



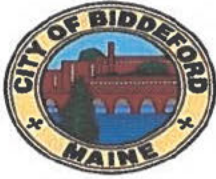
**City of Biddeford
Staff Review Committee**

June 9, 2026 at 10:30 AM

City Hall Second Floor Conference Room & Teams

THIS MEETING HAS BEEN CANCELLED

1. Declaration of Quorum/Voting Members
2. New Business
 - 2.a 2026.24 Review of the Conditional Use Permit application submitted by Phil Schuman of Beachwood Renovations to add on to a single family residence to create a duplex. The property is located 3 Regina Drive (Tax Map 4, Lot 88-8) in the Rural Farm Zone.



City of Biddeford – Planning Department

Planning Board Application

P.O. Box 586, 205 Main Street Biddeford, Maine 04005

207-284-9115

Type of Application:

- Shoreland Zoning Permit
- Conditional Use Permit
- Other: ADDITION TO EXISTING HOME CREATES DUPLEX
- Site Plan Review (Please include checklist)
- Subdivision
- Extraction
- Private Way

Applicant Information:

Name: PHIL SCHUMAN, BEALWOOD RENOVATIONS (KENNEBUNKPORT)
 Mailing Address: PO BOX 240 KPORT, ME 04044
 Telephone: [REDACTED]
 Email: [REDACTED]

What is your legal interest in the property?

- Owner
- Potential Buyer with Contract
- Lease/Rental Agreement
- AUTHORIZED AGENT / GENERAL CONTRACTOR

Owner's Information:

Name: SUZANNE BARMORE
 Mailing Address: 3 REGINA DRIVE BIDDEFORD MAINE 04005
 Telephone: [REDACTED]
 Email: [REDACTED]

Agent's Information:

Name: SEE APPLICANT INFO ABOVE
 Mailing Address: _____
 Telephone: _____
 Email: _____

Engineer/Surveyor's Information:

Name: TOM BOULTARD | LOWER VILLAGE SURVEY
 Mailing Address: 801 BALD HILL ROAD | PO BOX 2025 KPT, ME 04040
 Telephone: WELLS, ME 04090 | [REDACTED]
 Email: [REDACTED]

Project Location and Lot Information:

Street Address: 3 REGINA DRIVE Drainage Watershed: _____
 Tax Map: 4 Lot: 88-8
 Current Zoning: APD R-7 Shoreland Zoning: NO
 Size of Lot: .94 Acres () s.f. Lot Frontage: _____
 Existing Use of Property: RESIDENTIAL

Property currently serviced by:

- City Road Public Sewer Public Water Public Trash
- Private Road Septic System Private Well Private Hauler

Slope Conditions in Area of Construction (if applicable):

N/A Flat (0-3% slope) Rolling (3-8% slope) Hilly (8-15% slope) Steep (15%+ Slope)

Are there any wetlands or waterbodies on the site? (Yes) (No) if yes attach information SEE SITE PLAN

Is the project within the 100-year floodplain? (Yes) (No) if yes attach information

Do you plan to bring fill onto the lot? (Yes) (No) if yes attach information

Description of proposed use of property:

Project/Proposed Use:

-SEE BUILDING PLANS AND SITE PLAN
-ADDITION TO NORTHEAST SIDE OF HOME CREATES DUPLEX

Property to be Serviced by:

City Road Public Sewer Public Water Public Trash
 Private Road Septic System Private Well Private Hauler

Limits of Disturbance: 5.18% to 0.2% () acres () s.f.

Net change in impervious cover: 1.02% () acres () s.f.

Is this project part of a larger project? (Yes) (No)

Is the project proposing a new Private or Public Road? (Yes, Private) (Yes, Public) (No)

Is this project within the Urbanized Area/MS4 (see [City Drainage Map](#))? (Yes) (No)

Is the project proposing any Stormwater facilities/BMPs? (Yes) (No)

Will a Traffic Movement Permit (TMP) be required?: (Yes) (No)

*-5.18%
CURRENT: 2128 sq ft
PROPOSED: 2548 sq ft
MAX: 157.*

If in a Shoreland Zone:

Percent of residential lot coverage (Max 20%): _____

Percent of structure expansion (Max 30%): _____

If Subdivision Review, number of lots proposed: _____

If a Private Way is proposed, number of lots served: _____

If Site Plan Review, you must provide the following information:

Total new square feet footprint of structure: _____

Total new square feet paving/parking: _____

Waiver Requests (attach details):

1. _____
2. _____
3. _____
4. _____
5. _____

Required Submittal Attachments:

- A. Letters of Approval
 - Fire Department – Contact Chief or Deputy Chief – 282-9986
 - Ability to Serve for Water Service – Maine Water – 282-1543
 - Ability to Serve for Sewer Service – Engineering Department – Tom Milligan 284-9118
 - Police Department – e-911 Road Name Designation – Contact Joanne Fisk 282-5127
 - Ability to Serve for Electrical Service-CMP-1-866-225-4200
 - Letter to Planning Board describing project, Waiver requests, proposed improvements, addressing permit requirements, etc.
- B. Photographs of Site.
- C. Architectural renderings/drawings of proposed buildings, as required.
- D. Engineering Plans, as required.
- Stormwater Management Report, as required.

Fees (Due at time of Submission):

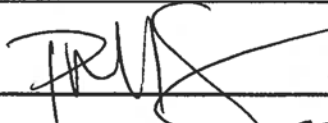
- \$75 Nonrefundable Administration Fee is required for every application.
- Refer to "Attachment A Fees and Charges" of the Land Development Regulations for more information. Consult with Planning Staff if you have questions.

Required Signatures:

By signing this application, as the foresaid applicant or authorized agent:

- I certify that I have read and completely understand the application;
- I certify that the information contained in this application and its attachments are true and correct;
- I understand that all information provided on this form and all other documents submitted as part of my proposal is a matter of public record;
- I understand that copies of this information may be supplied upon request to an interested party.
- I understand that additional funds may be required through the course of the review for special studies, legal review costs, and/or engineering review.
- I understand that by submitting an application I am not guaranteed a place on any particular agenda. I further understand that the City Planner will place me on an agenda for review when the application is deemed substantially complete.

Will the proposed project cause 1 acre or more of site disturbance? (Yes) (No)
- If Yes, applicant is responsible for any required Maine Construction General Permits and shall comply with the requirements of DEP Chapter 500 Stormwater Regulations, as they apply.

Signature of Applicant:  AUTHORIZED AGENT Date 5/3/24
Signature of Property Owner: SEE PERMITS Date
DSC

DIGITAL SUBMITTAL REQUIREMENTS FOR ALL SUBMITTALS:
A) PDF OF SIGNED APPLICATION
B) PDFs OF ALL DRAWING SETS AND OTHER REQUIRED SUBMITTAL ATTACHMENTS NOTED ABOVE

HARD-COPY SUBMITTAL REQUIREMENTS FOR PLANNING BOARD APPLICATIONS:
A) SEVEN (7) FULL-SIZE PAPER COPIES OF DRAWING SETS

DIGITAL SUBMITTAL REQUIREMENTS FOR FINAL APPROVAL:
A) INDIVIDUALLY NAMED PDFs OF EACH DRAWING (NOT A COMBINED PDF SET)
- Individual Drawing PDF Naming Format: 'PROJECT/SHEETSET NAME_INDIVIDUAL DRAWING NAME.pdf'
B) PDF COPIES OF ALL PERMIT APPROVALS, APPLICATIONS, REPORTS, NARRATIVES, LETTERS, ETC.
C) FINAL CAD REFERENCE FILES IN DWG FORMAT (SURVEY & PROPOSED DESIGN LINEWORK)
- All drawings & CAD reference files must be to-scale and within the following coordinate systems:
- MAINE STATE PLANE WEST NAD83 (Horizontal Datum) & NAVD88 (Vertical Datum)

HARD-COPY SUBMITTAL REQUIREMENTS FOR FINAL APPROVAL:
A) THREE (3) FULL-SIZE PAPER COPIES OF INDIVIDUAL DRAWINGS REQUIRING BOARD SIGNATURE
B) ONE (1) FULL-SIZE PAPER COPY OF ENTIRE DRAWING SET FOR ENGINEERING RECORDS

PLEASE CONFIRM WITH PLANNING STAFF FOR CLARIFICATION



Beachwood Renovations

Kennebunkport, Maine

Agent	Phil Schuman Beachwood Renovations, Owner PO Box 246 Kennebunkport, Maine 04046 207.467.5282 beachwoodreno@gmail.com
Property Owner	Suzanne Barmore 3 Regina Drive Biddeford, Maine 04005 619.208.7341 jbarmore@gmail.com
Project Location	3 Regina Drive Biddeford, Maine 04005
Environmental Consultant	Chris Coppi, Coppi Environmental, Hollis
Survey, Site Plan Preparation	Lower Village Survey, Kennebunk
Attorney	Bruce Read, Shepard and Read Law, Kennebunk

Project Narrative

Suzanne and Jon Barmore contacted our business in January of 2026 with interest in adding on to their property. The goal was to add an approximately 1500-1600 living space connected to the current property with a small finished and temperature controlled breezeway. The project requires staff review because it falls under the definition of a duplex. Please find attached our building plans, site plan with new building location, and septic HHE showing the new septic system designed to adequately handle the existing and new building.

