

City of Biddeford
Sustainability Commission
November 17, 2025 at 5:30 PM

City Hall Second Floor Conference Room & Zoom

[Join Zoom Meeting Online](#)

Or call in by phone: +1 312 626 6799

Meeting ID: 924 0273 7841

Passcode: 397008

1. Declaration of Quorum
2. New Business
 - 2.a Election of new Secretary
3. Discussion/Review
 - 3.a November 18 Council Presentation
 - 3.b Work with BCG on new trees in city parks—Holly C. to visit Sus. Com. In January, 2026
4. Old Business
 - 4.a Adopt-a-Park-Shall this commission adopt the park at 315 Main Street to care for and maintain?
 - 4.b EV Charging Ordinance
5. Adjourn

What is the mission of the Sustainability Commission?

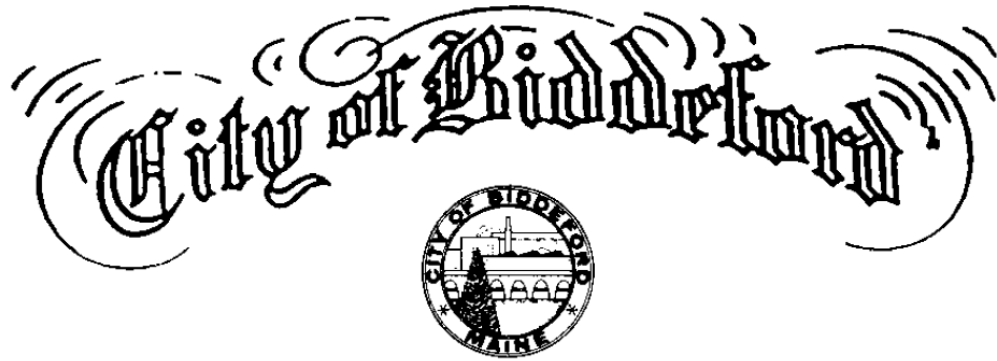
Implement the 48 actions in the climate action plan, focusing on reducing GHG emissions.



What is the composition of this commission?

The commission consists of nine regular voting members plus one student representative.

Why is this work important?



2022.88

IN BOARD OF CITY COUNCIL...October 18, 2022

Resolution Requesting the Endorsement of 'Race to Zero' Pledge to Reduce Carbon Emissions in Biddeford

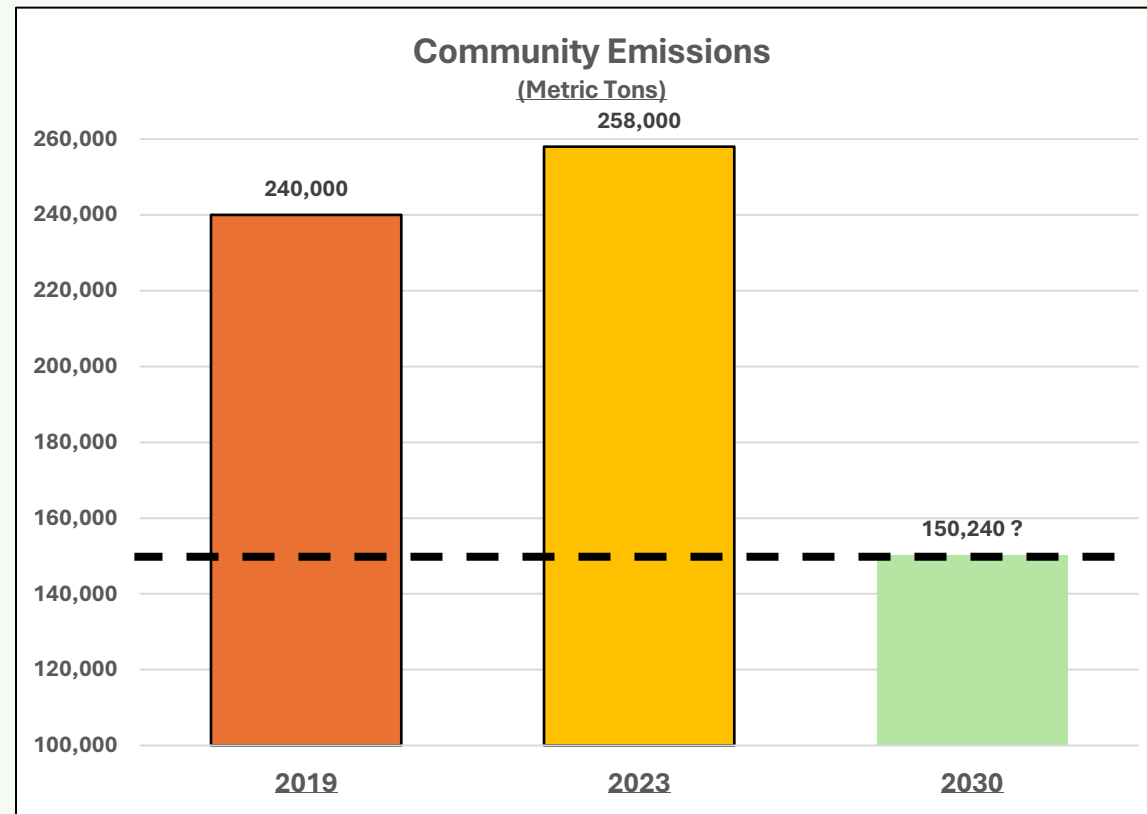
NOW, THEREFORE, BE IT RESOLVED that in accordance with the ICLEI's Race to Zero campaign, the City of Biddeford does hereby adopt a community-wide goal of net-zero emissions by 2050, with a reduction of 62.6% below the 2019 emissions baseline by 2030.



