



CITY OF BIDDEFORD

Planning and Development Department

205 Main Street
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Biddeford, ME 04005
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Planning Board Meeting Meeting Minutes

Date: May 21, 2025
Time: 6:00 PM
Location: Council Chambers & Zoom

1. Pledge of Allegiance 6:00 PM
2. Declaration of Quorum/Voting Members
Quorum Present: Alexa Plotkin, Chair, Larry Patoine, Sue Deschambault, Roch Angers, & Matt Dubois
Staff Present: David Galbraith, Adi Iriqat, Nan Whitten & Harry Center, City Attorney
3. Adjustments to the Agenda-N/A
4. Planner's Business-N/A
5. Consent Agenda
5.A. Review for approval Meeting Minutes for May 7, 2025
MOTIONS: 6:01 PM
Motion- Dubois-Motion to approve Consent Agenda
Second- Deschambault
Vote-Unanimous
6. Unfinished Business-N/A
7. New Business
7.a 2025.15 The Biddeford Planning Board will review a request for a Shoreland Zoning Permit for Karen Tarves. This proposal is to rebuild the existing structure to avoid damage from future storms. This proposal will make the non-conforming structure more conforming, and the applicant would like to install a new septic system, making it code-compliant. The location of this project is 12 Fortunes Rocks Road, also known as Tax Map 63, Lot 42-1 in the CR zone.
 - Iriqat introduced the project and talked about the 6 criteria
 - Ms. Tarves represented herself
 - NO PUBLIC COMMENTS
 - Angers confirmed that the structure is staying in the same area
 - Patoine asked about the storm damage. There was no storm damage to the structure but damage to the property. There will be a new foundation with flood vents so that the water goes through the foundation.
 - Patoine noticed that there is a scrivener error on the plan with the map & lot. The applicant will have that corrected.MOTIONS 6:12 PM

Motion-Angers-A. Motion to Approve Case #2025.15 A Greatest Practical Extent Determination for Karen Tarves (Tax Map 63, Lot 42-1) in the Coastal Residential Zoning District with the following Conditions of Approval.

- 1. The razed building shall not be relocated closer to any of the existing property lines as noted on the approved plan**
- 2. The Code Enforcement Officer shall review and approve conformance to Section 15 of the Shoreland Zoning Ordinance**
- 3. Obtain all required permits from the Maine Department of Environmental Protection and the Biddeford Code Enforcement Office**
- 4. This approval shall expire one year from the date below if a substantial start is not made in construction. If a substantial start (30% of project completion, i.e., framing and foundation) is made within one year of the date below, the applicant shall have one additional year to complete the project thereafter; this approval shall expire**

Second-Patoine

Vote-Unanimous

7.b. 2025.17 The Biddeford Planning Board will review a request for Preliminary approval for Subdivision & Site Plan. This proposal is that the applicant will construct (2), thirty (30) unit buildings with associated parking for residents. The buildings will utilize the existing development entrance and have their own primary access via Park View Court. New buildings will have associated parking and utility infrastructure. The location of this project is 1 Park View Court (641 Main St) also known as tax map 32, lot 1 in the R3 zone.

- Galbraith introduced the project informing the Board that there is insufficient sewer in the area to accommodate the additional residential units**
- Andrew Kurmin from Gorrill Palmer represented the applicant**

PUBLIC COMMENTS

- Mike Eon 59 Boom Road, Saco (owns several pieces of property in Biddeford)**
- BOARD**

- Angers-he is leaning towards tabling the item until the sewer conditions have been corrected, he read the following:**

The primary design element that needs resolution is the sewer capacity issue. The proposed sewer line would ultimately connect to the existing sewer pump station located approximately 1,500 feet from the proposal to the pump station. The pump station is currently near or at capacity and pump station upgrades will be required to accept the effluent from the proposed development. The upgrades required are expected to cost approximately \$1,000,000. The City does not currently have funds appropriated for the required system upgrades. This project cannot advance to Final Plan Review until either the Applicant covers the upgrade costs, or Council approves appropriate funding allocation, or a combination of the two.