Executive Summary

1. The new attached building will sit on the northeast side of the current building. The new building requires no clearing and will have little if any environmental

impact. The current property sits high and dry in an open field.

2. The new attached building meets all required setbacks and remains below the maximum lot coverage for both the standard property limits and the Aquifer Protected Overlay limits.

3. Chris Coppi with Coppi Environmental has designed a new septic system which can handle an additional 3 bedrooms. The old septic tank and leach field will be dug up and disposed of and the new tank and field will be placed in the same exact location.

4. The new building will meet modern energy code through a res-check compliant insulation package. The package includes dense-packed cellulose in the second floor ceiling, fiberglass on the walls, and spray foam in the basement/rim joists/soffits. 2" Rigid foam insulation will be under the basement floor and 2" rigid foam will be up against any foundation wall below grade.

Building Materials

Foundation: 8" thick concrete walls, 16" wide x 8" thick concrete footing (4' below grade), interior and exterior perforated french drain, interior basement sump pump, 4" thick basement slab, 2" rigid foam below basement floor and below grade along foundation wall.

Framing Material: 2x6 KD SPF exterior walls, 1/2" ZIP exterior sheathing, 2x10 KD SPF floor joists @ 16" OC, 3/4" Advantech OSB interior subfloor, all headers made of (3) 2x8 KD SPF with 1/2" rigid foam for adding R value, KD SPF/SYP roof truss system 24" OC, 5/8" ZIP roof sheathing

Roof Material: Grace Ice and Water Shield all valleys and above eaves, Certainteed roof membrane, 30 year architectural Certainteed Landmark Pro HD shingle

Siding: Housewrap Benjamin Obdyke Hydrogap waterproof membrane, double 7" Certainteed vinyl clapboard siding, PVC trim (fascia, vented soffit, cornerboards, etc). All window jams taped and backdamned with ZIP tape, window flanges siliconed underneath and ZIP tape over flange for waterproofing

Windows: Mathews Brothers Sanford Hills Vinyl windows. UFactor: 0.27, SHG: 0.27, VLT: 0.5, CR: 58. Each bedroom equipped with egress window (5.7 sq ft of

clearing opening per code)

HVAC: Mitsubishi Heat Pump mini splits on first floor and Mitsubishi ducted forced air system on second floor

Rear Porch: Pressure treated framing material, deck boards, rail system, and stairs

Previous Coverage:

Existing house and front porch: 832 sq ft

Driveway: 1080 sq ft

Shed #1: 96 sq ft

Shed #2: 120 sq ft

Total: 2128 sq ft

Total Lot: 41,053 sq ft

Total Percentage covered: 5.18%

Aquifer Protected Overlay Coverage Maximum: 15%

Proposed Lot Coverage:

Existing house and front porch: 832 sq ft

Driveway: 756 sq ft (324 removed for new building)

Shed #1: 96 sq ft

Shed #2: 0 sq ft (removed for new building)

New building: 768 sq ft

New front porch: 32 sq ft

New rear deck: 64 sq ft

Total: 2548 sq ft

Total Lot: 41,053 sq ft

Total Proposed Percentage covered: 6.2%

Aquifer Protected Overlay Coverage Maximum: 15%

SUBSURFACE WASTEWATER DISPOSAL SYSTEM APPLICATION

Maine Dept. Health & Human Services
Div of Environmental Health, 11 SHS
(207) 287-5672 Fax: (207) 287-4172

PROPERTY LOCATION

City, Town, or Plantation: **BIDDEFORD**

Street or Road: **3 REGINA DRIVE**

Subdivision, Lot #:

>> CAUTION: LPI APPROVAL REQUIRED <<

Town/City: _____ Permit #: _____

Date Permit Issued: ___/___/___ Fee: \$ _____ Double Fee Charged:

Local Plumbing Inspector Signature: _____ L.P.I. #: _____

Owner Town State

OWNER/APPLICANT INFORMATION

Name (last, first, MI): **BARMORE SUZANNE** Owner Applicant

Mailing Address of Owner/Applicant: **3 REGINA DRIVE BIDDEFORD, ME 04005**

Daytime Tel. #:

The Subsurface Wastewater Disposal System shall not be installed until a Permit is issued by the Local Plumbing Inspector. The Permit shall authorize the owner or installer to install the disposal system in accordance with this application and the Maine Subsurface Wastewater Disposal Rules.