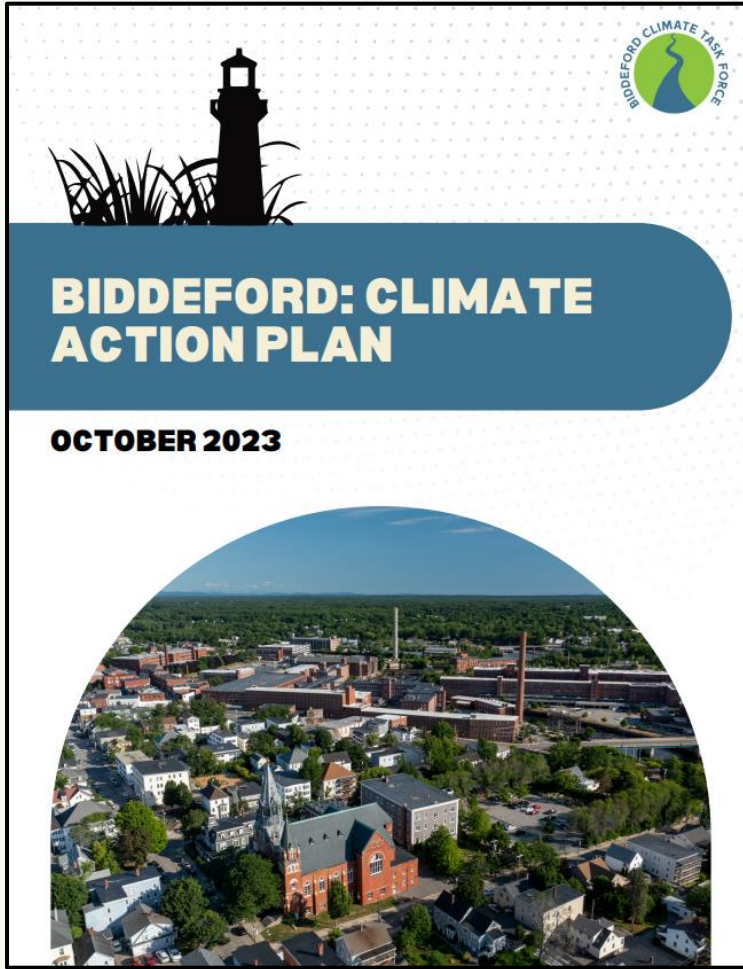
Local Governments
for Sustainability

USA

Results of the GHG Emission Inventories



What is the Climate Action Plan?



BUILDINGS & ENERGY

How can Biddeford make our city's buildings and energy systems ready for climate change?

TRANSPORTATION & INFRASTRUCTURE

How can Biddeford make our transportation systems and infrastructure ready for climate change?

LAND USE & NATURAL ENVIRONMENT

How can Biddeford help our city's natural environment be ready for climate change?

HEALTH, SAFETY, & WELL BEING

How can Biddeford increase health, safety, & well being in our city?

LEADERSHIP & SUPPORT

How can the City of Biddeford foster leadership and support to implement our Climate Action Plan?

What work has the commission done in 2025?

LEADERSHIP & SUPPORT

How can the City of Biddeford foster leadership and support to implement our Climate Action Plan?

