



**City of Biddeford
City Council**

January 20, 2026 at 6:00 PM
City Hall Council Chambers & Zoom

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Meeting ID: 920 9331 1152

Passcode: 399307

1. Roll Call
2. Pledge of Allegiance
3. Adjustment(s) to Agenda
4. Presentation
 - 4.a CDBG Plans
5. Public Hearing
 - 5.a CDBG Public Hearing
6. Appointments
 - 6.a 2026.07 Approval Mayoral Appointments to Citizen Committees
 - 6.b 2026.08 Approval Mayoral Appointments of Councilors to Committees
 - 6.c 2026.14 Approval Mayoral Appointments Institutional Zone ad hoc committee
7. Public Addressing the Council
(3 minute limit per speaker for up to a total of 15 minutes)
8. Consideration of Minutes
 - 8.a Council Minutes 1-6-26
9. Second Reading
 - 9.a 2026.02 Approval to change the current two-hour parking privilege to no parking in front of 93 Alfred Street, odd side, to allow for the existing bus stop location.
10. Orders of the Day
 - 10.a 2026.10 Approval Winterfest Special Events Application

- 10.b 2026.09 Approval Winterfest fee waiver
- 10.c 2026.12 Approval Abatement Request for Tax Map 2 Block 5 Lot 5-Thebarger- 7 Andrews Rd.
- 10.d 2026.13 Approval Abatement Request for Tax Map 43 Lot 11, Dube- 9 Decary Rd.
- 10.e 2026.11 Approval Institutional Zone and University Use Moratorium
- 10.f 2026.16 Approval/ Moratorium on mobile home lot fee increases
- 10.g 2026.15 Approval Amend Council Rules
- 11. Public Addressing the Council
(5 minute limit per speaker)
- 12. City Manager Report
- 13. Committee Updates by Council
- 14. Other Business
- 15. Council President Addressing the Council
- 16. Mayor Addressing the Council
- 17. Executive Session
 - 17.a Executive Session 1 MRS 405 (6) a Personnel Matters
- 18. Adjourn



City Council

Meeting Date: January 20, 2026
Meeting Time: 6:00 PM
Agenda Item No: 5.a
Item Description: CDBG Public Hearing
Submitted By: Jessica Wilson, Community Development & Grant Manager

Key Terms:

- CDBG – Community Development Block Grant
- Con Plan – Consolidated Plan, which is the five-year plan approved by City Council for the annual expenditures of CDBG funds over the five year period.
- PY24 – Program Year 2024, which refers to the fiscal year from July 1, 2024 to June 30, 2025
- PY25 – Program Year 2025, which refers to the fiscal year from July 1, 2025 to June 30, 2026
- HUD – Department of Housing and Urban Development (source of CDBG funds)
- CAC – Citizens’ Advisory Committee
- AAP – Annual Action Plan, which is the plan approved by City Council for the annual expenditure of CDBG funds.
- Year 1 – These funds are planned in 5-year periods, and Program Year 2024 is Year 1 of the current 5-year period.
- Year 2 – Program Year 2025 is Year 2 of the current 5-year period.
- LMI -- Low- to moderate-income

Executive Summary:

As an Entitlement Community the City of Biddeford is responsible for conducting a public planning process that includes residents, stakeholders, a Citizen Advisory Committee, and other interested parties in developing a five-year strategic plan, known as the Consolidated Plan, that outlines how CDBG dollars will be best invested over the following five years. Biddeford receives CDBG funds on a yearly basis and allocates those funds in an Annual Action Plan. This plan is made and approved through a public process that concludes with City Council approval.

Detailed Review:

Background

The Community Development Block Grant (CDBG) program was created in 1974 to help states and communities combat poverty and assist in the development of viable urban communities. It is administered by the Department of Housing and Urban Development (HUD). The overarching goals of the program are to help provide the following, principally for persons of low and moderate income:

- Safe, decent and affordable housing
- A suitable living environment
- Expanded economic opportunities

The CDBG program has three National Objectives that every activity funded must meet at least one of. They are:

- Benefit low/moderate income people
- Aid in the prevention or elimination of slums or blight
- Meet an Urgent Need that is serious, threatening, and that cannot be met with other sources of funds

Biddeford is a CDBG Entitlement Community and the City receives a Federal grant each year which is to be spent to benefit low to moderate income residents. The amount the City receives each year is based on a formula established by Congress. The formula does not change, but the amount the City receives is determined by how much funding Congress allocates annually to the CDBG program. As with the municipal budget, the City Council decides how CDBG funds are invested each year. However, as requirements of the Federal grant, there are regulations and processes which must be abided by in coming to that decision. Following is more detail on CDBG and the process for how those funds are to be spent. As an Entitlement Community and recipient of CDBG funds, Biddeford is charged with ensuring that every activity funded meets a National Objective and the overarching goals of the City's Consolidated Plan.

The bulk of Biddeford's CDBG funds are invested in, or to the benefit of the residents of a Target Area, Census Tracts 252.01 and 252.02 (map attached). Historically, the City has used its funds primarily on housing improvements, public facility and infrastructure improvements in the Target Area, and social services. So long as the broad national goals of the program are met there is considerable flexibility in how the funds are spent.

Consolidated Plan

The attached Draft 2024-2028 Con Plan was prepared utilizing public input obtained through online surveys, ward meetings, and other outreach efforts. The plan articulates the following

broad goals and strategies:

Goal 1: Increase, maintain, and improve the supply of safe and affordable housing for individuals and families with extremely low to moderate incomes.

To meet this goal, the City will provide match funds to further the work being done under the City's Lead Hazard Reduction Program. There is potential for small emergency repair grants to be provided to eligible single-family homeowners.

Goal 2: Provide essential public services to improve quality of life for individuals and families with low-moderate incomes, including special needs populations and those experiencing homelessness or at risk of becoming homeless.

To meet this goal the City will fund non-profit agencies and organizations to support community members including the homeless, those at risk of becoming homeless and special needs populations with a variety of services that are inclusive for residents of all ethnic and cultural backgrounds.

Goal 3: Preserve and improve public facilities and infrastructure that serve low to moderate-income neighborhoods or special needs residents.

The City will fund infrastructure projects that support parks, streets and sidewalks and improve broadband access in the identified target census tracts. Activities relating to public facility rehabilitation and improvement will also be funded. These activities will be carried out by non-profit owners/developers.

Goal 4: Administration – Administration is to cover staff salaries, equipment, supplies, and any other administrative expenses.

Allocation of Prior Years' Resources

Spend Down Requirement

HUD regulations require that on May 1 of each year (which is 60 days before the end of the program year) an Entitlement Community may not have more than 1.5 times the allocation the community received at the beginning of the program year.

Accumulated Funds to be Spent Down

Between PY20 - PY23, the City has accumulated a total combined contingency of uncommitted or undrawn funds of \$539,988. Previous Council action allocated \$250,000 to the new playground at the Community Center and \$150,000 to improvements to McArthur Library. The remaining funds are available for and should be committed to projects.

CDBG Budgets/Action Plans

Program Year 2024 (July 1, 2024 through June 30, 2025)

Year 1 is incorporated into the Con Plan as it represents Year 1 of the five-year plan. Biddeford

was awarded \$393,621. HUD caps the amount of CDBG funding that can be used to cover administrative expenses, i.e., staff salary/fringe, recording fees, membership dues, training, etc., at no more than 20% of the total allocation received in any program year. The maximum amount available for admin expenses is \$78,724. Similarly, funding that can be allocated for public services/social services is capped at no more than 15%. The maximum amount available for distribution is \$59,043. Any amount spent over the cap must be paid back to HUD from the City's General Fund.

The CAC recommends the following PY24 budget:

\$120,000 CDBG Lead Grant Match To meet 2022 Lead Grant match requirements.

\$59,043 Public/Social Services \$15,000 allocated to Wifi Hotspots

\$250,000 Community Center Playground

\$289,988 Public Facilities/Infrastructure Repairs needed to be made to non-profit owned buildings or public infrastructure projects that serve the general public and that meet CDBG National Objectives. Specific projects have not yet been determined but will be considered under an open enrollment process.

\$78,724 Administration Expenses related to administering the CDBG program.

Program Year 2025 (July 1, 2025 through June 30, 2026)

Biddeford was awarded \$424,428 for Year 2 of the Con Plan. HUD caps the amount of CDBG funding that can be used to cover administrative expenses at no more than 20% of the total allocation received in any program year. The maximum amount available for admin expenses is \$84,886. Similarly, funding that can be allocated for public services/social services is capped at no more than 15%. The maximum amount available for distribution is \$63,664. Any amount spent over the cap must be paid back to HUD from the City's General Fund.

The CAC recommends the following PY25 budget:

\$65,000 Housing Rehabilitation Program Improvements to LMI units in the CDBG target area.

\$15,000 Housing Rehabilitation Program Administration Expenses related to administering the rehab program.

\$63,664 Public/Social Services \$15,000 allocated to Wifi Hotspots

\$155,000 McArthur Library Improvements Staff is working with library staff

\$134,988 Public Facilities/Infrastructure Repairs needed to be made to non-profit owned buildings or public infrastructure projects that serve the general public and that meet CDBG National Objectives. Specific projects have not yet been determined but will be considered under an open enrollment process.

\$84,886 Administration Expenses related to administering the CDBG program.

Funding Source:

N/A

Staff Recommendation:

N/A

Next Steps:

Adoption of the 2024-2028 Consolidated Plan, PY24 Annual Action Plan, PY25 Annual Action Plan, and budgets require a 30-day public comment period, and a public hearing prior to adoption. A public notice has been posted on the City's website and social media accounts to start the public comment period. The first Public Hearing will be held in front of Biddeford City Council on January 20, 2026. The public comments received during the public comment period will be shared with the City Council at the second public hearing to be held on February 17, 2026.

Attachments:

1. CDBG ConPlan -- Year 1 AAP -- Year 2 AAP - Public Notice 1.16.26
2. LMI Census Tract Map of Biddeford FY24 ACS 2011-15
3. DRAFT 2024-2028 Consolidated Plan
4. DRAFT FY25 ANNUAL ACTION PLAN

COMMUNITY DEVELOPMENT BLOCK GRANT
Notice of Availability of Documents for Public Comment
AND
Notice of Public Hearing
For
DRAFT 2024-2028 Five-Year Consolidated Plan
DRAFT Year 1 Annual Action Plan including Budgets
DRAFT Year 2 Annual Action Plan including Budgets

In compliance with the Americans with Disabilities Act, individuals who need assistance participating in the Public Hearing should contact Jessica Wilson at 207-284-9115. Those needing assistance due to language barriers may use the same contact or fill out the translation assistance form on the City website: <https://www.biddefordmaine.org/translation>.

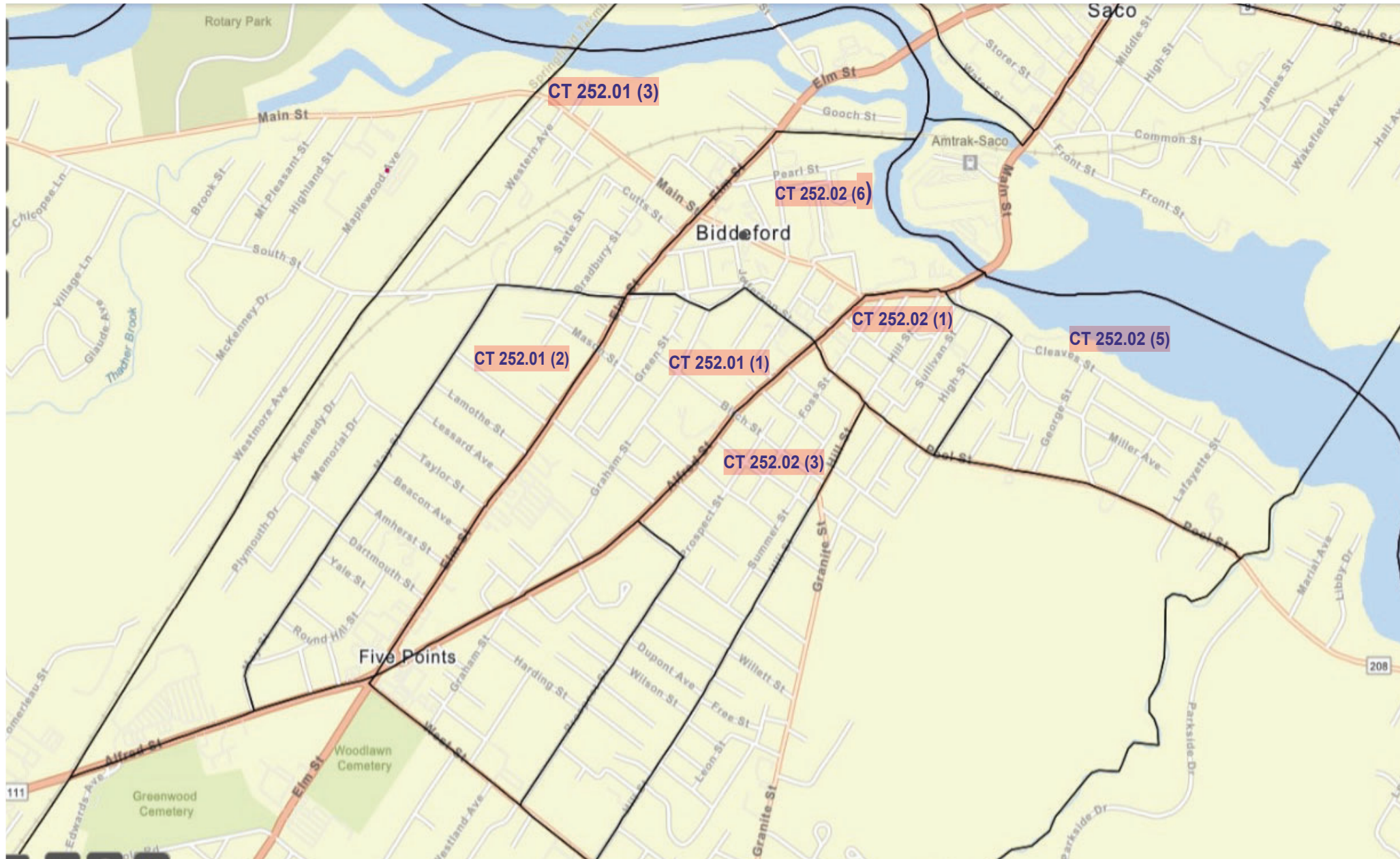
The DRAFT 2024-2028 Five-Year Consolidated Plan, DRAFT Year 1 Annual Action Plan and budgets, and DRAFT Year 2 Annual Action Plan and budgets will be made available for review at the Planning and Development Department, 2nd Floor City Hall, 205 Main Street, Biddeford, Maine and on the Planning and Development Department page of the City's website at [Community Development | Biddeford, ME](#) beginning on January 16, 2026.

The Biddeford City Council will hold the first public hearing on Tuesday, January 20, 2026, at 6:00 pm at the regular City Council meeting. The public comment period will begin on January 16, 2026 and end on February 15, 2026. The Biddeford City Council will hold the second public hearing on Tuesday, February 17, 2026, at 6:00 pm at the regular City Council meeting when the CDBG plans and budgets are reviewed for adoption by City Council.

Written comments on the DRAFT 2024-2028 Five-Year Consolidated Plan, DRAFT Year 1 Annual Action Plan, and DRAFT Year 2 Annual Action Plan should be directed to: Jessica Wilson, Community Development Manager in the Planning and Development Department, Second Floor City Hall, 205 Main Street, Biddeford, ME 04005 or via email at jessica.wilson@biddefordmaine.org.

City of Biddeford FY2024
US Census Tract Block Groups with $\geq 51\%$ Low/Moderate Income (LMI) Residents

Source: American Community Survey 2011-2015 Estimates in the CDBG Project Mapping Tool



CITY OF BIDDEFORD

DRAFT

2024-2028 Consolidated Plan

July 1, 2024 – June 30, 2029



City of Biddeford, Maine Planning
and Development Department
Community Development Program
205 Main Street
Biddeford, ME 04005
www.biddefordmaine.org

January 16, 2026

Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Biddeford, Maine has prepared the 2024-2028 Consolidated Plan (Con Plan) and the 2024 Annual Action Plan (AAP). These plans are required by the U.S. Department of Housing and Urban Development (HUD) in order to receive federal grants available under the Community Development Block Grant (CDBG) program. These plans serve both as local planning documents and applications to HUD for these funds. The grants may be used for affordable housing, facilities providing public or community services, infrastructure improvements such as streets and sidewalks, public services, and homeless programs. Additionally, the funds must be used primarily to benefit low- to moderate-income persons and neighborhoods in our community.

The 2024-2028 Con Plan was prepared in collaboration with residents, public agencies, private non-profit organizations, faith based organizations, local governments, and other stakeholders through consultations, surveys, and a citizen participation process. The Con Plan was informed by quantitative and qualitative data, existing plans and reports and general research.

This document is the 2024-2028 Consolidated Plan for the City of Biddeford CDBG program. It assesses local priority needs in the areas of affordable housing and non-housing community development and establishes local goals to guide the investment of CDBG funds estimated to be received over the five year period to address the identified needs. The Con Plan covers the period of July 1, 2024 through June 30, 2029. the 2024 Annual Action Plan is the first-year action plan under the 2024-2028 Con Plan and covers the period of July 1, 2024 through June 30, 2025. It identifies the amount of CDBG funds available for the 2024 program year and describes how these funds will be used to help meet the five-year goals established in the Con Plan.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

For each of the next five years, the City of Biddeford anticipates that the CDBG funds to address the needs outlined in the Consolidated Plan will range from approximately \$390,000 to \$425,000 per year. An Annual Action Plan is submitted to HUD outlining program activities and goals for each specific program year of the 5-year plan. Activities funded in the next five years will support at least one objective and one outcome.

The three overarching objectives guiding the proposed activities are:

- Providing Decent Affordable Housing
- Creating Suitable Living Environments

- Creating Economic Opportunities

The three outcomes illustrating the benefits of each activity funding by the CDBG program are:

- Improve Availability/Accessibility
- Improve Affordability
- Improve Sustainability

The City of Biddeford has identified a high priority need for public services including homeless and special needs populations, affordable housing, and infrastructure and public facilities improvements.

The following goals have been established to meet these needs:

Goal 1: Increase, maintain, and improve the supply of safe and affordable housing for individuals and families with extremely low to moderate incomes.

To meet this goal, the City will provide match funds to further the work being done under the City's Lead Hazard Reduction Program. There is potential for small emergency repair grants to be provided to eligible single-family homeowners.

Goal 2: Provide essential public services to improve quality of life for individuals and families with low-moderate incomes, including special needs populations and those experiencing homelessness or at risk of becoming homeless.

To meet this goal the City will fund non-profit agencies and organizations to support community members including the homeless, those at risk of becoming homeless and special needs populations with a variety of services that are inclusive for residents of all ethnic and cultural backgrounds.

Goal 3: Preserve and improve public facilities and infrastructure that serve low to moderate-income neighborhoods or special needs residents.

The City will fund infrastructure projects that support parks, streets and sidewalks and improve broadband access in the identified target census tracts. Activities relating to public facility rehabilitation and improvement will also be funded. These activities will be carried out by non-profit owners/developers.

Goal 4: Administration – Administration is to cover staff salaries, equipment, supplies, and any other administrative expenses.

3. Evaluation of past performance

CDBG funding has presented the City of Biddeford with a unique opportunity to make dramatic differences in the lives of the City's low income and elderly populations. Throughout the program's history, the City has made homeownership sustainable and affordable for dozens and dozens of families who would otherwise be unable to own their own home.

The Planning & Development department, as well as Finance, underwent a number of key staffing changes since the development of the last 5-year Con Plan. While positions were filled there were significant periods of time several when they sat vacate. These changes did impede the progress the City had anticipated making with CDBG funds.

Over the past 5 years the City has successfully implemented a number of improvements and programs that have assisted Biddeford's low to moderate income population and the City as a whole. Additionally, the City has been able to improve streets and sidewalks in low to moderate income neighborhoods when they would likely remain in poor condition; continued funding restraints have led the City to make difficult decisions as far as priority investments in the community are concerned. CDBG funding, especially for public improvements, have lessened that issue to a great extent.

The City will continue to work diligently to demonstrate an even higher level of achievement over the next five years and greater investment by citizens.

4. Summary of citizen participation process and consultation process

The Citizen Participation Plan creates opportunities for residents to take part in the planning, development, and implementation of CDBG plans. The Citizens' Advisory Committee, appointed by City Council, assists city staff in implementing the consolidated plan, its programs, and ongoing evaluation of the plan's successes, failures, and adjustments.

The City holds monthly CAC meetings and has advertised public hearings to receive input on CDBG plans. The first hearing for 2024-2028 Con Plan will be held on January 20, 2026, along with a public comment period from January 16th to February 17th. The second hearing will be held on February 17, 2026.

Under the direction of the City's Director of Planning and Development, the CD Manager directs and coordinates all activities of the CAC. The CD Manager is the contact point for various non-profits (including philanthropic organizations), public housing authorities, businesses, and residents of assisted housing developments, social services (including faith-based organizations) and any population that would be eligible for CDBG funding.

The CAC provides comments and/or recommendations in areas such as assessment of needs, reviewing potential projects, and accepting community input and keeping the citizenry informed.

The CAC is designed and operated to provide outreach to local (and regional when appropriate) groups and citizens. Through Seeds of Hope and its Homeless Task Force, the City participates with various service and non-profit organizations focused specifically on the social welfare and housing needs of our low and very low-income individuals, and their families, where appropriate. The City participates in the State's Continuum of Care, convened by MaineHousing, as well as the Statewide Homeless Council and Region 1 Homeless Council. During the program year, the state's Homeless Response Hub system launched, and Biddeford is an active participant in the Region 1 (York County) Hub, which will focus on regional approaches to addressing homelessness and housing insecurity. Biddeford Ready represents a broad coalition of local and regional organizations focused on outreach to families and their children, with a focus on school readiness for children birth to 5. The Police Department has continued to increase staff who specifically work with vulnerable populations, particularly those experiencing homelessness/housing insecurity and those with substance use disorders. The CD Manager utilizes this network, in total, to reach out to the population (including the immigrant population) as a whole.

The City consults with these relevant parties to share resources, assess needs, and further refine strategies to achieve CDBG goals. A detailed account of these parties can be found in AP-10.

5. Summary of public comments

The public comment period will run from January 16, 2026 to February 17, 2026. Any comments received will be included in this Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

The public comment period will run from January 16, 2026 to February 17, 2026. Any comments received will be included in this Con Plan.

7. Summary

The City of Biddeford is considered an entitlement community and receives funding from the U.S. Department of Housing and Urban Development Community Development Block Grant (CDBG) program. In FY24, which is the first year of the 2024-2028 Five Year Consolidated Plan, Biddeford will receive \$393,621 that will be utilized primarily to benefit low-to-moderate income individuals as discussed above.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	BIDDEFORD	
CDBG Administrator	BIDDEFORD	Department of Economic & Community Development

Table 1 – Responsible Agencies

Narrative

The City of Biddeford and Biddeford's Economic and Community Development Department, comprised of the Director, Planner Economic Development Coordinator and Community Development (CD) Manager, continues to serve as the lead agency and staff for the Consolidated Plan and Annual Action Plan process and implementation. The Department collaborates with City Departments, the Citizens Advisory Committee (CAC), organizations, agencies and citizens, to receive input, develop, and implement the Plan. The Department is responsible for keeping the City informed as to process, project progress and any additional funding and collaborative opportunities. The Department will continue to be responsible for all regulatory compliance, documentation and training under the Entitlement Program with the U.S. Department of Housing and Urban Development. The CD Manager will continue to recruit and work with the City's CAC, with full support from the City. The CD Manager will coordinate for the Economic and Community Development Department the projects and activities included in the Plans. The CD Manager will coordinate all aspects of the process with Public Works, Engineering and any other departments that will implement construction projects, and will work with City staff for planning and administrative activities. Regarding social services, a number of the non profits are already well coordinated with the City's Entitlement Program and neighborhood revitalization efforts. The CD Manager will work closely with any new programs to ensure adherence to all local and federal processes, policies and regulations. The CD Manager is responsible for the timely monitoring of all programs and review of bid specs, contracts, etc.

Consolidated Plan Public Contact Information

Jessica Wilson, Community Development & Grants Manager, Planning and Development Department,
205 Main Street, P.O. Box 586 Biddeford, Maine 04005 (207) 571-0637

PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. Introduction

The City of Biddeford continues to use a network system to consult with numerous stakeholders. Early consultations include bordering jurisdictions, such as the Town of Kennebunkport, Dayton, Arundel, Lyman, and City of Saco. The Southern Maine Regional Planning Commission is consulted with on early versions of the Plan. Due to staff and funding limitations, consultations are conducted with City Staff who are members of larger regional and State organizations. The Biddeford City Planner is relied upon to keep the CD Manager informed as to any opportunities to partner or developments with other regional plans and projects. Partnerships with the Biddeford Housing Authority and the Biddeford Area Resource Group and Community Partners for Protecting Children, which are contact networks for social services in the area, provide the CD Manager with "eyes and ears" on the street for projects benefiting LMI citizens that might be overlooked. The City also expanded its consultations to include GWI which is a local Internet provider for a consultation regarding fiber optic and Internet access for Biddeford citizens, and the Coastal Healthy Communities Coalition that keeps the City informed as to its lead-based paint and other health issues. The coalition is part of the University of New England's medical program outreaching into the community. This consultation along with the State's lead prevention program yielded updated information as to the lead-based paint issues in Biddeford. Numerous organizations including the Sexual Assault Response Services for Southern Maine, the City's Opiate Prevention Program, Age Friendly Program, and school system, provided information from senior needs to homeless youth, to assist in the development of this plan.

Please see the responses below and the table in the appendix that captures the City's efforts to consult with the required agencies.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

As required by the regulations, the City consulted with a wide range of public and private entities that provide housing, health services, and social services. City staff participate in a wide array of working groups specifically created to enhance the coordination and collaboration efforts of government entities, non-profit agencies, and other service providers. The overarching goal of these working groups is to identify gaps in services and work on solutions to address the needs of the individuals falling into these gaps.

The City of Biddeford continues to work to strengthen its network through the City's Health and Welfare Department, the Biddeford Housing Authority, and the service agencies it funds through its Entitlement Program. Under the direction of the CD Manager, these entities are encouraged to link housing, public

services and work/training programs that create a strong network to support Biddeford's LMI population. A person can be assisted through the City's Health and Welfare Department to connect with a public service funded by CDBG which can include a career center for work place readiness, senior meal assistance, financial budgeting assistance, youth programs, and housing assistance. The City found this year that the need for more enhanced coordination is necessary and implemented the development of identified neighborhoods and contacts to hold meetings and identify specific housing and program needs to be referred to the Citizens Advisory Committee.

Additionally, data for housing trends, capital needs, and future plans was obtained from MaineState Housing Authority and Biddeford Housing Authority.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

There has been a significant rise in homeless persons since the Covid-19 pandemic which has brought the growing issue of addressing the needs of the unhoused to a critical point. This forced more coordination, collaboration, and communication amongst City staff, the CoC, emergency shelters, and service providers. There are a number of working groups that meet on a weekly, monthly, and quarterly basis specifically to target the needs of homeless persons through Biddeford. The common goals of these working groups is to prevent individuals from entering homelessness, provide adequate services to individuals currently experience homelessness, and obtain permanent housing, with the appropriate level of supportive services, for individuals exiting homelessness.

The City's Health and Welfare Department provides data for the Plan regarding homeless persons including the chronically homeless, individuals and families, families with children, veterans, and unaccompanied youth.

The City also coordinated with the State's Continuum of Care (see narrative below). The following is a summary of assistance available:

City of Biddeford Health and Welfare Department

The department offers assistance to find shelter and provide access to programs and services for homeless and near homeless individuals and families.

Biddeford Housing Authority

Biddeford has a Section 8 Voucher Program whereby low to moderate income persons receive rental assistance in apartments scattered throughout the community. The Biddeford Housing Authority also assists clients with HUD and other housing programs.

The following is a summary listing of additional housing and program services in Biddeford, as well as those offered through cooperative regional agencies.

Homeless Shelters

York County Shelter Programs, Inc. - Alfred, Maine

63 - bed facility serving both individuals and families

Emergency Extended Shelter

While individuals are awaiting placement in an appropriate transitional or independent living program, counseling, case management and other self-help services are available. During their stay clients have access to housing, independent living skills, remedial education, vocational training, intensive case management, medical and other necessary services.

Transitional/Permanent Housing

There are several facilities in Biddeford that provide transitional/supportive housing for persons with special needs, i.e. those suffering from mental illness and/or substance abuse. These facilities are owned and/or managed by area non-profit agencies that assist persons with special needs, e.g. Counseling Services, Inc., Community Living Options, Shalom House and Maine Way, Inc.

These and other agencies operate 9 such facilities in the City encompassing 85 units/beds. The facilities are a combination of single and multifamily residential properties that are situated in neighborhoods throughout the City.

In addition, there are several other facilities in nearby communities such as Saco and Old Orchard Beach which also provide housing and services to special needs populations, e.g. The Milestone Foundation in Old Orchard Beach operates a 20-bed facility that provides services and shelter to persons with substance abuse problems.

Within Biddeford are approximately seven soup kitchens and pantries, and a variety of clinics, churches, childcare services, furniture and clothing banks, as well as several satellite outreach services.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The City of Biddeford is not a recipient of ESG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	MAINE STATE HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Continuum of Care
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	MaineHousing was consulted to gather data on housing and homelessness needs around the state and particularly in Biddeford. MaineHousing gathered needs assessment information from various methods, including focus groups working with individuals who are at risk of homelessness, experiencing homelessness, and hard to house populations.
2	Agency/Group/Organization	Biddeford Housing Authority
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Biddeford Housing Authority and City staff regularly discuss housing strategies and housing needs as well as BHA's future development plans.
3	Agency/Group/Organization	SOUTHERN MAINE AGENCY ON AGING
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	SMAA organizes services for the elders of Biddeford and has provided the City with its assessments of the emerging needs as identified in its assessment.
4	Agency/Group/Organization	Sanford Vet Center
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Biddeford has an ongoing relationship with the Vet Center and works in coordination with its staff to reach out to Biddeford's homeless veterans and provide resources and assistance with its mobile unit.
5	Agency/Group/Organization	Biddeford Saco Area Economic Development Corporation
	Agency/Group/Organization Type	Business Leaders Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Biddeford Saco Economic Development Corporation collaborates with the City to continue efforts to address code issues, health, and safety concerns to enhance economic development, business attraction, and job retention. A significant issue involving the homeless population has been raised.
6	Agency/Group/Organization	Maine Centers for Disease Control - Department of Health and Human Services
	Agency/Group/Organization Type	Services-Children Services-Health
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This consultation was conducted online since all of the CDDC's data and reports are online and the City was directed to this information. This led to coordinating with the Coastal Healthy Communities Coalition who conducts the lead-based paint education programs in the area and will be directing HUB at 49 Sullivan Street with these and other health-oriented programs.
7	Agency/Group/Organization	Biddeford School Department
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The School Department was consulted in a meeting with several area homeless youth providers and local organizations. The school department was able to provide data on Biddeford's homeless youths numbers. It was decided that further coordination could be conducted and a resource list for youths who are homeless in the future.
8	Agency/Group/Organization	GWJ
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	City staff collaborates with GWJ to identify the impact of broadband access being provided to LMI persons utilizing CDBG funds.
9	Agency/Group/Organization	SEXUAL ASSAULT RESPONSE SERVICES OF SOUTHERN MAINE
	Agency/Group/Organization Type	Services - Victims
	What section of the Plan was addressed by Consultation?	Victim Recovery & Prevention of Sexual Assault/ Abuse

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This organization is housed at the Biddeford Support Services Center at the Community Center and was consulted as to the number of Biddeford citizens seeking help and if the numbers are decreasing. The organization coordinates with the City and also provides support and educational groups.
10	Agency/Group/Organization	Coastal Healthy Communities Coalition
	Agency/Group/Organization Type	Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	CHHC contracts with the City's lead-based paint program to provide education to LMI families regarding prevention efforts.