Municipal Tax Map #: **4** Lot #: **88-8**

OWNER OR APPLICANT STATEMENT

I state and acknowledge that the information submitted is correct to the best of my knowledge and understand that any falsification is reason for the Department and/or Local Plumbing Inspector to deny a Permit.

Signature of Owner or Applicant: _____ Date: _____

CAUTION: INSPECTION REQUIRED

I have inspected the installation authorized above and found it to be in compliance with the Subsurface Wastewater Disposal Rules Application.

Local Plumbing Inspector Signature: _____ (1st) date approved: _____

Local Plumbing Inspector Signature: _____ (2nd) date approved: _____

PERMIT INFORMATION

TYPE OF APPLICATION

1. First Time System

2. Replacement System Type replaced: **UNKNOWN** Year installed: **UNKNOWN**

3. Expanded System a. <25% Expansion b. >25% Expansion

4. Experimental System

5. Seasonal Conversion

SIZE OF PROPERTY

0.88 SQ. FT. ACRES

SHORELAND ZONING

Yes No

THIS APPLICATION REQUIRES

1. No Rule Variance

2. First Time System Variance a. Local Plumbing Inspector Approval b. State & Local Plumbing Inspector Approval

3. Replacement System Variance a. Local Plumbing Inspector Approval b. State & Local Plumbing Inspector Approval

4. Minimum Lot Size Variance

5. Seasonal Conversion Permit

DISPOSAL SYSTEM TO SERVE

1. Single Family Dwelling Unit, No. of Bedrooms: _____

2. Multiple Family Dwelling, No. of Units: **2 UNITS (6 TOTAL BEDROOMS)**

3. Other: _____ (specify)

Current Use: Seasonal Year Round Undeveloped

DISPOSAL SYSTEM COMPONENTS

1. Complete Non-engineered System

2. Primitive System (graywater & alt. toilet)

3. Alternative Toilet, specify: _____

4. Non-engineered Treatment Tank (only)

5. Holding Tank, _____ gallons

6. Non-engineered Disposal Field (only)

7. Separated Laundry System

8. Complete Engineered System (2000 gpd or more)

9. Engineered Treatment Tank (only)

10. Engineered Disposal Field (only)

11. Pre-treatment, specify: _____

12. Miscellaneous Components

TYPE OF WATER SUPPLY

1. Drilled Well 2. Dug Well 3. Private

4. Public 5. Other

DESIGN DETAILS (SYSTEM LAYOUT SHOWN ON PAGE 3)

2 TREATMENT TANKS

1. Concrete a. Regular **1- EXISTING & 1- PROPOSED** b. Low Profile

2. Plastic

3. Other: _____

CAPACITY: **2-1,000'S GAL.**

SEE NOTE PAGE 3

DISPOSAL FIELD TYPE & SIZE

1. Stone Bed 2. Stone Trench

3. Proprietary Device a. cluster array c. Linear b. regular load d. H-20 load

4. Other: _____

SIZE: **1680** sq. ft. lin. ft.

35 ELJEN GSF UNITS

GARBAGE DISPOSAL UNIT

1. No 2. Yes 3. Maybe

If Yes or Maybe, specify one below:

a. multi-compartment tank

b. _____ tanks in series

c. increase in tank capacity

d. Filter on Tank Outlet

ZABEL OR EQUIV (REQUIRED)

DESIGN FLOW

540 gallons per day

BASED ON:

1. Table 4A (dwelling unit(s))

2. Table 4C (other facilities)

SHOW CALCULATIONS for other facilities

EXISTING 3 BEDROOMS AT 90 GALLONS PER DAY EACH = 270 GPD & PROPOSED ATTACHED ACCESSORY DWELLING OF 3 BEDROOMS @ 90 GPD EACH = 270 GPD

3. Section 4G (meter readings)

ATTACH WATER METER DATA

SOIL DATA & DESIGN CLASS

PROFILE CONDITION: **6 / C**

at Observation Hole # **TP 1**

Depth **30** "

of Most Limiting Soil Factor

DISPOSAL FIELD SIZING

1. Medium---2.6 sq. ft. / gpd

2. Medium---Large 3.3 sq. ft. / gpd

3. Large---4.1 sq. ft. / gpd

4. Extra Large---5.0 sq. ft. / gpd

EFFLUENT/EJECTOR PUMP

1. Not Required

2. May Be Required **SEE NOTE PAGE 3**

3. Required

Specify only for engineered systems:

DOSE: _____ gallons

LATITUDE AND LONGITUDE

at center of disposal area

Lat. **43** d **26** m **5.91** s

Lon. **70** d **20** m **8.76** s

if g.p.s., state margin of error: _____

SITE EVALUATOR STATEMENT

I certify that on **4/3/26** (date) I completed a site evaluation on this property and state that the data reported are accurate and that the proposed system is in compliance with the State of Maine Subsurface Wastewater Disposal Rules (10-144A CMR 241).

