

PLANNING BOARD MEETING MINUTES

November 19, 2025

1. Pledge of Allegiance Meeting came to order at 6:00 PM
2. Declaration of Quorum/Voting Members
Roch Angers (Chair "Pro-Tem"), Matthew Sargent-Dubois, Steve Beaudette
(Alternate who will be voting in place of Patoine) & Kayla Lewis (alternate who will be voting in place of Deschambault)
Absent-Alexa Plotkin, Larry Patoine & Susan Deschambault
Motions 6:00 PM
Motion-Sargent-Dubois-Motion to declare Roch Angers as Chair "Pro-Tem"
Second-Beaudette
Vote: Motion passed unanimously
3. Adjustment(s) to Agenda-none
4. Planner's Business
4.a. Galbraith asked the Board about site walks now that it is getting dark early. Not everyone can make it, but the consensus was 8:00 AM is good until we can go back to later in the day.
4.b. Galbraith reminded the Board to talk into the microphone loudly when speaking and to pay attention once the meeting is over for "hot mics"
5. Consent Agenda
5.a. Approval of Meeting Minutes from November 5, 2025
MOTIONS: 6:02 PM
Motion-Sargent-Dubois-Motion to approve Meeting Minutes as posted
Second-Beaudette
Vote-Motion passed unanimously
6. Unfinished Business-None
7. New Business
7.a. 2025.49 The Biddeford Planning Board will review a Sketch Plan for Site Plan & Conditional Use Permit for N.A. Wright Creative Construct, LLC. The applicant wishes to construct a 17,600 SF building for an 18-hole mini-golf course along with a climbing wall, arcades and escape rooms. The applicant also intends to hold special events along with food and non-alcoholic beverages located at 532 Elm Street (Tax Map 14, Lot 11) in the B-2 Zone.
 - Galbraith introduced the project; this is sketch plan only.
 - Paul Gadbois represented the applicant as applicant is out of the country.

- The applicant is an entrepreneur who creates theme parks around the country and is a strong believer in giving back to the community.
- The applicant has letters of approval from sewer, water & fire.

PUBLIC COMMENTS

Nancy Merrow-534 Elm Street

Charlene Dutremble-536 Elm Street

BOARD QUESTIONS & COMMENTS

- Lewis-concerns about drainage, Thatcher Brook. She wants to investigate and eliminate the contaminants that will run off the parking lot into Thatcher Brook, she feels the Board should bring the Conservation Commission in for review.
- The CFUP Fee was explained to Lewis and how it is state mandated and helps to keep procedures in check to keep Thatcher Brook clean.
- Lewis had questions about the adjacent City owned property.
- Galbraith will look into it and get back to her.

PUBLIC COMMENTS

Charlene Dutremble 536 Elm Street

Nancy Merrow 534 Elm Street

- Gadbois explained about having to go to DEP and install an infiltration pond to protect Thatcher Brook.
- Gadbois also explained that they will have to apply for a traffic movement permit.
- Major concerns of abutters: traffic, outdoor events, hours, buffers
- No votes taken as this is a sketch plan only, applicant to return for preliminary.

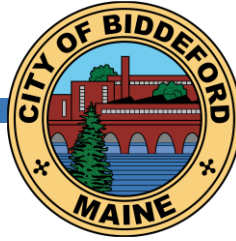
7.b. 025.12 The Biddeford Planning Board will review a Private Way Request for Jason Martel. This proposal is to create a private way to provide access to two new single-family residences for the immediate family at 10 Wood Island Acres (Tax Map 8, Lot 5) in the SR-1 Zone.

- Galbraith introduced the project
- Paul Gadbois represented the applicant
- The applicant has obtained DEP and Army Corp approval
- This application is a sketch plan

NO PUBLIC COMMENTS

BOARD QUESTIONS AND COMMENTS

- Lewis asked about the waiver request
- Galbraith explained that this waiver is something that would go through the Engineering Department. It is a common waiver regarding the performance guarantee and no building permit issue until road is done according to City standards.
- No votes taken as this is a sketch plan only, applicant to return for preliminary.



