.m. on the day before the day of collection.
- (b) All containers must be removed from the outer edge of the sidewalk or edge of the roadway shoulder by 8:00 p.m. on the day of collection.



NOTE: The Policy Committee considered this item at their February 11, 2019 meeting and voted unanimously to recommend passage by the City Council.



2019.12 **IN BOARD OF CITY COUNCIL..FEBRUARY 19, 2019**
BE IT ORDAINED, by the City Council of the City of Biddeford that the Code of Ordinances, **Chapter 58, SOLID WASTE, Article III, WASTE FLOW CONTROL AND TRANSFER STATION, Sec. 58-64-Large item and recycling programs**, is amended by adding and ~~deleting~~ to read as follows:

Sec. 58-64. Large item and recycling programs.

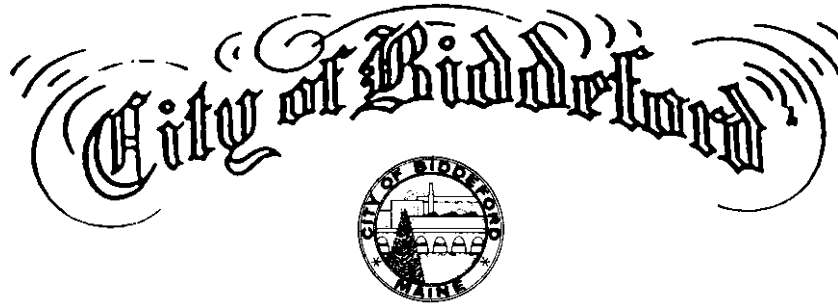
(a) Free disposal.

- All personal items (stereos, chairs, sofas, lamp fixtures, etc.)
- Up to four tires per year from Biddeford residents.
- Twice a year, for two-week intervals, residents will be allowed to deliver up to one cubic yard per delivery of construction materials and/or wood debris.
- Wet cell and dry cell batteries.
- Metals (items that have had the Freon removed by licensed vendors must show a certificate of proper removal for free disposal of the item at this facility).
- Cardboard
- Plastic Nos. 1 and 2
- Paper/magazines
- Glass (jars and bottles)
- Tin cans
- ~~Grass clippings, leaves, brush and branches~~
- Waste motor oil
- Telephone books

(b) Fees.

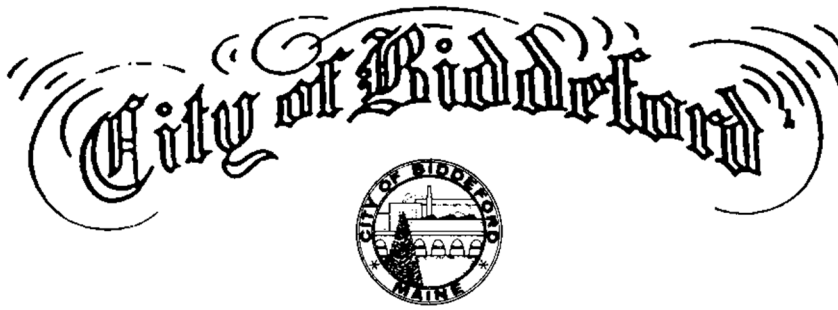
- (1) Fees for the disposal of the following acceptable items will be charged “at cost”. Note: “at cost” means that the charges for the disposal of the following items will be based upon the previous quarter’s actual disposal costs incurred by the City for the particular item.

- a. Freon containing items



- b. Tires (car and pickup truck only, greater than four tires per year)
 - c. CRTs (televisions, computer monitors, laptops)
 - d. Computer CPU, keyboard, mouse and printers
- (2) Fees for the disposal of the following acceptable items will be established by the Public Works Director.
- a. Construction materials / wood debris
 - b. **Grass clippings:**
 - i. **Resident – free**
 - ii. **Commercial - \$10.00/cubic yard**
 - c. **Brush and branches:**
 - i. **Resident - \$4.00/cubic yard**
 - ii. **Commercial - \$10.00/cubic yard**
 - d. **Household items/Demolition Debris: \$20.00/cubic yard**

NOTE: This item was considered by both the Solid Waste Management Commission and Policy Committee and both have recommended passage by the City Council.



2019.13

IN BOARD OF CITY COUNCIL..FEBRUARY 19, 2019

BE IT ORDAINED by the City Council of Biddeford, Maine to amend the Code of Ordinances of the City of Biddeford as follows:

Part III (Land Development Regulations), Article V (Establishment of Zones), Table B (Dimensional Requirements):

Zoning District	Minimum Lot Size, Square Feet Per Unit A			
	Water and Sewer	Water, No Sewer	Sewer, No Water	Neither Water Nor Sewer
MSRD-2	2,000 <u>B</u>	N/A	N/A	N/A

B. ~~(Reserved)~~In order to promote higher quality housing facilities, condominium forms of housing, and affordable housing in the MSRD-2 Zoning District the minimum density requirements may be relaxed as follows:

1. Redevelopment of existing structures:

- a. The Planning Board, or other appropriate approval authority, shall consider granting a density bonus of one (1) residential unit for every six hundred and fifty (650) square feet of living space within an existing structure, provided the applicant present redevelopment/renovation plans to the Code Enforcement Officer demonstrating how the redevelopment project will result in the number of residential units with two (2) or more bedrooms being at least, if not more than, the number of units with two (2) or more bedrooms before the density bonus was granted.
- b. If the project is provided a density bonus the Code Enforcement Officer shall document the allowable density and number of units in writing for the Code Enforcement Office files.
- c. An applicant provided a density bonus for rental housing shall enter into a contractual agreement with the City of Biddeford obligating them to complete the project in accordance with Maine Housing Quality

standards and that those units are certified as such prior to granting an occupancy permit. The contractual agreement shall be recorded at the York County Registry of Deeds, a copy of which provided to the Code Enforcement Office, prior to the issuance of any building permits.

2. Condominium conversions/development:

- a. A property may be proposed for redevelopment/renovation from apartments into condominiums in accordance with 1. above.
- b. An applicant provided a density bonus for condominiums shall enter into a contractual agreement with the City of Biddeford obligating them to complete the project as condominiums to be offered for sale upon or before completion of the project in return for receiving the density bonus. The contractual agreement shall be recorded at the York County Registry of Deeds, a copy of which provided to the Code Enforcement Office, prior to the issuance of any building permits.
- c. The applicant agrees that if the project is converted to condominiums said units shall not be sold for a price that exceeds 125% of the York county median home price affordable to median income households as set annually by HUD for the City of Biddeford.