Site Evaluator Signature: Christopher J Coppi SE #: 403 Date: 4/6/2026

Site Evaluator Name Printed: Christopher J Coppi Telephone Number: 207-756-3245 E-mail Address: cjc1829@gmail.com

SUBSURFACE WASTEWATER DISPOSAL SYSTEM APPLICATION

Department of Human Services
 Division of Health Engineering
 (207) 287-5672 Fax: (207) 287-3165

Town, City, Plantation
BIDDEFORD

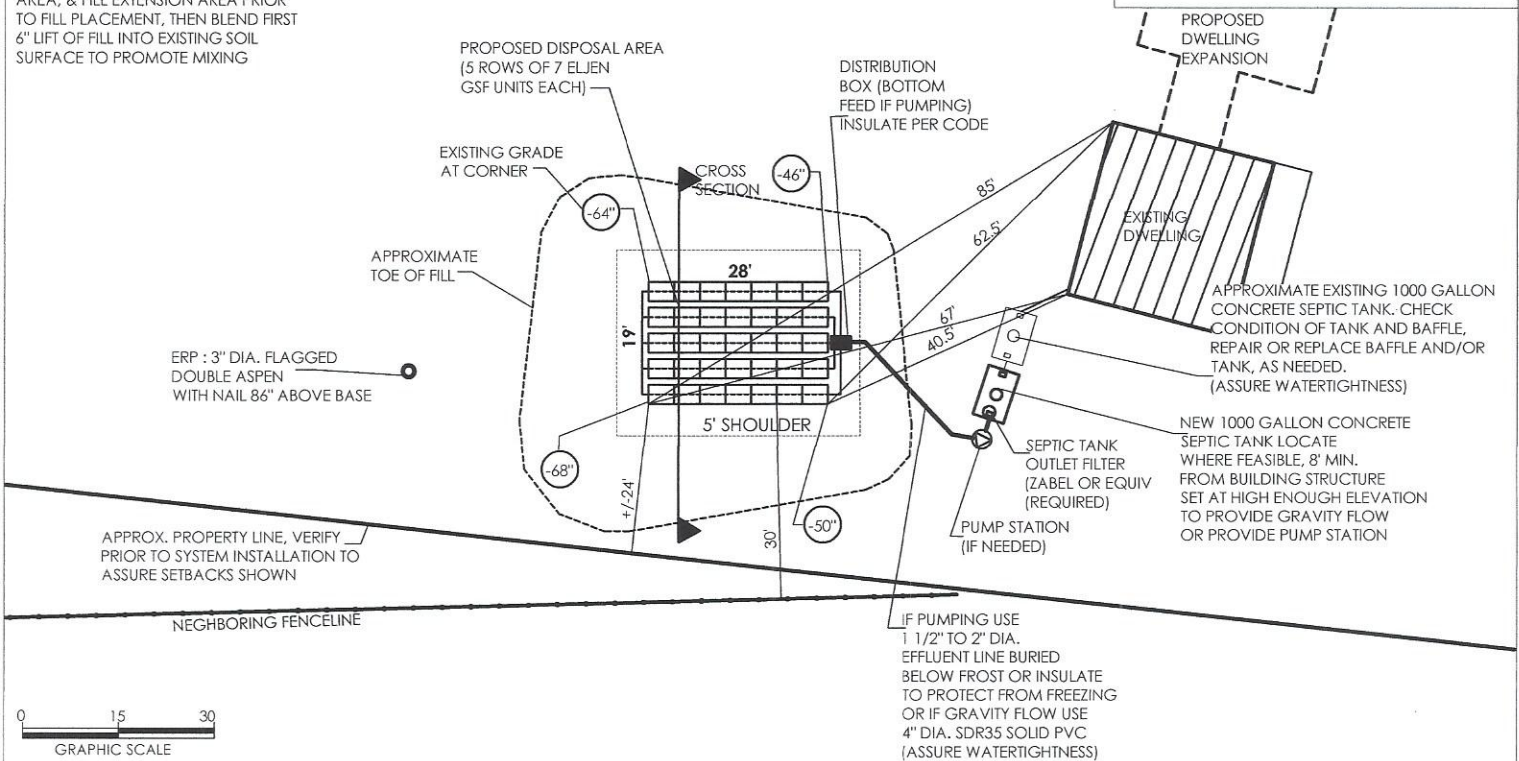
Street, Road, Subdivision
3 REGINA DRIVE