LS1. Create Climate Commission 

Established Commission


LS6. School curricula 

Applied for CSCI Grant (not Awarded - March 2025)

Conducted 2nd GHG Emission Inventory

BUILDINGS & ENERGY

How can Biddeford make our city's buildings and energy systems ready for climate change?

B5. Renewable energy 

Drafted Solar Ordinance

B7. Municipal energy efficiency 

Applied for CRP Grant Building Energy Audit

LAND USE & NATURAL ENVIRONMENT

How can Biddeford help our city's natural environment be ready for climate change?

LN9. Direct development 

Coastal Areas reclassified as Limited Growth Zone in Comp Plan

LN7. Sustainable landscaping 

Drafted Landscape Ordinance

TRANSPORTATION & INFRASTRUCTURE

How can Biddeford make our transportation systems and infrastructure ready for climate change?

T3. Encourage transition to electric vehicles (EVs) 

Public EV Chargers

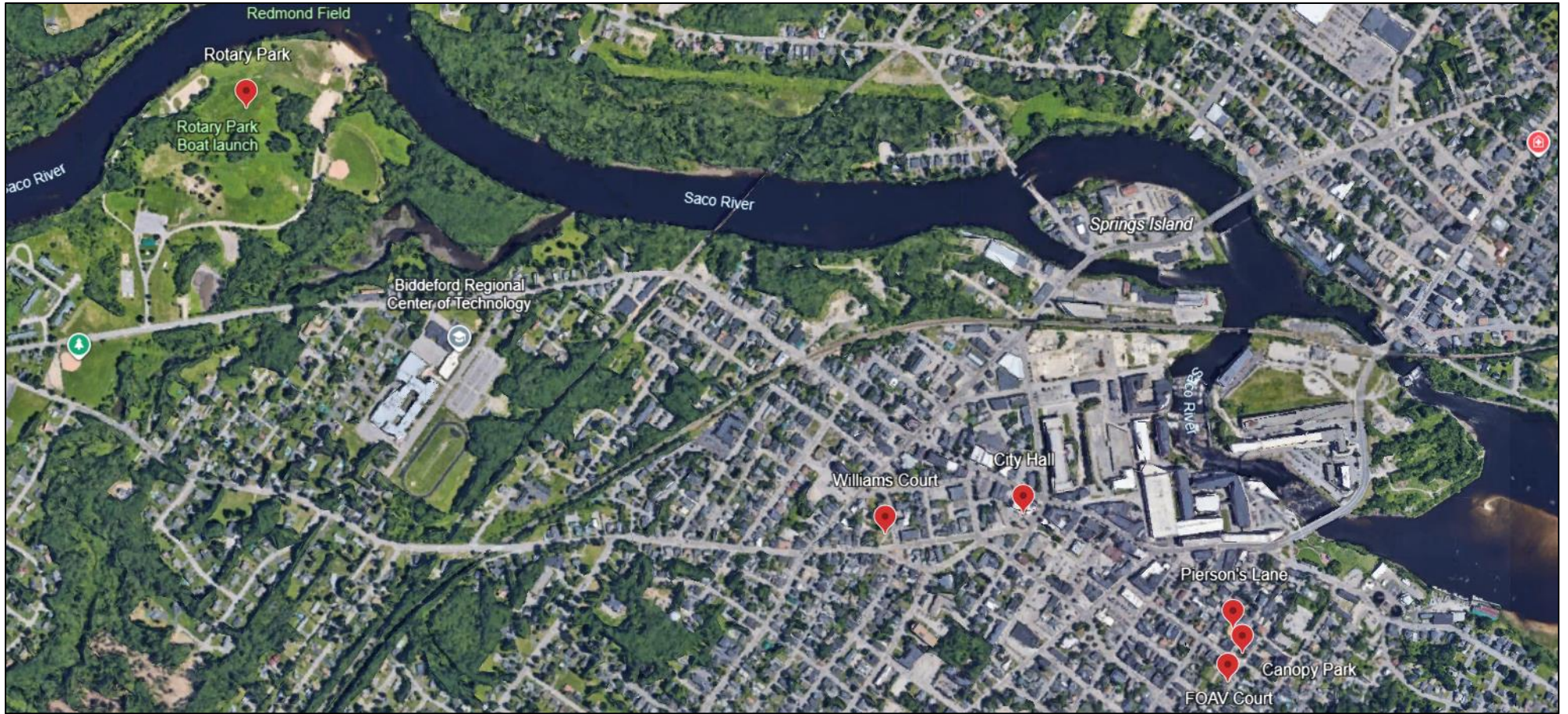
EVCS Ordinance

T6. Increase bikeability 

New Bike Racks Downtown

Interactive Bike Rack Map

Bike Ped Plan



Whitten, Nan

From: holly culloton <holly.mhcg@gmail.com>
Sent: Monday, November 10, 2025 2:53 PM
To: Favreau, Brad
Subject: Trees for public spaces

