Town Council - Meeting Agenda

September 1st, 2026 @ 6:30pm
Council Chambers - 1 Portland Avenue

www.oobmaine.com/town-council

**Members of the public wishing to view the meeting from home may tune into Local Access TV (Channel 3 or 1301 - check with your provider) or by clicking the Meeting Videos link on oobmaine.com.)*

PLEDGE OF ALLEGIANCE:

ROLL CALL:

ACKNOWLEDGEMENTS:

GOOD & WELFARE:

PRESENTATION:

ACCEPTANCE OF MINUTES:

Accept the minutes of the 8/18/2026 Town Council Meeting

Chair: Shawn O'Neill

PUBLIC HEARING – BUSINESS LICENSE & APPROVALS:

Troy Laprise, 78 East Grand Avenue #210, 304-7-1-22, 1 Year-Round Short-Term Rental.

Matthew Bowles, 10 Carll Avenue, 205-11-3, 1 Year-Round Short-Term Rental (no previous license at address).

Barbarann Freddura, 47 Milliken Street #24, 205-19-18-24, 1 Year-Round Rental (no previous license at address).

Paula Tyson, 14 Lacosta Drive, 105A-1-A-4, 1 Year-Round Short-Term Rental (no previous license at address).

Scott Dickman, 161 Saco Avenue #408, 207-2-13-408, 1 Year-Round Rental.

Dreyton Dill, 3 Willow Avenue, 204-3-38, 1 Year-Round Rental.

Pine Tree Waste (Casella Waste Systems), 5 Waste Hauler Trucks.

Bay State Workgroup, LLC dba 1-800-Got-Junk? (Josh Herron), 1 Waste Hauler Truck.

Chair: Shawn O'Neill

PUBLIC HEARING – SPECIAL AMUSEMENT PERMITS & APPROVALS:

Sandy Bottom Investment Group, Inc (Myst Restaurant), 1 East Grand Avenue, 306-1-2, Acoustic Musician, Inside & Outside, Sunday through Saturday, 11:00am to 11:00pm (no change).

Whaler Inc., William Marshall (The Whaler), 20 Staples Street, 206-31-17, Acoustics, Inside, Sunday through Saturday, 3:00pm to 11:00pm (Last year was 8:00pm to 12:30am).

Chair: Shawn O'Neill

TOWN MANAGER REPORT

NEW BUSINESS:

AGENDA ITEM #9095

Discussion with Action: Approve the loan proposal from Androscoggin Bank for Public Works F-250 Directors Truck at $65,275.00 paid over 5 years at 5.05% from account #20197-50330 Debt Service Equipment Replacement with a balance of $530,100.00. This vehicle purchase was approved during the FY27 budget process.

Chair: Shawn O'Neill

PO Box 1407
Lewiston, Maine 04243
1.800.966.9172
Androscogginbank.com

August 14, 2026

Town of Old Orchard Beach
Attn: Brynn Patenaude, Finance Director
1 Portland Ave
Old Orchard Beach ME 04064

MUNICIPAL LEASE PURCHASE PROPOSAL

Lessee: Town of Old Orchard Beach

Equipment: New 2026 F250 Truck VIN TBD with associated accessories, and attachments, (more particularly described in vendor invoices provided by the Lessee to closing or disbursement from Lease Escrow).

Cost of Equipment: $65,275

Lease Term: 5 years

Interest Rate: 5.05% (Tax Exempt)

Number of Payments: 5 annual Installments

Payment Amount: $14,371.94* (*Final installments may vary slightly)

First Payment Due: The first payment of principal and interest (if any) shall be due and payable on September 15, 2026. A closing date of September 15, 2026 has been proposed for computational purposes.

Purchase Option: One Dollar ($1.00) at end of lease term.

Prepayment: There are no prepayment penalties.

Insurance: Prior to delivery of the leased assets, Lessee at its sole cost and expense, will provide all-inclusive physical damage and liability insurance in the joint names of the Lessee and Lessor, in amounts satisfactory to Lessor, and forward proof of said coverage to Lessor.

Title: Lessee shall be listed as owner and Lessor listed as lien holder on BMV title application and UCC filing documents as required. (Lessor will also hold a security interest in any lease escrow account established by the Lessee for this transaction.)

Non-appropriation: The lease will contain a non-appropriation clause.

Member FDIC

Confirmation: Lessee to confirm that anticipated total borrowings for 2026 year will not exceed Ten Million dollars ($10,000,000.00), making the lease "Bank Qualified".

Type of Lease: The lease shall be considered a Municipal Lease/Purchase by all parties. Lessee is a State or a political subdivision thereof, within the meaning of Section 103 of the Internal Revenue Code of 1986.