Identify any Agency Types not consulted and provide rationale for not consulting

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	MaineHousing Authority	The City's Strategic Plan goals overlap with the State's Continuum of Care goals in the social service section, homeless, and non-homeless special needs sections.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

The City of Biddeford looks for coordinating opportunities whenever possible to implement its Consolidated Plan. The City Planner and Director of the Biddeford Housing Authority participate in regional efforts through various State and adjacent local government entities. The City also partners with the Biddeford Housing Authority and any federal agencies for housing and infrastructure improvements.

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of Biddeford uses a two-fold approach to citizen participation to establish its goals and actions for its Consolidated Plan and Annual Action Plans. It uses the standard method that it has been implemented over the past years of public hearings, informative media releases, and the CAC. The Citizens Participation Plan is closely followed by the City and provides a guide to ensure citizen input is sought at every opportunity. This year these standard participation methods included a call for projects through the City's Departments and the Biddeford Area Resource Group, and a focus group and meetings. Finally, two public hearings are publicized in the newspaper and on social media, including a 30-day comment period.

First Public Hearing: The first public hearing will be held on January 20, 2026 at City Hall. Notice of this public hearing was published in the Portland Press Herald on January 13, 2026.

Second Public Hearing: The second public hearing will be held on February 17, 2026 at City Hall. Notice of this public hearing will be published in the Portland Press Herald on January 6, 2026.

30-day comment period was held on: January 16, 2026 to February 17, 2026

Drafts of each Plan are made available at places where citizens know where to access them. These are at the Community Center, City Library, Planning & Development Department, and on the City's website, and/or available by request. The Community Development & Grants Manager is also available to answer citizens' questions, take input, and discuss goals and actions.

The CAC provides the Community Development & Grants Manager with information on LMI needs since the members either live in an LMI neighborhood, work with LMI persons, or are LMI themselves.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	Ward meetings were held during the fall months of 2022. There were varying numbers of residents in attendance from each ward.	Residents noted they would like to see efforts to address affordable housing, improve neighborhood parks, and assist unhoused persons.	None	
2	Internet Outreach	Non-targeted/broad community Residents of Public and Assisted Housing	A two-phase survey was distributed via internet and hard copies at various public facilities. The first phase requested survey takers to prioritize goals. The second phase was a budget exercise to determine how the funds should be allocated among the project goals.	Almost two hundred responses were received which identified affordable housing, improved public facilities (including parks and green spaces), and assisting the unhoused as the priority goals.	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Focus Groups	Non-targeted/broad community	Planning Department staff held several focus groups to obtain feedback on element for the City's Comprehensive Plan.	Notes were kept and incorporated into the draft Comp Plan which has assisted in the development of the City's Five-Year Consolidated Plan.	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	Non-targeted/broad community	A Comp Plan survey was distributed via mail and made available online. There were 1,212 responses providing input relating to school-age children and availability of resources; adequacy of access to public transit; availability of downtown public restrooms; quality of accessible parks and open spaces; availability of downtown parking; access to Wi-Fi; concerns for quality of housing vs. affordability of rentals and ownership; climate change solutions; and adequate accessibility to beaches.	The majority of responders did not have school-age children living with them; respondents overall did not feel there was adequate access to public transit in their neighborhoods; not enough public bathrooms downtown; not enough high quality parks/open spaces for younger children; less concern over quality of housing as affordability; overall adequate access to beaches.	None	

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The City and the Biddeford Housing Authority (BHA) work in partnership to identify and assess the affordable housing needs for Biddeford and its LMI citizens. The primary source for housing information is the BHA since they keep updated lists, constantly monitor Biddeford's housing market, conduct needs studies, work with numerous social service entities, and stay informed as to regional and statewide housing trends. To date, the BHA continues to have a significant waiting period for its Section 8 vouchers. Affordable housing is the main issue for both renters and homebuyers. Another issue is the need for homeless and transitional housing. The City does not have a homeless shelter and houses homeless persons looking for shelter in County facilities outside the City or in hotels and motels. Many citizens are earning 30% of the median family income while they are spending 50 plus percent on housing. The new AI reinforced these issues and will be used as a reference in the preceding housing needs sections.

Besides housing, there is still an equal need for infrastructure, particularly sidewalk construction and reconstruction in the LMI Census tracts in the downtown. Many LMI, including disabled citizens, access the downtown by walking. Many of the sidewalks still are badly deteriorated with poor lighting, and difficult to maneuver with a cane or wheelchair. Public facilities was considered a priority that would go under Infrastructure projects. Public facility projects could include, acquisition, demolition, design, engineering, and development of parks and green space for the dense downtown area with many multi-unit apartment buildings.

Social services were considered another priority including the needs for senior, job seeking adults, those needing financial management services, and youth programs that mentor and teach life and work skills. The Biddeford Resource Group, the City's Health and Welfare Department, the Age Friendly Committee, the Citizens Advisory Committee, and the various nonprofits helped identify and develop programming needs.

Lastly, Administration was deemed necessary for funding in order to keep all aspects of the CDBG Program running smoothly and compliant.

All of these activities connect to housing and work issues that are necessary for Biddeford residents in order to obtain and keep stable housing and create suitable living environments.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

Demographics	Base Year: 2009	Most Recent Year: 2020	% Change
Population	21,290	21,500	1%
Households	8,485	9,430	11%
Median Income	\$46,940.00	\$54,915.00	17%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	1,110	1,640	1,785	1,350	3,540
Small Family Households	260	600	515	305	1,985
Large Family Households	0	25	10	45	105
Household contains at least one person 62-74 years of age	220	330	400	200	765
Household contains at least one person age 75 or older	210	260	260	105	165
Households with one or more children 6 years old or younger	95	119	339	135	295

Table 6 - Total Households Table

Data Source: 2016-2020 CHAS

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	0	0	0	0	0	0	0	0	0	0
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	0	0	0	4	4	0	0	0	0	0
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	0	45	0	0	45	0	0	0	4	4
Housing cost burden greater than 50% of income (and none of the above problems)	675	280	10	0	965	95	165	85	50	395

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	15	625	405	30	1,075	40	95	220	250	605
Zero/negative Income (and none of the above problems)	0	0	0	0	0	0	0	0	0	0

Table 7 – Housing Problems Table

Data 2016-2020 CHAS
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	675	325	10	4	1,014	95	165	85	55	400
Having none of four housing problems	285	860	1,155	795	3,095	55	295	535	500	1,385
Household has negative income, but none of the other housing problems	0	0	0	0	0	0	0	0	0	0

Table 8 – Housing Problems 2

Data 2016-2020 CHAS
Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	225	470	60	755	0	4	110	114
Large Related	0	0	0	0	0	0	0	0
Elderly	115	150	65	330	114	185	115	414
Other	350	300	295	945	15	75	80	170
Total need by income	690	920	420	2,030	129	264	305	698

Table 9 – Cost Burden > 30%

Data 2016-2020 CHAS
Source:

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	0	0	60	60	0	0	0	0
Large Related	0	0	0	0	0	0	0	0
Elderly	100	75	0	175	75	110	30	215
Other	0	350	145	495	15	0	0	15
Total need by income	100	425	205	730	90	110	30	230

Table 10 – Cost Burden > 50%

Data 2016-2020 CHAS
Source:

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	0	45	0	4	49	0	0	0	4	4

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Multiple, unrelated family households	0	0	0	0	0	0	0	0	0	0
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	0	45	0	4	49	0	0	0	4	4

Table 11 – Crowding Information – 1/2

Data Source: 2016-2020 CHAS

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

Table 12 – Crowding Information – 2/2

Data Source
Comments:

What are the most common housing problems?

The most common housing problem for renters and homebuyers remains affordability. There are many persons in the City who are carrying a housing burden that is greater than 50% of their family income. Almost three-quarters of households do not have the income to afford to purchase a median-priced home. This is evident from the charts presented in this section and from the City's AI. The housing burden is especially difficult for people on fixed incomes which include seniors, the disabled, and single female head of households. This is followed closely by problems with substandard housing throughout the downtown area. The oldest housing in Biddeford is located in the downtown LMI Census tracts. In addition, the City's population is expected to increase and with this there will be a demand for housing. Supply for even a family of 2.37 persons may not be sufficient in the coming decade. Since the Portland housing market is growing more costly, the demand for affordable housing in Biddeford will increase.

Are any populations/household types more affected than others by these problems?

According to the Biddeford Housing Authority and the data provided in this plan, the population most affected by the previously stated housing problems continues to be single female head of households, specifically renting households, and homeless and/or those in transition from homelessness. These

households continue to be in need of short-term housing assistance, daycare, work opportunities, and a more coordinated social service network. These families may be relocating due to family issues including divorce, abandonment, and violence and are in need of immediate housing. Shelters are often at capacity including those protecting women from violence. These heads of household and those in transition from homelessness are not only in need of housing but workforce training, job opportunities, and daycare, in order to support their families. Looking for inexpensive housing can force these families into substandard housing in neighborhoods with negative activities.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Low-income individuals including single female head of households, seniors and the disabled who are renting, continue to be under tremendous housing burdens. Particularly at risk are those who are paying greater than 30 to 50% of their income for rent. In Biddeford, these populations are often paying 50% or more of their income for rent, making food, clothing and other necessities nearly impossible for them and their families. Due to the cost demands of their housing they are under imminent risk of becoming homeless and a number of social services providing food, clothing, and other items for daily living fill the gap in their budgets. These social service entities are under a growing burden to provide for more families as the economic burden becomes heavier on Biddeford's poorest. Another characteristic of Biddeford's most needy populations for housing is that they can only afford housing in the worst neighborhoods where crime and violence are issues. Many of these families work constantly and so young children are left in the hands of older siblings or to fend for themselves. Homeless families and individuals may be receiving rapid re-housing assistance work with the York County Shelter Programs, a regional homeless entity for the City. The need for these individuals and families is transitional housing, the next step in leaving homelessness. The City does not have a homeless shelter but relies on the York County Shelter for those seeking emergency housing. The City is working to establish more permanent homeless housing beyond existing housing that is short term.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

Housing characteristics in Biddeford that are linked to instability and an increased risk of homelessness continue to include substandard housing in the LMI Census tracts. This housing is located within the downtown core, and it is within walking distance to social services and programs for LMI persons. However, these areas can contain housing that is owned by an absentee landlord that is not responsive as to tenant needs. These areas can also contain higher rates of negative activities and violence. These buildings can be shut down by Code or foreclosure can occur and tenants forced to leave or become homeless.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	960	115	39
White	725	115	39
Black / African American	70	0	0
Asian	0	0	0
American Indian, Alaska Native	30	0	0
Pacific Islander	0	0	0
Hispanic	120	0	0

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data 2016-2020 CHAS

Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	920	220	0
White	875	220	0
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	35	0	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data 2016-2020 CHAS

Source:

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	895	760	0
White	815	675	0
Black / African American	25	0	0
Asian	30	15	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	65	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data 2016-2020 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	235	740	0
White	225	620	0
Black / African American	0	35	0
Asian	10	60	0
American Indian, Alaska Native	0	4	0
Pacific Islander	0	0	0
Hispanic	0	25	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data 2016-2020 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Discussion

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205

(b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	870	200	39
White	640	200	39
Black / African American	70	0	0
Asian	0	0	0
American Indian, Alaska Native	30	0	0
Pacific Islander	0	0	0
Hispanic	120	0	0

Table 17 – Severe Housing Problems 0 - 30% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	290	845	0
White	280	810	0
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	0	35	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	125	1,520	0
White	100	1,385	0
Black / African American	25	0	0
Asian	0	50	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	65	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	65	915	0
White	60	785	0
Black / African American	0	35	0
Asian	4	64	0
American Indian, Alaska Native	0	4	0
Pacific Islander	0	0	0
Hispanic	0	25	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	5,225	1,965	1,310	40
White	4,795	1,860	1,090	39
Black / African American	60	0	70	0
Asian	175	34	0	0
American Indian, Alaska Native	4	10	30	0
Pacific Islander	0	0	0	0
Hispanic	110	35	120	0

Table 21 – Greater Need: Housing Cost Burdens AMI

Data 2016-2020 CHAS
Source:

Discussion:

NA-35 Public Housing – 91.205(b)

Introduction

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	0	309	0	309	0	0	0

Table 22 - Public Housing by Program Type

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	0	0	11,442	0	11,442	0		0
Average length of stay	0	0	0	6	0	6	0		0
Average Household size	0	0	0	1	0	1	0		0
# Homeless at admission	0	0	0	0	0	0	0		0

Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project - based	Tenant - based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
# of Elderly Program Participants (>62)	0	0	0	70	0	70	0	0
# of Disabled Families	0	0	0	155	0	155	0	0
# of Families requesting accessibility features	0	0	0	309	0	309	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	0	303	0	303	0	0	0
Black/African American	0	0	0	5	0	5	0	0	0
Asian	0	0	0	0	0	0	0	0	0

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
American Indian/Alaska Native	0	0	0	1	0	1	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	0	5	0	5	0	0	0
Not Hispanic	0	0	0	304	0	304	0	0	0
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	4,665	44%
1-unit, attached structure	205	2%
2-4 units	3,050	29%
5-19 units	1,725	16%
20 or more units	760	7%
Mobile Home, boat, RV, van, etc	170	2%
Total	10,575	100%

Table 26 – Residential Properties by Unit Number

Data Source: 2016-2020 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	0	0%	140	3%
1 bedroom	90	2%	1,295	26%
2 bedrooms	1,170	26%	2,270	46%
3 or more bedrooms	3,255	72%	1,220	25%
Total	4,515	100%	4,925	100%

Table 27 – Unit Size by Tenure

Data Source: 2016-2020 ACS

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

Cost of Housing

	Base Year: 2009	Most Recent Year: 2020	% Change
Median Home Value	207,000	260,500	26%
Median Contract Rent	806	901	12%

Table 28 – Cost of Housing

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	710	14.4%
\$500-999	2,450	49.8%
\$1,000-1,499	1,590	32.3%
\$1,500-1,999	60	1.2%
\$2,000 or more	115	2.3%
Total	4,925	100.1%

Table 29 - Rent Paid

Data Source: 2016-2020 ACS

Housing Affordability

Number of Units affordable to Households earning	Renter	Owner
30% HAMFI	375	No Data
50% HAMFI	1,150	250
80% HAMFI	3,340	880
100% HAMFI	No Data	1,540
Total	4,865	2,670

Table 30 – Housing Affordability

Data Source: 2016-2020 CHAS

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent					
High HOME Rent					
Low HOME Rent					

Table 31 – Monthly Rent

Data Source: HUD FMR and HOME Rents

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

Describe the jurisdiction's definition of "standard condition" and "substandard condition but suitable for rehabilitation":

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	1,250	28%	2,075	42%
With two selected Conditions	0	0%	20	0%
With three selected Conditions	0	0%	0	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	3,260	72%	2,825	57%
Total	4,510	100%	4,920	99%

Table 32 - Condition of Units

Data Source: 2016-2020 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	715	16%	255	5%
1980-1999	880	20%	870	18%
1950-1979	1,305	29%	1,465	30%
Before 1950	1,610	36%	2,335	47%
Total	4,510	101%	4,925	100%

Table 33 – Year Unit Built

Data Source: 2016-2020 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	2,915	65%	3,800	77%
Housing Units build before 1980 with children present	360	8%	130	3%

Table 34 – Risk of Lead-Based Paint

Data Source: 2016-2020 ACS (Total Units) 2016-2020 CHAS (Units with Children present)

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available				118			0	0	0
# of accessible units									
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 35 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	28	25	0	0	0
Arts, Entertainment, Accommodations	1,224	1,124	13	11	-2
Construction	512	441	5	4	-1
Education and Health Care Services	2,217	3,008	23	30	7
Finance, Insurance, and Real Estate	643	320	7	3	-4
Information	157	236	2	2	1
Manufacturing	1,115	1,571	12	16	4
Other Services	302	356	3	4	0
Professional, Scientific, Management Services	681	340	7	3	-4
Public Administration	0	0	0	0	0
Retail Trade	1,530	1,923	16	19	3
Transportation and Warehousing	281	105	3	1	-2
Wholesale Trade	344	120	4	1	-2
Total	9,034	9,569	--	--	--

Table 36 - Business Activity

Data Source: 2016-2020 ACS (Workers), 2020 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	12,735
Civilian Employed Population 16 years and over	12,165
Unemployment Rate	4.51
Unemployment Rate for Ages 16-24	13.97
Unemployment Rate for Ages 25-65	3.32

Table 37 - Labor Force

Data Source: 2016-2020 ACS

Occupations by Sector	Number of People
Management, business and financial	2,535
Farming, fisheries and forestry occupations	650
Service	1,430
Sales and office	3,205
Construction, extraction, maintenance and repair	995
Production, transportation and material moving	570

Table 38 – Occupations by Sector

Data Source: 2016-2020 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	7,524	66%
30-59 Minutes	3,314	29%
60 or More Minutes	518	5%
Total	11,356	100%

Table 39 - Travel Time

Data Source: 2016-2020 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	280	25	165

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
High school graduate (includes equivalency)	2,405	215	845
Some college or Associate's degree	3,210	80	835
Bachelor's degree or higher	3,020	60	385

Table 40 - Educational Attainment by Employment Status

Data Source: 2016-2020 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	0	0	45	70	360
9th to 12th grade, no diploma	310	109	110	124	300
High school graduate, GED, or alternative	940	910	665	1,890	1,340
Some college, no degree	1,435	1,255	530	885	580
Associate's degree	105	530	320	610	350
Bachelor's degree	360	1,010	525	945	325
Graduate or professional degree	0	235	470	320	405

Table 41 - Educational Attainment by Age

Data Source: 2016-2020 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	20,315
High school graduate (includes equivalency)	28,971
Some college or Associate's degree	36,447
Bachelor's degree	44,194
Graduate or professional degree	73,185

Table 42 – Median Earnings in the Past 12 Months

Data Source: 2016-2020 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

Describe the workforce and infrastructure needs of the business community:

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Table 43 – Priority Needs Summary

1	Priority Need Name	Social Services
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	CITYWIDE
	Associated Goals	Social Services

	Description	Populations in need, both homeless and non-homeless, have been at the forefront of community discussions and addressing issues related to these marginalized populations has been identified as a priority. Area service providers are often limited by financial constraints and the Community Development department will continue to collaborate with these providers to work towards solutions and offer financial support when it is feasible.
	Basis for Relative Priority	Based on community conversations, community feedback, data, and analysis, we know that the community as a whole is very concerned about at-risk LMI individuals and families and marginalized populations in the City. These communities will continue to be supported by the City's CDBG program as is feasible.
2	Priority Need Name	Affordable Housing
	Priority Level	High
	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence

	Geographic Areas Affected	CITYWIDE
	Associated Goals	Affordable Housing
	Description	Maintain and add safe and affordable housing for extremely low-to-moderate income individuals and families including public housing residents, the homeless population, and multifamily housing.
	Basis for Relative Priority	The need to add and maintain affordable, quality housing has been discussed in great length and identified as a priority by residents, community leaders and service providers.
3	Priority Need Name	Public Facilities & Infrastructure
	Priority Level	Low

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	CITYWIDE
	Associated Goals	Public Facilities & Infrastructure
	Description	The need for street, sidewalk, and other infrastructure improvements as well as public parks, playgrounds, and other public facility improvements are consistently identified by community leaders and citizens alike. The City's CDBG will assist with infrastructure and public facility improvements when practical and when there can be a benefit to LMI communities in the City.
	Basis for Relative Priority	

4	Priority Need Name	Planning and Administration
	Priority Level	Low
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	CITYWIDE
	Associated Goals	
	Description	Robust and effective planning and administration of funding sources are imperative to successfully meeting other priorities identified in this plan. Ensuring that our HUD-funded programs align and complements other efforts that benefit the target population will be a priority over the next five years.

	Basis for Relative Priority	Planning and communicating with various city departments, service providers, and area organizations to deliver high-quality services to the LMI community in Bangor is important. Additionally, collecting data, reflecting on results, and course-correcting as necessary is important to ensure we are meeting the needs of the community.
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Narrative (Optional)

Biddeford's CDBG program will work city-wide, particularly in low-to-moderate income Census Block Groups, to carry out eligible projects. Priority needs include affordable housing, social services, public facility and infrastructure improvements, and prevent and respond to the COVID-19 pandemic as necessary.

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

In Biddeford, CDBG funds continue to work to implement projects and programs that are not possible or that are not on the City's Capital Improvements budget.

The City does wish to show that even though there are not leveraged funds, that City staff work with the CD Coordinator to implement and complete projects from GIS to Engineering to Planning in-house whenever possible. The City has a grant writer who will work to enhance project funds whenever possible.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	393,621	0	288,914	682,535	1,574,484	The City will expend all Entitlement CDBG funds.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Admin and Planning Housing Public Improvements Public Services	35,885	0	0	35,885	0	CDBG-CV funds to be used to prevent, prepare for and respond to the coronavirus.

Table 44 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG, Lead, and Maine Housing grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

The Lead Hazard Reduction and Healthy Homes Grant allows the City to invest up to \$3.2 million in the CDBG target area (Census Tracts 252.01 and 252.02). The Lead program requires a 10% match from the property owner, and can be used on 2- to 10-unit residential buildings. The MaineHousing Community Solutions Grant provides CDBG matching funds of up to \$300,000 for housing rehabilitation projects in the target area for the same 3 years.

Private match investment in housing rehabilitation through these programs to date is nearly \$65,000.

The City's Housing Rehab Director manages these programs and assists applicants with accessing the funding that works best for their needs.

The CDBG, Lead, and Maine Housing grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Although publically owned land designated for a CDBG project is reviewed on a case by case basis, the most common use of publically owned land is for park development. This could include acquisition, demolition, engineering and design, and construction activities. This addresses the City's need and access to green space and public facilities in the densest neighborhoods. This type of development is designated under the Public Facilities and Infrastructure component of these plans.

Discussion

If the award amount should be more or less than reflected in this plan, the public facilities and infrastructure allocation will be adjusted accordingly.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Social Services	2024	2028	Homeless Non-Housing Community Development		Social Services	CDBG: \$295,215	
2	Affordable Housing	2024	2028	Affordable Housing Public Housing Homeless		Affordable Housing	CDBG: \$600,000	
3	Public Facilities & Infrastructure	2024	2028	Non-Housing Community Development		Public Facilities & Infrastructure	CDBG: \$295,215 CDBG-CV: \$35,885	
4	Planning and Administration	2024	2028	Planning and Administration			CDBG: \$393,620	Other: 0 Other

Table 45 – Goals Summary

Goal Descriptions

1	Goal Name	Social Services
	Goal Description	Biddeford will support at least one Social Service agencies and two neighborhood hotspots with the maximum 15% of program funds (\$59,043) each year of the five-year Con Plan. The City will administer the Mission Hill Neighborhood Hotspot and Main Street Hotspot. Any remaining funds may be programmed for other social services depending on need. The remainder of the CDBG-CV funds will partially fund personnel costs associated with the community support program at Seeds of Hope.
2	Goal Name	Affordable Housing
	Goal Description	Maintain and add safe and affordable housing for extremely low-to-moderate income individuals and families including public housing residents, homeless population, and multifamily housing.
3	Goal Name	Public Facilities & Infrastructure
	Goal Description	The City will make improvements to its street/sidewalk/parks/gardens to enhance public safety and accessibility.
4	Goal Name	Planning and Administration
	Goal Description	Robust and effective planning and administration of funding sources are imperative to successfully meeting other priorities identified in this plan.

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

In Biddeford, CDBG funds continue to work to implement projects and programs that are not possible or that are not on the City's Capital Improvements budget.

The City does wish to show that even though there are not leveraged funds, that City staff work with the CD Coordinator to implement and complete projects from GIS to Engineering to Planning in-house whenever possible. The City has a grant writer who will work to enhance project funds whenever possible.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	393,621.00	0.00	288,914.00	682,535.00	1,574,484.00	The City will expend all Entitlement CDBG funds.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Admin and Planning Housing Public Improvements Public Services	35,885.00	0.00	0.00	35,885.00	0.00	CDBG-CV funds to be used to prevent, prepare for and respond to the coronavirus.

Table 46 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG, Lead, and Maine Housing grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

The Lead Hazard Reduction and Healthy Homes Grant allows the City to invest up to \$3.2 million in the CDBG target area (Census Tracts 252.01 and 252.02). The Lead program requires a 10% match from the property owner, and can be used on 2- to 10-unit residential buildings. The MaineHousing Community Solutions Grant provides CDBG matching funds of up to \$300,000 for housing rehabilitation projects in the target area for the same 3 years.

Private match investment in housing rehabilitation through these programs to date is nearly \$65,000.

The City's Housing Rehab Director manages these programs and assists applicants with accessing the funding that works best for their needs.

The CDBG, Lead, and Maine Housing grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Although publicly owned land designated for a CDBG project is reviewed on a case by case basis, the most common use of publicly owned land is for park development. This could include acquisition, demolition, engineering and design, and construction activities. This addresses the City's need and access to green space and public facilities in the densest neighborhoods. This type of development is designated under the Public Facilities and Infrastructure component of these plans.

Discussion

If the award amount should be more or less than reflected in this plan, the public facilities and infrastructure allocation will be adjusted accordingly.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Social Services	2024	2028	Homeless Non-Housing Community Development		Social Services	CDBG: \$59,043.15	Public service activities other than Low/Moderate Income Housing Benefit: 1250 Persons Assisted
2	Affordable Housing	2024	2028	Affordable Housing Public Housing Homeless		Affordable Housing	CDBG: \$120,000.00	Rental units rehabilitated: 15 Household Housing Unit Homeowner Housing Rehabilitated: 2 Household Housing Unit
3	Public Facilities & Infrastructure	2024	2028	Non-Housing Community Development		Public Facilities & Infrastructure	CDBG: \$424,768.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2050 Persons Assisted
4	Planning and Administration	2024	2028	Planning and Administration		Planning and Administration	CDBG: \$78,724.00	Other: 1 Other

Table 47 – Goals Summary

Goal Descriptions

1	Goal Name	Social Services
	Goal Description	Biddeford will support at least one Public Service agency and a neighborhood hotspot with the maximum 15% of program funds (\$59,043). The City will administer the Mission Hill Neighborhood hotspots. Any remaining funds may be programmed for other social services depending on need.
2	Goal Name	Affordable Housing
	Goal Description	Housing Rehabilitation will focus on 2- to 7-unit structures, with 51% of the units being affordable at 80% of median income for at least 10 years, as well as emergency repair grants to LMI owner-occupied single-family homes.
3	Goal Name	Public Facilities & Infrastructure
	Goal Description	The City will make street/sidewalk/parks/gardens improvements to enhance public safety and public facilities improvements to benefit LMI areas.
4	Goal Name	Planning and Administration
	Goal Description	Planning and communicating with various city departments, service providers, and area organizations to deliver high quality services to the LMI community in Biddeford is important. Additionally, collecting data, reflecting on results, and course-correcting as necessary is important to ensure we are meeting the needs of the community.

Projects

AP-35 Projects – 91.220(d)

Introduction

In Biddeford, CDBG funds continue to work to implement projects and programs that are not possible or that are not on the City's Capital Improvements budget.

The City does wish to show that even though there are not leveraged funds, that City staff work with the CD Manager to implement and complete projects from GIS to Engineering to Planning in-house whenever possible. The City has a grant writer who will work to enhance project funds whenever possible.

Projects

#	Project Name
1	Social Services
2	Affordable Housing
3	Public Facilities and Infrastructure
4	Planning & Administration

Table 48 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Allocation priorities are set by the Consolidated Plan and the public process through the Citizens' Advisory Committee. A primary focus this year is on the chronically homeless. This population has been identified as having emerging needs and whose numbers are rapidly increasing alongside shortages of housing and supportive services. The City has worked with a consultant to identify gaps in housing needs and services as well as the need to engage coordinated efforts to address these issues on a county level.

AP-38 Project Summary
Project Summary Information

1	Project Name	Social Services
	Target Area	
	Goals Supported	Social Services
	Needs Addressed	Social Services
	Funding	CDBG: \$59,043.00
	Description	Biddeford will support at least one Public Service agency and one neighborhood hotspots with the maximum 15% of program funds (\$59,043.15). The City will administer the Mission Hill Hotspot. Any remaining funds may be programmed for other social services depending on need.
	Target Date	6/3/2025
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated approximately 1250 LMI households will benefit from these activities.
	Location Description	CDBG funded activities are primarily directed in the eligible census tracts (252.01 and 252.02).
	Planned Activities	The program budget of \$59,043 has not been entirely allocated to activities, however, \$2000 of that amount will be awarded to providing wifi hotspots to the Mission Hill neighborhood.
2	Project Name	Affordable Housing
	Target Area	
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$120,000.00
	Description	Housing Rehabilitation will provide match funds to the City's lead hazard reduction program to focus on 2- to 7-unit structures, with 51% of the units being affordable at 80% of median income for at least 10 years.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	The housing rehab program will offer grants to 2 owner-occupied units and 15 rental units occupied by households at or below 80% AMI via a 10-year deed restriction.