Caution: This is an external email. Please take care when clicking links or opening attachments. When in doubt, contact the IT Department

Hi Brad,

Bideford Community Gardens recently requested an estimate for trees from Pierson Nurseries for Canopy Park, Pierson's Lane Children's Garden, Williams Court, and Rotary Park.

A little background and recommendations from Pierson's.

Canopy Park -

As you may know, BCG has been partnering with the high school's Alternative Pathways Classroom on renovating Canopy Park by removing the dark black mulch and replacing it with native wildflowers and white clover. They've adopted the portion of the park bordering Sullivan St. Eventually, they may take over the entire park. Part of the plan is to plant two new trees along Bacon Street behind the kiosk to replace ones that were cut down years ago.

Pierson's Lane -

There currently is a large Ash tree (donated by Pierson's several years ago) that is showing significant signs of stress due to the Emerald Ash Borer. Jake Pierson feels we can get another year out of it. But in the meantime, we're looking at planting more trees, which can offer shade for the playground and cooling for the neighborhood. Jake recommends planting three maples along the left side of the park just inside the granite block border, and an oak on the other side of the playground by the green bench. Two maples could be planted in the spring and a third maple planted in the fall to replace the Ash.

Williams Court - Earlier this year, Pierson's donated two pear trees, which were planted in the older section of the park. We're also planning to plant two apple trees in that area. to provide more readily available food for the neighborhood.

Rotary Park - BCG will be approaching the city to ask about taking over the hillside above the garden for planting an orchard and additional growing space for vegetables. Jake Pierson recommended planting 6 to 8 apple trees above the small existing orchard by our shed. He further suggested planting 20 pear, apple, and nut trees in the area behind the grape arbor.

The estimated prices for these trees are as follows (fyi: he suggests more mature 3" trees for Canopy and Pierson's for increased viability).

- Canopy Park - Two flowering crabapples or cherries (2 X 3" \$300 ea. = \$600)
- PLG - Three Adirondack maples (3 X 3" \$500 ea. \$1,500 and 1 Ostrya Oak - 3" \$500 = Total \$2,000)
- Rotary Park Community Garden hillside orchard - (28 - Bare root apple, pear, and nut trees @ \$65 ea. = \$1,820)
- Williams Court Park - Two apples \$???

The total estimated cost for these trees \$4,420 + the 2 apples for Wms. Ct. we still need prices for.

We have not yet gone to the Rec Department with our proposal. I am hoping we can get the Sustainability Commission's blessing prior to that step. Also, with the Rec Department receiving \$6M for facilities, that maybe we could tap into some of that for purchasing some of the trees, especially for Canopy and Pierson's Lane.

We also feel it will be important to provide educational information about the importance of trees to the neighborhood via promotional materials, and possibly in-person event HUB and next year's Spring Pollinator Festival.

I'd love to hear your thoughts on this. And I'm happy to answer any questions you may have.

Thanks!

Holly

Holly Culloton, Director
Biddeford Community Gardens
Cell. 207-730-1799





ADOPTION PROPOSAL AND AGREEMENT

Date: _____

Adopt A Park Group Name: _____

Group Contact Person: _____

Mailing Address: _____

Phone (day): _____

Park Interested in Adopting: _____

If a large park, areas interested in maintaining: _____

What are the Adopter Group's responsibilities?

- **AAP Group Contact to attend at least one monthly AAP meeting (dates t/b/d) during term of service**
- **Visit the park regularly (at least bi-monthly)**
- **Pick up litter and place in existing trash cans or designated pickup spot**
- **Manual weeding, pruning, sweeping, and raking**
- **Keep park signage clean and visible**
- **Monitor trees for signs of disease, dead limbs or dangerous hanging branches and report your findings**
- **Report any graffiti, safety issues, excessive dog waste, damaged park furniture or tree-related concerns to the Adopt a Park Team**
- **Submit any plans to Adopt a Park Team for approval by the Department of Public Works, the Recreation Commission, and the Heart of Biddeford prior to adding:**
 - any plantings such as flowers, shrubbery
 - public art
 - site furnishings

- new equipment (ex. Playground equipment)
- **Note: Chemicals are not to be applied by adopter group**

Please describe in detail any additional activities you would like to include in your adoption:

What are Adopt a Park Program staff's responsibilities?