Advances / Deposits: If Lessor advances any deposits or pays any invoices prior to Delivery and Acceptance of the equipment by Lessee, interest will accrue at the above rate on said payments and be due at closing.

Legal Opinion: Leases greater than One Hundred Thousand dollars ($100,000.00) require Lessee to provide an Opinion of Counsel. Said opinion must contain a statement that the lease represents a valid and binding obligation of the lessee and further that the lease is a "qualified tax exempt obligation" for the purposes of Section 265 (b) (3) (B) (ii) of the Internal Revenue Code of 1986, as amended.

Financial Data: Lessee will provide Androscoggin Bank with its most recent audited financial statement, current year's budget, annual report, a copy of meeting minutes or Board order approving the transaction, and any other supporting data requested during the term of the lease.

Lease Rates: This Lease request will be closed within 30 days of the original proposal date, or the stated rate will be subject to change based on public sector rates then existing in the market.

Expiration: This lease proposal shall expire if not accepted by a duly qualified Lessee official by 5:00 PM on September 4, 2026.

Thank you for the opportunity to present this lease proposal for consideration. This lease is subject to full underwriting and approval by the Bank. If you are in agreement with the terms of the proposal, please sign and return it via email. If you have any questions please contact me at your convenience at 207-330-0531.

Sincerely,



John Simko, Senior Vice President
Government Finance

Enclosures

AWARD / ACKNOWLEDGEMENT (please sign and return via email):
This proposal is accepted and this financing is awarded to Androscoggin Bank.

_____ Date: _____
Name & Title

Androscoggin Bank

Lease Amortization Schedule - Old Orchard

5 Year Lease

Annual Rate	5.05%	F250

	Start Date	Amount	Number	Period	End Date
Lease	9/15/2026	$ 65,275.00	1		
Payment	9/15/2026	$ 14,371.94	5	Annual	9/15/2030

Date	Payment	Interest	Principal	Balance
9/15/2026	$ 14,371.94		$ 14,371.94	$ 50,903.06
9/15/2027	$ 14,371.94	$ 2,570.60	$ 11,801.34	$ 39,101.72
9/15/2028	$ 14,371.94	$ 1,974.64	$ 12,397.30	$ 26,704.42
9/15/2029	$ 14,371.94	$ 1,348.57	$ 13,023.37	$ 13,681.05
9/15/2030	$ 14,371.94	$ 690.89	$ 13,681.05	$ -
Totals	$ 71,859.71	$ 6,584.71	$ 65,275.00	

Member FDIC

AGENDA ITEM #9096

Discussion with Action: Approve line-item transfers in the amount of $8,336.00 from account 20110-50106 Planning Full-Time Wages with a balance of $76,889.00 to account 20110-50300 Planning Professional Engineering Expense with a balance of $4,000.00.

Chair: Shawn O'Neill

AGENDA ITEM #9097

Discussion with Action: Approve the quote from SMPDC for the audit and recommendations for modification of Town Ordinances relating to LD 2173, 1829, 997, 427, and 1655 in the amount of $8,366.00 from account # 20110-50300 Planning Professional Engineering Expense with a balance of $4,000.00.

Chair: Shawn O'Neill

Town of Old Orchard Beach

New Housing Legislation – Ordinance Updates
Incorporating LD 2173, 1829, 997, 427 & 1655
Proposed Scope & Fee
July 2026

Task 1: Project Research & Ordinance Audit

- SMPDC conducts research on the following:
  - State statutes/laws and guidance related to LD 2173, 1829, 997, 427 & 1655
- SMPDC audits the Town's existing Land Use and Subdivision Ordinances based on applicable State statutes/laws

Deliverables:

- Ordinance Audit Memorandum including:
  - Applicable state law/statutes related to modifying the Land Use and Subdivision Ordinances
  - Summary of required ordinance modifications for compliance
  - Optional/recommended ordinance modifications based on best practices and alignment with local and regional goals, as discussed with town staff

16 Total Hours

Task 2: Ordinance Modifications

- SMPDC will draft proposed modifications to the Land Use and Subdivision Ordinances based on State requirements and audit findings.
- Draft amendments will be provided to the Town in Microsoft Word format using tracked changes (redlines/strikethroughs).

Deliverables:

- Proposed amendments to the Land Use Ordinance
- Proposed amendments to the Subdivision Ordinance
- Memorandum highlighting the proposed ordinance modifications for the Ordinance Review Committee and town staff and identification of required versus optional updates.