	Location Description	CDBG designated census tracts of 252.01 and 252.02 as a first priority. Citywide as a secondary geographic focus.
	Planned Activities	Rehabilitation forgivable loans for units in accordance with CDBG rules, and associated program delivery costs, following this priority list: 1. Owner-occupants of 2- to 7-unit residential rental properties; 2. Non-profit owners of 2- to 7-unit residential rental properties; and 3. Investor-owned 2- to 7-unit residential rental properties.
3	Project Name	Public Facilities and Infrastructure
	Target Area	
	Goals Supported	Public Facilities & Infrastructure
	Needs Addressed	Public Facilities & Infrastructure
	Funding	CDBG: \$424,768.00
	Description	The city will make improvements to City owned street/sidewalk/parks/gardens, as well as buildings open to the public, to enhance public safety and improve access.
	Target Date	6/3/2025
	Estimate the number and type of families that will benefit from the proposed activities	These improvements will benefit persons with disabilities citywide, a population of 1250 people, as well as targeted neighborhoods served by improved public buildings/parks/gardens/streets/sidewalks.
	Location Description	Public facilities throughout LMI target area.
	Planned Activities	Accessibility and public safety improvements to public facilities in LMI area. Specifically, ADA accessibility required improvements, and all age accessibility improvements were raised as priority needs.
4	Project Name	Planning & Administration
	Target Area	
	Goals Supported	Planning and Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$78,724.00
	Description	Administration costs to administer the CDBG program.
	Target Date	6/30/2025

	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Provide administrative oversight and support administrative costs of the CDBG program.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

For owner-occupied, nonprofit-owned, and investor-owned 2- to 7-unit residential buildings, housing rehabilitation efforts are directed within the CDBG eligible census tracts as the first priority (with at least 51% LMI), with rehabilitation permitted outside of these tracts as a second priority. Social Service assistance is typically directed citywide, with presumed benefit clients or income certification to ensure service to at least 51% LMI beneficiaries. ADA and other public facilities improvements will also primarily be within the CDBG eligible census tracts, but the benefit will be for people citywide, including people with disabilities.

Geographic Distribution

Target Area	Percentage of Funds

Table 49 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The 2- to 7-unit housing rehabilitation program is available citywide, but the priority is still on the CDBG-eligible Census tracts (252.01 and 252.02), which are in the downtown and immediately adjacent areas and have the highest concentration of LMI households. This program represents targeted investments that preserve affordable housing, improve the quality of the home, and increase base value, leading to private neighborhood re-investment. The priority is on these tracts as the buildings are older on average than the buildings citywide, have the highest need for rehabilitation, and have higher rates of LMI residents.

Discussion

In general, the city delivers CDBG-funded programs citywide in order to best support LMI residents. The rehab program prioritizes Census tracts 252.01 and 252.02, in order to best address needed improvements in these high-LMI areas, but the program is now available citywide as well.

CITY OF BIDDEFORD

DRAFT

FFY 2025 Annual Action Plan

July 1, 2025 – June 30, 2026



City of Biddeford, Maine Planning
and Development Department
Community Development Program
205 Main Street
Biddeford, ME 04005
www.biddefordmaine.org

January 16, 2026

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

In the 2025 Action Plan, the City will use funds for: (1) Social Services; (2) Housing Rehabilitation; (3) Infrastructure and Public Facilities; and (4) Administration. In Housing Rehabilitation, a \$200,000 program budget will provide forgivable loans for moderate rehab and/or energy efficiency improvements in 15 units within 2- to 7-unit properties that are (in order of priority) owner-occupied, non-profit owned, or investor-owned, provided that at least 51% of the property occupants are households earning no more than 80% AMI and rents do not exceed fair market rents (FMR) for an affordability period of ten (10) years after the completion of the rehab work. Under the same program, owner-occupied single-family homes will be eligible for emergency repair grants to address unforeseen damage that causes health/safety issues and must be repaired immediately. In Infrastructure, a budget of \$627,622 will help improve accessibility and safety of public facilities in low/moderate income neighborhoods. In Social Services, a budget of \$58,626 will be available to provide the services needed to LMI residents. Finally, the Administration budget of \$78,168 will be used to pay staff salary and benefits, as well as other administrative costs as needed. The total plan year budget—including prior year resources—is \$964,416.

2. Summarize the objectives and outcomes identified in the Plan

The goals of the CDBG program are to provide decent housing, a suitable living environment for low- and moderate-income residents and expanding opportunities for low- to moderate-income residents. These goals can be achieved by helping homeless persons obtain appropriate housing and assisting those at risk being homeless preserving and increasing affordable housing; increasing the supply of supportive housing; improving the livability and safety of neighborhoods; increasing access to facilities and services; reducing the isolation of income groups within a certain area through the integration of low-income housing opportunities; and empowering low--income persons to achieve self-sufficiency.

Specific to Biddeford, the Year Two FY25 Annual Action Plan includes goals and objectives for: Affordable Housing; Public Facilities and infrastructure; Social services programs that assist LMI individuals and/or families, and Program Administration.

3. Evaluation of past performance

CDBG funding has presented the City of Biddeford with a unique opportunity to make dramatic differences in the lives of the City's low income and elderly populations. Throughout the program's history, the City has made homeownership sustainable and affordable for dozens and dozens of families who would otherwise be unable to own their own home.

The Planning & Development department, as well as Finance, underwent a number of key staffing changes since the development of the last 5-year Con Plan. While positions were filled there were significant periods of time several when they sat vacate. These changes did impede the progress the City had anticipated making with CDBG funds.

Over the past 5 years the City has successfully implemented a number of improvements and programs that have assisted Biddeford's low to moderate income population and the City as a whole. Additionally, the City has been able to improve streets and sidewalks in low to moderate income neighborhoods when they would likely remain in poor condition; continued funding restraints have led the City to make difficult decisions as far as priority investments in the community are concerned. CDBG funding, especially for public improvements, have lessened that issue to a great extent.

The City will continue to work diligently to demonstrate an even higher level of achievement over the next five years and greater investment by citizens.

4. Summary of Citizen Participation Process and consultation process

The Citizen Participation Plan creates opportunities for residents to take part in the planning, development, and implementation of CDBG plans. The Citizens' Advisory Committee, appointed by City Council, assists city staff in implementing the consolidated plan, its programs, and ongoing evaluation of the plan's successes, failures, and adjustments.

The City holds monthly CAC meetings and has advertised public hearings to receive input on CDBG plans. The first hearing for 2024-2028 Con Plan will be held on January 20, 2026, along with a public comment period from January 16th to February 17th. The second hearing will be held on February 17, 2026.

Under the direction of the City's Director of Planning and Development, the CD Manager directs and coordinates all activities of the CAC. The CD Manager is the contact point for various non-profits (including philanthropic organizations), public housing authorities, businesses, and residents of assisted housing developments, social services (including faith-based organizations) and any population that would be eligible for CDBG funding.

The CAC provides comments and/or recommendations in areas such as assessment of needs, reviewing potential projects, and accepting community input and keeping the citizenry informed.

The CAC is designed and operated to provide outreach to local (and regional when appropriate) groups and citizens. Through Seeds of Hope and its Homeless Task Force, the City participates with various service and non-profit organizations focused specifically on the social welfare and housing needs of our low and very low-income individuals, and their families, where appropriate. The City participates in the State's Continuum of Care, convened by MaineHousing, as well as the Statewide Homeless Council and Region 1 Homeless Council. During the program year, the state's Homeless Response Hub system launched, and Biddeford is an active participant in the Region 1 (York County) Hub, which will focus on regional

approaches to addressing homelessness and housing insecurity. Biddeford Ready represents a broad coalition of local and regional organizations focused on outreach to families and their children, with a focus on school readiness for children birth to 5. The Police Department has continued to increase staff who specifically work with vulnerable populations, particularly those experiencing homelessness/housing insecurity and those with substance use disorders. The CD Manager utilizes this network, in total, to reach out to the population (including the immigrant population) as a whole.

The City consults with these relevant parties to share resources, assess needs, and further refine strategies to achieve CDBG goals. A detailed account of these parties can be found in AP-10.

5. Summary of public comments

The public comment period will run from January 16, 2026 to February 17, 2026. Any comments received will be included in this Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

The public comment period will run from January 16, 2026 to February 17, 2026. Any comments received will be included in this Con Plan.

7. Summary

The City of Biddeford is considered an entitlement community and receives funding from the U.S. Department of Housing and Urban Development Community Development Block Grant (CDBG) program. In FY25, which is the second year of the 2024-2028 Five Year Consolidated Plan, Biddeford will receive \$424,428 that will be utilized primarily to benefit low-to-moderate income individuals as discussed above.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role		Name	Department/Agency
Lead Agency		BIDDEFORD	
CDBG Administrator	BIDDEFORD		Department of Economic & Community Development
HOPWA Administrator			
HOME Administrator			
HOPWA-C Administrator			

Table 1 – Responsible Agencies

Narrative (optional)

The City of Biddeford and Biddeford's Economic and Community Development Department, comprised of the Director, Planner Economic Development Coordinator and Community Development (CD) Manager, continues to serve as the lead agency and staff for the Consolidated Plan and Annual Action Plan process and implementation. The Department collaborates with City Departments, the Citizens Advisory Committee (CAC), organizations, agencies and citizens, to receive input, develop, and implement the Plan. The Department is responsible for keeping the City informed as to process, project progress and any additional funding and collaborative opportunities. The Department will continue to be responsible for all regulatory compliance, documentation and training under the Entitlement Program with the U.S. Department of Housing and Urban Development. The CD Manager will continue to recruit and work with the City's CAC, with full support from the City. The CD Manager will coordinate for the Economic and Community Development Department the projects and activities included in the Plans. The CD Manager will coordinate all aspects of the process with Public Works, Engineering and any other departments that will implement construction projects, and will work with City staff for planning and administrative activities. Regarding social services, a number of the non profits are already well coordinated with the City's Entitlement Program and neighborhood revitalization efforts. The CD Manager will work closely with any new programs to ensure adherence to all local and federal processes, policies and regulations. The CD Manager is responsible for the timely monitoring of all programs and review of bid specs, contracts, etc.

Consolidated Plan Public Contact Information

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AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The City of Biddeford continues to use a network system to consult with numerous stakeholders. Early consultations include bordering jurisdictions, such as the Town of Kennebunkport, Dayton, Arundel, Lyman, and City of Saco. The Southern Maine Regional Planning Commission is consulted with on early versions of the Plan. Due to staff and funding limitations, consultations are conducted with City Staff who are members of larger regional and State organizations. The Biddeford City Planner is relied upon to keep the CD Manager informed as to any opportunities to partner or developments with other regional plans and projects. Partnerships with the Biddeford Housing Authority and the Biddeford Area Resource Group and Community Partners for Protecting Children, which are contact networks for social services in the area, provide the CD Manager with "eyes and ears" on the street for projects benefiting LMI citizens that might be overlooked. The City also expanded its consultations to include GWI which is a local Internet provider for a consultation regarding fiber optic and Internet access for Biddeford citizens, and the Coastal Healthy Communities Coalition that keeps the City informed as to its lead-based paint and other health issues. The coalition is part of the University of New England's medical program outreaching into the community. This consultation along with the State's lead prevention program yielded updated information as to the lead-based paint issues in Biddeford. Numerous organizations including the Sexual Assault Response Services for Southern Maine, the City's Opiate Prevention Program, Age Friendly Program, and school system, provided information from senior needs to homeless youth, to assist in the development of this plan. Please see the responses below and the table in the appendix that captures the City's efforts to consult with the required agencies.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

As required by the regulations, the City consulted with a wide range of public and private entities that provide housing, health services, and social services. City staff participate in a wide array of working groups specifically created to enhance the coordination and collaboration efforts of government entities, non-profit agencies, and other service providers. The overarching goal of these working groups is to identify gaps in services and work on solutions to address the needs of the individuals falling into these gaps.

The City of Biddeford continues to work to strengthen its network through the City's Health and Welfare Department, the Biddeford Housing Authority, and the service agencies it funds through its Entitlement Program. Under the direction of the CD Manager, these entities are encouraged to link housing, public services and work/training programs that create a strong network to support Biddeford's LMI population. A person can be assisted through the City's Health and Welfare Department to connect with a public service funded by CDBG which can include a career center for work-place readiness, senior meal

assistance, financial budgeting assistance, youth programs, and housing assistance. The City found this year that the need for more enhanced coordination is necessary and implemented the development of identified neighborhoods and contacts to hold meetings and identify specific housing and program needs to be referred to the Citizens Advisory Committee.

Additionally, data for housing trends, capital needs, and future plans was obtained from MaineState Housing Authority and Biddeford Housing Authority.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

There has been a significant rise in homeless persons since the Covid-19 pandemic which has brought the growing issue of addressing the needs of the unhoused to a critical point. This forced more coordination, collaboration, and communication amongst City staff, the CoC, emergency shelters, and service providers. there are a number of working groups that meet on a weekly, monthly, and quarterly basis specifically to target the needs of homeless persons through Biddeford. The common goals of these working groups is to prevent individuals from entering homelessness, provide adequate services to individuals currently experience homelessness, and obtain permanent housing, with the appropriate level of supportive services, for individuals exiting homelessness. The City's Health and Welfare Department provides data for the Plan regarding homeless persons including the chronically homeless, individuals and families, families with children, veterans, and unaccompanied youth. The City also coordinated with the State's Continuum of Care (see narrative below). The following is a summary of assistance available: City of Biddeford Health and Welfare Department The department offers assistance to find shelter and provide access to programs and services for homeless and near homeless individuals and families. Biddeford Housing Authority Biddeford has a Section 8 Voucher Program whereby low to moderate income persons receive rental assistance in apartment scattered throughout the community. The Biddeford Housing Authority also assists clients with HUD and other housing programs. The following is a summary listing of additional housing and program services in Biddeford, as well as those offered through cooperative regional agencies. Homeless Shelters York County Shelter Programs, Inc. - Alfred, Maine 63 - bed facility serving both individuals and families

Emergency Extended Shelter

While individuals are awaiting placement in an appropriate transitional or independent living program, counseling, case management and other self-help services are available. During their stay clients have access to housing, independent living skills, remedial education, vocational training, intensive case management, medical and other necessary services.

Transitional/Permanent Housing

There are several facilities in Biddeford that provide transitional/supportive housing for persons with special needs, i.e. those suffering from mental illness and/or substance abuse. These facilities are owned and/or managed by area non-profit agencies that assist persons with special needs, e.g. Counseling Services, Inc., Community Living Options, Shalom House and Maine Way, Inc.

These and other agencies operate 9 such facilities in the City encompassing 85 units/beds. The facilities are a combination of single and multifamily residential properties that are situated in neighborhoods throughout the City.

In addition, there are several other facilities in nearby communities such as Saco and Old Orchard Beach which also provide housing and services to special needs populations, e.g. The Milestone Foundation in Old Orchard Beach operates a 20-bed facility that provides services and shelter to persons with substance abuse problems.

Within Biddeford are approximately seven soup kitchens and pantries, and a variety of clinics, churches, childcare services, furniture and clothing banks, as well as several satellite outreach services.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Biddeford is not a recipient of ESG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	MAINE STATE HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	MaineHousing was consulted to gather data on housing and homelessness needs around the state and particularly in Biddeford. MaineHousing gathered needs assessment information from various methods, including focus groups working with individuals who are at risk of homelessness, experiencing homelessness, and hard to house populations.
2	Agency/Group/Organization	Biddeford Housing Authority
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Biddeford Housing Authority and City staff regularly discuss housing strategies and housing needs as well as BHA's future development plans.
3	Agency/Group/Organization	SOUTHERN MAINE AGENCY ON AGING
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	SMAA organizes services for the elders of Biddeford and has provided the City with its assessments of the emerging needs as identified in its assessment.
4	Agency/Group/Organization	Sanford Vet Center
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Biddeford has an ongoing relationship with the Vet Center and works in coordination with its staff to reach out to Biddeford's homeless veterans and provide resources and assistance with its mobile unit.
5	Agency/Group/Organization	Biddeford Saco Area Economic Development Corporation
	Agency/Group/Organization Type	Business Leaders Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Biddeford Saco Economic Development Corporation collaborates with the City to continue efforts to address code issues, health, and safety concerns to enhance economic development, business attraction, and job retention. A significant issue involving the homeless population has been raised.
6	Agency/Group/Organization	Maine Centers for Disease Control - Department of Health and Human Services
	Agency/Group/Organization Type	Services-Children Services-Health
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This consultation was conducted online since all of the CDDC's data and reports are online and the City was directed to this information. This led to coordinating with the Coastal Healthy Communities Coalition who conducts the lead-based paint education programs in the area and will be directing HUB at 49 Sullivan Street with these and other health-oriented programs.
7	Agency/Group/Organization	Biddeford School Department
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The School Department was consulted in a meeting with several area homeless youth providers and local organizations. The school department was able to provide data on Biddeford's homeless youths numbers. It was decided that further coordination could be conducted and a resource list for youths who are homeless in the future.
8	Agency/Group/Organization	GWJ
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers

	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff collaborates with GWI to identify the impact of broadband access being provided to LMI persons utilizing CDBG funds.
9	Agency/Group/Organization	Sexual Assault Response Services of Southern Maine
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Victim Recovery & Prevention of Sexual Assault/Abuse
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted as to the number of Biddeford citizens seeking help and if the numbers are decreasing. The organization coordinates with the City and also provides support and educational groups.
10	Agency/Group/Organization	Coastal Healthy Communities Coalition
	Agency/Group/Organization Type	Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CHHC contracts with the City's lead-based paint program to provide education to LMI families regarding prevention efforts.

Identify any Agency Types not consulted and provide rationale for not consulting

N/A

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of Biddeford uses a two-fold approach to citizen participation to establish its goals and actions for its Consolidated Plan and Annual Action Plans. It uses the standard method that it has been implemented over the past years of public hearings, informative media releases, and the CAC. The Citizens Participation Plan is closely followed by the City and provides a guide to ensure citizen input is sought at every opportunity. This year these standard participation methods included a call for projects through the City's Departments and the Biddeford Area Resource Group, and a focus group and meetings. Finally, two public hearings are publicized in the newspaper and on social media, including a 30-day comment period.

First Public Hearing: The first public hearing will be held on January 20, 2026 at City Hall. Notice of this public hearing was published in the Portland Press Herald on January 13, 2026.

Second Public Hearing: The second public hearing will be held on February 17, 2026 at City Hall. Notice of this public hearing will be published in the Portland Press Herald on January 6, 2026.

30-day comment period was held on: January 16, 2026 to February 17, 2026

Drafts of each Plan are made available at places where citizens know where to access them. These are at the Community Center, City Library, Planning & Development Department, and on the City's website, and/or available by request. The Community Development & Grants Manager is also available to answer citizens' questions, take input, and discuss goals and actions.

The CAC provides the Community Development & Grants Manager with information on LMI needs since the members either live in an LMI neighborhood, work with LMI persons, or are LMI themselves.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	Ward meetings were held during the fall months of 2022. There were varying numbers of residents in attendance from each ward.	Residents noted they would like to see efforts to address affordable housing, improve neighborhood parks, and assist unhoused persons.	None	
2	Internet Outreach	Non-targeted/broad community Residents of Public and Assisted Housing	A two-phase survey was distributed via internet and hard copies at various public facilities. The first phase requested survey takers to prioritize goals. The second phase was a budget exercise to determine how the funds should be allocated among the project goals.	Almost two hundred responses were received which identified affordable housing, improved public facilities (including parks and green spaces), and assisting the unhoused as the priority goals.	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Non-targeted/broad community	A public hearing will be held before the Council at its regular meeting on January 20, 2026. The public comment period runs from January 16, 2026 through February 17, 2026.	Any comments received will be included in this Action Plan.		
4	Public Hearing	Non-targeted/broad community	A second public hearing will be held before the Council at its regular meeting on February 17, 2026. The public comment period runs from January 16, 2026 through February 17, 2026.	Any comments received will be included in this Action Plan.		

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

In Biddeford, CDBG funds continue to work to implement projects and programs that are not possible or that are not on the City's Capital Improvements budget.

The City does wish to show that even though there are not leveraged funds, that City staff work with the CD Coordinator to implement and complete projects from GIS to Engineering to Planning in-house whenever possible. The City has a grant writer who will work to enhance project funds whenever possible.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	424,428.00	0.00	539,988.00	964,416.00	1,563,364.00	Prior years' resources include unspent funds from program years 2020, 2022, 2023, and 2024.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Admin and Planning Housing Public Improvements Public Services	38,885.00	0.00	0.00	38,885.00	0.00	Funds to be used to prevent, respond to and prepare for COVID-19.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG and Lead grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

The Lead Hazard Reduction and Healthy Homes Grant allows the City to invest up to \$3.2 million in the CDBG target area (Census Tracts 252.01 and 252.02). The Lead program can be used on 2- to 10-unit residential buildings.

The City's housing program staff manages these programs and assists applicants with accessing the funding that works best for their needs.

The CDBG and Lead grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Although publicly owned land designated for a CDBG project is reviewed on a case by case basis, the most common use of publicly owned land is for park development. This could include acquisition, demolition, engineering and design, and construction activities. This addresses the City's need and access to green space and public facilities in the densest neighborhoods. This type of development is designated under the Public Facilities and Infrastructure component of these plans.

Discussion

If the award amount should be more or less than reflected in this plan, the public facilities and infrastructure allocation will be adjusted accordingly.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Social Services	2024	2028	Homeless Non-Housing Community Development	BIDDEFORD DOWNTOWN CORE	Social Services	CDBG: \$63,664.00	Public service activities other than Low/Moderate Income Housing Benefit: 1250 Persons Assisted
2	Affordable Housing	2024	2028	Affordable Housing Public Housing Homeless	CITYWIDE	Affordable Housing	CDBG: \$80,000.00	Rental units rehabilitated: 15 Household Housing Unit Homeowner Housing Rehabilitated: 2 Household Housing Unit
3	Public Facilities & Infrastructure	2024	2028	Non-Housing Community Development	BIDDEFORD DOWNTOWN CORE	Public Facilities & Infrastructure	CDBG: \$195,878.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2050 Persons Assisted
4	Planning and Administration	2024	2028	Planning and Administration	CITYWIDE	Planning and Administration	CDBG: \$84,886.00	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Social Services
	Goal Description	Biddeford will support at least one Public Service agency and a neighborhood hotspot with the maximum 15% of program funds (\$63,664). The City will administer the Mission Hill Neighborhood hotspots. Any remaining funds may be programmed for other social services depending on need.
2	Goal Name	Affordable Housing
	Goal Description	Housing Rehabilitation will focus on 2- to 7-unit structures, with 51% of the units being affordable at 80% of median income for at least 10 years, as well as emergency repair grants to LMI owner-occupied single-family homes.
3	Goal Name	Public Facilities & Infrastructure
	Goal Description	The City will make street/sidewalk/parks/gardens improvements to enhance public safety and public facilities improvements to benefit LMI areas.
4	Goal Name	Planning and Administration
	Goal Description	Planning and communicating with various city departments, service providers, and area organizations to deliver high quality services to the LMI community in Biddeford is important. Additionally, collecting data, reflecting on results, and course-correcting as necessary is important to ensure we are meeting the needs of the community.

Projects

AP-35 Projects – 91.220(d)

Introduction

In Biddeford, CDBG funds continue to work to implement projects and programs that are not possible or that are not on the City's Capital Improvements budget.

The City does wish to show that even though there are not leveraged funds, that City staff work with the CD Manager to implement and complete projects from GIS to Engineering to Planning in-house whenever possible. The City has a grant writer who will work to enhance project funds whenever possible.

Projects

Sort*	Project Title
1	Social Services
2	Affordable Housing
3	Public Facilities and Infrastructure
4	Administration

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Allocation priorities are set by the Consolidated Plan and the public process through the Citizens' Advisory Committee. A primary focus this year is on the chronically homeless. This population has been identified as having emerging needs and whose numbers are rapidly increasing alongside shortages of housing and supportive services. The City has worked with a consultant to identify gaps in housing needs and services as well as the need to engage coordinated efforts to address these issues on a county level.

AP-38 Project Summary

Project Summary Information

Project Summary Information					
No.	Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
1	Social Services	Social Services	BIDDEFORD DOWNTOWN CORE - Local Target area	Social Services	CDBG : \$63,664.00
	Description	Biddeford will support at least one Public Service agency and a neighborhood hotspot with the maximum 15% of program funds. The City will administer the Mission Hill Neighborhood hotspots. Any remaining funds may be programmed for other social services depending on need.			
	Target Date for Completion	06/30/2026			
	Estimate the number and type of families that will benefit from the proposed activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	It is anticipated approximately 1250 LMI households will benefit from these activities.			
	Location Description (additional information for this discussion may be available on the AP-36 Project Detail screen)	Activities are anticipated to occur to benefit LMI individuals residing in Census Tracts 252.01 and 252.02.			
	Planned Activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	The program budget of \$63,644 has not been entirely allocated to activities, however, \$10,000 of that amount will be awarded to providing wifi hotspots to the Mission Hill neighborhood.			
2	Affordable Housing	Affordable Housing	BIDDEFORD DOWNTOWN CORE - Local Target area	Affordable Housing	CDBG : \$80,000.00
	Description	Housing Rehabilitation will provide match funds to the City's lead hazard reduction program to focus on 2- to 7-unit structures, with 51% of the units being affordable at 80% of median income for at least 10 years.			
	Target Date for Completion	06/30/2026			
	Estimate the number and type of families that will benefit from the proposed activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	The housing rehab program will offer grants to 2 owner-occupied units and 15 rental units occupied by households at or below 80% AMI via a 10-year deed restriction.			
	Location Description (additional information for this discussion may be available on the AP-36 Project Detail screen)	CDBG designated census tracts of 252.01 and 252.02 as a first priority. Citywide as a secondary geographic focus.			
	Planned Activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	Rehabilitation forgivable loans for units in accordance with CDBG rules, and associated program delivery costs, following this priority list: 1. Owner-occupants of 2- to 7-unit residential rental properties; 2. Non-profit owners of 2- to 7-unit residential rental properties; and 3. Investor-owned 2- to 7-unit residential rental properties.			
3	Public Facilities and Infrastructure	Public Facilities & Infrastructure	BIDDEFORD DOWNTOWN CORE - Local Target area	Public Facilities & Infrastructure	CDBG : \$195,878.00
	Description	The City will make improvements to City owned street/sidewalk/parks/gardens, as well as buildings open to the public, to enhance public safety and improve access.			
	Target Date for Completion	06/30/2026			
	Estimate the number and type of families that will benefit from the proposed activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	These improvements will benefit persons with disabilities citywide, a population of 1250 people, as well as targeted neighborhoods served by improved public buildings/parks/gardens/streets/sidewalks.			
	Location Description (additional information for this discussion may be available on the AP-36 Project Detail screen)	Public facilities and infrastructure located throughout LMI target area.			
	Planned Activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	Accessibility and public safety improvements to public facilities in LMI area. Specifically, ADA accessibility required improvements and all age accessibility improvements were raised as priority needs.			
4	Administration	Planning and Administration	CITYWIDE - Local Target area	Planning and Administration	CDBG : \$84,886.00
	Description	Administration costs to administer the CDBG program.			
	Target Date for Completion	06/30/2026			
	Estimate the number and type of families that will benefit from the proposed activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	N/A			
	Location Description (additional information for this discussion may be available on the AP-36 Project Detail screen)	N/A			
	Planned Activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	Provide administrative oversight and support administrative costs of the CDBG program.			

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

For owner-occupied, nonprofit-owned, and investor-owned 2- to 7-unit residential buildings, housing rehabilitation efforts are directed within the CDBG eligible census tracts as the first priority (with at least 51% LMI), with rehabilitation permitted outside of these tracts as a second priority. Social Service assistance is typically directed citywide, with presumed benefit clients or income certification to ensure service to at least 51% LMI beneficiaries. ADA and other public facilities improvements will also primarily be within the CDBG eligible census tracts, but the benefit will be for people citywide, including people with disabilities.

Geographic Distribution

Target Area	Percentage of Funds
BIDDEFORD DOWNTOWN CORE	75
CITYWIDE	25

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The 2- to 7-unit housing rehabilitation program is available citywide, but the priority is still on the CDBG-eligible Census tracts (252.01 and 252.02), which are in the downtown and immediately adjacent areas and have the highest concentration of LMI households. This program represents targeted investments that preserve affordable housing, improve the quality of the home, and increase base value, leading to private neighborhood re-investment. The priority is on these tracts as the buildings are older on average than the buildings citywide, have the highest need for rehabilitation, and have higher rates of LMI residents.

Discussion

In general, the city delivers CDBG-funded programs citywide in order to best support LMI residents. The rehab program prioritizes Census tracts 252.01 and 252.02, in order to best address needed improvements in these high-LMI areas, but the program is now available citywide as well.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

The CDBG programs do not earn program income.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	0.00%

City of Biddeford



2026.07 IN BOARD OF CITY COUNCIL... , JANUARY 20, 2026 BE IT ORDERED, that the City Council does hereby approve the following nominations of citizens to Boards, Committees or Commissions:

John McCurry Jr
Ward 2
Chair of the Planning Board
For a term to expire January 31, 2027

Carmen Bernier
Ward 7
Chair of the Airport Commission
For a term to expire January 31, 2027

Cynthia Kurtz
Ward 5
Recycling and Waste Management Commission
For a term to expire December 31, 2028

Jim Emerson
Ward 1
Cable TV Committee
For a term to Expire December 31, 2028

Wesley Painter
Ward 5
Historic Preservation Commission as a Voting Member
For a term to expire March 31, 2028

Syed Zafar
Ward 5
(Zoning) Board of Appeals as a Voting Member
For a term to expire December 31, 2028

Nadia Crockett-Current
Ward 5
Sustainability Commission
For a term to expire December 31, 2028

Attest by: _____
Robin Patterson, City Clerk

Application

Name Cynthia Kurtz

Pronouns Field not completed.

Ward 5

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

Which City Committee, Board or Commission do you request to be appointed to?
Recycling and Waste Management Commission

If other, please list below. Field not completed.

Why are you interested in serving the City of Biddeford? I'm aware that there is often a need for additional support at the committee level. Biddeford is a wonderful community which offers so much to so many. That being said, though, I recognize that it takes constant hard work behind the scenes to run the community effectively and efficiently. If I'm needed and I can be of service in this small way I am happy to do so.

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. My professional experience includes finance, sales, marketing, project management, and event planning. I am keenly aware of how important infrastructure is, and on a personal level am an avid recycler and proponent of sustainable practices.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). My only Board experience has been as a member of the Board for over 30 years at Congregation Etz Chaim in Biddeford, including 10 years as Treasurer.

Committee, Board, and Commission Application Form

Application

Name

Jim Emerson

Pronouns

word that can function by itself as a noun phrase and that refers either to the participants in the discourse (e.g., I, you) or to someone or something mentioned elsewhere in the discourse (e.g., she, it, this).