- Be available via email and cellphone for any questions and/or concerns
- Assist with large cleanups and at other times as needed

What are the City's responsibilities?

- Mowing fields and other grassy areas
- Emptying trash cans and picking up piles of debris from Adopt a Park cleanups
- Providing tools such as brooms, rakes, shovels, loppers, on an as needed basis

Terms and Conditions:

1. Term: Subject to the City's right to terminate, this Agreement shall be in effect for one year beginning, _____. This Agreement shall automatically renew for additional one-year terms unless terminated by the Adopter Group or the City. Adopter Groups shall provide at least thirty (30) days written notice of termination.
2. Conditions:
 - a. Adopter Groups shall develop and follow a regular schedule of park maintenance as agreed upon by the Adopt a Park Coordinator and report any park hazards, damage or graffiti, to the Adopt a Park Coordinator.
 - b. The contact person for the Adopter Group shall report all hours volunteered to the Adopt a Park Coordinator.
 - c. The contact person shall email AAP Coordinator with questions and if help is needed.
 - d. Each individual participant must sign the City of Biddeford's Volunteer Acknowledgement and Release of Liability Agreement.
 - e. Participants under the age of 18 must be accompanied by at least one person over the age of 21.

- f. The City of Biddeford may photograph or videotape the events or activity in which a participant is participating for purposes of promoting the City of Biddeford and its services/programs with the understanding that no compensation of any kind will be paid to the participant.
- 3. Access: Volunteers are allowed access to City property for the purpose of carrying out the terms of this Agreement.

The City of Biddeford Reserves the right to terminate this Agreement at any time with or without cause.

ADOPT A PARK GROUP

CITY OF BIDDEFORD

Contact person signature

Signature

City of Biddeford Code of Ordinances

Part III Land Use Development

Article VI Performance Standards

Section 49.1 Electric Vehicle Infrastructure

1. Purpose

The purpose of this ordinance is to facilitate and encourage the use of electric vehicles, to expedite the establishment of a convenient, cost-effective electric vehicle infrastructure, and to establish minimum requirements for such infrastructure to serve both long-term and short-term parking needs. This Ordinance is consistent with the goals of Biddeford's approved Climate Action Plan, including reducing greenhouse gas emissions 62.6% over 2019 baseline levels by 2030.

2. Definitions

Accessible electric vehicle charging station - an electric vehicle charging station, that can be readily used by those of all abilities, where the battery charging station is located within accessible reach of a barrier-free access aisle and the electric vehicle.

Battery charging station - an electrical component, assembly or cluster of components assemblies designed specifically to charge batteries within electric vehicles.

Battery electric vehicle - any vehicle that operates exclusively on electrical energy from an off-board source that is stored in the vehicle's batteries and produces zero tailpipe emissions or pollution when stationary or operating.

Charging levels - the standardized indicators of electrical force, or voltage, at which an electric vehicle's battery is recharged. The terms 1, 2, and DC fast charging are the most common charging levels, and include the following specifications:

- Level 1 provides charging through a 120 volt (V), alternating-current (AC) plug. Level 1 is considered as slow charging. Level 1 charging equipment is standard on vehicles and therefore does not require the installation of charging equipment. The most common place for Level 1 charging is at the vehicle owner's home and is typically conducted overnight.
- Level 2 charging is through a 240V, AC plug and requires installation of home charging or public charging equipment. These units require a dedicated 40-amp circuit. Level 2 chargers are commonly found in residential settings, public parking areas, places of employment and commercial settings.
- DC Fast Charging (DCFC) charging is through a 400 to 1000 V, direct-current (DC) plug. Due to their high cost and extremely high-power draw, Level 3 chargers are typically found in commercial or industrial locations rather than residential.

Electric Vehicle (EV) - a vehicle that operates, either partially or exclusively, on electrical energy from the electrical grid, or an off-grid source, that is stored on board for motive purposes.

“Electric vehicle” includes:

- Battery electric vehicle
- Plug-in hybrid electric vehicle

Electric vehicle charging station (EVCS) – battery charging equipment that has as its primary purpose the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an electric vehicle. A charging station must include a port that conforms to EV industry standards and can charge the vehicle, although an adapter may be required.