CITY OF BIDDEFORD

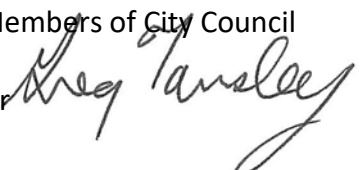
PLANNING DEPARTMENT

Greg D. Tansley, AICP
205 Main Street
PO Box 586
Biddeford, ME 04005
(207) 284-9115

Greg.Tansley@Biddefordmaine.org

MEMORANDUM

To: Mayor Casavant
Council President McCurry & Members of City Council

From: Greg Tansley, AICP, City Planner 

Date: February 12, 2019

Re: Proposed Amendments related to residential density in the MSRD-2 Zone

The City Council was first introduced to this concept in November, 2017 where it directed the Planning Board make a recommendation to the City Council regarding some initially proposed amendments to provide density incentives in the MSRD-2 Zone. Since then the Planning Board held a Public Hearing and recommended the proposal not move forward as presented based on the following:

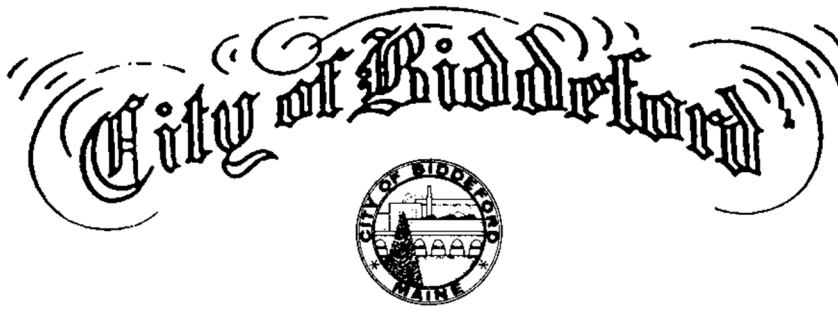
- o Further work should be done with the Biddeford Housing Authority on this proposal; and
- o The proposal could result in the loss of larger family units that could be displaced by the conversion of buildings in more small (presumably 1-unit or studio) residential units.

Since that time, City Staff have worked on the Amendment, including discussions with the Biddeford Housing Authority, and presented a revised proposal to the Planning Board for consideration in January 2019 as "Other Business". Following that discussion, the Planning Board scheduled a Public Hearing for February 6, 2019.

On February 6, 2019 the Planning Board held a duly noticed Public Hearing on the proposal. **Following the Public Hearing the Planning Board voted 3-0 to recommend the proposed amendment before you be approved by the City Council.**

Please let me know if you have any questions on this amendment.

Cc: M. Eddy, Economic Development Director
File



2019.14

IN BOARD OF CITY COUNCIL..FEBRUARY 19, 2019

BE IT ORDAINED by the City Council of Biddeford, Maine to amend the Code of Ordinances of the City of Biddeford as follows:

**Part III (Land Development Regulations), Article V (Establishment of Zones),
Section 11 (Institutional Master Plan), G (Submission and review procedures):**

5. A copy of any approved institutional master plan or an amendment to a master plan shall be filed with the City Clerk ~~and notice of the approval shall be advertised in a newspaper of general circulation in the City.~~

**Part III (Land Development Regulations), Article VI (Performance Standards),
Section 71 (Telecommunications facilities), D (Review process and hearing requirements):**

2. The Planning Board shall schedule a public hearing within 30 days of determining that it has a complete application. Notification of the hearing shall be provided as follows:
 - a. In writing, at least 10 days prior to the hearing, to all owners of property that directly abut or are located within 1,000 feet (typically 250 feet) of any property line of the property for which the conditional use permit is requested. (Notice to the owners within the first 500 feet shall be by certified mail, the remaining notice shall be by first class mail.) Notice shall also be given to any town located within 1,000 feet of the proposed telecommunications facility. The applicant shall provide this notification and shall present proof of such notification to the City Planner. The notification shall include: the name of the applicant, location of the property, a brief description of the project, and a plot plan identifying the proposed site layout in relation to nearby streets and properties.
 - b. By the City posting notice of such hearing in City Hall a minimum of 10 days in advance of the hearing.
 - c. ~~By the City advertising in a newspaper of general circulation notice of the hearing a minimum of 10 days in advance of the hearing.~~

Part III (Land Development Regulations), Article IX (Board of Appeals), Section 5 (Appeals to the Board of Appeals), B (Procedure on appeal):

1. At least 10 days prior to the date of the hearing the Board shall cause written notice be provided to (a) all property owners of record whose properties lie within 200 feet of the affected property, and/or immediate abutters and property owners across the street or stream; (b) the person making the appeal; and (c) the Planning Board and any other parties of record. Such written notice shall include:

- (a) The name of the person appealing;
- (b) A brief description of the property involved.;
- (c) A brief description of the decision under appeal, or the nature of the variance appeal; and
- (d) The time and place of the Board's hearing.

The failure of a property owner to receive notice of the hearing shall not invalidate the hearing or the decision of the Board of Appeals.

- ~~1. At least 15 days prior to the date of the hearing on such appeal, the Board shall cause to be published in one issue in a newspaper of general circulation in the City a notice which includes:~~

- ~~(a) The name of the person appealing.~~
- ~~(b) A brief description of the property involved.~~
- ~~(c) A brief description of the decision under appeal, or the nature of the variance appeal.~~
- ~~(d) The time and place of the Board's hearing.~~

- ~~2. At least 10 days prior to the date set for hearing, the Board shall also cause the City Clerk to give similar written notice to:~~

- ~~(a) All property owners of record whose properties lie within 200 feet of the affected property, and/or immediate abutters and property owners across the street or stream;~~
- ~~(b) The person making the appeal; and~~
- ~~(c) The Planning Board and any other parties of record.~~

~~The failure of a property owner to receive notice of the hearing shall not invalidate the hearing or the decision of the Board of Appeals.~~

Part III (Land Development Regulations), Article X (Planning Board), Section (Planning Board), H (Meetings):

1. The Board shall conduct monthly meetings, or at least regular meetings during a calendar year. Meetings shall convene on the first Wednesday of each month, unless prior arrangement and public (as described elsewhere in the Code) announcement has been made by the Board. ~~An annual schedule of regular meetings shall be published in the local newspaper of general circulation prior to the first meeting in January. Copies of this schedule shall be kept on file in the offices of the City Clerk, Building Inspector, and the City Planner. The City Planner shall provide copies to the general public upon request.~~
2. Upon motion by the Board the Chairman may call for special meetings and workshops as needed.
3. All meetings of the Board shall be open to the public ~~and shall be announced in a newspaper of general circulation within the community at least seven days prior to the scheduled meeting.~~ Materials and records of the meetings shall be maintained and available for public inspection.