Ward

1

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

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

Cable T.V. Committee

If other, please list below.

Field not completed.

Why are you interested in serving the City of Biddeford?

I strongly believe that Public Access is a critical element of our community that has been missing for the last few years. I believe there is an opportunity to resuscitate and revise the vehicle that allows our community to: be informed, express and hear differing thoughts and opinions, indirectly share in events and activities, etc. I would like to participate in giving Public Access CPR.

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

Prior member of the Cable TV Committee

Please list any prior experience serving on

Biddeford City Council, Biddeford School Committee, Biddeford Police Commission,
Volunteer to Biddeford City Departments

any public Boards, Commissions or Committees (and approximate dates).

and School Class Rooms, and Biddeford Police Planner. (2006 - 2022)

Committee, Board, and Commission Application Form

Application

Name Wesley Painter

Pronouns Field not completed.

Ward 5

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

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

Historic Preservation Commission

If other, please list below. Field not completed.

Why are you interested in serving the City of Biddeford? It's always been important to me to help support the community in areas I am passionate about. Historic Preservation is vital in maintaining the integrity of Biddeford's past and present. I would love to help in any way I can!

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. I work in historic preservation and restoration as my day job. I attend Boston Architectural College in their preservation program and I have 10 years of experience in volunteering and serving on historical society boards.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). I was on the board for the Braintree Historical Society in MA and was on the Cemetery Commission for the town of Warren, ME.

Committee, Board, and Commission Application Form

Application

Name Syed Zafar

Pronouns Field not completed.

Ward 5

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

Which City Committee, Board or Commission do you request to be appointed to? Zoning Board of Appeals

If other, please list below. Field not completed.

Why are you interested in serving the City of Biddeford? I'd like to be reappointed because I care about Biddeford's long-term growth and the integrity of our land-use decisions. As a resident and property owner, I understand how zoning affects both neighbors and businesses, and I take seriously the ZBA's role in applying the ordinance consistently, listening to all parties, and ensuring a fair process. I'm committed to being prepared, objective, so the public can trust that our decisions are made transparently and in the best interest of the community.

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. I am a current member of the Biddeford Zoning Board of Appeals and have actively participated in hearings. Through this service, I've gained a strong working understanding of the ZBA's standards, procedures, and role in upholding the integrity of Biddeford's land use ordinance. I take pride in being prepared for each meeting, listening carefully to all parties, and grounding my decisions in the criteria set forth in the ordinance. I am ready to continue my service to the City on the ZBA and to build on the impactful work we are doing.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). I currently serve on the City of Biddeford's Zoning Board of Appeals, the Board of Assessment Review, and the Diversity, Equity, and Inclusion Committee, with these appointments ongoing over the past several years. Through this service, I have gained direct experience with public hearings, deliberation, and decision-making. In addition, I bring extensive professional experience from a highly regulated and analytical field, supported by my advanced degrees (PharmD, MPH, MBA), which further strengthen my ability to review complex information.

Committee, Board, and Commission Application Form

Application

Name Nadia Crockett-Current

Pronouns she/her

Ward 5

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

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

Sustainability Commission

If other, please list below. Field not completed.

Why are you interested in serving the City of Biddeford? I moved to Biddeford in March, and would love to be a part of caring for the city! I'm passionate about sustainability and public service and this seems like a perfect intersection of the two.

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. I am a planner with the Town of Kennebunkport, where I staff multiple committees (one of which is our Climate Resilience Committee). I was also on the conservation commission in Saco before relocating so I have experience with municipal committees from both sides.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). None in Biddeford, but I was on the conservation commission with Saco for about 11 months in 2024.

City of Biddeford



2026.08 IN BOARD OF CITY COUNCIL... , JANUARY 20, 2026
BE IT ORDERED, that I Liam LaFountain, Mayor of Biddeford, do hereby appoint:

Council President Roger P. Beaupre
Ward 3
As Chair of the Traffic Committee
For a term to expire December 31, 2027

Councilor Abigail Woods
Ward 2
To the Maine Service Center Coalition as an Alternate
For a term to expire December 31, 2027

Attest by: _____
Robin Patterson, City Clerk

City of Biddeford



2026.14 IN BOARD OF CITY COUNCIL... , JANUARY 20, 2026 BE IT ORDERED, that the City Council does hereby approve the following nominations to the Ad Hoc Institutional Zone Review Committee:

Councilor Patricia Boston, Chair
Ward 1

Councilor Marc Lessard
At-Large

Matthew Haas
Ward 1

James Herbert
Ward 1

Elizabeth Martin, Associate Member
Ward 1

Christina Stone
Ward 1

Attest by: _____
Robin Patterson, City Clerk

Committee, Board, and Commission Application Form
Application

Name matthew S haas

Pronouns Field not completed.

Ward 1

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

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

Institutional Zone Review Committee

If other, please list below. Field not completed.

Why are you interested in serving the City of Biddeford? I was directly involved in the creation of both the interim University zone that was created as a bridge for UNE to expand with the formal zone was created, as well as the current Institutional zone. I believed then and now the zone is the right solution to balance the needs of UNE, the city, and the surrounding community. I understand the importance of good town-gown relationships with the 3 parties.

This timely review is the best means to heal the wounds the community and UNE are experiencing. Moreover there are several unresolved matters not reflected in the INZ such as Town landing and public access that need clarification and strategic planning.

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. I bring a unique perspective in that I was an employee of UNE for 17 Years leading UNEs development. I am also a UNE Alum graduating with a degree in Organizational Leadership. My wife is also a graduate of UNEs PT program. I am also a local Business leader, Master Maine Guide, and local Farmer. As stated previously I represented UNE during the creation of the zone and have also stood opposed to UNEs development where applicable.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). Biddeford 1999 comprehensive plan committee

UNE interim zone committee

UNE institutional zone

Westbrook Skating rink committee-current

Committee, Board, and Commission Application Form

Application

Name James D. Herbert

Pronouns Dr.

Ward 1

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

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

Institutional Zone Review Committee

If other, please list below. Field not completed.

Why are you interested in serving the City of Biddeford? I am a proud resident of Biddeford, where I am honored to serve as the president of the University of New England (UNE). UNE is a vital and integral part of the City. It is part of an institutional zone, so it makes sense for the University to be represented on the committee

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. As president of the University, I am generally familiar with the zoning and permitting processes impacting our campus.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). I have served and currently serve as a trustee/director on many public/non-profit boards.

Committee, Board, and Commission Application Form

Application

Name Elizabeth Martin

Pronouns Field not completed.

Ward 1

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

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

Biddeford Citizens Advisory Committee, Other

If other, please list below. Institutional Zoning Committee

Why are you interested in serving the City of Biddeford? I have served on the Citizens' Advisory Committee this past year and would like to continue to participate in the funding distribution.

As a resident of Hills Beach and President of Hills Beach Association, I have been our community's liaison with UNE and would like to participate on this committee.

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. I have served on the Citizens' Advisory Committee for the past year.

I am a resident of Hills Beach Rd, Ward 1, and have served as President of the Hills Beach Association for 4 years. I believe I would be an asset to our community.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). Citizen Advisory Committee - 2024-2025

Hills Beach Association (Ward 1) - 4 years and current.

Age-Friendly Biddeford, Executive Director, 2023 to present.

Committee, Board, and Commission Application Form

Application

Name Christina Stone

Pronouns Field not completed.

Ward 1

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

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

Institutional Zone Review Committee

If other, please list below. Field not completed.

Why are you interested in serving the City of Biddeford? I have been a resident of Biddeford for several years. This is a review I feel is needed.

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. I am a realtor, who happens to also live on Hills Beach Road. I have knowledge and experience with our Zoning ordinance, Shoreland Zoning, The Institutional zone, as well as UNE and the master plan.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). NONE

City of Biddeford
City Council
January 6, 2026 at 6:00 PM
City Hall Council Chambers & Zoom

1. Roll Call – all present

Council President Beaupre

Councilor Lessard

Councilor Vadnais

Councilor Boston

Councilor Woods

Council Doughty

Councilor Kurtz

Councilor Pierson

Councilor Cote

2. Pledge of Allegiance

3. Adjustment(s) to Agenda - none

4. Proclamation

4.a Martin Luther King Jr. Proclamation

Mayor LaFountain read the proclamation.

5. Staffing Updates

5.a January 2026 Staffing Update

Mayor LaFountain read the list.

6. Appointments

6.a 2026.01 Mayoral Appointments Council/City Manager to Committees

Motion: Councilor Beaupre

Second: Councilor Lessard

Vote: Unanimous in favor.

Motion passed.

6.b 2026.03 Approval Mayoral Appointments for Citizens Committees

Motion: Councilor Beaupre

Second: Councilor Lessard

Vote: Unanimous in favor.

Motion passed.

7. Public Addressing the Council

One citizen congratulated the new council and wished them good luck.

8. Consideration of Minutes

8.a Council Minutes 12-16-25

Motion : Councilor Beaupre

Second: Councilor Cote

Vote: Unanimous in favor.

Minutes approved.

9. Second Reading

9.a 2025.168 Approval Council Rules

Motion: Councilor Beaupre

Second: Councilor Lessard

Vote: Unanimous in favor.

Motion passed.

10. Orders of the Day

10.a 2026.02 Approval to change the current two-hour parking privilege to no parking in front of 93 Alfred Street, odd side, to allow for the existing bus stop location.

Motion: Councilor Beaupre

Second: Councilor Lessard

Councilor Boston asked questions about the reason for this location.

Councilor Beaupre explained the issues that the Traffic Committee reviewed.

Councilor Woods asked that other bus stop locations be reviewed for similar issues.

Vote: Unanimous in favor.

Motion passed.

10.b 2026.04 Motorola Flex-Subscription Computer Aided Dispatch/Records Management System (CAD/RMS) MOU

Motion: Councilor Beaupre

Second: Councilor Lessard

Police Chief Fisk explained the reasons for the new subscription and the process that the review team went through to make the selection.

Several Councilors thanked her for the creative solution and for working with other communities.

Several Councilors asked questions about the terms of the MOU and the funding.

Vote: Unanimous in favor.

Motion passed.

10.c 2026.05 Approval/Public Works Auction Items

Motion: Councilor Beaupre

Second: Councilor Lessard

Councilor Lessard explained that this a process that the city does every few years.

Vote: Unanimous in favor.

Motion passed.

10.d 2026.06 Approval Adoption of Roberts Rules of Order

Motion: Councilor Beaupre

Second: Councilor Lessard

Councilor Kurtz – motion to amend to add “12th edition”

Second: Councilor Boston

Vote on the amendment: Unanimous in favor.

Amendment passed.

Vote on the order as amended: Unanimous in favor.

Motion passed.

11. Public Addressing the Council

One citizen made comments about a purchase at a previous meeting and city hall hours.

Two citizens spoke about issues with the York County Courthouse and violations of the contract zone.

12. City Manager Report

City Manager Truc Dever gave an update on current staff recruitment and asked for Council volunteers to help with the Economic Development Director search committee; she reminded Council of the workshop next week.

Councilor Beaupre and Lessard asked for a detailed update on current staff openings and would like to have a discussion at the workshop next week.

13. Committee Updates by Council

Councilor Beaupre mentioned the times and dates of the upcoming Veterans, Policy and Traffic committee meetings.

14. Other Business - none

15. Council President Addressing the Council

Council President Beaupre did not address the Council at this time.

16. Mayor Addressing the Council

Mayor LaFountain thanked Brian Phinney for his work for the city and wished him well in his retirement; he met recently with Age Friendly Biddeford and gave an overview of their services; he mentioned that the Recreation Commission is looking for a City Councilor to serve on the commission. He also discussed the staff job openings.

17. Executive Session

17.a Executive Session Consideration of hardship abatement Pursuant to 36 M. R. S. s 841.

Motion to enter at 7:04 pm by Counselor Beaupre

Second: Councilor Doughty

Vote: Unanimous in favor.

Motion passed.

Motion to exit at 7:09 pm by Councilor Cote

Second: Councilor Lessard

Vote: Unanimous in favor.

Motion passed.

Councilor Cote – motion to accept the document provided by the City Solicitor.

Second: Councilor Lessard

Vote: Unanimous in favor.

Motion passed.

Motion to enter executive sessions at 7:09 pm by Councilor Cote

Second: Councilor Lessard

Vote: Unanimous in favor.

Motion passed.

17.b Executive Session 1 MRS 405 (6) e Legal Matters

17.c Executive Session 1 MRS 405 (6) a Personnel Matters

Motion to exit executive sessions at 7:45 pm by Councilor Boston

Second: Councilor Lessard

Vote: Unanimous in favor

Motion passed.

18. Adjourn

Motion to adjourn at 7:45 pm by Councilor Boston

Second: Councilor Lessard

Vote: Unanimous in favor.

Meeting adjourned.



City Council

Meeting January 20, 2026

Date:

Meeting 6:00 PM

Time:

Agenda 9.a

Item No:

Item 2026.02 Approval to change the current two-hour parking privilege to no parking

Description: in front of 93 Alfred Street, odd side, to allow for the existing bus stop location.

Submitted JoAnne W. Fisk, Chief of Police

By:

Key Terms:

Executive Summary:

This order would eliminate the existing "Limited Parking" under Ordinance Section 42.92 replacing with Ordinance 42-90 "No Parking" to allow for what is signed as Bus Stop #51.

Detailed Review:

Currently, there are two parking stalls directly in front of 93 Alfred Street. The signage for the two stalls reads Limited Parking—two-hour signage as noted in Exhibit C. Posted below the two-hour parking sign is signage for Bus Stop #51. At the November 25, 2025, Traffic Committee meeting, the committee voted unanimously to recommend to the City Council for consideration the elimination of the limited two-hour parking, allowing and adopting under Ordinance Section 42-90 No Parking for the bus stop. This change would allow better bus access via the TriCity Transit system buses and safer access for riders to utilize the system. The property owners of 93 Alfred Street own the adjacent parking area which allows for 24 parking stalls.

Funding Source:

N/A

Staff Recommendation:

Staff recommends this change for safety of transit users.

Next Steps:

Should Council vote to pass this change upon second reading, the new Ordinance would take effect in 30 days.

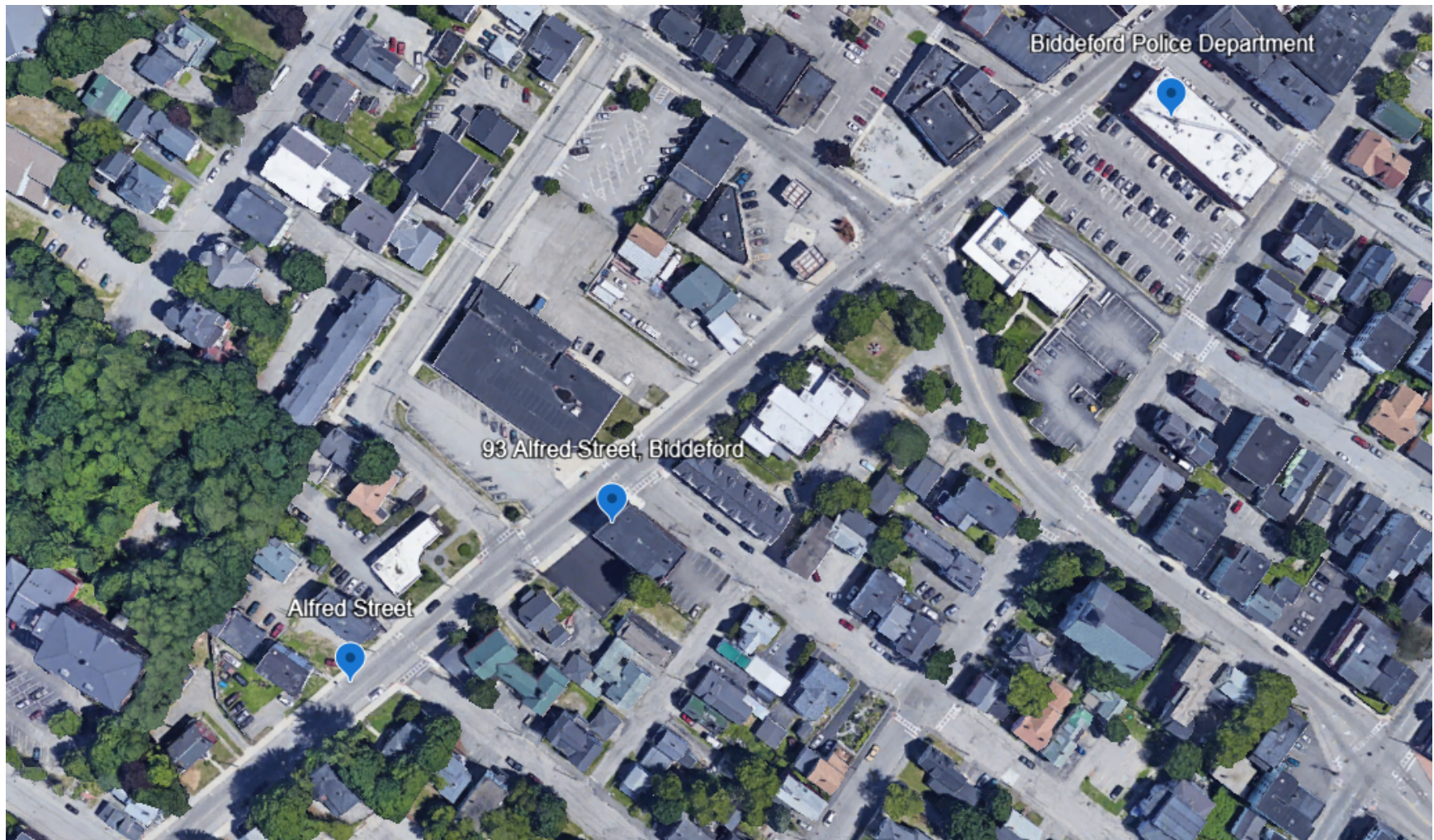
Attachments:

1. Exhibit A 93 Alfred St.
2. Exhibit B. 93 Alfred Street overview
3. Exhibit C Signage
4. 2026.02 Council Order 93 Alfred Street 2nd

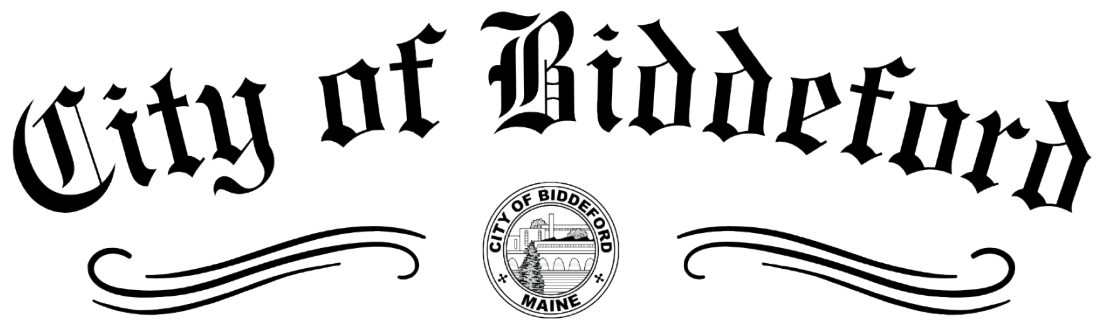
Exhibit A: 93 Alfred by city ordinance this is two hour parking which is conflict with existing signage.



Exhibit B. overview of 93 Alfred Street,
Biddeford.







2026.02 **IN BOARD OF CITY COUNCIL.....January 6, 2026 BE IT ORDERED**, 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 42-92 Limited parking: be amended by **deleting** to read as follows:

~~Alfred Street, odd-numbered side, at corner of Summer Street towards Mt. Vernon Street, two spaces, two hours.~~

Section 42-90 No Parking, be amended by **adding** to read as follows:

Alfred Street, odd numbered side, beginning at southwest corner of the intersection with Summer Street, thence westerly for a distance of 60 feet +/-.

NOTE: This is directly in front of 93 Alfred Street, which is a designated bus stop.

Traffic Committee voted unanimously at its November 25, 2025 meeting to forward to City Council for consideration.

January 6, 2026

Motion: Councilor Beaupre

Second: Councilor Lessard

Vote: Unanimous in favor.

Motion passed.

January 20, 2026

Attest by: _____
Robin Patterson, City Clerk



City Council

Meeting Date: January 20, 2026
Meeting Time: 6:00 PM
Agenda Item No: 10.a
Item Description: 2026.10 Approval Winterfest Special Events Application
Submitted By: Roby Fecteau, Director of Code Enforcement

Key Terms:

[City of Biddeford, ME SPECIAL EVENTS](#)

Executive Summary:

New Life Church has submitted a special event application for 2026 Winterfest.

Detailed Review:

Winterfest 2026 will take place on Friday, February 6th and Saturday, February 7th. As part of this event, the organizers will need a day before the event (2-5-26) to build the sledding hill and half a day after the event (2-8-26) to clean the street. Pursuant to City ordinance, the City Council is the permitting authority for events involving 1,000 people or any event lasting two or more days (Article IV Special Events sec- 6-144)

Funding Source:

Permit fee waiver request in Council Order 2026-09

Staff Recommendation:

Next Steps:

Attachments:

1. Winterfest Special Events application
2. Council Order- Special event Winterfest 2026-Final

APPLICATION NUMBER: _____

EFFECTIVE 7-18-2024 THE FOLLOWING

FEES WILL APPLY:

Administrative Fee	\$100.00
Tier One	\$100.00
Tier Two	\$200.00
Tier Three	\$500.00

Any person, firm, corporation, business or organization seeking a permit to hold a special event within the City of Biddeford must file an application with the permitting authority at least 30 days prior to the beginning of the event; or in cases related to activities protected by the First Amendment to the United States or Maine Constitution, other than commercial speech, two business days prior to the beginning of the event. Permit applications are available on the City's website or at the City Clerk's Office.

All vendors must obtain proper licenses/permits from the City Clerk's office (207-284-9307). Indemnification agreement/insurance certificate must be attached to this application at the time of submission. Site Plan Sketch may be accompanied by a separate map, if necessary

CITY OF BIDDEFORD **SPECIAL EVENT APPLICATION**

City of Biddeford
P.O. Box 586
Biddeford, ME 04005

Name of Event Biddeford Winterfest Location of Event Adams St. City Hall parking lot, South St.
Date of Event 2/5/26 - 2/8/26 Start Time 6am Finish Time 6pm

Organization (Applicant) Information

Name of Organization or Name of Applicant if NOT an Organization
New Life Church

Physical Address 551 Alfred St., Biddeford, ME 04005

Mailing Address 551 Alfred St., Biddeford, ME 04005

Business Telephone 207-284-4840 Fax 207-283-2995 E-mail info@newlifemaine.org

Income Tax Exempt: Yes ☒ No ☐ Tax Exempt Number 01-0404207

Contact Person/Event Coordinator

Name & Address

Justin Sweeney, 551 Alfred St., Biddeford, ME 04005

Telephone 207-284-4840 Cellular _____ E-Mail justin.sweeney@newlifemaine.org

Relationship Organization Lead Pastor, New Life Church

Revised 7/18/2024

APPLICATION NUMBER: _____

Detailed and specific description of Event (attach separate sheet if necessary)

Snow hill building will take place Thursday, 2/5/26 and Friday, 2/6/26. Events will take place Friday, 2/6/26 6:00pm-7:30pm and Saturday 2/7/26 from 10:00am -5:00pm. Clean up and removal of snow hill will take place Sunday, 2/8/26.

Estimated # of Participants 1000 Estimated Attendance 1000

What impact will this have upon the surrounding neighborhood? (Noise, Traffic, etc.)

Please explain:

Vehicle traffic to South St. extension and Adams St. will be limited to emergency vehicles only on Friday evening, 2/6/26 and Saturday, 2/7/25.

Describe the means by which the neighborhood (residents and businesses) will be notified of this event and its public hearing:

Will follow same protocols as in past year by HOB

Type of Event:

Special events may fall under three categories:

- ☐ **Tier 1** Special Events involve the use of Recreation Department facilities for functions involving 100 or less people. **The Recreation Director or their designee is the permitting authority**
- ☐ **Tier 2** Special Events include street closure requests, parades, road races, walks or other single-day functions involving 100 or less people. **The Police Chief and Public Works Director or their Designees are the permitting authority**
- ☒ **Tier 3** Special Events are functions that involve a street closure or the use of a City facility for a single-day function involving 100-999 people. **The Coordinating Committee is the permitting authority**

APPLICATION NUMBER: _____

PLEASE NOTE: The City Council shall be the permitting authority for events to be held in City of Biddeford parks, recreation, public buildings, grounds and streets which it could reasonably be assumed that 1,000 or more persons might gather or participate; or any event which is proposed to last longer than two consecutive days, regardless of the number of persons anticipated to gather or participate.

FURTHER: If alcohol is being sold, or otherwise available, permission must be obtained through application at the City Clerk's Office, and must be approved by the City Council. If alcohol is sold, this requires applicable State of Maine Liquor license to sell alcohol. List contact name and address of licensee:

General Service Questions

Department of Public Works

Is the use of barricades necessary/requested for this event? yes

If yes, number needed see attached plan

Will it be necessary to cover street and/or parking signs for this event? _____ If yes, please note on diagram.

What is your plan for cleanup and debris disposal for this event?

PW support for trash and recycle pick up on Sunday, 2/8/26 in provided city container

Is any other Public Works assistance anticipated?

See attached plan for detail

Recreation Department

Will this event take place in a Public Right of Way, Public Way, City Park or athletic field? yes

If yes, where

Adams St., City Hall Parking lot, and South St.

APPLICATION NUMBER: _____

Will tenting/staging be utilized for this event? yes If yes, what is your plan to repair any damage caused by stakes, tie-downs, etc.?

Portable stage in the city hall lot to be used for event

Any Parks and Recreation assistance required?

Yes, support from staff during event as part of the planning committee

Fire Department

Will the Fire Department have access to all sites in the event of an emergency?

yes

Will any fire hydrants be obstructed? _____ Will you have access to E 9-1-1?

yes

Will you have First Aid or medical staff present?

Fire Dept requested for touch a truck on Saturday, 2/7/26 from 10am-4pm

******* If First Aid or medical staff is needed, the Biddeford Fire Department may provide for a fee. Please contact the Biddeford Fire Department at 207-282-6632 for details.*******

Police Department

Is traffic control necessary for this event? yes If yes, who will provide it?

Volunteer flaggers for the hill buildout on Thursday, 2/5/26

Is crowd control necessary for this event? yes If yes, who will provide it?

Request for overnight watch from PD to secure the hill from 5pm on Friday, 2/6/26 through 6am on Saturday 2/7/26.

APPLICATION NUMBER:_____

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)

In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location
Event Coordinator's Booth
Tents/Stages/Grandstands
Rest Facilities

Vender Locations
Garbage Cans
Water Sources

Street Closures/Parking Information
Water/Electricity Sources
Loudspeakers

See attached plan

APPLICATION NUMBER: _____

INDEMNIFICATION AND RELEASE PROVISIONS
CITY OF BIDDEFORD SPECIAL EVENT PERMIT

A. In consideration for being permitted to use the facilities and/or rights-of-way of the City of Biddeford, (hereinafter "City"), New Life Church

(insert name of person/entity seeking permission to use facilities and/or right-of-way, hereinafter "Applicant") agrees to indemnify and hold harmless the City, its officers, employees, and insurers, from and against all liability, claims, and demands, which are incurred, made, or brought by any person or entity on account of damage, loss, or injury, including without limitation claims arising from property loss, or damage, bodily injury, personal injury, sickness, disease, death, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with the use of the facilities and/or rights-of-way, whether any such liability, claims, and demands result from the act, omission, negligence, or other fault on the part of the City, its officers, or its employees, or from any other cause whatsoever.

B. By signing below, Applicant agrees that in the event of damage, loss or injury to the facilities or to any property or equipment therein or to the City rights-of-way, the City may deduct from any damage deposit the full amount of such damage, loss, or injury. Applicant further agrees that if such damage, loss, or injury exceeds the amount of the damage deposit, Applicant will promptly reimburse the City for all costs associated therewith upon billing by the City.

C. In addition, in consideration for being permitted or allowed to use the facilities and/or right-of-way, Applicant on behalf of itself and its officers, employees, members, and participants, hereby expressly exempts and releases the City, its officers, employees, insurers, from and against all liability, claims, and demands, on account of injury, loss, or damage, including without limitation claims arising from property loss or damage, bodily injury, personal injury, sickness, disease, or death, that Applicant may incur as a result of such use, whether any such liability claims and demands result from the act, omission, negligence, or other fault on the part of the City, its officer, or its employees, or from any other cause whatsoever.

D. In addition, _____ has furnished and attached two copies of certificates of insurance with the City of Biddeford named as an additional insured in the amount of \$400,000 unless a greater amount is warranted.

E. In addition, Depending upon the size and nature of the event, the City may require that City employees, including Police, Fire, Public Works, Code Enforcement and/or Parks and Recreation, are present at or assist with the event. The City shall determine the number of personnel necessary to ensure the safety of the public and participants, minimize the inconvenience to residents, and reduce public liability exposure to the event sponsor and the City. The cost associated with the use of any such personnel, including City equipment, is the responsibility of the event sponsor. A deposit of thirty percent (30*) of the estimated personnel cost for the event will be required with the submittal of the application. The City

APPLICATION NUMBER: _____

shall provide a good faith estimate of the total personnel within 10 days after the approval of the application. The complete fee must be submitted to the City prior to the day of the event. Fees may be waived in whole or in part by the City Council prior to the special event.

	<u>12/23/2025</u>
_____ Signature of Applicant	_____ Date
<u>Justin Sweeney</u>	
_____ Printed Name of Applicant	

APPLICATION NUMBER:_____

REVIEW BY SPECIAL EVENTS PERMITTING AUTHORITY:

Having completed a review of the application, the proposal itself, the location of the vent and its impact upon services and resources, this application is:

- ☐ **APPROVED WITH MODIFICATIONS AND/OR RESTRICTIONS** **DATE:**
- ☐ **APPROVED AS SUBMITTED** **DATE:**
- ☐ **DENIED** **DATE:**

Modifications / Restrictions:

REASON(S) FOR DENIAL:

Police Chief

Fire Chief

Public Works Director

Codes Enforcement Officer

Recreation Director

WinterFest Meeting/Plans 2026

12/18/25

Biddeford Winterfest is Saturday, February 7th, 2026.

Wednesday, February 04, 2026

- Post Adams St No Parking 2/5/2026 0630-1700. They will pull these down as they build the sled Hill.
- South St-Jefferson to Adams St 2/5/2026 0630-1700.