Owner's Name
SUZANNE BARMORE

SUBSURFACE WASTEWATER DISPOSAL PLAN

SCALE: 1" = **30** FT.

NOTE: THOROUGHLY SCARIFY UNDER ENTIRE DISPOSAL FIELD, SHOULDER AREA, & FILL EXTENSION AREA PRIOR TO FILL PLACEMENT, THEN BLEND FIRST 6" LIFT OF FILL INTO EXISTING SOIL SURFACE TO PROMOTE MIXING



FILL REQUIREMENTS

CONSTRUCTION ELEVATIONS

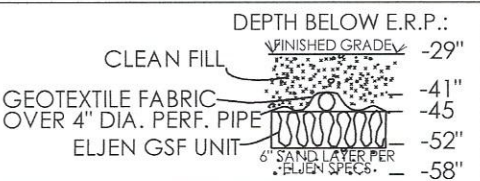
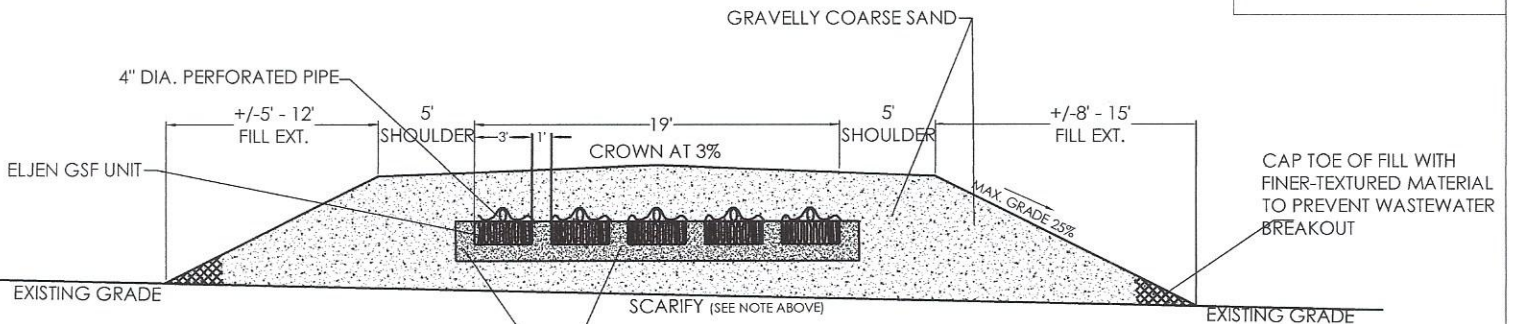
ELEVATION REFERENCE POINT

Depth of Fill (Upslope) **17" - 35"** Finished Grade Elevation
 Top of Distribution Pipe or Proprietary Device
 Depth of Fill (Downslope) **21" - 39"** Bottom of Disposal Area

SEE Location & Description:
DETAIL **3" DIA. FLAGGED ASPEN, NAIL 86" ABOVE BASE**
BELOW Reference Elevation: **00"**