Part III (Land Development Regulations), Article XV (Historic Preservation Ordinance), Section 6 (Historic Preservation Commission membership; meetings), F (Meetings):

3. All meetings of the Commission shall be open to the public. All meeting agendas shall be posted at the same location in City Hall as Planning Board agendas no less than seven days prior to the hearing. ~~Other than where hearings are to be conducted (see Section 10), ordinary meetings of the Commission need not be posted in a newspaper.~~ Materials and records of the meetings shall be maintained and available for public inspection in the Planning Department.

Part III (Land Development Regulations), Article XV (Historic Preservation Ordinance), Section 10 (Hearings and action on applications for certificates of appropriateness), B (Notice requirements):

- 3 ~~All meetings within which a hearing is to be held shall be announced in a newspaper of general circulation within the community at least seven days prior to the scheduled meeting.~~



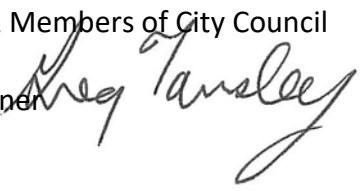
CITY OF BIDDEFORD PLANNING DEPARTMENT

Greg D. Tansley, AICP
205 Main Street
PO Box 586
Biddeford, ME 04005
(207) 284-9115

Greg.Tansley@Biddefordmaine.org

MEMORANDUM

To: Mayor Casavant
Council President McCurry & Members of City Council

From: Greg Tansley, AICP, City Planner 

Date: February 13, 2019

Re: Proposed Amendments Related to Land Use Newspaper Notifications

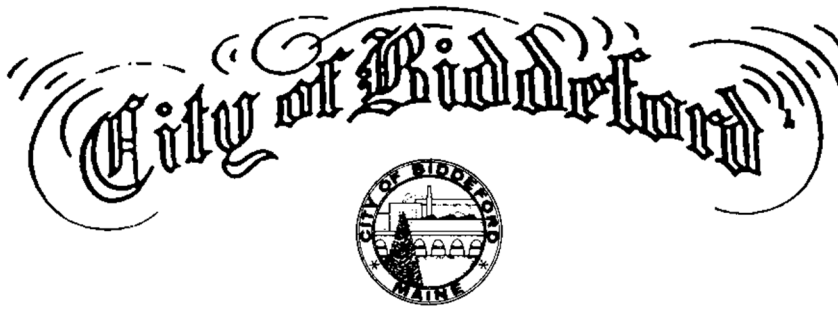
Over several years, the role of print media (in the form of line advertisements in the classifieds) appears to have been declining in its role of engaging the public about issues directly pertaining to them. The Internet (and social media) seems to have really taken center stage in this area.

Furthermore, the Journal Tribune (JT) has long been the “newspaper of general circulation” in Biddeford but has reduced its distribution from 7 days a week to 5 days a week. This limits our ability to meet deadlines for the fulfillment of these requirements. Further, the JT has recently missed some newspaper publication requests we have made, resulting in concerns about cancelled meetings and application delays in our Office. Lastly, city resources (time and money) is spent on these requirements, which more and more often appear to have little or no effect on encouraging general public engagement in the affected review process. Again, the internet has really become the dominant force in engaging the broader public in city affairs.

These amendments remove some of the burdensome and seemingly ineffective requirements of newspaper notifications unless Federal, State and/or other local laws require such notifications. These amendments, however, do not remove other notification requirements such as newspaper postings of Zoning Ordinance Amendments, postings throughout City Hall, and notifications to abutters (where applicable).

On February 6, 2019 the Planning Board held a duly noticed Public Hearing on the proposal. **Following the Public Hearing the Planning Board voted 3-0 to recommend the proposed amendment before you be approved by the City Council.**

Cc: M. Eddy, Planning and Development Director
R. Fecteau, Director of Code Enforcement
File



2019.15 **IN BOARD OF CITY COUNCIL..FEBRUARY 19, 2019**
BE IT ORDAINED by the City Council of Biddeford, Maine to amend the Code of Ordinances of the City of Biddeford as follows:

Part III (Land Development Regulations), Article V (Establishment of Zones), Table A (Table of Land Uses):

NOTES:

7. Drive-through establishments (except as provided in Note 8) and street level residential uses are prohibited in the MSRD-1 Commercial Core District in the following areas:
 - (a) Along both sides of Main Street between the intersection of Elm Street (Route 1) and Main Street through to the Saco City Line north of Water Street;
 - (b) On both sides of Adams Street from Main Street to Jefferson Street;
 - (c) On the north side of Jefferson Street from Main Street to Alfred Street;
 - (d) On both sides of Washington Street from Main Street to Jefferson Street;
 - (e) On both sides of Federal Street between Washington Street and Franklin Street;
 - (f) On both sides of Franklin Street; and
 - (g) On both sides of Alfred Street from Jefferson Street/Pool Street to Main Street.



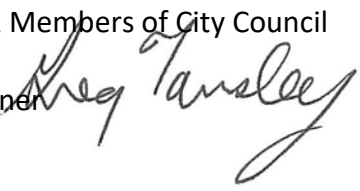
CITY OF BIDDEFORD PLANNING DEPARTMENT

Greg D. Tansley, AICP
205 Main Street
PO Box 586
Biddeford, ME 04005
(207) 284-9115

Greg.Tansley@Biddefordmaine.org

MEMORANDUM

To: Mayor Casavant
Council President McCurry & Members of City Council

From: Greg Tansley, AICP, City Planner 

Date: February 13, 2019

Re: Proposed Amendments Related Regarding Street Level Residential Uses Downtown

A property owner had approached the City with an interest in developing the rear portion of their Main Street property (148 Main Street) for residential uses. The request was in part to the uniqueness of the particular property in which the owner approached us about. In response to this request, Staff developed a DRAFT exemption to the current prohibition for discussion. Staff had expressed at the beginning of these discussions that we were not entirely comfortable with the exemption and that the purpose of the “public hearing” was just that – to hear what the public thought of it.