EVCS-installed - parking spaces equipped with electrified EVCS that are operational.

EVCS-ready - parking spaces with necessary conduit installed and electrical capacity available to connect to an EVCS to charge an electrical vehicle (either plug or hardwired).

Electric vehicle charging station, private restricted use - an electric vehicle charging station that is:

- Privately owned and restricted access (e.g., single-family home, executive parking, designated employee parking, assigned parking at multi-family residential buildings); or
- Publicly owned and restricted (e.g., fleet parking with no access to the general public).

Electric vehicle charging station – public use means an electric vehicle charging station that is:

- Publicly owned and publicly available (e.g., Park & Ride parking, public library parking lot, on-street parking); or
- Privately owned and available to visitors (e.g., shopping center parking).

Electric vehicle infrastructure - conduit/wiring, structures, machinery, and equipment necessary and integral to support an electric vehicle, including battery charging stations.

Electric vehicle parking space - any marked parking space that identifies the use to be exclusively for the parking of an electric vehicle.

Electric vehicle supply equipment (EVSE) - any equipment or electrical component used in charging electric vehicles at a specific location. EVSE does not include equipment located on the electric vehicles themselves.

Electrical capacity shall mean, at minimum:

- Electric Service Panel capacity to accommodate a dedicated branch circuit and service capacity to install a 208/240V outlet per charger;
- Conduit from an electric panel to future EVCS location(s).

Non-electric vehicle - any motor vehicle that is licensed and registered for operation on public and private highways, roads, and streets that does not meet the definition of an electric vehicle.

Plug-in hybrid electric vehicle - an electric vehicle that:

- Contains an internal combustion engine and also allows power to be delivered to drive wheels by an electric motor;
- Charges its battery primarily by connecting to the grid or other off-board electrical source;
- May additionally be able to sustain battery charge using an on-board internal-combustion-driven generator; and
- Has the ability to travel powered by battery-supplied electricity.

3. Applicability

3.1. This ordinance shall apply to all electric vehicle infrastructure installed, constructed, or modified after the effective date of this Ordinance.

3.2. Electric vehicle infrastructure in place prior to the effective date of this ordinance shall not be required to meet the requirements of this ordinance unless substantial modification to the infrastructure is proposed in accordance with the criteria identified in Section 5.1.

3.3. All electric vehicle infrastructure shall be designed, built, and installed in accordance with applicable local, state, and federal codes, regulations, and standards.

5. Required Facilities

5.1. All new or reconstructed parking structures or lots shall be required to install level-2 or higher EVCSs according to Table 5.1 when one of the following conditions is met:

The development includes a new off-street parking facility with more than 25 spaces; or

The parking capacity of an existing building, site, or parking facility is increased by 30 percent or more or 25 spaces, whichever is smaller (expressed as $[\text{number of additional spaces}] / [\text{number of existing spaces}] \times 100$), resulting in 25 or more total spaces after expansion.

5.1.1. The number of EV charging stations required to be installed at the time of development is stated as a percentage of the total number of parking spaces in Column A of Table 5.1. Requirements will be rounded up to closest whole number but will always be a value of at least one EVCS to be available at the time of development occupancy.

5.1.2. Electric capacity requirements for EVCS-ready are met by providing a cabinet, box or enclosure connected to a conduit linking parking spaces with 208/240V or higher voltage AC electrical service for the suitable for the number of charging stations. The wire may end in either a junction box, hardwired EVCS, or plug at the parking space.

5.1.3 Site design must provide electrical, associated ventilation, accessible parking, and wiring connection to electrical transformer to support electric vehicle charging.

Table 5.1

EV Charging Requirements for New and Reconstructed Parking Structures

Land use type	A. EVCS-installed parking spaces required (as % of total parking spaces)	B. EVCS-ready parking spaces required (as % of total parking spaces)
One or two family residential	-	1 per unit
Multi-family residential w/o dedicated spaces	5%	-
Multi-family residential w/ dedicated spaces	-	1 per unit
Non-residential	5% or one (1) space, whichever is greater	

5.1.3. DC Fast Charging equipment may be installed to partially or fully meet the above requirement at one third the rate prescribed by table 5.1.

5.1.4. These requirements may be revised upward or downward by the Planning Board as part of an application for a conditional use permit or planned unit development based on verifiable information pertaining to parking.