- Patoine agrees with Angers, there is so much work to be done and this needs to be settled first**

MOTION: 6:25 PM

Motion-Deschambault- Motion to Table: I motion to TABLE Case # 2025.09 a Preliminary Plan Review for Bateman Partners, LLC for two (2) new buildings containing 60-unit low/moderate income (LMI) apartments within the Forest Green Apartments located at 641 Main Street (Map 32, Lot 1) in the Mixed Residential (R3) Zoning District and within the Shoreland Overlay District, until the sewer issue has been settled.

Second-Patoine

Vote-Motion passed unanimously

7.c. 2024.34 The Biddeford Planning Board will hold a Public Meeting and take comments to review a Shoreland & Site Plan Review Application for the University of New England. The proposed use is to build a marine research pier. The property is located at 11 Hills Beach Road (Tax Map 52, Lot 4) in the IN Zone.

- Chair Plotkin gave the audience a run down of the rules and procedures.
- Public comments will be limited to 5 minutes
- Alan Thibeault from UNE represented the application along with Dan Banyon of GEI, Tom Saucier of Site Design, and UNE Attorney Ron Schnieder
- Thibeau talked about the history of the project and the 9 options that were explored.
- Thibeault presented all the criteria UNE is looking at for their new pier and explained that site 7 met all of their needs.
- The school has approvals from SRCC, Army Corp of Engineers and the DEP.
- The school is looking for site plan approval with this application.
- The proposed pier is out of the navigational channel
- Utilities will be underground and there is no parking needed.
- UNE will be adding 1 8' x 10' shed
- UNE requested from the City a moorings map which is required but does not exist.
- Thibeault acknowledged that some moorings will have to be moved, and UNE will work with the City on moving the moorings at the school's expense.

PUBLIC COMMENTS:

Michael Swanton-110 Old Pool Road

Kyle Noble-56 Hills Beach Road

Dan Chadbourne for Saco Harbor Master

Shawn Tibbets-Mooring #26

Walter Alexander-31 Bridge Road

Matt Haas-36 Meeting House Road

Joe Emmons-23 Sokokis Road

Mike Ramunno-2 Fieldcrest Drive

Robert Brackett-Mooring #150

John Schafer-24 Sky Harbor Drive

John Hennedy-118 Mile Stretch Road

Peter Mourmourais-30 Saco Ave, OOB

Ed McKaskett-Mooring #72

Rob Morin-Saco ME Mooring owner

Carole Alexander-31 Bridge Road

BOARD

- Plotkin-she explained to the audience that the Board has just gotten their information on the project and needs to take time to go through it and learn. She would like a copy of the analysis documentation.
 - Patoine-Would like a site walk both on land and sea
 - Deschambault explained that it is the job of the Board to protect everyone's rights
 - Angers would like a site walk on land and sea. He explained that the Board will not be able to please everyone. He feels UNE should meet with the people in the audience and others opposed to the project to come to some agreement.
 - Dubois also wants a site walk at low tide. He pointed out something in the Staff Report that needs to be corrected. He wants proof that the Native American tribes did sign off on this project. He would like more information on the waivers UNE is requesting and would like clarification on the role the Harbor Master plays in the Peer Review and their role in the review process.
 - Patoine would like a copy of the NIST Report
 - Plotkin explained that it is the Board's job to stay in their own lane and only deal with what is in their purview. She explained the Code of Conduct to the audience.
 - Dubois explained to the audience that the Board's role is to treat everyone fairly and that it is not the Board's position to propose and determine the location of the pier.
 - Patoine asked staff to get the information to the Board sooner.
 - Attorney Center spoke to the Board about civil & due process. He reminded the Board that they only make decisions on the information provided. Any decision made have substantial evidence on the record. Decisions made prior to hearing about the project is going to be a problem. The ordinance does not mention depth, current or moorings.
 - Plotkin would like to see the approval by the Harbor Master.
 - Galbraith will send out section 74-35 to the Board.
 - There are no decisions to be made tonight as this is only a Sketch Plan.
 - Members of the audience had handouts that are attached as part of the record.
8. Other Business-N/A
9. Adjourn 8:40 PM

Planning Board Chair/Vice Chair

Date

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