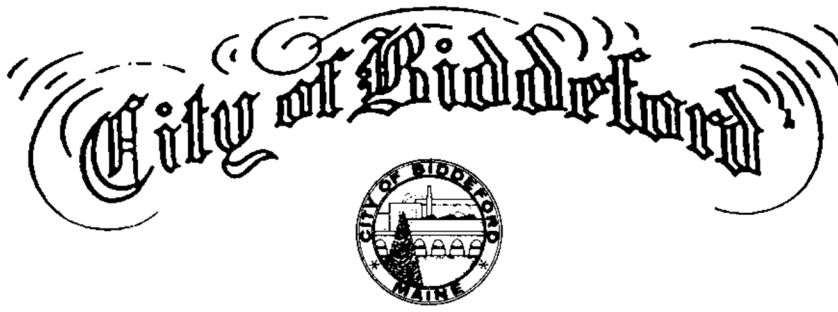
Overwhelmingly, there was great concern from the public and Downtown community in relaxing the prohibition due to the potential immediate and long-term effects on the commercial character of downtown by losing finite street-level floor area to residential uses.

What is before you on the 19th is what the Planning Board has recommended at this time. Staff support this since it will close a loop-hole we believe was missed when this Ordinance first went into effect in the early 2000’s. Staff will, however, continue to look at the issue presented by the new owners of 148 Main Street and discuss this issue through the completion of the Comprehensive Plan.

Staff note: While we recognize that from time-to-time Zoning Ordinance amendments may be warranted, we are in the process of finishing the Comprehensive Plan and beginning the zoning ordinance re-write. More and more, we will want to consider incremental future Zoning Ordinance amendments (such as that originally discussed here) in the context of an overall Zoning Ordinance rewrite that is consistent with the new Comprehensive Plan.

On February 6, 2019 the Planning Board held a duly noticed Public Hearing on the proposal. **Following the Public Hearing the Planning Board voted 3-0 to recommend the proposed amendment before you be approved by the City Council.**

Cc: M. Eddy, Planning and Development Director
File



2019.16 **IN BOARD OF CITY COUNCIL..FEBRUARY 19, 2019**
BE IT ORDAINED by the City Council of Biddeford, Maine to amend the Code of Ordinances of the City of Biddeford as follows:

Part III (Land Development Regulations), Article V (Establishment of Zones), Table A (Table of Land Uses):

	Article VI Section¹	B-1
Commercial uses		
Art gallery		<u>P</u>
Art studio		<u>P</u>



CITY OF BIDDEFORD

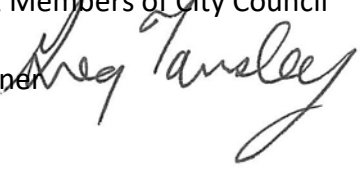
PLANNING DEPARTMENT

Greg D. Tansley, AICP
205 Main Street
PO Box 586
Biddeford, ME 04005
(207) 284-9115