5.1.5. When the cost of installing EVSE required by this ordinance would exceed five percent of the total project cost, the property owner or applicant may request a reduction in the EVSE requirements and submit cost estimates for city consideration. When City Council approval of the project is not required, the Zoning Administrator may administratively approve a reduction the required amount of EVSE to limit the EVSE installation costs to not more than five percent of the total project cost.

5.1.6. Affordable housing projects (120% AMI in 33% of dwelling units) can reduce requirement in table 5.1 by 50% or two total EVCS-installed spaces, whichever is less.

5.1.7. Where meeting the requirements of this ordinance is not feasible an in-lieu fee to the City of Biddeford at a rate of \$5,000 per EVCS-installed parking space and \$1,000 per EVCS-ready parking space shall be collected. EVCS in-lieu fees collected by the City shall be used for supporting electric vehicle infrastructure in the City of Biddeford. These funds shall be used in accordance with the following:

- a. The funds shall be used for electric vehicle charging infrastructure within the City. More specifically, these funds may be used for equipment, and/or construction costs of electric vehicle charging infrastructure in existing or new City owned parking lots.
- b. A portion of these funds may also be used for administrative, legal, engineering, or other costs related to the planning, design, permitting, and property acquisition for electric vehicle charging.
- c. A portion of these funds may also be used to establish a grant or revolving loan program to provide direct financial assistance to offset the cost of retrofitting existing parking areas with electric vehicle charging infrastructure.
- d. These funds may be used in combination with other City funds and other private, non-profit, and government funding for expanding electric vehicle charging infrastructure within Biddeford.
- e. The in-lieu fees contributed by a development shall not be used by the same or other developments to fund the electric vehicle charging infrastructure that is required to meet the minimum standards described in Table 5.1.
- f. The in-lieu fees collected by the City shall not be utilized to fund electric vehicle charging infrastructure that is otherwise required to meet minimum zoning standards.

6. General Requirements for Electric Vehicle Infrastructure

6.1. Electric vehicle charging stations within single-family and two-family residences are exempt from the below general requirements. This does not exempt electrical or other permit obligations.

6.2. General station requirements

6.2.1. Size. A standard size parking space shall be used for an electric vehicle charging station where such a station is required or planned.

6.2.2. Equipment Standards and Protection. Where provided, parking for electric vehicle charging purposes shall meet the standards of subsections 6.2.2 (1) through (4) of this section.

1. Clearance. Charging station equipment mounted on pedestals, light posts, bollards or other devices shall be a minimum of 24 inches clear from the face of curb.
2. Charging Station Equipment. Charging station outlets and connector devices shall be no less than 36 inches or no higher than 48 inches from the top of surface where mounted, and shall be designed and located as to not impede pedestrian travel or create trip hazards on sidewalks.
3. Charging Station Equipment Protection. When the electric vehicle parking space is perpendicular or at an angle to curb face and charging equipment, adequate equipment protection, such as wheel stops or concrete-filled steel bollards shall be used.
4. Maintenance. Charging station equipment shall be maintained in all respects, including the functioning of the charging equipment. A phone number or other contact information shall be provided on the charging station equipment for reporting when the equipment is not functioning or other problems are encountered.

6.2.3. Signage. Electric vehicle charging stations, other than in residential use, shall have posted signage allowing only charging electric vehicles to park in such spaces. For the purposes of this subsection, "charging" means that an electric vehicle is parked at an electric vehicle charging station and is connected to the charging station equipment. Signage for parking of electric vehicles shall include:

- Information on the charging station to identify voltage and amperage levels and any time of use, fees, or safety information.
- Restrictions shall be included on the signage, if removal provisions are to be enforced by the property owner
- As appropriate, directional signs to effectively guide motorists to the charging station space(s).

6.2.4. Lighting. Site lighting shall be provided where EVCS is installed unless charging is for daytime purposes only. Lighting standards should be met pursuant to the Biddeford's zoning ordinance.

6.2.5. Time limits may be placed on the number of hours that an electric vehicle is allowed to charge, prohibiting indefinite charging/parking. If applicable, warnings shall be posted to alert charging station users about hours of use and possible actions affecting EVCS that are not being used according to posted rules.

6.2.6. The EVCS must be operational during the normal business hours of the use(s) that it serves. EVCS may be de-energized or otherwise restricted after normal business hours of the use(s) it serves. If applicable, warnings shall be posted to alert charging station users about hours of use.