7.c 2025.48 Review of a Conditional Use Permit Request for Reveler, LLC (fka Tom Watson & Co). This proposal is to open a "Convention Center" at 30 Upper Falls Road (Tax Map 40, Lot 55-3) in the MSRD 3 Zone.

- Galbraith introduced the project
- Roby Fecteau, Code Enforcement Officer, has categorized this project as a "Convention Center" according to the City Ordinance.
- Staff has been concerned about traffic, and this project has triggered a traffic movement permit amendment.
- Applicant has requested a preliminary & final decision at this meeting.
- Staff recommends approval
- Michael Barton from Reveler along with Tom Errico from TYLin and a representative from Acorn Engineering represented the applicant.
- Matthew Sargent-Dubois recused himself as Reveler is his employer.

NO PUBLIC COMMENTS

BOARD QUESTIONS AND COMMENTS

- Lewis said the community is very excited about this project and asked if this is the first time the Board has heard about the traffic issues, and answered no.

MOTIONS: 6:40 PM

Motion-Beaudette- I motion to APPROVE Case # 2025.48 Preliminary & Final Conditional Use Permit for Reveler LLC - Proposed development of existing building into a Convention Center at 30 Upper Falls Road (Tax Map 40, Lot 55-3) in the MSRD 3 Zone with the Conditions of Approval as documented in the Finding of Fact.

Second-Lewis

Vote-Motion passed 2-1 (Angers & Beaudette in favor, Lewis against)

7.d 2025.52 Review of a Residential Subdivision Amendment request for Pinehurst Development, LLC. The proposal is to split one lot into 3 with a private way at 13 Brook Street (Tax Map 32, Lot 16) in the R1B Zone.

- Galbraith introduced the project
- This is an amendment to the 1917 Riverview park Plan
- All lots are conforming
- Staff recommends approval
- Matthew Chamberlain represented the applicant
- He mentioned there is an error in the description, there is no private way all lots have enough frontage.
- All lots are on City water & sewer

NO PUBLIC COMMENTS

NO PLANNING BOARD QUESTIONS OR COMMENTS

MOTIONS: 6:49 PM

Motion-Lewis- I motion to APPROVE Case # 2025.52 Three (3) Lot Subdivision Review for Aaron Shields / Pinehurst Development, LLC. Three (3) lot subdivision of the property located at 13 Brook Street (Tax Map 32, Lot 16) located within the R-1B Zoning District along with the requested waivers outlined within this report. Second-Sargent-Dubois

Vote-Motion passed unanimously

7.e 2022.24 Review of Subdivision Amendment for Devine Capital (KDK Biddeford, LLC) at 588 & 590 Alfred Street (Tax Map 2, Lots 6 & 12) in the B-2 Zone. The amendment is strictly limited to an internal lot division that was requested by the applicant's financial institution. No other changes are proposed.

- **Galbraith introduced the project**
- **He explained this division is for financing only**
- **This project was run by the City Attorney, and he has no issue with it.**
- **Bill Fletcher, attorney for the applicant represented the application**

NO PUBLIC COMMENTS

NO PLANNING BOARD QUESTIONS OR COMMENTS

MOTIONS: 6:53 PM

Motion-Sargent-Dubois- Motion to approve Case # 2022.24 – Biddeford Residential (AKA Devine Capital) Preliminary and Final Subdivision Amendment – Lot Line Adjustment for 216-unit multi-family development at 588 and 590 Alfred Street (Tax Map 2, Lots 6 and 12) and reaffirming the previously approved Conditions of Approval (COA).

Second-Beaudette

Vote: Motion passed unanimously

8. Other Business-None

9. Adjourn 6:55 PM

Signature-Planning Board Chair “Pro-Tem”

Date

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