Greg.Tansley@Biddefordmaine.org

MEMORANDUM

To: Mayor Casavant
Council President McCurry & Members of City Council

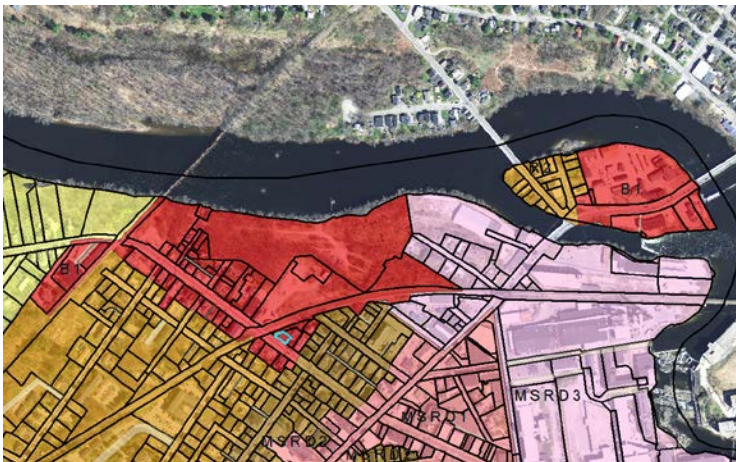
From: Greg Tansley, AICP, City Planner 

Date: February 13, 2019

Re: Proposed Amendments Related to Art Studios and Galleries in the B1 Zone

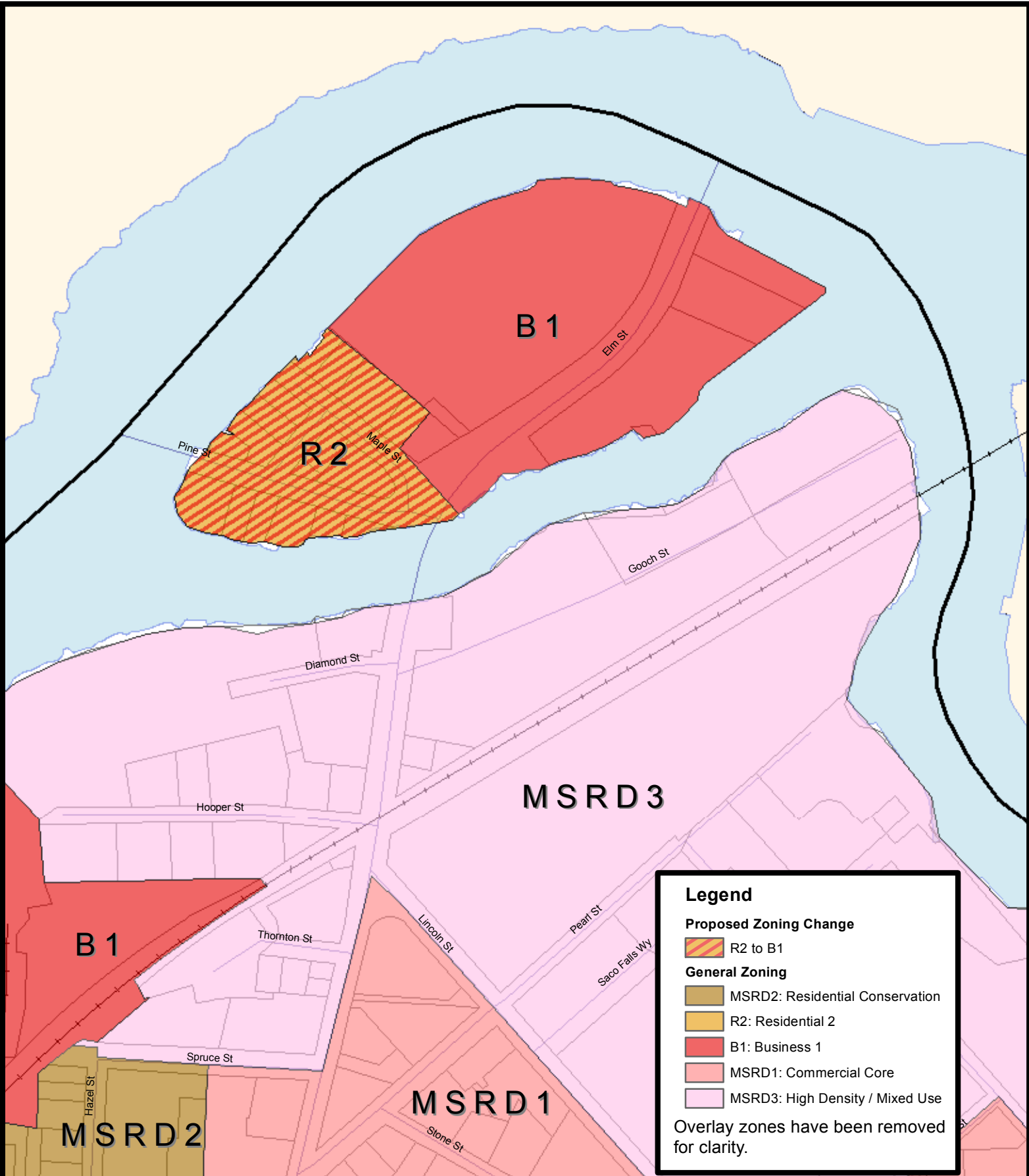
Staff were approached about some interest from a property owner in moving their existing art studio at 2 Main Street (North Dam Mill) to 366 Main Street (Tax Map 37, Lot 36). 366 Main Street is zoned B-1 where Art Studios are not permitted. 366 Main Street is located along the west part of Main Street, adjacent to the first train tracks heading west (cyan highlighted parcel below).

The recommended zoning amendment by Staff, and now recommended by the Planning Board, to facilitate this relocation (and to accommodate these uses in the B-1 Zone in general), is to allow "Art Studios" and "Art Galleries" as Permitted Uses (P) in the B-1 Zone (in red).



On February 6, 2019 the Planning Board held a duly noticed Public Hearing on the proposal. **Following the Public Hearing the Planning Board voted 3-0 to recommend the proposed amendment before you be approved by the City Council.**

Cc: M. Eddy, Planning and Development Director
File



Proposed Zoning Change - R2 to B1



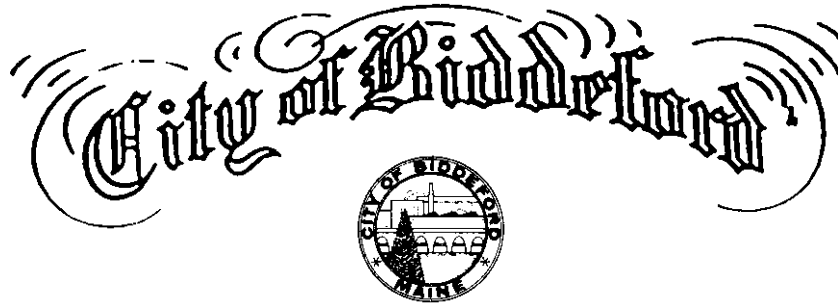
This map was prepared by:
BiddGIS

The City of Biddeford, Maine
Technologies Department - GIS Mapping

205 Main Street · P.O. Box 586 · Biddeford, Maine 04005-0586
Tel. 207-571-0660 · Email gis@biddefordmaine.org



0 250 500 Feet
1 inch = 250 feet



2019.18

IN BOARD OF CITY COUNCIL...FEBRUARY 19, 2019

BE IT ORDERED, that the City Manager be authorized to sign the document titled “Donation and Release of Agency Obligation,” attached hereto, which will convey by donation to the State of Maine Department of Transportation (MDOT) title to a portion of the City-owned Mechanics Park parcel for the purpose of relocating/reconstruction of the Main and Water Street intersection per the requirements to receive federal highway dollars to construct the project.



City of Biddeford, Maine

TO: City Council

FROM: Tom Milligan, P.E. City Engineer

DATE: February 14, 2019

SUBJECT: Main, Hill, Water Streets Intersection Improvement Project, City Goal 2018-43

Cc: Alan Casavant, Mayor; James Bennett, City Manager; John McCurry, Council President; Jeff Demers, Director of Public Works; Matt Eddy Economic Development Director; Greg Tansley, City Planner; John Malloy, Staff Engineer

Main, Hill, Water Streets Intersection Improvement Project

OVERVIEW

The MDOT is proposing a relocation/reconstruction of the intersection of Main Street, Water Street, and Hill Street. This intersection project was approved and is largely funded as part of the PACTS process (local match is required).

The proposed design shifts the current intersection of Water Street at Main Street in an easterly direction (towards the River) to a point located opposite the entrance driveway to the North Dam Mill Campus and eliminates the current Water Street/Main Street intersection location.

The existing configuration/layout of left turns onto Water Street and Hill Street from Main Street inbound are very close together and often results in confusion and collisions. This current configuration of the Hill, Water with Main Street has

been determined by MDOT to be a high crash location. The proposed reconfiguration will increase safety for vehicles turning onto both Hill Street and Water Street by eliminating the current conflict of the uncontrolled turning movements of traffic onto Water Street and Hill which must cross east bound traffic on Main Street. The reconfiguration will separate and lengthen the distances between the two street intersections and control the turning movements at each by installing traffic signals.

In order to construct the improvements using federal highway dollars, the MDOT is required to have title to the land on which the roadway improvements are to be built. Therefore, the MDOT is requesting that the City convey the land on which the improvements are to be built to them. As part of the conveyance process, it should be noted the City has the right to receive just compensation for the parcel based on an approved appraisal. However, the city may donate the land and release the State from their obligation to provide an appraisal and an offer for the land, which thereby reduces the need for a full appraisal and acquisition process. Assuming that the city may wish to donate the land, we are attaching a form called "donation and release of agency obligation" that is required to be signed before the project can move forward. Basically this form donates to the State the land on which the proposed relocation of Water Street is to be built so that it becomes part of the State right of way. Generally, once the project is completed the donated land will become part of the City street system. I have also attached the proposed realignment plan showing that portion of the City owned land (Mechanics Park) to which the State will require title.