DISPOSAL AREA CROSS SECTION

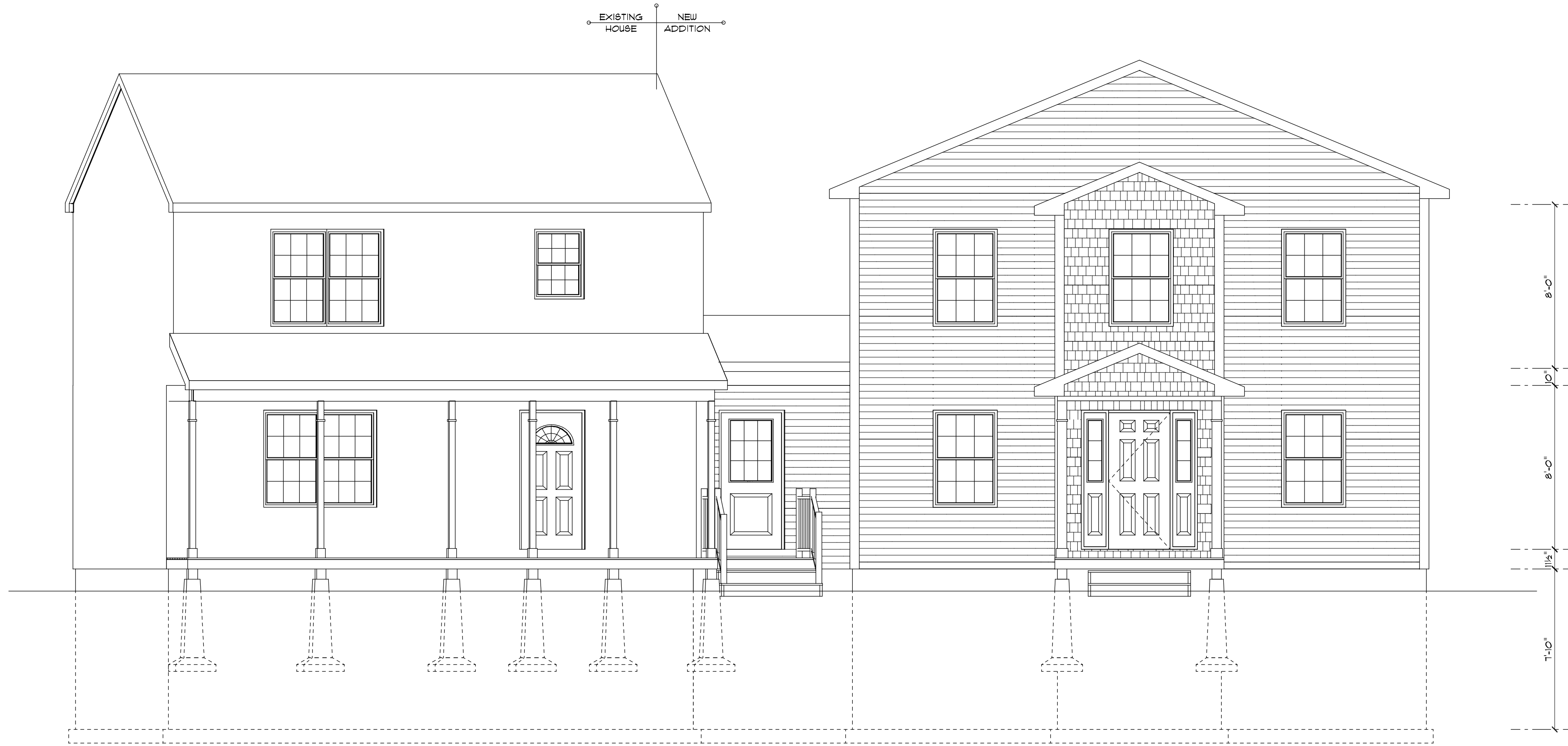
Scale
 Horizontal 1" = **10** ft.
 Vertical 1" = **5** ft.