Thursday, February 05, 2026

- Thursday 0600 please treat Adams St with Mag Chloride to prevent the snow from creating a bond to the pavement to make clean up easier/faster.
- Pre-stage any Barricades needed and we need a local Traffic only for South and Jefferson for Night time to allow residents in and out.
- 5 Recycling cans
- 5 64gallon Trash cans with bags
- 2 rolls of trash bags
- 3 Stop/Go paddles provided by DPW for Road Closure.
- Safety Vests (Brian Dunphe said he would supply)
- 2 way Radios (H.O.B. will supply).
- 7am Close Adams St @ Adams + Jefferson, South + Jefferson, and Adams and Main St with barricades and road closed signs for sled hill building.
- Post 4-5 Disability Spots on main St in front of City Hall with Barricades and Disability Signs.
- Also Post the 2-3 spots on Jefferson just past South St on the Right with Barricades and Disability parking signs.

Friday, February 06, 2026

- Adult sledding 1800-1930

Saturday, February, 7, 2026

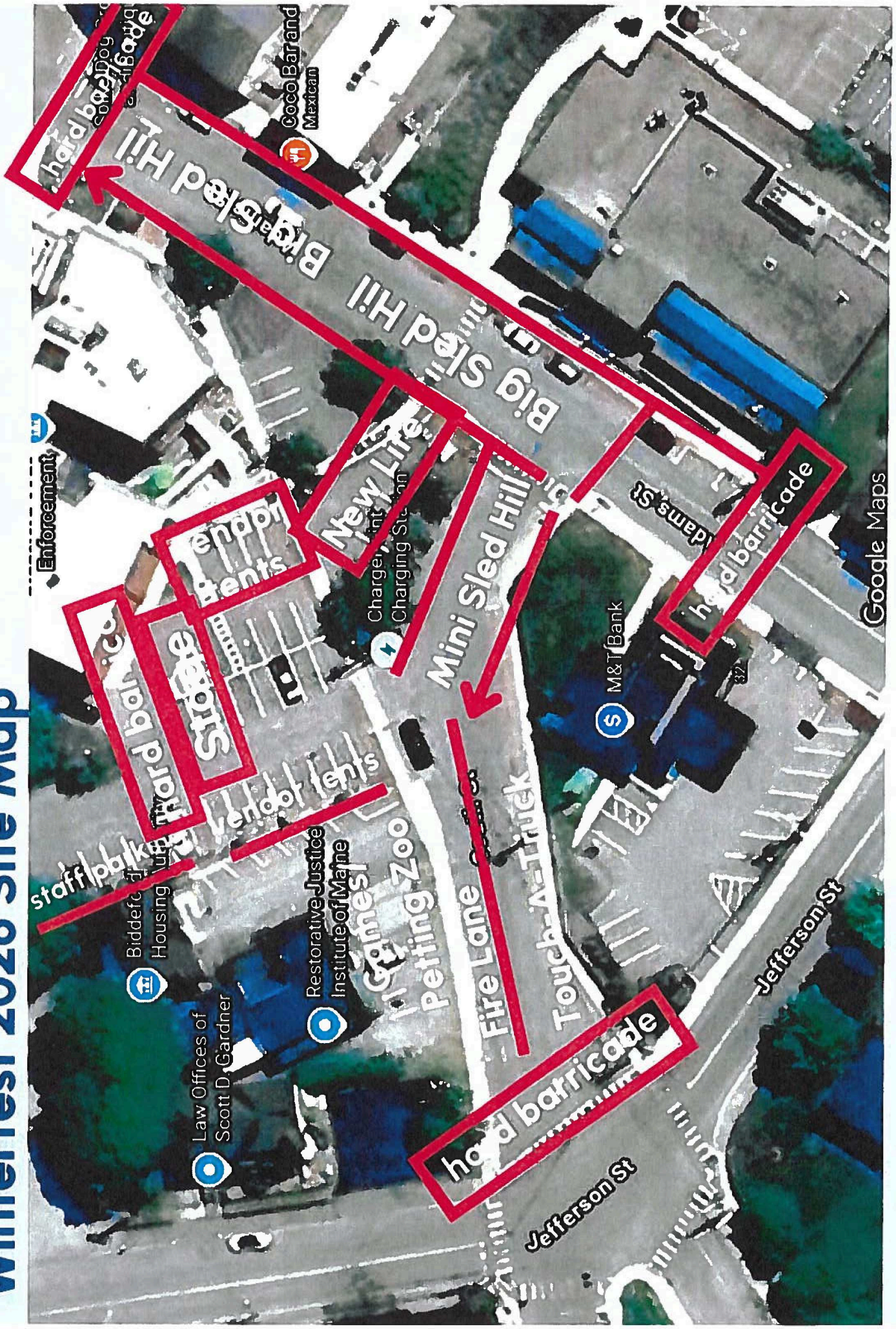
- Full day of fun and Events
- Touch a Truck 1000-1500 (Only BFD this year)
- When you Close South St and Jefferson please allow residents on Left to get in and out. There will be a Local Traffic Only sign.

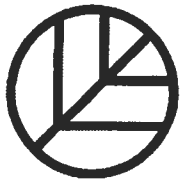
Sunday, February 8, 2026

- Clean up will start promptly @0700. Please have DPW in place for 0645.
DPW will Have:
 1. Loader to load trucks with snow

2. Dozer at Snow dump to push, Supervisor on duty will decide if dumping up top or on the bottom prior to hauling and let everyone know in a timely fashion.
3. Driver 2: Pick up all Barricades with a truck and trailer or Unit #61 and then they will put mag chloride/Salt down on Adams St and any slippery area's when clean up is finished.

Winterfest 2026 Site Map





new
life
church

Biddeford Code Enforcement Office
205 Main Street
Biddeford, Maine 04005

Dear Code Enforcement Team,

On behalf of New Life Church, I am writing to respectfully request a waiver of the permit fees for our upcoming **Winterfest** event, scheduled for **Saturday, February 7th, 2026**.

Winterfest is a city-wide community event that has been held in Biddeford for fourteen years. The event is completely free and is designed to serve local families by providing a safe, welcoming winter celebration that fosters community connection and goodwill throughout the city. Winterfest is made possible through volunteers and donated resources. There is no admission fee as our sole purpose is to serve the residents of Biddeford.

In light of the event's long-standing history and its benefit to the community, we respectfully request consideration for a permit fee waiver. Thank you for your time and consideration.

Sincerely,

Justin Sweeney
Lead Pastor
New Life Church
551 Alfred Street
Biddeford, Maine 04005

City of Biddeford

The seal of the City of Biddeford, Maine, is circular. It features a central illustration of a lighthouse on a rocky shore with trees. The words "CITY OF BIDDEFORD" are inscribed around the top inner edge, and "MAINE" is at the bottom. The seal is flanked by two decorative, symmetrical scroll-like flourishes.

2026.10

IN BOARD OF CITY COUNCIL... January 20, 2026

BE IT ORDERED, that the City Council of the City of Biddeford does hereby grant the Special Events permit application for New Life Church WinterFest February 5th through February 8th 2026.

Attest by: _____



City Council

Meeting Date: January 20, 2026
Meeting Time: 6:00 PM
Agenda Item No: 10.b
Item Description: 2026.09 Approval Winterfest fee waiver
Submitted By: Roby Fecteau, Director of Code Enforcement

Key Terms:

[City of Biddeford, ME SPECIAL EVENTS](#)

Executive Summary:

New Life Church completed a Special Event Application for Winterfest 2026. As part of their application, they are seeking a waiver of fees.

Detailed Review:

The City will incur costs to assist with the Winterfest special event; however, the organizer seeks to waive reimbursement to the City of those costs. The cost breakdown for departments is itemized in the "Amount Requested" section of this brief, and will include the following: 1) Police overtime to assist with security; 2) Fire overtime for participating in the "touch-a-truck" event; 3) Public Works to assist with posting streets, placing barricades, snow dump operations, street salting and personnel costs.

Funding Source:

Police: \$1,200, Fire \$525, Public Works \$1,721.43. All department expenses will be paid from individual department operating budgets.

Permit fee is \$500.

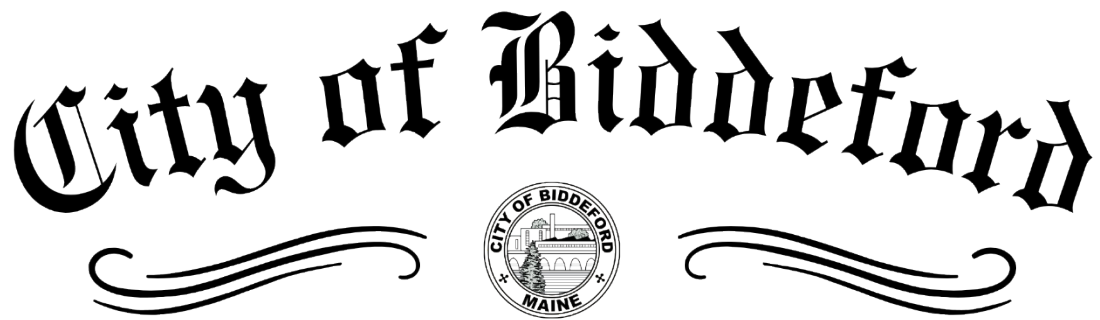
Staff Recommendation:

N/A

Next Steps:

Attachments:

1. Council Order-Winterfest 2026 Waiver request-Final



2026.09

IN BOARD OF CITY COUNCIL... January 20, 2026

BE IT ORDERED, that the City Council of the City of Biddeford does hereby grant a waiver request for permit and department costs associated with a Special Event for Winterfest, pursuant to Biddeford Code of Ordinances Chapter 6 Article IV Special Events sec 6-143 and sec 6-145. The total waiver amount is \$3,946.36 for costs related to permitting, Police, Fire and Public Works services. (Police \$1,200; Fire \$525; Public Works \$1,721.43; Permit \$500.)

Attest by: _____



City Council

Meeting Date: January 20, 2026

Meeting Time: 6:00 PM

Agenda Item 10.c

No:

Item 2026.12 Approval Abatement Request for Tax Map 2 Block 5 Lot 5-Thebarger- 7

Description: Andrews Rd.

Submitted By: Deanne Vail, CMA-2, Assessor

Key Terms:

Executive Summary:

According to the assessing database visit history, the property owner met with the Assessor on 9/26/2023 and informed him that the sketch showed a finished 2nd floor when in fact there is no 2nd floor area. This correction should have been made for FY2022 and FY2021 and it was not.

Detailed Review:

- The Assessor verified that there is no 2nd floor area.
- 36 M.R.S. §841(1) abatement procedures allow municipal officials to approve an abatement over 1 year and within 3 years of tax commitment.

Funding Source:

Staff Recommendation:

Request to abate taxes in the amount of \$1,274.80 from FY 2021 and \$1,616.74 from FY 2022.

Next Steps:

Should Council approve the request, the abatement information will be submitted to the Tax

Collector.

Attachments:

1. 2026.12 Council Order-Approval Abatement Thebarger 7 Andrews
2. Attachment 1 - Property Record Card FY21
3. Attachment 2 - Property Record Card FY22
4. Attachment 3 - FY22&21 Abatement calculation for MBLU 2-5-5
5. Attachment 4 - 36 M.R.S sec. 841-1 Abatement Procedures



2026.12 IN BOARD OF CITY COUNCIL...JANUARY 20, 2026

BE IT ORDERED, that the City Council of Biddeford does hereby abate and write-off taxes, on the property located at 7 Andrews Rd (Map 2 Block 2 Lot 5) under the name of “THEBARGE, GARY & CHAD”, as requested by the Assessor, in the amount of \$1,274.80 from FY2021.

The City Council of Biddeford does hereby abate and write-off taxes on the property located at 7 Andrews Rd (Map 2 Block 2 Lot 5) under the name of “THEBARGE, GARY & JEANINE”, as requested by the Assessor, in the amount of \$1,616.74 from FY2022.

BE IT FURTHER ORDERED, that the exact amount may be adjusted up or down by the actual interest accrued through the date of abatement.

Property Location
Vision ID 122190

Account # 0020050050

Map ID 2/5/5/1

2021

Bldg Name
Sec # 1 of 1

Card # 1 of 1

State Use 1010
Print Date

CURRENT OWNER		TOPO	UTILITIES	STRT / ROAD	LOCATION	CURRENT ASSESSMENT		4505 BIDDEFORD, ME
THEBARGE, GARY		1 Level	5 Well	1 Paved	3 Rural	Description	Assessed	
THEBARGE, CHAD			6 Septic			RESIDNTL	252,300	
9 ANDREWS RD						RES LAND	52,700	

BIDDEFORD ME 04005		SUPPLEMENTAL DATA		VISION
Alt Prcl ID		Color		
Sub-Div		H. District 135		
Photo		S. District 5		
Ward 7		TIF		
Prec. 99		Assoc Pid#		
Tract				
GIS ID 122190				

RECORD OF OWNERSHIP		BK-VOL/PAGE	SALE DATE	Q/U	V/I	SALE PRICE	VC
THEBARGE, GARY		17955 488	05-21-2019	U	V	0	1A

EXEMPTIONS		OTHER ASSESSMENTS				
Year	Code	Description	Amount	Number	Amount	Comm Int
Total		0.00				

ASSESSING NEIGHBORHOOD		NOTES	
Nbhd	Nbhd Name	Tracing	
0004			

PREVIOUS ASSESSMENTS (HISTORY)		APPRAISED VALUE SUMMARY						
Year	Code	Assessed	Year	Code	Assessed	Year	Code	Assessed
2021	1010	252,300	2020	1010	225,000			
	1010	52,700		1010	41,400			
Total		305,000		Total		266,400		Total

This signature acknowledges a visit by a Data Collector or Assessor

APPRAISED VALUE SUMMARY		VISIT / CHANGE HISTORY						
Appraised Bldg. Value (Card)		Date		Id	Type	Is	Cd	Purpost/Result
Appraised Xf (B) Value (Bldg)		04-01-2020		DR	02		00	MEAS & LISTD
Appraised Ob (B) Value (Bldg)		03-12-2020		DR	03		00	MEAS & LISTD
Appraised Land Value (Bldg)		02-18-2020		DR	02		00	MEAS & LISTD
Special Land Value		12-06-2019		DR	03		00	MEAS & LISTD
Total Appraised Parcel Value								
Valuation Method								
Total Appraised Parcel Value				305,000				

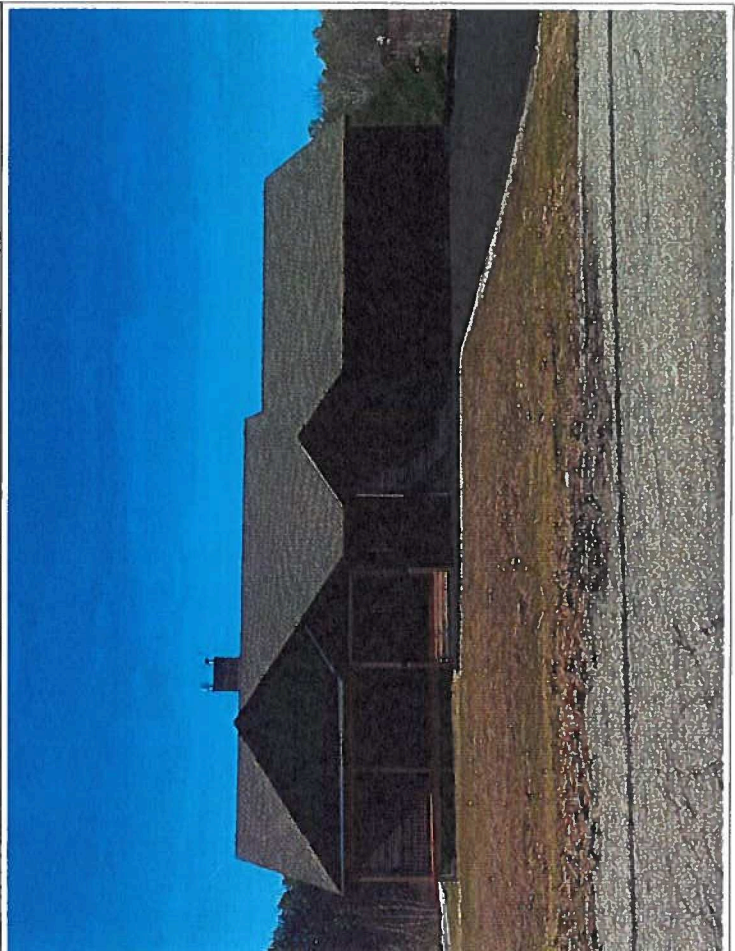
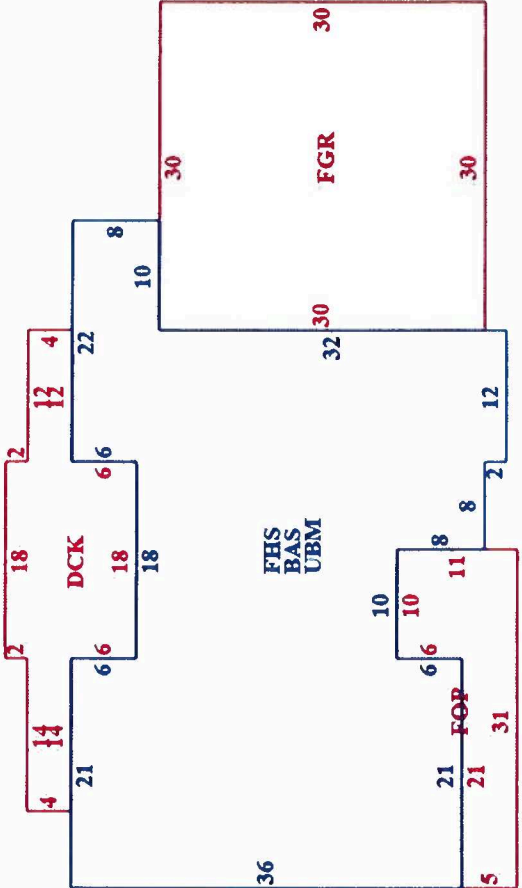
BUILDING PERMIT RECORD		LAND LINE VALUATION SECTION						
Permit Id	Issue Date	Type	Description	Amount	Insp Date	% Comp	Date Comp	Comments
CO 19-05-4	08-17-2021	CO	Certificate of Oc	250,000	04-01-2020	0	70	SINGLE FAMILY HOME
19-05-479	05-30-2019	NC						NEW SFH

B	Use Code	Description	Zone	Land Type	Land Units	Unit Price	I. Factor	Site Index	Cond.	Nbhd.	Nbhd. Adj	Notes	Location Adjustment	Adj Unit P	Land Value
1	1010	SINGLE FAM M	RF B		40,216	SF	1.87	1.00000	4	1.00	0004	0.700	-10 VACANT	1.0000	52,700
Total Card Land Units 40,216 SF Parcel Total Land Area 0.92 Total Land Value 52,700															

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CONSTRUCTION DETAIL			CONSTRUCTION DETAIL (CONTINUED)							
Element	Cd	Description	Element	Cd	Description					
Bid	120160									
Style:	104	Cape								
Model	01	Residential								
Grade:	05	Average +20								
Stories:	1.5									
Occupancy	1									
Exterior Wall 1	25	Vinyl Siding								
Exterior Wall 2										
Roof Structure:	03	Gable/Hip								
Roof Cover	03	Asph/F GlS/Cmp								
Interior Wall 1	05	Drywall/Sheet								
Interior Wall 2										
Interior Fir 1	12	Hardwood								
Interior Fir 2										
Heat Fuel	03	Gas								
Heat Type:	05	Hot Water								
AC Type:	01	None								
Total Bedrooms	02	2 Bedrooms								
Total Bthrms:										
Total Half Baths										
Total Xtra Fixtrs										
Total Rooms:	5									
Bath Style:	02	Average								
Kitchen Style:	02	Modern								
MH Park										
OB - OUTBUILDING & YARD ITEMS(L) / XF - BUILDING EXTRA FEATURES(B)										
Code	Description	L/B	Units	Unit Price	Yr Btt	Cond. Cd	% Gd	Grade	Grade Adj.	Appr. Value
BUILDING SUB-AREA SUMMARY SECTION										
Code	Description	Living Area	Floor Area	Eff Area	Unit Cost	Unit Cost	Undeprec Value			
BAS	First Floor	1,812	1,812	1,812	89.39	161,971				
DCK	Deck	0	320	32	8.94	2,860				
FGR	Garage	0	900	360	35.76	32,180				
FHS	Half Story, Finished	1,087	1,812	1,087	53.62	97,165				
FOP	Porch, Open, Finished	0	215	43	17.88	3,844				
UBM	Basement, Unfinished	0	1,812	362	17.86	32,358				
Ttl Gross Liv / Lease Area		2,899	6,871	3,696			330,378			

4	14	2	18	12	4	22	8	30	30
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36									
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21	6	6	10	8	12	8			



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CONSTRUCTION DETAIL			CONSTRUCTION DETAIL (CONTINUED)				
Element	Cd	Description	Element	Cd	Description		
Bid	120160						
Style:	101	Ranch					
Model	01	Residential					
Grade:	06	Good					
Stories:	1.5						
Occupancy	1	Vinyl Siding					
Exterior Wall 1	25						
Exterior Wall 2							
Roof Structure:	03	Gable/Hip					
Roof Cover	03	Asph/F Gls/Cmp					
Interior Wall 1	05	Drywall/Sheet					
Interior Wall 2							
Interior Flr 1	12	Hardwood					
Interior Flr 2							
Heat Fuel	03	Gas					
Heat Type:	05	Hot Water					
AC Type:	01	None					
Total Bedrooms	02	2 Bedrooms					
Total Bthrms:	2						
Total Half Baths							
Total Xtra Fixtrs							
Total Rooms:	5						
Bath Style:	02	Average					
Kitchen Style:	02	Modern					
MH Park							

Date: 01/20/2026

To: City Council

For Fiscal Year: 2022 & 2021

Taxes assessed to: THEBARGE, GARY & JEANNE

Parcel Map/Lot and Location: 2-5-5 MBLU – 7 ANDREWS RD

Abated Amount: \$2,891.54

Reason for Abatement: SKETCHING ERROR

SUMMARY	FY 2022	FY 2023
ABATED BUILDING VALUE	\$100,170.00	\$ 97,165.00
MIL RATE	\$16.14/THOUSAND	\$13.12/THOUSAND
ABATED TAX AMOUNT	\$1,616.74	\$1274.80

SUBCHAPTER 8

ABATEMENT

§841. Abatement procedures

1. Error or mistake. The assessors, either upon written application filed within 185 days from commitment stating the grounds for an abatement or on their own initiative within one year from commitment, may make such reasonable abatement as they consider proper to correct any illegality, error or irregularity in assessment if the taxpayer has complied with section 706-A.

The municipal officers, either upon written application filed after one year but within 3 years from commitment stating the grounds for an abatement or on their own initiative within that time period, may make such reasonable abatement as they consider proper to correct any illegality, error or irregularity in assessment if the taxpayer has complied with section 706-A. The municipal officers may not grant an abatement to correct an error in the valuation of property.



City Council

Meeting Date: January 20, 2026
Meeting Time: 6:00 PM
Agenda Item 10.d
No:
Item 2026.13 Approval Abatement Request for Tax Map 43 Lot 11, Dube- 9 Decary
Description: Rd.
Submitted By: Deanne Vail, CMA-2, Assessor

Key Terms:

Executive Summary:

The dwelling of the subject property was extensively damaged as shown in the aerial photos taken 4-20-2023 and 5-7-2024. The fire damage was extensive as of 4-1-2024, the valuation date for FY2025 and as of 4-1-2023, the valuation date for FY2024.

Detailed Review:

- The information concludes that extensive fire damage was present as of 4-1-24 & 4-1-23.
- No adjustment was made for the extensive fire damage for FY25 & FY24.
- The revised assessed values reflect an adjustment for abnormal depreciation due to fire damage.
- 36 M.R.S. §841(1) abatement procedures allow municipal officials to approve an abatement over 1 year and within 3 years of tax commitment. The tax commitment date for FY2025 was October 1, 2024, and for FY2024 was August 17, 2023.

Funding Source:

Amount to be abated is \$1,771.20 from FY 2024 and \$1,928.23 from FY 2025.

Staff Recommendation:

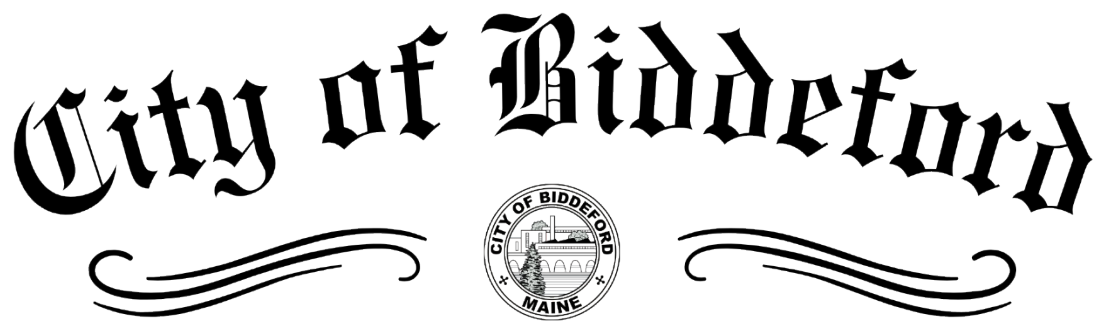
Staff recommends approval of the abatement request.

Next Steps:

Should Council approve these requests, property taxes will be abated by the Tax Collector.

Attachments:

1. Council Order - Decary Abatement decision FY2025
2. Attachment 1 - Tax Map 43 Lot 11
3. Attachment 2 - Aerial photo 5-7-2024 - 9 Decary Rd
4. Attachment 3 - Aerial photo 4-20-2023 - 9 Decary Rd
5. Attachment 4 - Property Tax Cards for FY025 and Revised FY2025
6. Attachment 5 - Propety Tax Card FY2024 with Revised FY2024 values
7. Attachment 6 - Fire Dept Incident Report - 9 Decary Rd dated 5.16.2021
8. Attachment 7 - FY2024-25 Abatement 9 Decary Rd
9. Attachment 8 - 36 M.R.S sec. 841-1 Abatement Procedures



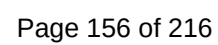
2026.13 **IN BOARD OF CITY COUNCIL...JANUARY 20, 2026**

BE IT ORDERED, that the City Council of Biddeford does hereby abate and write-off taxes, on the property located at 9 DeCary Rd (Map 43 Lot 11) under the name of “DeCary Road LLC”, as requested by the Assessor, in the amount of \$1,771.20 from FY2024 and \$1,928.23 from FY2025.

BE IT FURTHER ORDERED, that the exact amount may be adjusted up or down by the actual interest accrued through the date of abatement.