MaineDOT - HIGHWAY PRELIMINARY DESIGN REPORT

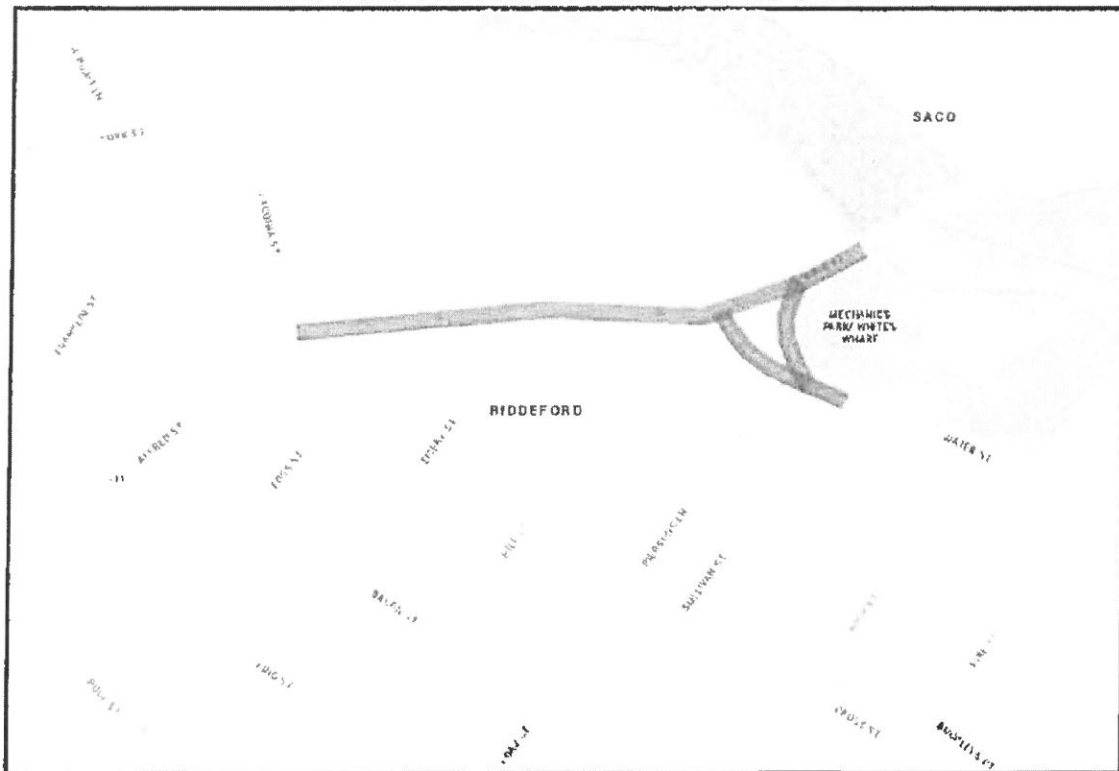
Project Name: Intersection Improvements
WIN: 018574.00 Biddeford

Draft Distribution Date: August 15, 2018
Final Distribution Date:

City: Biddeford	Route(s): SR 9
WIN: 18574.00	Federal Project No: STP-1857(400)
Project Type: 210.10 Traffic Signal & Flashing Beacon Design (w/Intersection Improvements)	
Project Location: Located at the intersection of SR 9 (Main St.), Water St., and North Dam Mill Drive	
Length: 0.26 miles	BRLM: 37.49
	ERLM: 37.71
	RLM Date: 2018
Program: Multimodal	Program Manager: Jeff Tweedie
Project Manager: Brian Keezer	Designer: VHB
FHWA Oversight: Yes	Engineer of Record: Christopher Bobay

LOCATION MAP Insert map similar to the example below using MaineDOT MapViewer, Google Earth, or similar. Label Project beginning and ending.

BIDDEFORD INTERSECTION IMPROVEMENTS



The Maine Department of Transportation provides this publication for informational purposes only. Reliance on this information is at the user's risk. It is subject to revision and may be incomplete, outdated, or otherwise inaccurate. The Department assumes no liability for errors or omissions. This map is not intended to be used as a legal document.

0.07
Miles
1 inch = 0.05 miles

Date: 2/25/2018
Time: 1:46:10 PM

MaineDOT - HIGHWAY PRELIMINARY DESIGN REPORT

Project Name: Intersection Improvements
WIN: 018574.00 Biddeford

Draft Distribution Date: August 15, 2018
Final Distribution Date:

PLANNING

Project History: This project was initiated by the Maine Department of Transportation (MaineDOT) to complete the design for the Portland Area Comprehensive Transportation systems (PACTS) sponsored Highway Safety and Spot Improvements (HSSI) project. Multiple studies including PACTS 2006 Downtown Biddeford Parking and Traffic Study, PACTS 2010 Tri-Community Transportation Plan for Saco, Biddeford and Old Orchard Beach, and Biddeford Mill District Master Plan have identified a need for improvements at the SR 9 (Main Street)/Water Street/Hill Street intersection. The following are key dates in the development of the project:

- February 29, 2012 – PACTS Road Rebuild & Intersection application
- March 20, 2012 - Biddeford City Council endorsed the project
- September 6, 2012 – Enhanced Project Scoping Letter (Sebago Technics to PACTS) on the project
- June 2015 – Mill District Impact Study (Gorrill-Palmer/GP) with intersection concept
- February 7, 2017 – Main/Water/Hill/North Dam Mill Drive Consultant Scoping Meeting

Purpose & Need: This project will realign the SR 9 (Main Street) intersection with Water Street, Hill Street, and the North Dam Mill entrance. This project will improve pedestrian and vehicle operation and mobility at the project intersections. The 2014-2016 High Crash Locations (HCL) identified by MaineDOT at this location will be addressed. The intent of this project is to meet current Manual on Uniform Traffic Control Devices (MUTCD) and Americans with Disabilities Act (ADA) standards while reducing energy consumption, vehicle delay, crashes, fuel consumption, and vehicle emissions.

