



CITY OF BIDDEFORD

PLANNING DEPARTMENT

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PLANNING BOARD MINUTES

Date: Wednesday, February 1, 2017
Time: 6:00 PM
Location: Council Chambers, City Hall

1. **PLEDGE OF ALLEGIANCE**
2. **DECLARATION OF QUORUM/VOTING MEMBERS**
 - A. Quorum Present: Larry Patoine-Chair, Richard Potvin II, William Southwick, Jennifer Burke, Clement Fleurent (Alt voting member).
3. **ADJUSTMENTS TO THE AGENDA**
4. **PLANNER'S BUSINESS**
5. **CONSENT AGENDA**
 - A. Consideration of Minutes: January 4, 2017

MOTION:

 - o Southwick
 - Motion: to approve Consent Agenda.
 - o Potvin
 - Second.
 - o Chair Patoine – Call for Vote
 - Unanimous Approval (4-0) passed.
6. **UNFINISHED BUSINESS**
7. **NEW BUSINESS**
 - A. **2017.04 Determination of Greatest Practical Extent:** for Orr & Elizabeth Shepherd to remove the existing structure and reconstruct a new home at 2 Hansons Lane (Tax Map 56, Lot 9) in the CR and LR zone.

Greg Tansley, Planner: Brief report.

Orr Shepherd, Owner of 2 Hansons Lane: I have nothing more to add but will answer any questions.

Discussion between the Board, Applicant and Staff.

MOTION:

 - o Southwick
 - Motion: to approve the Determination of Greatest Practical Extent for Orr & Elizabeth Shepherd based on the approved plans for 2 Hansons Lane (Tax Map 56, Lot 9) approve the findings of fact, and sign the plans based on the conditions recommended by Staff in its report dated January 25, 2017.

- **Potvin**
- Second.
- **Chair Patoine – Call for Vote**
- Unanimous Approval (4-0) passed.
- B. 2016.25 Site Plan Review:** for Five Star Holdings, LLC to construct a 1,800 SF building to house a Star Bucks Coffee Shop on Alfred Road (Tax Map 27, Lots 167, 168 and 169) in the B-2 zone.
- Greg Tansley, Planner:** Brief report.
- Bill Thompson, BH2M:** Gave a presentation.
- Kevin King, Prompto-** Traffic
- Maureen Glidden, 367 Alfred Street-** Traffic
- Discussion between the Board, Staff and Applicant.**

MOTION:

- **Southwick**
- Motion: to grant the waiver to Article XI, Section 5.B.4.f.2 – To allow paving and/or parking within 25 feet of any front property line.
- Motion: to grant the waiver to Article XI, Section 5.B.4.i – Maximum non-vegetated areas greater than 75% and parking/paving greater than 30%.
- Motion: to grant the waiver to Article VI, Section 12, A (Buffers) – To waive the required 30' foot vegetated buffer requirements in lieu of 6' stockade fencing as shown on the submitted plans.
- Motion: to grant the waiver to Article XI, Section 5.A. (m) and Section B.4.i. – Final sign locations and signs designs.
- Motion: to grant the waiver to Article XI, Section 5.B.4.f.1 – To allow paving and/or parking within the required setback of any side or rear property line.

○ **Burke**

- Second.
- **Chair Patoine – Call for Vote**
- Unanimous Approval (4-0) passed.

- C. 2017.02 Public Hearing/May take Action on a Minor Amendment on Shoreland Zoning:** To address a condition of approval by the Maine Department of Environmental Protection related to Biddeford's Shoreland Zoning Ordinance amended and adopted by the City Council on October 18, 2016 to delete the words "but greater than 25 feet" from the first sentence of Section 12(C)(1)(c)(i).

Greg Tansley, Planner: As I mentioned before there was a condition of approval by the DEP. It's just a minor detail. This will clarify things and we felt it should be changed now before September.

MOTION

- **Southwick**
- Motion: to recommend City Council the recommendations on the Shoreland Zoning Ordinance Amendment.
- **Potvin**
- Second.
- **Chair Patoine – Call for Vote**
- Unanimous Approval (4-0) passed.

D. 2017.03 Public Hearing/May take Action on Accessory Dwelling Units: To add new definitions pertaining to Accessory Dwelling Units (ADUs), to allow ADUs as Permitted (P) uses in the SR-1, R-1-A, R-2, R-3, W-1, W-3, R-F, OR, and MSRD-2 Zones, and to establish Performance Standards that apply to ADUs.

Greg Tansley, Planner: I think we addressed any concerns the Code Officer had and your concerns. Its up to the Board to decide if you send it to City Council for recommendation of approval.

Discussion between Board and Staff

MOTION:

- **Potvin**
- Motion: to strike Section O item (i) A detached ADU shall not exceed the height of the principal residential structure or twenty (20) feet, whichever is less. In no case shall the highest point of the roof or the detached ADU exceed the highest point of the roof of the principal residential structure.
- **Southwick**
- Second.
- **Chair Patoine – Call for Vote**
- Unanimous Approval (4-0) passed.

Discussion between Board and Staff

MOTION:

- **Southwick**
- Motion: to strike Section M item (i) Internal ADUs shall be located on one level.
- **Potvin**
- Second.
- **Chair Patoine – Call for Vote**
- Unanimous Approval (4-0) passed.

MOTION:

- **Southwick**
- Motion: to send the proposed Accessory Dwelling Units to City Council with the adjustments approved this evening.
- **Burke**
- Second.
- **Chair Patoine – Call for Vote**
- Unanimous Approval (4-0) passed.

8. OTHER BUSINESS

Chair Patoine: We need to elect a Vice Chair and Secretary.

MOTION:

- **Potvin**
- Motion: to elect Bill Southwick as Vice Chair.
- **Burke**
- Second.
- **Chair Patoine – Call for Vote**
- Unanimous Approval (3-0) passed.
- **Fleurent**

- Motion: to elect Jennifer Burke as Secretary.
- Southwick
- Second.
- Chair Patoine – Call for Vote
- Unanimous Approval (3-0) passed.

Discussion between Board and Staff

9. **ADJOURN**

MOTION:

- Potvin
- Motion: to Adjourn.
- Southwick
- Second.
- Chair Patoine – Call for Vote
- Unanimous Approval (4-0) passed.


○ Planning Board Chair

3/1/2017
Date

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- These minutes are summary and are not intended to be verbatim. Archived meetings are viewable on the City's website: www.biddefordmaine.org.