Attest by: _____

43-11







Property Location 9 DECARY RD
Vision ID 5211

Account # 0430110000

Map ID 43/11/11

Bldg # 1

Bldg Name
Sec # 1 of 1

Card # 1 of 1

State Use 1040
Print Date

CURRENT OWNER		TOPO	UTILITIES	STRT / ROAD	LOCATION	CURRENT ASSESSMENT				4505 BIDDEFORD, ME VISION							
DECARY ROAD, LLC 26 TWIN ISLAND DRIVE BIDDEFORD ME 04005		2 High	2 Public Water 6 Septic	1 Paved	0 Undefined	Description	Code	Assessed	Assessed								
							RESIDENTIAL	1040	171,000		171,000						
							RES LAND	1040	447,500		447,500						
		SUPPLEMENTAL DATA				Total				618,500	618,500						
		Alt Prcl ID Sub-Div Photo Ward 2 Prec. Tract 2F GIS ID 5211				Color TAN H. District 137 S. District 4 TIF Assoc Pid#											
RECORD OF OWNERSHIP		BK-VOL/PAGE	SALE DATE	Q/U	V/I	SALE PRICE	VC	PREVIOUS ASSESSMENTS (HISTORY)									
DECARY ROAD, LLC		19412 245	03-28-2024	U	I	0	1B	Year	Code	Assessed	Year	Code	Assessed				
PEARL BARTOLUCCI TRUST		19374 859	01-12-2024	Q	I	309,353	20	2024	1040	171,000	2023	1040	168,700				
KOERNER, MICHAEL S		17589 0948	10-25-2017	Q	I	232,086	20		1040	447,500		1040	442,700				
BURTON, BENJAMIN W & ANN M		16374 0444	07-24-2012	U	I	205,000	1										
DUBOIS, MARGUERITE		01859 0205				0		Total	618,500	Total	611,400	Total	395,600				
EXEMPTIONS				OTHER ASSESSMENTS				This signature acknowledges a visit by a Data Collector or Assessor									
Year	Code	Description	Amount	Code	Description	Number	Amount	Comm Int									
Total			0.00														
ASSESSING NEIGHBORHOOD																	
Nbhd	Nbhd Name	B	Tracing	Batch													
0003																	
NOTES																	
FPL NON FUNC																	
DB/LB																	
Fiscal Year 2024-25																	
BUILDING PERMIT RECORD								VISIT / CHANGE HISTORY									
Permit Id	Issue Date	Type	Description	Amount	Insp Date	% Comp	Date Comp	Comments	Date	Id	Type	Is	Cd	Purpost/Result			
18-04-457	04-18-2018	RE	Remodel	6,325	03-28-2019	100	04-01-2019	REPLACE REAR DOOR, INST	01-31-2017	QL	02		03	Outside inspection only			
17-07018	07-13-2016	RE	Remodel	5,000	01-31-2017	100	04-01-2017	RENEWAL TO PERMIT 15-04-	10-20-2015	ND	02		03	Outside inspection only			
15-04-330	06-10-2015	RE	Remodel	5,000	10-20-2015	100	04-01-2016	ADDING INTERIOR STAIRS	12-13-2012	ND	01		41	LETTER / STATE REQUIR			
									03-10-2005	GL			03	Outside inspection only			
									09-26-2002	FY			37	PROPERTY REVIEW/TITL			
									07-26-1989	CR	X		00	MEAS & LISTD			
LAND LINE VALUATION SECTION																	
B	Use Code	Description	Zone	Land Type	Land Units	Unit Price	I. Factor	Site Index	Cond.	Nbhd.	Nbhd. Adj	Notes	Location Adjustment	Adj Unit P	Land Value		
1	1040	TWO FAMILY M	SR1		43,560 SF	3.65	2.78000	8	1.00	0003	1.000	-10 TOPO/MULTI UNIT RIVER		1.0000	442,100		
1	1040	TWO FAMILY M	SR1		0.780 AC	5,000.00	2.78000	8	0.50	0003	1.000	STEEP NEAR RIVER		1.0000	5,400		
Total Card Land Units					43,560 SF	Parcel Total Land Area					1.78	Total Land Value					447,500

Property Location 9 DECARY RD
Vision ID 5211

Account # 0430110000

Map ID 43/11/11

Bldg # 1

Bldg Name
Sec # 1 of 1

Card # 1 of 1

State Use 1040
Print Date

CURRENT OWNER		TOPO		UTILITIES		STRT / ROAD		LOCATION		CURRENT ASSESSMENT				4505 BIDDEFORD, ME VISION																			
DECARY ROAD, LLC 26 TWIN ISLAND DRIVE BIDDEFORD ME 04005		2 High		2 Public Water		1 Paved		0 Undefined		Description		Code				Assessed		Assessed															
				6 Septic						RESIDENTIAL		1040				35,400		35,400															
										RES LAND		1040				447,500		447,500															
SUPPLEMENTAL DATA										Total		482,900		482,900																			
RECORD OF OWNERSHIP		BK-VOL/PAGE		SALE DATE		Q/U		V/I		SALE PRICE		VC		PREVIOUS ASSESSMENTS (HISTORY)																			
DECARY ROAD, LLC PEARL BARTOLUCCI TRUST KOERNER, MICHAEL S BURTON, BENJAMIN W & ANN M DUBOIS, MARGUERITE		19412 245		03-28-2024		U I				0		1B		Year		Code		Assessed		Year		Code		Assessed									
		19374 859		01-12-2024		Q I				309,353		20		2024		1040		171,000		2023		1040		168,700									
		17589 0948		10-25-2017		Q I				232,086		20				1040		447,500				1040		264,500									
		16374 0444		07-24-2012		U I				205,000		1																					
		01859 0205								0				Total		618,500		Total		611,400		Total		395,600									
EXEMPTIONS				OTHER ASSESSMENTS				This signature acknowledges a visit by a Data Collector or Assessor																									
Year		Code		Description		Amount		Code		Description		Number		Amount		Comm Int																	
						Total		0.00																									
ASSESSING NEIGHBORHOOD																																	
Nbhd		Nbhd Name		B		Tracing		Batch																									
0003																																	
NOTES																																	
FPL NON FUNC																																	
DB/LB																																	
Revised Fiscal Year 2024-25																																	
Total Appraised Parcel Value																		482,900															
Valuation Method																		C															
Total Appraised Parcel Value																		482,900															
BUILDING PERMIT RECORD																		VISIT / CHANGE HISTORY															
Permit Id		Issue Date		Type		Description		Amount		Insp Date		% Comp		Date Comp		Comments		Date		Id		Type		Is		Cd		Purpost/Result					
18-04-457		04-18-2018		RE		Remodel		6,325		03-28-2019		100		04-01-2019		REPLACE REAR DOOR, INST		01-31-2017		QL		02				03		Outside inspection only					
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15-04-330		06-10-2015		RE		Remodel		5,000		10-20-2015		100		04-01-2016		ADDING INTERIOR STAIRS		12-13-2012		ND		01				41		LETTER / STATE REQUIRE					
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1		1040		TWO FAMILY M		SR1				43,560 SF		3.65		2.78000		8		1.00		0003		1.000		-10 TOPO/MULTI UNIT RIVER				1.0000		10.15		442,100	
1		1040		TWO FAMILY M		SR1				0.780 AC		5,000.00		2.78000		8		0.50		0003		1.000		STEEP NEAR RIVER				1.0000		6,950		5,400	
Total Card Land Units										43,560 SF		Parcel Total Land Area				1.78		Total Land Value										447,500					

Page 161 of 216

Property Location 9 DECARY RD
Vision ID 5211

Account # 0430110000

Map ID 43/11/11

Bldg # 1

Bldg Name
Sec # 1 of 1

Card # 1 of 1

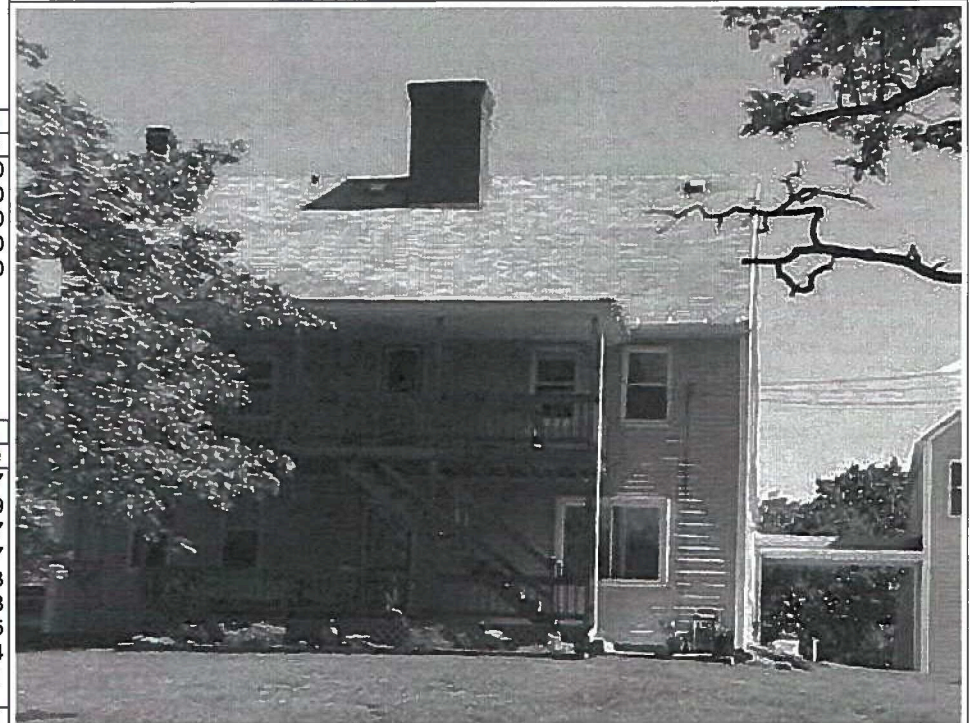
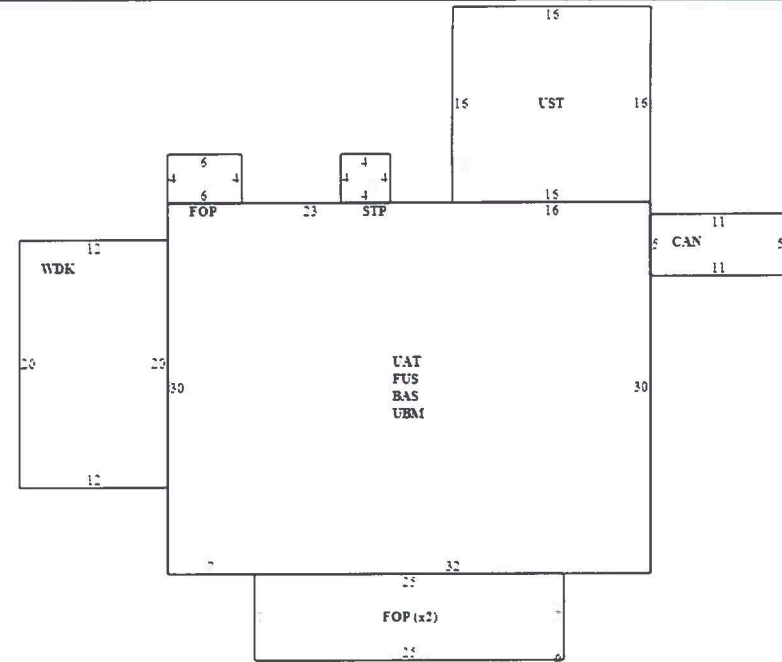
State Use 1040
Print Date

CONSTRUCTION DETAIL			CONSTRUCTION DETAIL (CONTINUED)		
Element	Cd	Description	Element	Cd	Description
Bid	5390				
Style:	116	2 Unit			
Model	03	Multi-Family			
Grade:	03	Average			
Stories:	2	2 Stories			
Occupancy	2				
Exterior Wall 1	25	Vinyl Siding			
Exterior Wall 2					
Roof Structure:	03	Gable/Hip			
Roof Cover	03	Asph/F GlS/Cmp			
Interior Wall 1	03	Plastered			
Interior Wall 2					
Interior Flr 1	14	Carpet			
Interior Flr 2					
Heat Fuel	02	Oil			
Heat Type:	04	Forced Air-Duc			
AC Type:	01	None			
Total Bedrooms	02	2 Bedrooms			
Total Bthrms:	2				
Total Half Baths	0				
Total Xtra Fixtrs					
Total Rooms:	7	7 Rooms			
Bath Style:	02	Average			
Kitchen Style:	02	Modern			
MH Park					

CONDO DATA			
Parcel Id		C	Owne 0.0
		B	S
Adjust Type	Code	Description	Factor%
Condo Flr			
Condo Unit			
COST / MARKET VALUATION			
Building Value New			
Year Built			1800
Effective Year Built			1973
Depreciation Code			F
Remodel Rating			
Year Remodeled			
Depreciation %			50
Functional Obsol			5
Economic Obsol			0
Trend Factor			1
Condition			
Condition %			
Percent Good			45
RCNLD			150,300
Dep % Ovr			
Dep Ovr Comment			
Misc Imp Ovr			
Misc Imp Ovr Comment			
Cost to Cure Ovr			
Cost to Cure Ovr Comment			

OB - OUTBUILDING & YARD ITEMS(L) / XF - BUILDING EXTRA FEATURES(B)										
Code	Description	L/B	Units	Unit Price	Yr Blt	Cond. Cd	% Gd	Grade	Grade Adj.	Appr. Value
FPL3	2 STORY CHI	B	1	3600.00	1964		45		0.00	1,600
BRN5	2 STORY	L	750	30.00	1990		50		0.00	11,300
SHD1	SHED FRAME	L	250	13.00	1990		25		0.00	800
SHD1	SHED FRAME	L	72	13.00	1990		25		0.00	200
FCP	CARPORT	L	600	15.00	1990		50		0.00	4,500

BUILDING SUB-AREA SUMMARY SECTION						
Code	Description	Living Area	Floor Area	Eff Area	Unit Cost	Undeprec Value
BAS	First Floor	1,170	1,170	1,170	111.69	130,677
CAN	Canopy	0	55	11	22.34	1,229
FOP	Porch, Open, Finished	0	374	75	22.40	8,377
FUS	Upper Story, Finished	1,170	1,170	1,170	111.69	130,677
STP	Stoop	0	16	2	13.96	223
UAT	Attic, Unfinished	0	1,170	117	11.17	13,068
UBM	Basement, Unfinished	0	1,170	234	22.34	26,135
UST	Utility, Storage, Unfinished	0	256	115	50.17	12,844
WDK	Deck, Wood	0	240	24	11.17	2,681
Ttl Gross Liv / Lease Area		2,340	5,621	2,918		325,911





Biddeford Fire Department
Incident Report

Page: 1
12/17/2025

Incident #: 21-1891-IN Exp. 0

Call #: 21-17157

Location: 9 DECARY RD
9 DECARY RD
BIDDEFORD, ME 04005

Census Tract: 179-
District: Biddeford 15
Station: BIDDEFORD CENTRAL

Officer In Charge: on
Report By: on

Basic Incident Information

Incident Type: **Building fire - BFD FIRE IN OR ON A BUILDING**
Property Use: 1 or 2 family dwelling
Mixed Use Property: Not mixed use
Actions Taken: Fires, rescues & hazardous conditions, other
Extinguishment by fire service personnel
Incident command
Detector: Unknown
HazMat Release: None

Owner: 9 DECARY RD
9 DECARY RD
BIDDEFORD, ME 04005

Property Loss: \$300000
Contents Loss: \$50000

Pre-Incident Value: \$300000
Pre-Incident Value: \$150000

Resources Used Summary

Alarm: 05/15/2021 @ 2352
Cleared: 05/16/2021 @ 0858

Arrived: 05/16/2021 @ 0000

Shift: D

Alarms: 0

Aid: None

Apparatus
Suppression: 3
EMS: 1
Other: 3

Personnel
Suppression: 8
EMS: 1
Other: 3

Casualties Summary

Deaths
Fire Service: 0
Civilian: 0

Injuries
Fire Service: 0
Civilian: 0

**Biddeford Fire Department
Incident Report**

Page: 2
12/17/2025

Incident #: 21-1891-IN Exp. 0

Fire

Buildings involved: 2
Residential living units: 2
Acres Burned:

Area of origin: Other area of fire origin
Cause of ignition: Cause under investigation
Heat source: Undetermined
Item first ignited: Undetermined
Type of material: Undetermined
1st Contributing Ignition Factor: Undetermined
2nd Contributing Ignition Factor:

Human factors contributing to ignition: None

Fire suppression factors: Building construction or design, other
Fire suppression factor, other

Mobile Property Involved: None

Pre-fire plan available: No

Structure

Structure type: Enclosed building
Building status: In Normal Use
Main floor size: 2500 square feet

Stories above grade: 3
Stories below grade: 1

Story of fire origin: 1
Fire spread: Beyond building of origin
Item contributing most to flame spread: Structural component or finish, other
Type of material contributing most: Undetermined
Stories with minor damage:
Stories with significant damage: 1
Stories with heavy damage: 2
Stories with extreme damage: 2

Detector presence: Present
Type: Undetermined
Power: Undetermined
Operation: Undetermined

Automatic extinguishment system: None Present

#	Apparatus	Type	Dates/Times	Per	Use	Actions Taken
1	Biddeford A/C Thorpe BIDC2	Chief officer car	Disp 05/16/2021 @ 0003 Arr 05/16/2021 @ 0003 Clr 05/16/2021 @ 0843 InQt 05/16/2021 @ 0843 InSv 05/16/2021 @ 0843	1	Other	- Incident command
2	Biddeford D/C Kiesma BIDC3	Chief officer car	Disp 05/16/2021 @ 0004 Arr 05/16/2021 @ 0006 Clr 05/16/2021 @ 0858 InQt 05/16/2021 @ 0858 InSv 05/16/2021 @ 0858	1	Other	- Incident command

**Biddeford Fire Department
Incident Report**

**Page: 3
12/17/2025**

Incident #: 21-1891-IN Exp. 0

3	Biddeford Engine 24 BIDE24	Engine	Disp 05/15/2021 @ 2354 Arr 05/16/2021 @ 0024 Clr 05/16/2021 @ 0612 InQt 05/16/2021 @ 0612 InSv 05/16/2021 @ 0612	1	Suppr	- Fire control or e
4	Biddeford Engine 26 BIDE26	Engine	Disp 05/16/2021 @ 0758 Arr 05/16/2021 @ 0810 Clr 05/16/2021 @ 0836 InQt 05/16/2021 @ 0836 InSv 05/16/2021 @ 0836	4	Suppr	- Fire control or e
5	Biddeford Ambulance BIDEM12	ALS unit	Disp 05/15/2021 @ 2354 Arr 05/16/2021 @ 0000 Clr 05/16/2021 @ 0234 InQt 05/16/2021 @ 0234 InSv 05/16/2021 @ 0234	1	EMS	- Fires, rescues &
6	Bidde Special Hazard BIDSH34	Rescue unit	Disp 05/15/2021 @ 2358 Arr 05/16/2021 @ 0030 Clr 05/16/2021 @ 0607 InQt 05/16/2021 @ 0607 InSv 05/16/2021 @ 0607	1	Other	- Provide air suppl
7	Biddeford Truck 32 BIDTR32	Truck or aerial	Disp 05/15/2021 @ 2354 Arr 05/16/2021 @ 0000 Clr 05/16/2021 @ 0309 InQt 05/16/2021 @ 0309 InSv 05/16/2021 @ 0309	3	Suppr	- Fire control or e

#	ID	Personnel	Start	End	Dty	Station	App
1	10053	Aberle, Chris	05/15/2021 @ 2352	05/16/2021 @ 0858	ST	CEN	BIDE26
2	11066	Chicoine, Brad L.	05/15/2021 @ 2352	05/16/2021 @ 0858	ST	CEN	BIDTR32
3	21600	DUROSS, KEVIN	05/15/2021 @ 2352	05/16/2021 @ 0858	OI	CEN	BIDC3
4	35175	HOWARD, JIM	05/15/2021 @ 2352	05/16/2021 @ 0858	DR	CEN	BIDE24
5	10992	Keohane, Liam	05/15/2021 @ 2354	05/16/2021 @ 0234	ST	CEN	BIDEM12
6	38700	Labrecque, Paul	05/15/2021 @ 2352	05/16/2021 @ 0858	OI	CEN	BIDC2
7	44675	Maloney, Todd	05/15/2021 @ 2354	05/16/2021 @ 0309	DR	CEN	BIDTR32
8	10415	Mertz, Robert	05/15/2021 @ 2352	05/16/2021 @ 0858	ST	CEN	BIDTR32
9	62915	Sevigny, Tim	05/15/2021 @ 2352	05/16/2021 @ 0858	DR	CEN	BIDE26
10	10414	Stevenson, Andrew	05/15/2021 @ 2354	05/16/2021 @ 0234	DR	CEN	BIDEM12
11	65900	Thorpe, Kenneth	05/15/2021 @ 2354	05/16/2021 @ 0345	OI	CEN	BIDE26

Date: 12-17-2025

To: City Council

For Fiscal Year: 2025

Taxes assessed to: DECARY RD LLC

Parcel Map/Lot and Location: 43-11 MBLU – 9 DECARY RD

Abated Amount: \$1,928.23

Reason for Abatement:

FIRE DESTROYED A SIGNIFICANT PART OF THE DWELLING AND GARAGE PRIOR TO 4-1-2024.

SUMMARY	ORIGINAL VALUES	REVISED VALUES
LAND VALUE	\$447,500	\$447,500
BUILDING VALUE	\$ 171,000	\$ 35,400
ASSESSMENT TOTAL	\$618,500	\$482,900
ASSESSMENT DIFFERENCE	(\$135,600)	
TAX DIFFERENCE	(\$1,928.23)	

SUBCHAPTER 8

ABATEMENT

§841. Abatement procedures

1. Error or mistake. The assessors, either upon written application filed within 185 days from commitment stating the grounds for an abatement or on their own initiative within one year from commitment, may make such reasonable abatement as they consider proper to correct any illegality, error or irregularity in assessment if the taxpayer has complied with section 706-A.

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City Council

Meeting Date: January 20, 2026
Meeting Time: 6:00 PM
Agenda Item No: 10.e
Item Description: 2026.11 Approval Institutional Zone and University Use Moratorium
Submitted By: Woodman Edmands, Harry B. Center, II, Esq.

Key Terms:

Institutional Zone; Master Plan: University Use, Moratorium which are defined in the City's Land Use Ordinances and a moratorium is authorized pursuant to State of Maine law.

Executive Summary:

The current rapid expansion of the University of New England within the Institutional Zone and potential expansion of large-scale university use outside the current IZ cannot be adequately reviewed, regulated and potentially approved in a manner consistent with the current Comprehensive Plan, and land use regulations. The current development has demonstrated the shortcomings of the current ordinance, and the current ordinance is not adequate to regulate potential university uses outside the boundaries of the current IZ.

Detailed Review:

Detailed Review: In 2001, in response to the University of New England's rapid expansion, the City created an Institutional Zone. The Ordinance was read and passed at October 2 and the October 16, 2001, Council meetings. The zone is defined in the City's Land Use Ordinance, Article V, Section 2(I), which states as follows:

Institutional Zone (IN): The purpose of the Institutional Zone is to accommodate college and university uses while minimizing the adverse effects that such uses may have on the predominantly residentially zoned neighborhoods surrounding the institutional zone. All university uses or uses conducted by a college or university shall conform to an institutional master plan approved by the Planning Board in accordance with Article V, Section [11](#) of this Code.

Section 11 of the Land Use Ordinance then outlines the Institutional Plan process for submission, lists the criteria and contents and provides a process for Planning Board approval. There is no question that Article V, Section 11, Institutional Master Plan, is a land use

ordinance. However, that entire section does not read or operate as a traditional land use regulation is intended. Issues that need to be reviewed are numerous, given the recent significant expansion and contemplated expansion by the University of New England are many. A moratorium is necessary to allow both the newly organized Ad Hoc Institutional Zone Committee, the Planning Department and Planning Board, revise the current land use ordinance and submit those proposed revisions to the Council as the legislative body that will approve and adopt any new land use ordinance provisions.

Pursuant to 30-A M.R.S. § 4356, the City may impose a moratorium on development when the potential development will create an overburden of public facilities as well as when the existing land use regulations are inadequate to prevent serious public harm to the affected geographic area. In the opinion of the City Solicitor, a moratorium on any new development within the Institutional Zone, as well as any new university uses that may be contemplated outside the Institutional Zone is necessary to both prevent overburdening of City facilities as well as to prevent serious public harm to properties that are adjacent to the geographic area.

Four iterations of the Master Plan have been submitted by UNE (2003; 2008; 2016 and 2023). Those plans set forth whatever proposed development is contemplated by the University. No other use within the City can dictate the land use regulations that will apply to any given development. The Ordinance at Article V, Section 11 needs to be revised, to establish and set forth development standards, such as conditions for height, setbacks, density, lot coverage, impact on City services, and other requirements with specificity as well as address many conflicts with the language in Section 11, when compared with other land use regulations.

While the Constitution (Maine & U.S.) requires land use regulations to clearly define standards and regulations, ironically that Constitutional protection is missing to the City's detriment. A moratorium will allow review of all land use regulations applicable to both the Institutional Zone and Institutional uses.

Funding Source:

N/A

Staff Recommendation:

Staff recommends that the Council impose a moratorium for 180 days to allow review and revision of the land use ordinance as it relates to the Institutional Zone and Institutional/University uses.

Next Steps:

Following the imposition of the moratorium, the newly formed committee shall begin reviewing the subject ordinances and submit recommendations to the Planning Board and ultimately to the Council to consider and potentially adopt.

Attachments:

1. 2026.11 Institutional Zone Resolution
2. Institutional Zone and University Use Moratorium Memo
3. BI3074-Va Table A



RESOLUTION

WHEREAS, in 2001, in response to the rapid growth and expansion of the University of New England, the City of Biddeford adopted land use regulations establishing an Institutional Zone, intended to accommodate college and university uses while minimizing adverse impacts on surrounding, predominantly residential neighborhoods;

WHEREAS, the City of Biddeford Land Use Ordinance, Article V, Section 11 requires that university uses conducted within the Institutional Zone conform to an approved Institutional Master Plan;

WHEREAS, over time, the scale, intensity, and geographic reach of institutional development have increased, placing growing demands on City transportation systems, utilities, public safety services, municipal infrastructure, and adjacent properties;

WHEREAS, the University of New England has recently undertaken and contemplated significant construction activity, redevelopment, land acquisition, and expansion of university uses, including activity beyond the current boundaries of the Institutional Zone;

WHEREAS, the City Council has established the Institutional Zone Review Committee, an ad hoc committee charged with reviewing the Institutional Zone, the Institutional Master Plan ordinance, and related standards, procedures, and review criteria, and with preparing recommendations for ordinance revisions that reflect the long-term interests of the City;

WHEREAS, the City Council finds that existing land use regulations governing institutional and university development are currently inadequate to fully evaluate cumulative impacts, guide future growth, and prevent serious public harm in the affected geographic areas;

WHEREAS, pursuant to 30-A M.R.S. § 4356, a municipality may impose a moratorium where development may overburden public facilities or where existing land use regulations are insufficient to prevent serious public harm;

NOW, THEREFORE, BE IT ORDERED, that for a period of one hundred eighty (180) days, a temporary moratorium is imposed on all new construction, redevelopment, expansion, conversion, or change of use of land or structures within the Institutional (IN) Zone, and on any such activity, including conversion or change of use, involving “University/College*” or “University Uses*,” as defined in the City of Biddeford Table of Land Uses (Table A), whether permitted or conditional, in any zoning district.

BE IT FURTHER ORDERED, that this moratorium is adopted to allow the City, including the Institutional Zone Review Committee, City staff, the Planning Board, and the City Council, to complete a comprehensive review of applicable ordinances and land use standards governing institutional and university development, and to consider any necessary amendments to protect the public health, safety, and welfare.

BE IT FURTHER ORDERED, that the City Council finds that continued approval of such development under the existing regulatory framework presents an immediate and present risk of serious public harm, and that pursuant to the City Charter, Article III, § 8, this Order shall take effect immediately upon adoption.

Attest: Robin Patterson

Mayoral Memorandum

To: Biddeford City Council

From: Mayor Liam LaFountain

Re: Institutional Zone and University Uses Moratorium

Date: January 20, 2026

Purpose:

This memorandum is intended to provide policy context for the proposed temporary moratorium on development within the Institutional Zone and on university uses citywide. It is offered to supplement, not replace, the accompanying legal memorandum prepared by the City Solicitor.

Background:

The Institutional Zone and Institutional Master Plan provisions were adopted more than two decades ago, at a time when institutional development in Biddeford occurred at a different scale and under different expectations. Since that time, institutional and university activity has expanded in size, intensity, and geographic reach, with increasingly complex implications for transportation, infrastructure, municipal services, neighborhood compatibility, and long-range planning.

Recent projects and proposals have underscored the limitations of the current regulatory framework. While the Institutional Master Plan process was intended to provide predictability and coordination, experience has shown that the existing ordinance does not consistently offer clear standards, sufficient guidance for cumulative impacts, or a shared understanding of how institutional growth should be evaluated over time.

Recognizing these challenges, the City Council established the Institutional Zone Review Committee to conduct a comprehensive review of the Institutional Zone, the Institutional Master Plan ordinance, and related standards and procedures. That work is underway and is expected to result in policy recommendations later this year.

Policy Rationale for a Temporary Moratorium:

The proposed moratorium is a procedural tool intended to align timing and decision-making. It reflects a judgment that continued approval of new institutional development under an outdated framework risks locking in outcomes before the City has had an opportunity to modernize its standards.

The moratorium serves several policy objectives:

- **Orderly Review:** It allows the Institutional Zone Review Committee, City staff, the Planning Board, and the City Council to complete their work without the pressure of pending applications advancing under rules that may soon change.
- **Consistency and Fairness:** It avoids applying one set of standards to some projects while others are reviewed under a revised framework, promoting predictability for applicants and the public alike.
- **Public Confidence:** It acknowledges heightened public interest in institutional development and demonstrates that the City is taking a deliberate, transparent approach to updating its zoning ordinances and policies.
- **Long-Term Planning:** It ensures that decisions with lasting impacts on neighborhoods, infrastructure, and municipal capacity are informed by a comprehensive policy review rather than piecemeal approvals.

The moratorium is time-limited, use-based, and tied directly to the completion of an active legislative process. It is not intended to halt institutional growth indefinitely, nor to target any single institution, but rather to ensure that future development proceeds under a clearer and more durable regulatory framework.

Relationship to Ongoing Work:

The moratorium is designed to function alongside, and in support of, the work already authorized by the Council. The Institutional Zone Review Committee was created precisely to address the questions now before the City: how institutional development should be guided, how impacts should be evaluated, and how public interests should be balanced over time.

Pausing new approvals during this review period is consistent with that purpose and reflects a commitment to thoughtful, well-sequenced policymaking.

Summary:

Institutional and university development will continue to play an important role in Biddeford's future. The question before the Council is not whether such development should occur, but whether it should proceed under a regulatory framework that has not been comprehensively examined in more than twenty years.

This temporary moratorium provides the City with the time necessary to complete that examination responsibly and to ensure that future decisions are guided by clear standards, shared expectations, and the long-term interests of the City as a whole.

ESTABLISHMENT OF ZONES

V Attachment 1

City of Biddeford

Table A
Table of Land Uses

[Amended 2-2-2010 by Ord. No. 2009.98; 8-3-2010 by Ord. No. 2010.70; 9-21-2010 by Ord. No. 2010.93; 6-21-2011 by Ord. No. 2011.36; 6-21-2011 by Ord. No. 2011.37; 4-3-2012 by Ord. No. 2012.24; 4-16-2013 by Ord. No. 2013.24; 3-18-2014 by Ord. No. 2014.16; 9-6-2016 by Ord. No. 2016.74; 1-17-2017 by Ord. No. 2016.87; 6-20-2017 by Ord. No. 2017.57; 1-16-2018 by Ord. No. 2018.3; 1-16-2018 by Ord. No. 2018.5; 6-5-2018 by Ord. No. 2018.44; 10-2-2018 by Ord. No. 2018.110; 3-5-2019 by Ord. No. 2019.15; 3-5-2019 by Ord. No. 2019.16; 1-19-2021 by Ord. No. 2021.1; 6-1-2021 by Ord. No. 2021.43; 12-19-2023 by 2023.144; 12-19-2023 by 2023.145; 8-20-2024 by Ord. No. 2024.136]

- KEY:**
* Subject to Article VI, Performance Standards, of this ordinance.
P Permitted use.
Not permitted.
C Conditional use. See Article VII for specific standards.
A Accessory use.