Brief Summary of Proposed Scope of Work: The intersection of SR 9 (Main Street) at Water Street will be realigned and signalized. This will create a four-way intersection with Water Street and the North Dam Mill entrance. Additionally, the intersection of SR 9 (Main Street) at Hill Street will be signalized with left turns out of Hill Street being prohibited. The project also proposes to mill and overlay portions of SR 9 and the North Dam Mill entrance. Water Street, its adjacent sidewalk, and a proposed lane on North Dam Mill Road will be fully reconstructed. Additionally, curb and roadway median areas around the Water Street and Hill Street intersections will be reconstructed, and existing pavement on the abandoned fork of Water Street will be removed.

Scope Changes: There have been no scope changes as of the distribution date of this PDR.

TRAFFIC

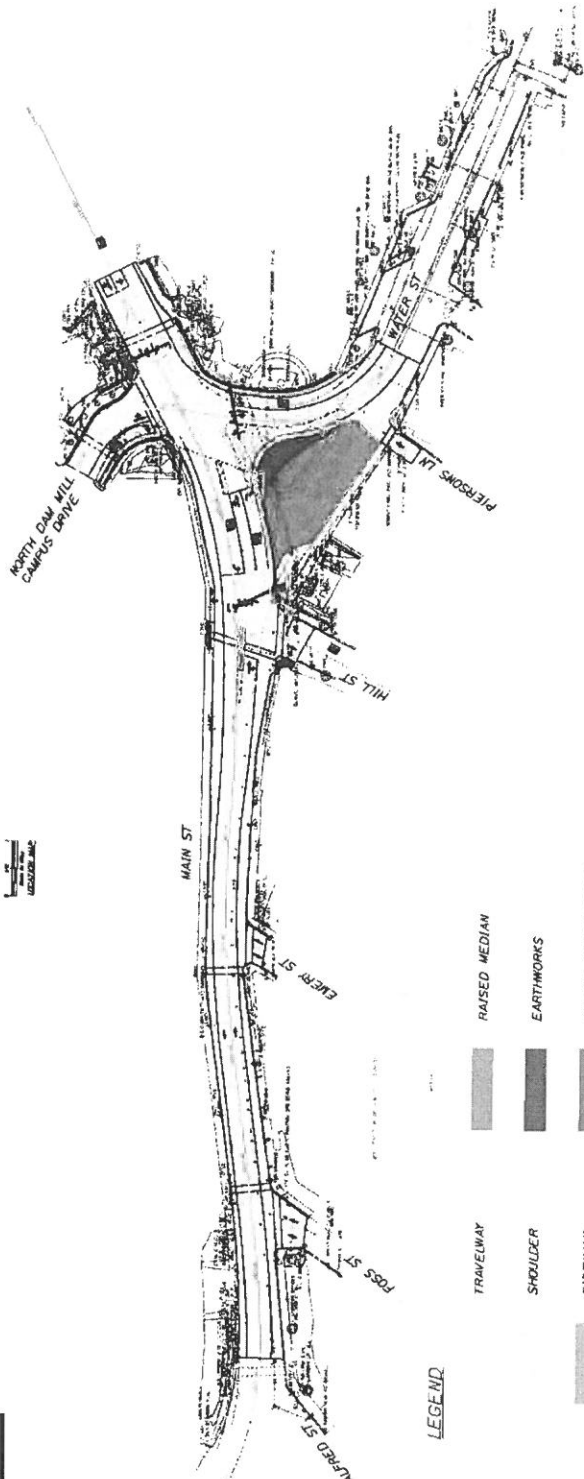
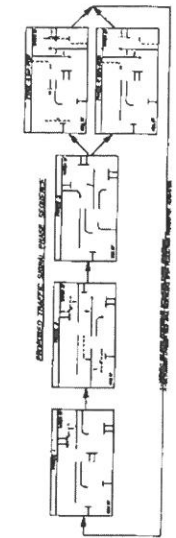
Intersections

Auxiliary Lanes: A right turn lane will be added on SR 9 (Main Street) turning on to the reconstructed Water Street intersection. A right turn lane will be added on North Dam Mill Road.

Project Scope – Roadway Elements¹¹



BIDDEFORD INTERSECTION IMPROVEMENTS
 ALONG ROUTE 9
 TOWN OF BIDDEFORD
 PROJECT: 187AL00
 APPROX. LENGTH: 0.26 MILES
 & 2 SIGNALS
 SCALE: 1" = 25'



LEGEND

TRAVELWAY	RAISED MEDIAN
SHOULDER	EARTHWORKS
SIDEWALK	FUTURE GREEN SPACE
TRUCK APRON	FULL RECONSTRUCTION



Donation and Release of Agency Obligation

PROJECT NO.: STP-1857(400)

WIN: 18574.00

PCL/ITEM NO: 4

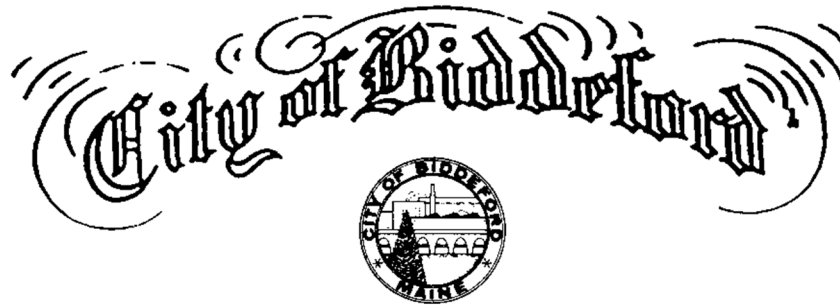
OWNER(S): City of Biddeford

(I),(We) acknowledge that we have been informed of the right to receive just compensation based upon an approved appraisal. Notwithstanding, we desire to donate the right of way (land and/or rights therein) and release the State of Maine from their obligation to provide an appraisal and offer for the real estate needed for the above referenced project. This donation to the State of Maine is made without coercive action of any nature.