6.2.7. Usage Fees. The property owner or operator is not restricted from collecting a service fee for the use of an electric vehicle charging station made available to visitors of the property.

6.3. Accessible Facilities

6.3.1. Where 5 or more EVCS-installed spaces are required, at least one space must be accessible.

6.3.2. Accessible electric vehicle charging stations should be located in close proximity to the building or facility entrance and shall be connected to a barrier-free accessible route of travel. It is not necessary to designate the accessible electric vehicle charging station exclusively for the use of disabled persons.

6.4. Charging and Parking

6.4.1. EVCS parking spaces are to be included in the calculation for both the number of minimum and maximum parking spaces required, as provided by [Chapter and Section number for Parking Requirements].

6.4.2. EVCS parking spaces, where provided for public use, are reserved for charging electric vehicles only.

6.4.3. Electric vehicles may be parked in any space designated for public parking, subject to the restrictions that would apply to any other vehicle that would park in that space.

6.5. Parking Restrictions

6.5.1. No person shall stop, stand or park any non-electric vehicle in a space designated through signage as an electric vehicle charging station. Any non-electric vehicle is subject to removal by the property owner or the property owner's agent.

6.5.2. Any electric vehicle in an electric vehicle parking stall that is signed exclusively for electric vehicle charging and that is either (1) not electrically charging or (2) parked beyond the days and hours designated on regulatory signs posted at or near the space shall be subject to removal as posted by the property owner or the property owner's agent. For purposes of this subsection, "charging" means an electric vehicle is parked at an electric vehicle charging station and is connected to the charging station equipment.

6.6. Decommissioning

Unless otherwise directed by Biddeford, within ninety (90) days of cessation of use of the EVCS, the property owner or operator shall restore the site to its original condition.

Should the property owner or operator fail to complete said removal within ninety (90) days, Biddeford shall conduct the removal and disposal of improvements at the property owner or operator's sole cost and expense.

7. Effectiveness, Interpretation, Severability

7.1. This ordinance shall become effective January 1 after its adoption. Applications already in review at time of adoption shall not be subjected to the above requirements.

7.2. All other portions, parts, and provisions of the Zoning Ordinance of Biddeford as heretofore enacted and amended shall remain in force and effect.

7.3. The invalidity of any section or provision of the ordinance shall not be held to invalidate any other section or provision of this Ordinance.

7.4. If any part of this ordinance conflicts with any other applicable federal, state, or local regulation, the more restrictive regulation shall control.

8. Enforcement

All site plans submitted to the City for Planning Board review and permitting shall demonstrate that the provisions of this ordinance have been met. EVCS Installed chargers must be operational prior to the issuance of Occupancy Permit, and all conduit and electrical capacity for EVCS-ready installations shall be inspected prior to backfilling and landscaping.

After conversations with the City of South Portland Sustainability Office, we have significantly reduced the requirements for EV infrastructure. They found that EVCS-capable infrastructure (conduit in the ground) was an unnecessary requirement that was only driving up costs. The focus of this ordinance is to ensure we are increasing EV charging capacity immediately upon construction. EVCS-ready infrastructure is critical in residential units as costs can double or more for installation after construction.

Concern: required infrastructure for single family homes

Response: We have reduced the in-lieu fee to \$1,000.

Concern: \$5000 was excessive for in-lieu fee for EVCS-ready spaces

Response: We reduced all in-lieu fees, now only \$1,000 for EVCS-ready spaces.

Concern: 5.1.5 – explicitly add that it does not apply to residential buildings

Response: added so that DC fast charging does not apply to residential buildings

Concern: 5.1.9 a – dedicated revenue was done away with, example of ambulance fund in the past

Response: We have allowed the funds to go to the general fund now, but are saying the money will be used for EV infrastructure

Concern: 8.1 – should say that previous applicants do not apply

Response: We edited this so that now it will only apply to new applicants after January 1 after the ordinance is adopted

Concern: What happens if the use changes? What can the planning board do?

Response: This is only for new parking infrastructure or if 30% or more of the parking area is expanded. If the use of the building changes, it would not have any impacts on the parking, so the owner would not have any requirements to update the EV charging.

Concern: Violations – What happens at codes if there is a violation?

Response: WAITING ON ROBBIE

Concern: Want to know if Waterville or Augusta have similar ordinances

Response: To our knowledge, Waterville and Augusta do not have EV charging ordinances. The cities we are aware of that do have such ordinances are Scarborough, Portland, and South Portland.