	Article VI Section ^a	SR-1	CR	R-1-A	R-1-B	R-2	R-3	B-1	B-2	I-1	I-2	I-3	W-1	W-2	W-3	R-F	LR-F	M	IN ²⁰	OR	MSRD-1 ^{7,8}	MSRD-2	MSRD-3
Residential uses:																							
Accessory dwelling units* 27	78	P	P	P	P	P	P						P		P	P				P		P	
Accessory structure*	2	P3	P3	P3	P3	P3	P3	P	P	P	P	P	P	P	P	P			P	P	P	P	P
Boarding, rooming house*	10					C	C															C	C
Bed-and-breakfast*	9		C			C							C			C				C	P	C	P
Cluster development*	18	C	C	C	C	C	C									C17						C	
Congregate housing*	19					C	C									C				C	P	C	P
Duplex/two-family	24	C	C	P	P	P	P								P	C				P		P	
Home occupation*	38	C	C	C	C	C	C	C						C	C	C				C	C	C	C
Manufactured housing*	See Article VI, Section 45.																						
Mobile home park*	See Article VI, Section 45.																						
Multifamily dwelling*	47					P	P	P				P28		P1	P					C	P	P	P
Planned unit development*	73					C	C													C	C	C	C
Single-family dwelling 11	2	P	P	P	P	P	P						P		P	P				P		P	
Commercial uses:																							
Adult business	3								C17														
Amusement center*	5							C	C												C		C
Art gallery			C					P							C	C				C	P	C	P
Art studio			C					P							C	C				C	P	P	P
Auto body shops										C		C											
Automobile graveyard, automobile recycling business, junkyard*	7									C							C						
Automobile repair, sales									P	P		C											C

BIDDEFORD CODE

	Article VI Section*	SR-1	CR	R-1-A	R-1-B	R-2	R-3	B-1	B-2	I-1	I-2	I-3	W-1	W-2	W-3	R-F	LR-F	M	IN ²⁰	OR	MSRD-1 ^{7,8}	MSRD-2	MSRD-3
Boat building, repair, marine services, sales, boat livery, marina, yacht club								P	P			C	P	P	P						C		
Building materials retail sales								P	P	P		P				C					C		P
Carwash*	14							C	C	C		A											C
Commercial gardening, commercial greenhouse*	17	C	C	C	C				P							P							
Commercial recreation*	18							C	C	C		C				C					P		P
Commercial school*	53							P	P			P									P		P
Drugstore/medical supply								P	P			P						P			P		P
Financial institution								P	P	C		P							C19		P		P
Firewood processing*	33															P	P						
Fisheries processing, storage*	34												P										
Funeral parlor								P	P	P		P											P
Gasoline service station*	36							P	P	P		C				C							
Hotel/motel*	40							P	P	P		P		P							P		P
Indoor theater								P	P	P		P									P		P
Kennel, veterinary hospital*	42								P	P		P				P							
Marijuana caregiver retail store	77									C	C	C											
Marijuana store, adult use	77									C	C	C											
Marijuana cultivation facility	77									C	C	C											
Marijuana testing facility	77									C	C	C											
Marijuana products manufacturing facility	77									C	C	C											
Neighborhood convenience store/service		C4	C4	C4	C4	P	P	P	P			P				P					P	C	
Off-street loading and parking lot and facilities, commercial parking garage	49					C	P	P	P9	P		A	P	P	P	C					P	C	P
Offices, business and professional*	52							P	P	P	P	P		P	P			P10		C	P	C	P
Planned unit developments*	73							C	C												C		C
Publishing, printing								P	P	P	P	P								C	P		P
Restaurant*	56							P	P	P		P	P	P	P	C		C			P		P
Retail store								P	P	P		P	P	P	P	C		C			P		P
Sawmill*	33															C	C						
Services								P	P	P		P	P	P	P	C		C		C	P		P
Shopping center								C	C	C		C									C		P

ESTABLISHMENT OF ZONES

	Article VI Section*	SR-1	CR	R-1-A	R-1-B	R-2	R-3	B-1	B-2	I-1	I-2	I-3	W-1	W-2	W-3	R-F	LR-F	M	IN ²⁰	OR	MSRD-1 ^{7,8}	MSRD-2	MSRD-3
Telecommunications facilities	71											C				C	C						
Wholesale business									P	P	P	P											P
Industrial uses:																							
Air transportation related use											C												
Air transportation dependent use*										C	C												
Airport	4									C	C												
Bulk oil terminal*	41									C													
Contractor's storage yard										C	C					C	C						
Demolition disposal*	23																C						
Experimental research and testing laboratory	29								C	C	C	C						C	C19				C
Light manufacturing*	41								C	P	P	P											P
Light trucking dependent industry*	41								C	P	P	C											P
Manufacturing*	41									C	C	C											P
Planned unit developments*	73									C	C	C											C
Resource recovery facility																							
Recycling facilities	76									C	C												
Redemption centers									C	P							P						C
Storage of bulk gaseous fuels*	41									P	P	P											
Transportation facilities										P		C14	P		P								P
Trucking, distribution terminal*									C	P	P	C											
Warehousing and storage*	60								P	P	P	A											C
Self-storage facilities*	60							C16	C25, 26	P		C									C	C	C
Educational, institutional public uses:																							
Addiction treatment facility 22																		C					
Church, synagogue*		C	C	C	C	C	C		C							C		C			C	C	C
Civic, convention centers								C	C			C									C		C
Community centers, clubs						C	C	C	C			C									C	C	C
Day-care center, adult	22	C	C	C	C	C	C	C	P	P	P	P				C		C			C	C	C
Day-care home, adult	22	C	C	C	C	C	C		C					C	C	C	C	C			C	C	C
Day-care home, children's	22	C	C	C	C	C	C		C							C	C	C				C	C
Day-care center, children's	22	C	C	C	C	C	C	C	C	C	C	C				C		C			C	C	C
Essential services	27	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C
Fire, police station						C	C	P	P			P				C			C19		P	C	
Group homes, hospice	19	C	C	C	C	P	P	P	P							C					C	C	P

BIDDEFORD CODE

	Article VI Section ^a	SR-1	CR	R-1-A	R-1-B	R-2	R-3	B-1	B-2	I-1	I-2	I-3	W-1	W-2	W-3	R-F	LR-F	M	IN ²⁰	OR	MSRD-1 ^{7,8}	MSRD-2	MSRD-3
Hospital*	39																	P					P
Municipal use	47.1	C	C	C	C	C	C	P	P	P	P	P	P	P	P	C	C	P		C	P	C	P
Museum, library			C					P	P			C				C		P	C19		P	C	P
Nursing home*	39	C				P	P									C		C			C	C	C
Public and private schools*	53			C	C	P	P		C							P		C			C	C	C
Public facility		C	C	C	C	C	C	P	P	C	C	P	C	C		C	C	C	C	C	P	C	P
Rehabilitation facility																		P					C
University/college*		C	C									C				C		C	P		C		P
University uses*		C										C				C		C	P		C		P
Water supply system	27	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C
Outdoor, resource-based uses:																							
Agriculture*	3, 31															P							
Agricultural products processing and storage*	3, 31									P						P							
Animal breeding or care	42															P							
Campground*	13															C							
Cemetery	14.1	C	C	C	C	C	C									P	C		C19				
Extractive industry*	30								P2	P2						P2	P2						
Farm stands* 13	31															P							
Timber harvesting	64		C													P	P		C19				
Golf course excluding miniature golf		P	P	P	P											P							
Parks and recreation*		P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		P19		P	P	P
Marijuana use classifications																							
Marijuana caregiver retail store	77									C	C	C											
Marijuana store, adult use	77									C	C	C											
Marijuana cultivation facility	77									C	C	C											
Marijuana testing facility	77									C	C	C											
Marijuana products manufacturing facility	77									C	C	C											

NOTES:

^a This column has been provided to serve as an aid in finding specific performance standards but does not address all standards that may apply. Please consult Article VI for subsequent standards that may apply to a particular project.

All uses cited above are subject to specific lot and setback, height, and performance requirements, as well as specific notes below:

1. Multifamily use shall not exceed 10 units per structure.
2. Requires Planning Board approval.
3. Accessory structures shall be limited to:

(a) Private detached garages for the storage of no more than three automobiles.

(b) Private greenhouses less than 200 square feet in floor area.

(c) Private swimming pools.

ESTABLISHMENT OF ZONES

- (d) Storage sheds, provided that they are uninhabitable and less than 200 square feet in area.
- (e) Decks, porches, patios, gazebos, summerhouses, and other structures intended for outdoor use, provided they are uninhabitable.
- 4. No closer than 1,000 feet to another similar facility.
- 5. (Reserved)
- 6. (Reserved)
- 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.
- 8. Financial institutions are permitted drive-throughs limited to two lanes, are a conditional review by the Planning Board, and must adhere to the following standards:
 - (a) Located on the side or rear of the building and never between the building and the Main Street.
 - (b) Access drive located to minimize impact on pedestrians:
 - Not between building and the street;
 - Entrance from a side street where possible;
 - Sidewalk material carried across any driveways.
 - (c) Adequate queuing land preferably separate from the parking lot.
 - (d) Architectural treatment compatible with main building.
 - (e) Controlled lighting that does not glare onto neighboring property.
- 9. Review by the Board of Appeals required for all truck loading facilities for new buildings and for changes in tenancy.
- 10. Limited to offices for medical professionals and associated fields.
- 11. Unless otherwise stated or allowed within the provisions of this ordinance, no more than one dwelling unit shall be allowed per lot.
- 12. (Reserved)
- 13. Shall be considered as a home occupation; only products grown on the premises may be sold, unless the stand is recognized as a commercial operation.
- 14. Transportation facilities here shall be limited to facilities associated with firms or businesses serving passenger transport, such as bus terminals, taxi stations, passenger rail stations, etc.
- 15. (Reserved)
- 16. Shall be limited to internal storage in existing buildings that require no external structural changes. No loading bays shall be constructed. Off-street parking shall be available with no fewer than one space per 20 storage units. A copy of the contract that will be offered to prospective tenants shall be submitted for review.
- 17. Adult businesses are restricted to that portion of the B-2 District between Dartmouth Street and Landry Street. No adult business shall be located on any lot or parcel of land with road frontage on Elm Street.
- 18. All subdivisions in the Rural Farm Zoning District shall be clustered, and developed in accordance with Article VI, Section 16, Cluster Developments, of this ordinance.
- 19. This use does not include facilities, activities, or programs conducted by or hosted by a college or university that meet the definition of “university uses.” Such uses shall be considered as university uses and shall be permitted in the institutional zone subject to the requirements of the zone and the additional performance standards for colleges/universities.
- 20. Within that portion of the Institutional (IN) Zone subject to a Shoreland Zoning District, existing buildings, structures, and roads may be maintained, modified, or replaced but no new buildings shall be built or located and no existing buildings shall be enlarged (including the replacement of existing buildings) except as follows: The existing buildings and roads may be modified to the extent necessary to meet the requirements of applicable local, state, or federal codes or regulations, the existing sewage treatment plant may be expanded or replaced, and the existing Marine Science Center may be expanded through the construction of one additional building, provided that such changes meet all shoreland requirements and the performance standards of Article XIV.
- 21. See Article V, Section 7, Main Street Revitalization Districts for land uses.
- 22. All addiction treatment facilities shall meet all applicable federal, state, and local laws and regulations. No occupancy permits shall be issued until evidence of state certification has been presented to the Code Enforcement Office.
- 23. (Reserved)
- 24. (Reserved)
- 25. Internal storage fully enclosed within buildings only. Loading bays shall be located on the side or rear of buildings and shall be screened from view from public streets and any abutting residential uses.
- 26. Self- storage facilities in the B-2 Zone shall not be permitted northeast of the Route 1/Dartmouth Street intersection.
- 27. Accessory dwelling units may also be permitted in nonresidential zones where there exists a nonconforming (as to use) single-family dwelling on a lot that was in existence as of January 1, 2017. See Article VI, Section 78.
- 28. Residential developments within the I-3 Zoning District shall be eligible for Maine State Housing Authority tax credits for Affordable Housing Programs as may be amended from time to time.



City Council

Meeting Date: January 20, 2026
Meeting Time: 6:00 PM
Agenda Item No: 10.f
Item Description: 2026.16 Approval/ Moratorium on mobile home lot fee increases
Submitted By: Woodman Edmands, Harry B. Center, II, Esq.

Key Terms:

Moratorium, Mobile Home Lot Rent, Significant Lot Rent Increases, Homelessness, Affordable Housing, Senior Citizens, Fixed Income

Executive Summary:

Recently across Maine, out of state companies have been purchasing mobile home parks and imposing significant lot rent increases. This is literally pricing out occupants who are on fixed incomes out of their homes. The State Legislature has recognized that and passed LD 1765, An Act to Ensure Affordability and Stability in Residential Housing and in Manufactured Housing. The State further drafted a Model Rent Stabilization Ordinance for consideration by municipalities. A moratorium on lot rent increases will allow City staff time to review the model ordinance and potentially make recommendations to the Council for adoption.

Detailed Review:

A member or members of the City Council have been approached by constituents concerned about recent, significant lot rent increases imposed by out of state landlords. This presents and exemplifies that there is an emergency affecting life, health, and property for housing stability for certain mobile home park lot renters because of rapidly escalating lot rents. There is an immediacy to address the manner of Lot Rent increases to foster stabilization of housing within certain mobile home parks. The purpose of the moratorium would allow the City to examine the State Model Ordinance pursuant for Lot Rent Stabilization for Mobile Home Parks, set forth as Appendix 2 in the LD 1765 (Attachment 1), authored by the Governor's Office of Policy Innovation and the Future, and attached in its report to the Joint Standing Committee on Housing and Economic Development. Passage of a moratorium by The City of Biddeford shall prohibit any Lot Rent Increases in mobile home parks from the date of adoption to the expiration of this Emergency Temporary Moratorium Ordinance, protecting the health safety and welfare of the citizens of Biddeford.

This Emergency Temporary Moratorium Ordinance shall take effect immediately upon adoption by the City Council on January 20, 2026, and shall stand repealed as of the 90th day following the date of its adoption, unless re-enacted or repealed by the same Emergency Ordinance procedures.

Funding Source:

N/A

Staff Recommendation:

Pursuant to the Council's requests, staff recommends that the Council adopt the moratorium to allow for review and potential drafting of an ordinance as applicable.

Next Steps:

Should Council adopt the moratorium, an ad hoc committee would need to be established to review the State's Model Ordinance and present options for consideration by the Council.

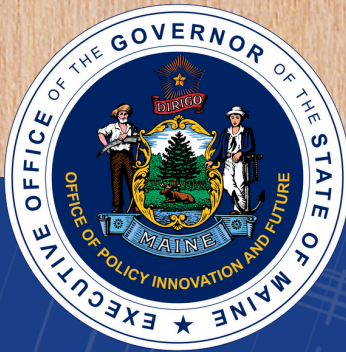
Attachments:

1. Attachment 1-ld-1765-report-jan-2026-1
2. Attachment 2-pressherald.com-State recommends major changes for Maines mobile home parks
3. 2026.16 Mobile Home Park Lot Fee Moratorium Resolution

L.D. 1765

REPORT TO THE JOINT STANDING COMMITTEE ON HOUSING AND ECONOMIC DEVELOPMENT

An Act to Ensure Affordability and Stability in Residential Housing and
in Manufactured Housing Communities



DECEMBER 31, 2025

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INTRODUCTION

L.D. 1765, [*An Act to Ensure Affordability and Stability in Residential Housing and in Manufactured Housing Communities*](#), was enacted by the Legislature and signed by Governor Janet Mills on June 18, 2025. Section 2 of the legislation directed the Governor's Office of Policy Innovation and the Future (GOPIF) to undertake a series of tasks related to manufactured housing communities (also referred to in this report as "mobile home parks" or MHCs), and by December 31, 2025 submit a report to the Joint Standing Committee on Housing and Economic Development detailing the results of that work.

L.D. 1765 provided that GOPIF may work with other state agencies or interested parties in conducting the activities described in the legislation. An introductory meeting, open to all interested parties, was held in August via Zoom. Subgroups were established, as noted in L.D. 1765 and listed below, and participants could choose to sign up for one or more of those subgroups based on their interest and experience:

1. Develop a model rent stabilization ordinance for use by municipalities and post the model ordinance on the office's publicly accessible website;
2. Identify barriers to and solutions for building residential dwelling units in vacant lots;
3. Explore opportunities to provide technical and financial support to manufactured housing community homeowners to maintain the affordability of rent and fees within the community;
4. Recommend ways to proactively support manufactured housing community homeowners who seek to form a cooperative or other organization or align with a nonprofit organization to purchase the homeowners' housing community;
5. Evaluate traditional mortgages as a financing option for manufactured housing community homeowners who wish to purchase their manufactured housing community; and
6. Evaluate oversight of conditions at parks and how parks are licensed [note: this task was not required pursuant to L.D. 1765, but was brought up at the initial meeting by multiple parties and added to the subgroup work as a result].

Between September and December 2025, the subgroups met between two and five times each to discuss the issues and propose recommendations. Staff collected notes from all subgroup discussions, often supplemented by follow-up conversations with participants to add clarity and context.

More than 50 people participated in subgroup meetings, including mobile home park residents, park owners, financial institutions, researchers, attorneys, housing agencies, advocates, industry representatives, developers, state lawmakers and state agency officials. For a full list of working group participants and affiliations, see Appendix 1.

SUMMARY OF RECOMMENDATIONS

Activity #1 - Develop a model rent stabilization ordinance for use by municipalities:

- Model municipal rent stabilization ordinance attached as Appendix 2

Activity #2 - Identify barriers to and solutions for building residential dwelling units in vacant lots:

- Minimum lot size requirements should be changed to allow for greater density within mobile home parks
- Encourage MaineHousing's Board of Commissioners to establish a new bond resolution which permits non-first lien lending (this initiative is already in progress and will be initially presented to the Board in January 2026).
- Develop programs to provide construction and pre-development loans to MHC owners wishing to expand
- Develop a new subsidy program with proceeds from a general obligation bond, to support infill at and expansion of mobile home parks
- Develop training programs and resources for municipal officials to improve and expedite the review processes for expanded or new MHCs

Activity #3 - Explore opportunities to provide technical and financial support to manufactured housing community homeowners to maintain the affordability of rent and fees within the community:

- Clarify elements of L.D. 1723 that have led to confusion on the ground for residents attempting to undertake mediation with park owners
- Increase awareness of the Property Tax Fairness Credit in partnership with Maine Revenue Services
- Help manufactured homeowners on leased land access mortgage loans (see Activity #5)
- Require that purchasers of mobile home parks get a private inspection of park infrastructure and systems before closing on a sale

Activity #4 - Recommend ways to proactively support manufactured housing community homeowners who seek to form a cooperative or other organization or align with a nonprofit organization to purchase the homeowners' housing community:

- Provide additional funding to the mobile home park preservation fund, when the balance of existing allocations has been expended
- Support the creation of a new, non-governmental and mission-based organization to help park residents more proactively develop relationships with owners, centered on the premise of an eventual resident purchase.
- Support the creation of a new, non-governmental and mission-based organization capable of purchasing a park when residents are unable or unwilling to finance such an acquisition themselves within the time frame required under the right of first refusal statute.

Activity #5 - Evaluate traditional mortgages as a financing option for manufactured housing community homeowners who wish to purchase their manufactured housing community:

- Revise state statute to allow owners of manufactured homes on leased land the option of converting their housing from being titled as personal property to being titled as real estate
- Make this statutory change applicable to residents of mobile home parks which are owned by resident cooperatives, nonprofits and for-profit entities
- Make the process by which homeowners may choose to undertake this titling conversion as simple and straightforward to execute as possible
- Engage the home lending and title insurance sectors through the legislative and administrative processes

Activity #6 - Evaluate oversight of conditions at parks and how parks are licensed:

- GOPIF recommends that the Legislature support increased capacity for oversight of manufactured housing communities in Maine by:
 1. reassigning responsibility for certification, technical assistance and regulatory coordination from the Office of Professional and Occupational Regulation to the Office of Community Affairs; and
 2. building additional capacity for regulatory oversight within the Office of the Attorney General, in coordination with local code enforcement.

ACTIVITY #1:

DEVELOP A MODEL RENT STABILIZATION ORDINANCE FOR USE BY MUNICIPALITIES

The rent stabilization ordinance subgroup reviewed various approaches to rent stabilization policies for manufactured housing communities (MHCs) that have already been enacted by municipalities and states across the country, including cities in Maine, Massachusetts and California as well as statewide laws in Delaware and New York. The group also discussed various principles that participants considered to be important in drafting a model municipal ordinance for Maine, including:

- Municipalities' ability to set a bar that works for each individually;
- Creating an approach that could be put to use in both larger and smaller towns;
- Not equating the circumstances of apartment renters and park residents;
- Applying limits to both lot rent and fee increases; and
- Establishing both a floor and a cap, i.e., lots with sufficiently low rents should be exempt from rent control.

Some participants expressed strong reservations about rent stabilization laws in general, believing them to cause long-term problems such as disinvestment. They voiced a preference for policies that focus instead on increasing the supply of manufactured homes in parks and reducing permitting hurdles.

L.D. 1765, however, did not seek feedback on whether municipal rent stabilization laws for mobile home parks were good public policy; the law called on GOPIF to create a model ordinance that towns may utilize if they so choose.

Attached as Appendix 2 is the model ordinance that GOPIF developed, and reviewed with the work group, based on the research and discussions described above. Rather than establishing a specific approach to be used everywhere, it is meant to help individual municipalities understand the various issues and levers they may want to consider in crafting local laws that they deem responsive to their local conditions.

ACTIVITY #2:

IDENTIFY BARRIERS TO AND SOLUTIONS FOR BUILDING RESIDENTIAL DWELLING UNITS IN VACANT LOTS

An issue that has been highlighted repeatedly in discussions about manufactured housing communities is the difficulty that owners and developers encounter in attempting to add housing supply. This topic is critical because the state is in need of tens of thousands of housing units of all types, and mobile homes are often a more affordable option than any local apartment rentals or homeownership opportunities. Further, as park owners must spread infrastructure and operating costs across the homes that exist within a park, adding new units may allow them to charge each homeowner slightly less than they otherwise feasibly could.

The subgroup convened around this topic discussed the challenges to expansion under several circumstances: (1) adding new homes on pads that already exist or on vacant land in the park already licensed for more units; (2) expanding an existing park by adding adjacent land and getting licensed to add more units; and (3) developing a new manufactured housing community.

Participants suggested that the primary impediments to adding new homes through infill or expansion of existing parks are high costs and a lack of feasible financing options. Park owners urged the creation of new financing opportunities that would allow them to purchase and prepare land for new homes, understanding that any use of public financing would need to be premised on a commitment to keeping lot rents affordable through a restrictive covenant.

Discussion also included laws that prevent the efficient use of land, and the fact that recent statewide zoning reforms did not take into account the lot size provisions that apply specifically to mobile home parks.

Finally, owners and developers of manufactured housing communities spoke about the often overwhelming local ordinances and rules that apply to the creation of new mobile home parks in Maine. They consider this housing type to be severely over-regulated in many municipalities, possibly out of an outdated perception that manufactured homes are unattractive and undesirable.

A more detailed summary of identified barriers and GOPIF's recommendations for addressing them follow.

Barriers to the creation of new units in MHCs include:

1. Minimum lot size requirements in MHCs are larger than necessary. The recent passage of L.D. 1829 requires municipalities to lower lot size minimums to no more than 5,000 square feet in growth zones served by water and sewer infrastructure. Requiring minimum lot sizes for mobile homes in MHCs to be larger than necessary can be costly and inefficient, just as it is for lots outside of MHCs. [Current Maine law](#), however, provides that a municipality shall not require the size of any mobile home park lot served by a public sewer to be larger than 6,500 square feet or the smallest residential lot permitted in the municipality. Additionally, municipalities may not require mobile home park lots with on-site subsurface waste water disposal to be larger than 20,000 square feet and mobile home park lots served by a DHHS-approved, central on-site wastewater subsurface disposal system to be greater than 12,000 square feet (although the municipality may require overall density to be 20,000 square feet).
2. Securing financing for homeowners to purchase mobile homes in MHCs is typically more costly than financing for non-mobile homes, which decreases the affordability of mobile homes and lessens demand for lots in MHCs. Mobile home buyers frequently secure their financing through chattel-type personal property loans with higher interest rates, shorter terms and fewer consumer protections than apply to typical mortgage loans on real property. This significantly increases monthly housing costs for mobile home buyers and weakens demand for new homes that could be added in a park.
3. The costs of expanding MHCs are significant. The various local and state regulatory approvals necessary for a park expansion require engineering, technical and scientific analyses and detailed plans. The cost of these reports and approvals sometimes inhibit further development. The costs of expanding water, sewer, electrical and other infrastructure systems, along with the creation of new pads and roads, also challenge the feasibility of expansion.
4. The availability of financing for MHC expansion is limited. There is currently no feasible mainstream lending mechanism for MHC expansions. Interest rates and the timing of repayments are particularly problematic.
5. Local approval requirements for new MHCs are often cumbersome, excessive or unresponsive. Such review processes are not routine and the integration of state and local regulations is not well established.

The following are **recommended policies** to address the aforementioned barriers and facilitate the creation of desperately needed affordable homes:

1. Minimum lot size requirements should be changed to allow for greater density within mobile home parks. Specifically, [30-A MRSA §4358\(3\)\(A\)](#) should be amended to provide that: a) minimum lot size requirements for mobile home parks served by public sewer shall not be larger than 4,000 square feet; b) minimum lot size requirements for mobile home parks with on-lot wastewater disposal shall not exceed 10,000 square feet and; c) minimum lot size requirements for mobile home parks with central, on-site subsurface wastewater disposal systems shall not exceed 5,000 square feet. Minimum lot width requirements should also be reviewed and considered for reform, given their impact on park density.
2. Encourage MaineHousing's Board of Commissioners to establish a new bond resolution which permits non-first lien lending. MaineHousing's current bond resolution requires a first lien position, preventing the agency from lending to borrowers whose homes are on leased land - including mobile homes on lots in most MHCs. A new bond resolution at MaineHousing (currently in progress and to be initially presented to the Board in January 2026) could establish different requirements and a much more competitive loan rate for owners of mobile homes. This would likely increase demand for occupancy in parks, which would help fill vacant lots and possibly help foster park expansions. Also see recommendations under Activity #5 in this report, regarding Maine's titling laws.
3. Develop programs to provide construction and pre-development loans to MHC owners wishing to expand. Members of the subgroup indicated that costs and access to capital are highly significant barriers to infill and park expansion. [Current Maine statute](#) does not allow MaineHousing to make construction loans to MHCs. It is recommended that the Legislature consider passage of L.D. 2057, which would allow MaineHousing to provide the financing that park owners and developers need, with significantly better than those currently available on the market. Additionally, organizations like the Genesis Community Loan Fund can often provide bridge financing when there is clear collateral supporting the short-term loan. Whether funds for such a program would come from a new source such as a state general obligation bond, or the new MaineHousing bond resolution referenced above, or other philanthropic sources, exploration of these possibilities should occur.

4. Develop a new subsidy program with proceeds from a general obligation bond, to support infill at and expansion of mobile home parks. In exchange for a forgivable loan, owners would agree to charge affordable lot rents to income-restricted households. These restrictions would be administered by MaineHousing similarly to other programs that the agency manages. For example, MHCs receiving such financing could be required to charge lot rents that are less than a certain percentage of the local Fair Market Rent for a specified period, such as 10 years. Additionally, the income of homeowners upon move-in to the newly financed lots could be restricted to no more than a certain percentage of the area median income. Income and lot rent limits would increase each year with the release of annual updates by the U.S. Department of Housing and Urban Development. The specific terms of such a program should be developed by MaineHousing based on a clear understanding of feasibility and practicality on the ground.
5. Develop training programs and resources for municipal officials to improve and expedite the review processes for expanded or new MHCs. Regional planning entities, Maine Municipal Association and state agencies should assist in and incentivize the reduction of local regulatory barriers that make the expansion or new development of mobile home parks impracticable.

ACTIVITY #3:

EXPLORE OPPORTUNITIES TO PROVIDE TECHNICAL AND FINANCIAL SUPPORT TO MANUFACTURED HOUSING COMMUNITY HOMEOWNERS TO MAINTAIN THE AFFORDABILITY OF RENT AND FEES WITHIN THE COMMUNITY

Owners of manufactured homes, including those living in mobile home parks, tend to have lower incomes than owners of site-built homes. A recent report by the Genesis Community Loan Fund found that there are 12 resident-owed parks in Maine that are home to 921 households, 85% of whom are low income. At a large community in Brunswick that was purchased by its residents in 2024, 60% of the households earned under 50% of the area median income, which means the average household of three living in this park had an income of less than \$46,000.

Many mobile home park residents are older Mainers living on fixed incomes.

The combination of low incomes and recent rent hikes at manufactured housing communities have created a significant affordability problem for many residents. The subgroup that met to discuss this issue identified several opportunities to provide them with additional support:

1. Clarify elements of L.D. 1723 (enacted earlier this year) that have led to confusion on the ground for residents attempting to undertake mediation with park owners. Details of the legislation, such as how the local “area” is defined for purposes of establishing average lot rents, which CPI data to use in determining whether the rent increase threshold has been met, and which park residents are eligible to trigger the 51% threshold, need to be revisited by the Legislature to help residents and owners alike understand their roles and responsibilities. Furthermore, the creation of a landing page on a publicly accessible state agency website, with resources to help residents understand how to take advantage of L.D. 1723, would be helpful. A lack of information about how to find and contact potential mediators has been especially challenging.
2. Many park residents are unaware that they are eligible for the Property Tax Fairness Credit for both the property tax on their home and a portion of the rent they pay for the land their home sits on. Increasing awareness of this tax benefit and helping residents take advantage of it, ideally in partnership with Maine Revenue Services, could put needed dollars back into residents’ pockets.
3. Many manufactured homeowners on leased land have no other option than to finance the purchase of their home with personal property or “chattel” loans. Those loans typically

carry higher interest rates, less preferable terms and fewer consumer protections than mortgage loans. See further discussion of these issues, and recommendations for action, under Activity #5. There is opportunity to lower home purchase and rehabilitation costs in a highly meaningful way for many residents of manufactured housing communities across the state.

4. Require that purchasers of mobile home parks get a private inspection of park infrastructure and systems before closing on a sale. Unless a buyer is utilizing bank financing, they often do not obtain inspections and are thus unaware of needed improvements that could be relevant to both the sale price and the rent increases that may be needed to pay for them. Inspections should include electrical systems, road conditions, tree conditions and water and sewer/septic infrastructure. Early knowledge of needed infrastructure improvements would allow new owners to factor in those costs and more accurately gauge the rent amounts they need to collect from park residents going forward.

ACTIVITY #4:

RECOMMEND WAYS TO PROACTIVELY SUPPORT MANUFACTURED HOUSING COMMUNITY HOMEOWNERS WHO SEEK TO FORM A COOPERATIVE OR OTHER ORGANIZATION OR ALIGN WITH A NONPROFIT ORGANIZATION TO PURCHASE THE HOMEOWNERS' HOUSING COMMUNITY

In its 2025 report on mobile home communities in Maine and the United States, the Genesis Community Loan Fund outlined the premise and advantages of resident ownership of MHCs:

“While residents at corporate-owned parks can do little about these rising costs, resident ownership of MHCs has become a popular and effective strategy in Maine and around the country for stabilizing rents and putting control in the hands of residents. A Resident-Owned Community (ROC) is a cooperative ownership model in which residents of mobile home communities own the land underneath their homes as well as all common infrastructure. Residents have a voice in ensuring their community receives good services. They participate in annual budget votes, elections for the volunteer Board of Directors, and regular open meetings to conduct business in a transparent and participatory manner. The cooperative model removes the profit motive from MHC ownership, and provides residents with security, knowing their community will not be sold out from under them. The model also stipulates that if the cooperative wishes to sell the community, they would have to donate the profits to a 501(c)(3), meaning there’s no profit motive to sell.”

The 131st and 132nd Legislatures have already taken significant action to support MHC homeowners who seek to purchase their parks:

- Creation of the mobile home park preservation fund, along with \$8 million in funding, to help resident cooperatives purchase their communities. The first \$5 million of this fund has already been successfully deployed, in combination with private sector financing, to allow resident purchases of three parks with an aggregate of 569 licensed home lots;
- Establishment of a [right of first refusal](#) for resident co-ops seeking to purchase their parks; and
- Creation of incentives for mobile home park owners to sell to resident co-ops, by [allowing them to deduct up to \\$750,000 in capital gains](#) and [exempting such sales from payment of real estate transfer tax](#).