DATED:

WITNESS

SIGNATURE OF OWNER(S)



IN BOARD OF CITY COUNCIL...FEBRUARY 19, 2019
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
re-appoint:

Tom Bryand
456 Pool Street
Ward 1

to the *Airport Commission*, for a term to expire in December 2021.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: _____

Name: _____

Street Address: _____

Mailing Address:
(if different) _____

Phone Number(s): _____

Email Address: _____

Which City Committee, Board or Commission do you request to be appointed to:

- | | |
|---|---|
| _____ • Airport Commission | _____ • Harbor Commission |
| _____ • Biddeford Fire Advisory Committee | _____ • Historic Preservation Commission |
| _____ • Biddeford Housing Authority | _____ • Planning Board |
| _____ • Biddeford Police Advisory Committee | _____ • Policy Committee |
| _____ • Board of Assessment Review | _____ • Project Canopy Committee |
| _____ • Cable T.V. Committee | _____ • Recreation Commission |
| _____ • Capital Projects Committee | _____ • Shellfish Conservation Committee |
| _____ • Conservation Commission | _____ • Solid Waste Management Commission |
| _____ • Downtown Development Commission | _____ • Wastewater Management Commission |
| _____ • Economic Improvement Commission | _____ • Zoning Board of Appeals |

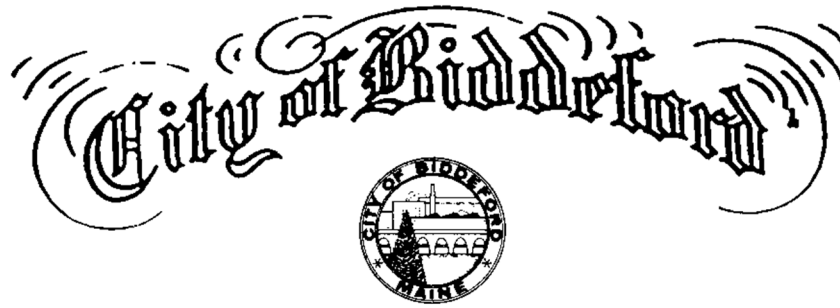
CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

Please provide a brief statement describing your interest in serving the City of Biddeford.

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...FEBRUARY 19, 2019
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
appoint:

Carmen Morris
2 Main Street, #35-205
Ward 5

to the *Airport Commission*, for a term to expire in December 2021.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: _____

Name: _____

Street Address: _____

Mailing Address:
(if different) _____

Phone Number(s): _____

Email Address: _____

Which City Committee, Board or Commission do you request to be appointed to:

- | | |
|---|---|
| _____ • Airport Commission | _____ • Harbor Commission |
| _____ • Biddeford Fire Advisory Committee | _____ • Historic Preservation Commission |
| _____ • Biddeford Housing Authority | _____ • Planning Board |
| _____ • Biddeford Police Advisory Committee | _____ • Policy Committee |
| _____ • Board of Assessment Review | _____ • Project Canopy Committee |
| _____ • Cable T.V. Committee | _____ • Recreation Commission |
| _____ • Capital Projects Committee | _____ • Shellfish Conservation Committee |
| _____ • Conservation Commission | _____ • Solid Waste Management Commission |
| _____ • Downtown Development Commission | _____ • Wastewater Management Commission |
| _____ • Economic Improvement Commission | _____ • Zoning Board of Appeals |

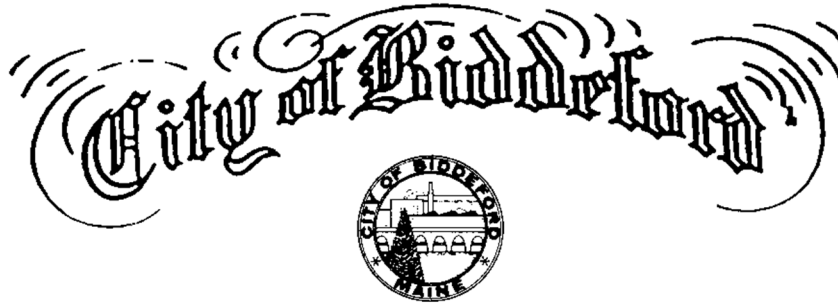
CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

Please provide a brief statement describing your interest in serving the City of Biddeford.

Attach any additional information to this application and return it to the City Clerk's Office.



IN BOARD OF CITY COUNCIL...FEBRUARY 19, 2019
ORDERED, that I, Alan M. Casavant, Mayor of the City of Biddeford, do hereby
appoint:

Alexa Plotkin
136 Alfred Street
Ward 5

to the *Planning Board*, as an Associate Member, for a term to expire in December 2021.

CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

Date: February 5, 2019

Name: Alexa Plotkin

Street Address: 136 Alfred Street
Biddeford Maine 04005

**Mailing Address:
(if different)**

Phone Number(s): 8455580446

Email Address: alexaplotkin@gmail.com

Which City Committee, Board or Commission do you request to be appointed to:

- | | |
|--|--|
| ☐ • Airport Commission | ☐ • Harbor Commission |
| ☐ • Biddeford Fire Advisory Committee | ☐ • Historic Preservation Commission |
| ☐ • Biddeford Housing Authority | ☒ • Planning Board |
| ☐ • Biddeford Police Advisory Committee | ☐ • Policy Committee |
| ☐ • Board of Assessment Review | ☐ • Project Canopy Committee |
| ☐ • Cable T.V. Committee | ☐ • Recreation Commission |
| ☐ • Capital Projects Committee | ☐ • Shellfish Conservation Committee |
| ☐ • Conservation Commission | ☐ • Solid Waste Management Commission |
| ☐ • Downtown Development Commission | ☐ • Wastewater Management Commission |
| ☐ • Economic Improvement Commission | ☐ • Zoning Board of Appeals |

CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates)

I have no prior experience.

Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.

I received my Master's Degree in Community Planning and Development from the Muskie School of Public Service. I am currently employed as a Policy Analyst I at the Cutler Institute for Health and Social Policy.

Please provide a brief statement describing your interest in serving the City of Biddeford.

In 2009, when I first moved to Maine to take a position with Habitat for Humanity of Greater Portland, I was told the following joke: " Did you hear that Saco got a zoo? " and I said " what? " and the teller said " Yeah, they ' re putting a fence around Biddeford. " ... I didn't understand that joke at all, because I wasn ' t familiar with the area yet. Now I understand the seriously outdated premise. In the ten years that I ' ve been in Southern Maine, the situation in Biddeford has evolved to the point that new residents of the area may never understand what that joke was about. Biddeford is experiencing an exceptional renaissance and it is a credit to the leadership of the City. I ' m proud to have purchased my first home here and I plan to be part of this community for a long time to come. I would be honored to serve as a member of our Planning Board.

Attach any additional information to this application and return it to the City Clerk's Office.