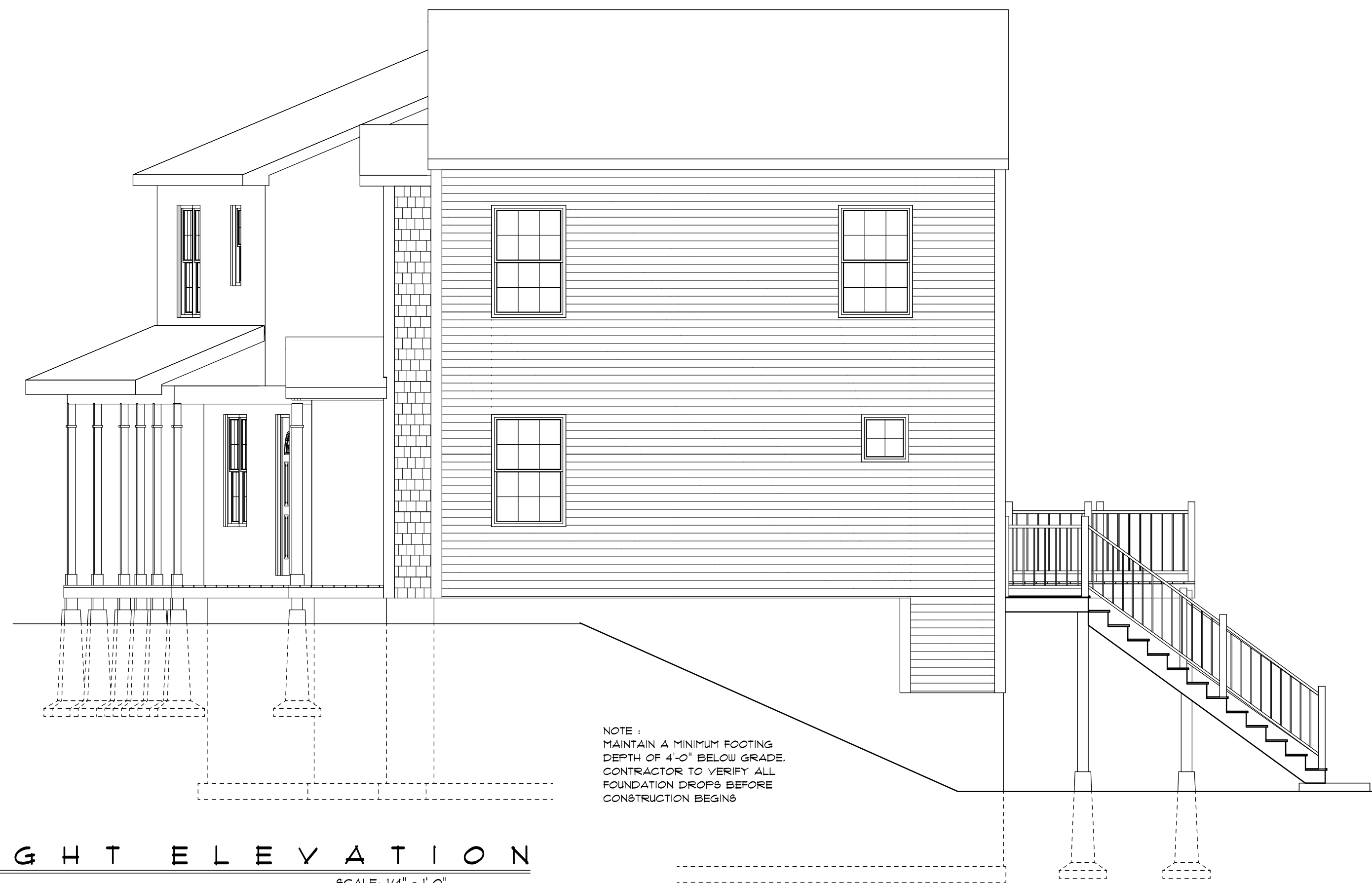
Christopher T. Coppi
 Site Evaluator Signature

403
 SE #

4/6/26
 Date



FRONT ELEVATION
SCALE: 1/4" = 1'-0"



RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

ALL PLANS/DRAWINGS THAT ARE PROVIDED TO THE CLIENTS ARE BASED INFORMATION GIVEN BY THE CLIENT. ALL DIMENSIONS AND SPECIFICATIONS MUST BE VERIFIED BY CLIENT/CONTRACTOR BEFORE CONSTRUCTION BEGINS. OWNER AND CONTRACTOR RESPONSIBLE FOR ANY ERRORS AND OMISSIONS. CONTRACTOR ASSUMES ALL LIABILITY FOR BUILDING CONSTRUCTION.

PLANS AND SPECIFICATIONS HAVE NOT BEEN PREPARED BY REGISTERED ARCHITECT OR ENGINEER. CUSTOMER SHOULD CONSULT A REGISTERED ARCHITECT OR ENGINEER OF THEIR CHOICE IF ARCHITECT OR ENGINEER STAMP IS NECESSARY BEFORE CONSTRUCTION BEGINS.

ALL CONTRACTORS TO CONFORM TO ALL STATE AND LOCAL BUILDING CODES.

DESIGN OF :
**3 REGINA DRIVE
BIDDIFORD, ME.**

DESIGN FOR :
BEACHWOOD RENOVATIONS

DRAWN BY :	
DATE :	04-14-26
REVISED :	04-30-26
REVISED :	
SCALE :	1/4" = 1'-0"

Quality Drafting & Design

House plans - Additions
Renovations - Garages
and more

25 Years of Experience

Tom Beachwood
801 Bald Hill Road
Wells, Me. 04090
cell 207-461-5276
tqb@me.net

SHEET NO.	
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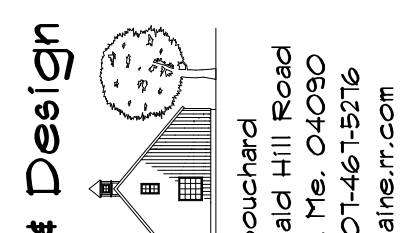
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