The subgroup discussed several ideas for additional supports that could be provided for this model of ownership:

1. Additional funding to the mobile home park preservation fund, when the balance of existing allocations has been expended;
2. The creation of a new, non-governmental and mission-based organization capable of helping park residents more proactively develop relationships with owners, centered on the premise of an eventual resident purchase. This contrasts with the approach of waiting until residents are forced to hurriedly scramble in reaction to an offer from an outside entity that is likely to lead to large rent increases; and
3. The creation of a new, non-governmental and mission-based organization capable of purchasing a park when residents are unable or unwilling to finance such an acquisition themselves within the time frame required under the right of first refusal statute. Such an entity would hold ownership and management of the park until such time as residents or a local nonprofit partner can purchase it on their own. A for-profit version of this concept was undertaken on a national scale and [recently detailed in Shelterforce magazine](#). Leaders in Maine's policy, housing, finance, business and philanthropic fields could partner to establish such an organization, which would also help create more activity in markets that may otherwise have relatively few potential park purchasers.

ACTIVITY #5:

EVALUATE TRADITIONAL MORTGAGES AS A FINANCING OPTION FOR MANUFACTURED HOUSING COMMUNITY HOMEOWNERS

Manufactured homes have traditionally been titled as personal property (otherwise known as “chattel”), rather than real estate, because of their historical roots in the travel trailer industry. Ownership of manufactured homes has therefore been typically established through certificates of title, similar to the way we declare ownership of automobiles.

The manufactured home sector has, however, changed a great deal over the past several decades. Building technology, government regulation and construction quality have evolved significantly, making many factory-built homes comparable to site-built homes. As the industry has changed, so too have state laws governing how this housing is classified.

Most states allow owners of manufactured homes to convert to a real estate classification under certain circumstances, so long as they own the land on which the home sits. Some states (including Illinois, Missouri, North Carolina, North Dakota, Oregon and Washington) also allow owners who do not own the land beneath their houses to title their homes as real estate, under certain circumstances. New Hampshire is the only U.S. state in which manufactured homes are *automatically* titled as real estate, thus allowing borrowers to get a mortgage that is secured only by a manufactured home, rather than the home and land together.

One of the reasons that titling differences are so important is that homes titled as personal property are not eligible for a mortgage. They are instead financed through chattel lending, which differ in many key respects: the loan terms are typically shorter, interest rates are higher, the pool of lenders is smaller and [consumer protections are inferior](#).

The Pew Charitable Trusts recently examined the difference between the experience of borrowers in New Hampshire, where borrowers can get a mortgage secured only by a manufactured home, without the land underneath it, and all other states. As shown in Figure 1 below, Pew found that “from 2018 through 2024, 61% of manufactured home borrowers in New Hampshire took out home-only mortgages, which use just the home as collateral but have the same consumer protections as any other mortgage. Home-only mortgages in New Hampshire had lower interest rates, had lower monthly payments, and cost less overall than home-only loans in other parts of the United States.”

Based on the median interest rate and loan term in New Hampshire, Pew calculates that home-only borrowers there paid about \$1,491 per month for a \$200,000 loan, compared

with the national average of \$1,652. **This amounts to a savings of almost \$2,000 per year.** They saved about \$98,000 over the life of the loan compared to home-only borrowers in the rest of the country.

Figure 1: Home-Only Loans in New Hampshire Are More Affordable Than in Other Parts of the U.S.

Median interest rate, loan term, and payments for a \$200,000 loan

	Median interest rate	Loan term	Monthly payment	Total cost
New Hampshire	6.50%	240 months (20 years)	\$1491.15	\$357,875.11
United States	8.50%	276 months (23 years)	\$1652.17	\$455,999.77
Savings	2.00%		\$161.02	\$98,124.68

Source: Home Mortgage Disclosure Act, 2018-24; Pew calculations using standard amortization table

Note: Data are for originated home-only loans covering single-family, owner-occupied manufactured homes.

[Another analysis](#) undertaken in 2023 by the Urban Institute found a 2.5% difference in the median interest rate nationwide between personal property loans and real property mortgage loans for manufactured housing.

In Maine, owners of manufactured homes who also own the land that the home sits on may choose to convert the classification of their home from personal property to real property. However, owners of such homes on leased land, such as those living in mobile home parks, are not afforded the opportunity to convert. Even though homes in manufactured housing communities are *taxed* as real property, they are ineligible for the mortgage financing benefits that come with being *titled* as real property.

The L.D. 1765 subgroup focused on titling met numerous times to consider the range of issues involved with how owned homes on leased land are classified under state law. We also had the benefit of input from local bankers, attorneys, title insurers and regional and national experts. Our conclusion and recommendations to the Legislature are as follows:

- State statute should be revised to allow owners of manufactured homes on leased land the option of converting their housing from being titled as personal property to being titled as real estate. This change would allow such owners to access mortgage financing with significantly better terms than chattel loans, greater consumer

protections, and the ability to secure loan refinancing to help pay for needed repairs and upgrades to their homes;

- The statutory change should be made applicable to residents of mobile home parks which are owned by resident cooperatives, nonprofits and for-profit entities alike;
- The process by which homeowners may choose to undertake this titling conversion should be made as simple and straightforward to execute as possible; and
- The home lending and title insurance sectors should be consulted and closely engaged through the legislative and administrative processes, to ensure that there is ease of access to their resources and ample players in the marketplace from which homeowners can choose.

Members of the subgroup also indicated their willingness to provide time, expertise and support to lawmakers as they consider whether and how to undertake these legislative changes. There was widespread agreement that such action could have highly meaningful and positive implications for homeowner finances, home values and increased demand in manufactured housing communities.

ACTIVITY #6:

EVALUATE OVERSIGHT OF CONDITIONS AT PARKS AND HOW PARKS ARE LICENSED

The safety of infrastructure within manufactured home communities in Maine is regulated by the Manufactured Housing Board (MHB), within the Department of Professional and Financial Regulation's Office of Professional and Occupational Regulation (OPOR).

Pursuant to state law, the MHB has developed rules for the licensing and inspection of MHCs, including their potable water systems, plumbing, fuel supplies, electrical systems, fire prevention, maintenance of streets, pad construction and nuisances.

Landlord/tenant matters, including the rules that owners establish within any individual park, as well as consumer protection claims, are enforced by the Attorney General or the court system.

Park residents participating in the L.D. 1765 work group discussions, and others who have reached out to GOPIF over the past year, indicate that there is a systemic lack of support from state government in addressing some of the more common problems that arise at mobile home parks, such as poor or dangerous living conditions, unlawful or untenable community rules and fees, and enforcement of state laws meant to protect residents from predatory purchasers of parks. Residents express that their attempts to gain assistance from the MHB, Attorney General's Office and Pine Tree Legal Assistance typically end with a referral elsewhere. This pattern of circular referrals, rarely leading to support, often leaves park residents feeling isolated and unheard.

It appears that state governmental oversight of manufactured housing communities does have gaps and deficiencies that result in a lack of responsiveness to the common concerns of today's residents. GOPIF recommends that state lawmakers reconsider and reimagine Maine's approach to the regulation of MHCs and support for the tens of thousands of Maine people who call such communities home.

The MHB's historical primary role has been in ensuring the safe production and installation of manufactured housing units in Maine. Based on GOPIF's scan of other U.S. states, this is fairly typical and reflects where the greatest concerns have typically been in the manufactured housing sector. However, as the manufactured homebuilding industry has made great advancements in recent decades and private equity has increasingly sought out MHCs as investments, states are slowly evolving their oversight roles in response.

The MHC licensing and oversight systems of other states take a wide variety of approaches. Many states, like Maine, assign the responsibilities for licensing and inspections to their

business and professional regulation arm of government. Some states assign those responsibilities entirely to counties or municipalities, while others split them between state and local government. Some states assign inspection responsibilities to their human services agency, while others assign them to their housing and community development department. States have a variety of manufactured housing boards or commissions with varying levels of staff support. Following the rise in MHC sales to national equity investors, several states have added consumer complaint systems within their office of attorney general.

Most states require MHCs to be licensed or registered annually and charge annual fees in an amount between \$10-\$30 per lot. Maine charges MHC owners \$50 per park plus \$5 per lot.

The Vermont Agency of Commerce and Community Development's Housing Division includes a two-person [office dedicated to mobile home parks](#) which serves as an information hub for the residents, owners and managers of Vermont's 238 MHCs and 7,112 lots. It also manages a [highly comprehensive registry](#), accessible to the public and policymakers online, that includes key information on sales data, flood hazards, water and wastewater systems, lot rent increases and vacancies.

Colorado has established a [mobile home park oversight program](#) within its Department of Local Affairs which "conducts outreach and education on mobile home park laws and provides an annual park registration system. The program also receives and investigates complaints, facilitates dispute resolution, and takes enforcement actions." The staff for this program has grown from 2 in 2019 to about 12 currently. There are over 900 MHCs in Colorado, with over 100,000 residents.

Maine's 476 licensed manufactured housing communities contain a total of about 20,000 lots and are home to about 45,000 people.

GOPIF recommends that the Legislature transfer the responsibility for certification, technical assistance, and regulatory coordination of manufactured housing from OPOR to the Office of Community Affairs (MOCA), along with the four OPOR staff positions currently allocated in support of the Manufactured Housing Board.

- Two of these positions will support MOCA's capacity for certification and assistance for manufactured housing communities in Maine.
- In coordination with the revisions to manufactured and modular housing production oversight proposed in the Report of the Housing Production Innovation Work Group, the two other related OPOR positions will support the approval process for manufactured and modular housing production.

In cooperation with the Office of Community Affairs, GOPIF recommends that the ultimate responsibility for compliance with state rules governing Manufactured Housing Communities be held by the Office of the Attorney General. MOCA and the OAG should develop a plan which assures compliance with state certification of manufactured housing communities in collaboration with local code enforcement and, potentially, regionally-based third-party inspectors.

Annual license fees should be increased to \$10-15 per lot, which would bring Maine closer to the national average and provide more resources towards the goal of being more responsive to the needs of park residents.

The specific roles undertaken at the state level with regard to manufactured housing communities should also be re-examined. MOCA would ideally serve as the “first call” for MHC residents seeking assistance with park-related concerns, providing direct support on certain issues and referrals to other resources as appropriate.

Additionally, the critical data collection and information-sharing role, buttressed by Section 1 of L.D. 1765, aligns well with MOCA’s role of providing data-informed technical support to municipalities and state policymakers.

Furthermore, rather than continuing to inspect every one of Maine’s 476 licensed parks every 3-4 years, as is current MHB practice regardless of whether any issues have been reported, state inspection resources could instead be deployed in conjunction with local code enforcement officers, as appropriate, following specific outreach regarding issues of concern identified by park residents, owners or managers - with the Attorney General holding the ultimate authority over compliance with state certification requirements.

GOPIF also recommends consulting with and building capacity within the Office of the Attorney General to determine what additional legal support it can feasibly provide to mobile home park residents. Clarity on the type and depth of help that residents can gain from the OAG, such as addressing unfair trade practices or retaliatory behavior, will also help to establish which areas require further attention through other means.

To that end, private resources would be well directed towards supporting a housing attorney at Pine Tree Legal Assistance with the expertise to assist mobile home park residents and owners. The lack of private sector legal capacity in this sector is problematic and should be addressed.

APPENDIX 1
L.D. 1765 Work Group Participants

Name	Affiliation
Sen. Dick Bradstreet	Maine Legislature
Cate Blackford	Maine Peoples Alliance
Cindy Witas	Bangor Housing
Mike Myatt	Bangor Housing
Dana Totman	GOPIF
Greg Payne	GOPIF
Rep. Traci Gere	Maine Legislature
Rep. Cassie Julia	Maine Legislature
Rep. Cheryl Golek	Maine Legislature
Liza Fleming-Ives	Genesis Community Loan Fund
Margaret Jones	Mountainside Community Cooperative, Camden
Matt Pouliot	Pouliot Real Estate
Nora Gosselin	Cooperative Development Institute
Pat Schwebler	Cooperative Development Institute
Nyawal Lia	Maine Peoples Alliance
Peter Connell	Capitol Affiliates
Robyn Wardell	Genesis Community Loan Fund
Tim Walton	Capitol Affiliates
Penny Vaillancourt	Dept of Professional & Financial Regulation
Lorri Centineo	Bay Bridge Estates, Brunswick
Marieke Giasoon	Bay Bridge Estates, Brunswick
Theresa Kim	Pine Tree Estates, Standish

J. Wylie Johnston	Red Sky Capital
Joan Cohen	Dept of Professional & Financial Regulation
Peter Holmes	Manufactured Housing Board
Rob Liscord	DrummondWoodsum
Janet Fournier	Blueberry Fields Cooperative, Brunswick
Celeste Yakawonis	Blueberry Fields Cooperative, Brunswick
Melissa McCarthy	Blueberry Fields Cooperative, Brunswick
Jerry Highfill	Mountain View Estates, Bowdoin
Julie Ann Smith	Manufactured Housing Association of Maine
Samantha Beers	Long Track Ventures
Nick Beers	Long Track Ventures
Sandra Hinkley	Maple Hill Estates, Mechanic Falls
Theresa Desfosses	State Manufactured Homes, Scarborough
Tina Marie Smith	State Manufactured Homes, Scarborough
Jon Courtney	Capitol Affiliates
Adam Krea	MaineHousing
John Egan	Genesis Community Loan Fund
John Van Alst	National Consumer Law Center
Laura Mitchell	Maine Affordable Housing Coalition
Linlin Liang	Pew Charitable Trusts
Gabriel Kravitz	Pew Charitable Trusts
Rachel Siegel	Pew Charitable Trusts
Tanya Emery	Maine Municipal Association
Sarah Marchant	New Hampshire Community Loan Fund
Jen Corbett	Norway Savings Bank

Janice DeLima	Norway Savings
Nancy Harrison	Bangor Savings Bank
Amanda Campbell	Maine Municipal Association
Santo Longo	MaineHousing

APPENDIX 2

Model Municipal Rent Stabilization Ordinance

This model ordinance has been developed as a resource for municipalities, pursuant to [L.D. 1765](#). Municipalities are urged to consult with their legal counsel for ordinance drafting and to determine how to best integrate these concepts into the framework of existing local law. Key issues have been identified for consideration in *underlined and italicized text* below, but resolution of those issues are left for municipal officials to decide based on local conditions.

Note: “mobile homes” and “mobile home parks” are terms commonly used in municipal ordinances in Maine. Similarly, “manufactured housing” and “manufactured housing communities” are terms often found in local ordinances. Both terms are referenced in State law, and this model ordinance assumes that the words may be used interchangeably according to the preference of the municipality.

Article 1: Purpose

The purpose of this ordinance is to protect the health, safety, and welfare of residents living in mobile home parks by preventing unreasonable lot rent and fee increases. Mobile homes represent a crucial source of unsubsidized affordable housing. However, because residents typically own their homes but not the land underneath them, they face unique vulnerabilities to excessive rent and fee increases. While mobile home park owners should expect to receive a reasonable return on their investment, residents of those parks should expect to be protected from unnecessary, excessive cost increases because they may be put at risk of homelessness or severe housing insecurity.

Article II. Definitions

- **Administrator:** “Administrator” means the municipal official responsible for the administration and enforcement of this mobile home park rent stabilization ordinance.
- **Base Rent:** “Base Rent” means the rent amount charged for any mobile home park lot which is in effect on any specific date.

- **Consumer Price Index (CPI):** “Consumer Price Index” or “CPI” means the Consumer Price Index for All Urban Consumers (CPI-U), Northeast Region, as published by the U.S. Department of Labor, Bureau of Labor Statistics.
- **Mobile Home:** “Mobile Home” means a structure, transportable in one or more sections, which is 8 body feet or more in width and 32 body feet or more in length, is built on a permanent chassis, is designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air-conditioning and electrical systems contained in the structure.
- **Mobile Home Park:** “Mobile Home Park” means any parcel(s) of land under single or common ownership or control which contains, or is designed, laid out or adapted to accommodate, two or more mobile homes.
- **Mobile Home Park Lot:** “Mobile Home Park Lot” means the area of land on which an individual mobile home is situated within a mobile home park and which is reserved for use by the occupants of that home.
- **Mobile Home Resident:** “Mobile Home Resident” means an occupant of a mobile home who rents a parcel of land in a mobile home park.
- **Park Owner:** “Park Owner” means a person, corporation or other entity that owns a mobile home park.
- **Rent Increase:** “Rent Increase” means any additional lot rent or fees demanded of, or paid by, a mobile home resident, and includes any reduction in services without a corresponding reduction in the amount demanded or paid for in lot rent or fees.
- **Rent Stabilization Board:** “Rent Stabilization Board” means the municipal body appointed to hear and decide petitions for additional rent increases and other matters.

Article III. Lot Rent and Fee Increase Limitations

- A. Limitation on number of rent increases:** A park owner may not increase the lot rents or fees more than x time(s) in any 12-month period in the mobile home park.
- B. Base Rent Calculation:** Except as provided herein, a park owner shall not demand, accept or retain rent for a mobile home park lot that exceeds the rent in effect for that lot on date of ordinance approval or other date specified by local governing

body. In the event the lot was not occupied on date of ordinance approval or other date specified by local governing body, the base rent for that lot shall not exceed the most recent lot rent plus an amount up to that specified in Article III (F).

C. Notice Requirements: A park owner shall provide notice of any increase in lot rent or fees to the affected mobile home residents, no less than 90 days or a longer specified period before the effective date of the increase. The notice must include:

1. The name, address, telephone number and e-mail address of the park owner; and
2. The amount of the increase in lot rent or fees, in dollars, and the type of any fee increased.

D. Rent increase formula: Any lot rent or fee increase is limited to the lesser or greater of:

1. The most recently posted annual percentage change in the Consumer Price Index (CPI) plus or minus x %; and
2. X % of the then-current base rent or fee.

E. Greater Rent Increase: A park owner may seek a greater rent or fee increase to cover the cost of increased operating expenses such as taxes, insurance, utility charges and maintenance costs, in addition to certain capital improvements or other emergencies. Improvements must directly benefit mobile home residents and be necessary for maintenance or the correction of health and safety conditions in the mobile home park. A park owner seeking such a greater increase must submit a petition to the administrator or rent stabilization board. The petition must be filed in advance of the rent or fee increase notice and contain documentation that the increase is necessary to cover increases in operating or maintenance expenses, the cost of eligible capital improvements, or unforeseeable expenses incurred at the mobile home park. Park owners that fail to maintain a mobile home park in decent, safe, sanitary condition, as determined by the administrator or rent stabilization board, shall not be allowed to exceed the basic rent increase unless the increase is used to correct health and safety violations in the mobile home park.

F. Vacancy Base Rent: A park owner shall be permitted to increase the lot rent by up to x% whenever a lawful vacancy occurs, and this amount shall be considered the new base rent for that mobile home park lot.

Article IV. Applicability

- A. Applicability:** This ordinance applies to every mobile home park within the municipality except those to which an exemption applies.
- B. Exemptions:** This ordinance shall not apply to:
- 1. Mobile home parks owned by a cooperative or other entity in which membership is limited to mobile home residents;*
 - 2. Mobile home lots subject to any agreement that restricts lot rent or fee increases in a manner that is more restrictive than this ordinance; or*
 - 3. Mobile home lots subject to an aggregate lot rent and fee amount that is less than x% of the local Fair Market Rent then applicable based on bedroom size, as posted on the website of the Maine State Housing Authority.*

Article V. Appeals

- A.** Decisions of the administrator or rent stabilization board may be appealed by:
1. Park owners; or
 2. Affected mobile home residents, when x% or more of the households then living in the mobile home park, who are affected by the proposed rent or fee increase, agree to seek such an appeal via written petition.
- B.** Appeals as described herein are to be filed with locally appointed appeals board, within x days of the decision made by the administrator or rent stabilization board. Appeals must be decided within x days of filing and must be based solely on the information previously provided to the administrator or rent stabilization board.

State recommends major changes for Maine's mobile home parks

pressherald.com/2026/01/07/state-recommends-major-changes-for-maines-mobile-home-parks

January 7, 2026



Residents of Bay Bridge Estates in Brunswick said that Tuesday was the day that their homes were being hooked up to the town's water supply. (Daryn Slover/Staff Photographer)

A new state report offers a series of recommendations to expand existing mobile home parks in Maine and build new ones, allow homeowners to obtain traditional mortgages at more favorable rates and overhaul the state's oversight of parks.

The **30-page** report **is intended** to be a blueprint for future proposals as lawmakers seek to protect the roughly 45,000 Maine residents who live in mobile home parks.

Mandated by legislation passed last year, it was written by the Governor's Office of Policy Innovation and the Future with feedback from dozens of people and organizations including mobile home park residents and owners, financial institutions, housing agencies and advocates, developers, and state lawmakers.

It will be presented to the Housing and Economic Development Committee this month.

Mobile home parks in Maine and across the country — often considered the last form of unsubsidized affordable housing — are increasingly being [purchased by out-of-state investors](#) who raise the monthly lot rents, in some cases doubling or tripling prices, according to national data.

Park residents, often low-income families or seniors on a fixed income, own their homes but not the land they sit on and residents are essentially helpless against rent increases.

“If they’re forced to lose their housing because the rents get too high, it’s hard to see where they’d be able to go,” said Greg Payne, senior housing adviser for the Governor’s Office of Policy Innovation and the Future.

The state is feverishly trying to build tens of thousands of housing units in the coming years, but Payne said in an interview it’s just as important to “protect the housing that we do have.”

“If we lose any of our affordable housing stock, that’s going to make our challenge even greater,” he said.

FINANCIAL ASSISTANCE FOR OWNERS, RESIDENTS

Many state officials would like to see more mom-and-pop or cooperatively owned manufactured housing communities, especially as the state tries to ramp up production.

But according to the report, the number of [locally owned communities](#) has been dwindling, and smaller owners and developers frequently struggle to increase available housing in their parks. Boosting supply could also [help lower costs](#) for existing residents.

As with all construction, it has gotten expensive.

“There are plenty of owners who I think would be willing to expand if the math worked,” Payne said. “If we’re able to help with that, it creates more units that we desperately need across the state and creates the opportunity to spread existing costs across more households.”

The report recommends, among other things, making it easier for park owners to access MaineHousing construction loans, which state statute currently prohibits.

The office also suggested developing a subsidy program that would give owners a forgivable loan if they agree to charge income-restricted lot rents to income-restricted households.

‘TOO GOOD TO MISS’

The report also recommends allowing mobile home buyers to take out traditional mortgage loans.

Historically, loans for manufactured homes have been titled as personal property or “chattel” loans, similar to cars. These loans, according to the report, typically have shorter terms, higher interest rates, fewer lenders to choose from and inferior consumer protection.

Over the years, construction technology and government regulations have evolved and [factory-built houses](#) are now often comparable to site-built housing, according to the report.

The price gap between the two is also narrowing, with many mobile homes selling for well over \$200,000.

Payne said he spoke to an Old Orchard Beach resident whose interest rate is more than 11%, and is paying about \$640 a month for a \$60,000 loan, on top of her monthly lot rent. Comparatively, according to mortgage buyer Freddie Mac, the current interest rate on a 30-year mortgage is about 6.15%. That would save her hundreds of dollars a month.

“We don’t often have the opportunity to increase affordability and have nobody losing,” Payne said. “It’s an opportunity that could be too good to miss.”

‘SYSTEMIC LACK OF SUPPORT’

The report recommends an overhaul or “reimagining” of state regulation and oversight of mobile home communities to better serve residents.

Currently, the Maine Manufactured Housing Board is in charge of licensing and inspecting parks, while landlord and tenant issues and [consumer protection claims](#) are enforced by the Office of the Maine Attorney General or the court system.

But according to the report there is a “systemic lack of support” from state government in addressing some of the more common problems in parks — poor living conditions, untenable community rules and fees, disregard of state laws — and attempts to get help from either agency often result in referrals elsewhere.

“This pattern of circular referrals, rarely leading to support, often leaves park residents feeling isolated and unheard,” the report says.

The office recommends that the Legislature transfer the responsibility for certification, technical assistance and regulatory coordination from the Office of Professional and Occupational Regulation, where the board is currently housed, to the Maine Office of Community Affairs, which would also serve as a “first call” for residents seeking assistance.

Compliance with state rules would be handled by the attorney general’s office, which may need to find ways to provide more legal support to homeowners.

Finally, the report recommends directing more private resources toward supporting a housing attorney at Pine Tree Legal Assistance who has expertise in mobile home park issues.

LEGISLATIVE EFFORTS

Mobile home parks have been a hot-button issue in the last few legislative sessions.

Lawmakers last year passed a series of bills designed to protect mobile homeowners, including one that gives park residents the [“right of first refusal”](#) if their community goes up for sale.

In addition to the recommendations outlined in the recent report, the state is seeking to collect more data about the state’s parks.

Historically, the Maine Manufactured Housing Board has not tracked whether the parks are owned by resident co-ops, out-of-state corporations or Maine-based operators. It also collected no information about how many lots are in each park, vacancies or average lot rents.

That information is now required in order to license a park.

Another bill, which has resulted in [confusion and some retaliatory rent increases](#), requires owners to provide 90 days written notice of a rent increase and establishes a process for residents to request mediation if the increase is more than the Consumer Price Index plus 1%. While owners are required by the new law to act in good faith, they are not prevented from moving forward with an increase.

Efforts to institute statewide rent control failed in the last session, in part due to Maine’s long history of local control, but many communities, including Brunswick, Saco and Sanford, have passed rent control measures or [moratoriums on rent increases](#) as they grapple with how to protect residents.

The state report includes a model rent stabilization ordinance for municipalities but no mandate.

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RESOLUTION

EMERGENCY RESOLUTION CALLING FOR A TEMPORARY MORATORIUM ON MOBILE HOME PARK LOT RENTAL INCREASES

WHEREAS multiple residents of mobile home parks have shared accounts about the increasing lot rents and the dire impacts these increases have on their life, health, and property; and

WHEREAS such large lot rent increases are exceeding the financial means of the mobile park renter; and

WHEREAS many mobile home park lot renters do not have the ability or financial means to move their modular home and improvements to an alternative park or location; and

WHEREAS most mobile home parks are consistently viewed as an affordable housing option for lower income and especially seniors on fixed incomes, which is being negated by the extraordinary escalation of lot rents in comparison to other price indices; and

WHEREAS it is observed that there is an enactment of a State Law, formerly LD 1723 An Act to Amend the Laws Governing Manufactured Housing Communities to prevent Excessive Rent and Fees Increases, Statute Title 10 MRSA §9093-B to establish an immediate and permanent lot base; and

WHEREAS due to these increases certain Lot Renters may become unhoused due to the unaffordability of these properties as rents continue to escalate beyond reasonable rates; and

WHEREAS the State of Maine enacted LD 1765, An Act to Ensure Affordability and Stability in Residential Housing and in Manufactured Housing Communities directing the Governor's Office of Policy Innovation and the Future (GOPIF) to undertake a series of tasks related to manufactured housing communities and by December 31, 2025 submit a report to the Joint Standing Committee on Housing and Economic Development detailing the result of that work; and

WHEREAS the GOPIF drafted a Model Rent Stabilization Ordinance for consideration of adoption by municipalities to address the housing stability as it related to Lot Rents; and

WHEREAS based on the foregoing findings, the City Council has determined that there is an emergency need to address the rapidly increasing costs of lot rental rates in Mobile Home Parks.

WHEREAS for the immediate benefit of the health, safety and welfare of the citizens of the City of Biddeford, including but not limited to the occupants of mobile home parks, the City of Biddeford must place a Moratorium on all mobile home park lot rental increases for a period of ninety (90) days, to allow the City to review its current ordinances and to consider an adoption of the aforementioned Model Rent Stabilization Ordinance;and

WHEREAS, pursuant to 30-A M.R.S. § 3001 et. seq.; 30-A M.R.S. § 4356 and the Charter of the City of Biddeford, by and through its Mayor and Council has the authority to place such a moratorium; and

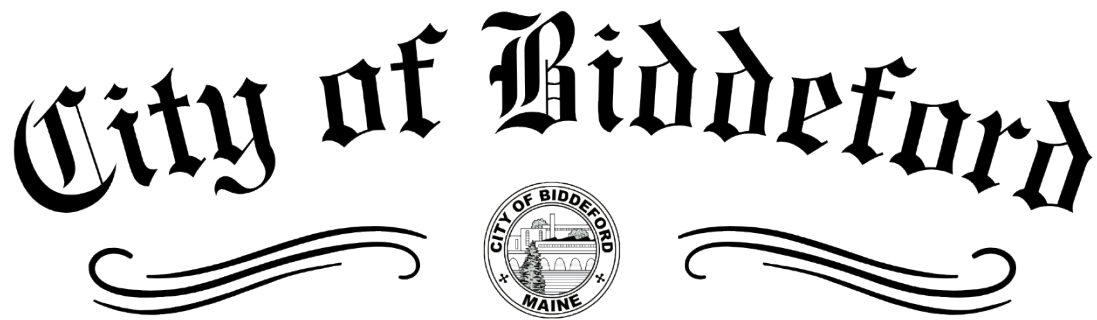
WHEREAS, there exists an immediate need for this moratorium and there exists an emergency pursuant to Article III, Section 8 of the City Charter, and therefore this moratorium shall take effect immediately;

NOW, THEREFORE, BE IT RESOLVED, that the Biddeford City Council hereby ORDERS that an immediate moratorium of all mobile home park lot rentals shall exist for a period of ninety (90) days and pursuant to City Charter Article III, Section 8 an Emergency exists and this Resolution Ordering a Temporary Moratorium on Mobile Home Park Lot Rent Increases within the City of Biddeford is hereby adopted.

*In Witness Whereof, We the undersigned have herewith affixed
our signatures this 20th day of January 2026.*

Mayor

City Clerk _____



2026.15 IN BOARD OF CITY COUNCIL... , JANUARY 20, 2026 BE IT ORDERED, that the City Council does hereby approve the following amendment to the Council Rules:

Section A-1 Rule 1: Duties and powers of the Mayor or Presiding Officer be amended to add subsection (k) to read as follows:

k. At the beginning of the first regular council meeting of each month, the Council Agenda shall include an item titled "Employee Recognition". The Agenda item shall include a listing of newly hired full-time employees along with assigned department and include a brief background and job experience; a listing of recently retired full-time employees along with assigned Department and job title; and recognition of employee longevity steps in five (5) year increments beginning at ten (10) years of service. Additionally, recognition shall be given to any city employee who receives a Commendation or other Award issued by a City Department, or other State or Federal entity. Whenever practical, the employee's photo shall be displayed on the Council Chamber monitors as the presiding officer reads the recognition. This item shall be placed immediately before Public Addressing the Council section.

Attest by: _____
Robin Patterson, City Clerk