40 Total Hours

Task 3: Planning Board Meetings

- SMPDC will attend up to 2 Planning Board meetings throughout the duration of the project, as follows:
  - Meeting #1 – Initial review of proposed ordinance modifications
  - Meeting #2 – Final review of proposed ordinance modifications

16 Total Hours
(8 hours/meeting for 2 SMPDC staff including travel, meeting time, and meeting preparation time)

Additional Project Terms:

- The Town will provide current/updated ordinance documents and any relevant background materials.
- The Town will designate a primary point of contact for coordination and feedback.
- The Town will assist with public outreach, meeting logistics, and posting requirements for the community workshop and Ordinance Review Committee meetings.
- Additional meetings or substantial revisions beyond those described may require a scope amendment.
- Legal review of ordinance language is not included in this scope.
- Final ordinance adoption is the responsibility of the Town.

Anticipated Project Fee:

Total Fee:	72 Hours @ $105/hour	$7,560
	10% General Administration	$756
	Anticipated Travel Reimbursement	$50
	TOTAL	**$8,366**

Anticipated Timeline: 6-8 months

Housing Legislation Guidance

JULY 2026 | MAINE OFFICE OF COMMUNITY AFFAIRS



Introduction

This guidance document provides information to municipalities about how to adapt municipal land use ordinances to comply with recent legislation aimed at advancing state and regional housing production. This guidance addresses the following pieces of enacted legislation: P.L. 2021, Ch. 672 (LD 2003), P.L. 2023, Ch. 192 (LD 1706), P.L. 2025, Ch. 385 (LD 1829), P.L. 2025, Ch. 374 (LD 427), P.L. 2025, Ch. 364 (LD 997), P.L 2025, Ch. 495 (LD 1184), P.L 2025, Ch. 591 (LD 2079), and P.L. 2025, Ch. 733 (LD 2173).

The guidance is the result of a collaborative effort by the Maine Department of Economic and Community Development, the Maine Office of Community Affairs, the Governor's Office of Policy Innovation and the Future, the Department of Agriculture, Conservation and Forestry, legislative staff, several municipal lawyers, and community planners. It is intended to provide information for local authorities to use in determining how recent housing legislation affects their local zoning and land use codes and help them evaluate the need to amend their ordinances to avoid conflicts with state laws. This guidance is not legally binding or intended to serve as a substitute for the statutory language or the Maine Office of Community Affairs' rule.

This guidance document DOES NOT apply to towns, plantations, and townships overseen by the Land Use Planning Commission (LUPC). The laws discussed in this document are found in Title 30-A, which governs municipalities. Land use in the LUPC jurisdiction is governed separately under Title 12. If you are considering housing development in the unorganized and deorganized territories, call the LUPC at 207-287-2631 to learn more about the land use standards and permitting requirements.

Questions about this document should be directed to the Housing Opportunity Program (the Program) within the Maine Office of Community Affairs at housing.moca@maine.gov.

This guidance was published in July 2026. This guidance supersedes the Housing Legislation Guidance last updated in March 2026.

HOUSING LEGISLATION SUMMARY (130TH THROUGH 132ND MAINE LEGISLATURES)

Municipal Applicability Date	Public Law	Summary	Statutory Sections
July 1, 2023	LD 2003 P.L. 2021, Ch. 672	Requires municipalities to update ordinances to permit accessory dwelling units, multiple dwelling units on a lot and allows a density bonus for affordable housing developments in certain areas	5 MRS § 13056; 30-A MRS §§ 4364, 4364-A, 4364-B, 4364-C
January 1, 2024, for city/town council municipalities **July 1, 2024, for town meeting towns**	LD 1706 P.L. 2023, Ch. 192	Amended LD 2003 to extend the applicability deadline and makes minor changes for clarity	30-A MRS §§ 4364, 4364-A, 4364-B
July 1, 2026 for city/town council municipalities **July 1, 2027 for town meeting towns**	LD 1829 P.L. 2025, Ch. 385	Omnibus housing bill addressing minimum lot size and density requirements, permitting of dwelling units, changes to subdivision law, fire suppression sprinklers in accessory dwelling units, and training of zoning and planning officials	25 MRS § 2463-B; 30-A MRS §§ 4301, 4360, 4364, 4364-A, 4364-B, 4364-C, 4401(1-C).
See Page 4	LD 2173 P.L. 2025, Ch. 733	Amended LD 1829 to extend the applicability deadline for town/city council municipalities and makes changes for clarity	25 MRS § 2463-B; 30-A MRS §§ 4360, 4364, 4364-A, 4364-B, 4364-D, 4364-E, 4364-F
July 1, 2027	LD 997 P.L. 2025, Ch. 364	Requires municipalities to permit housing in areas zoned for commercial use	30-A MRS § 4364-E
September 24, 2025	LD 427 P.L. 2025, Ch. 374	Prohibits municipalities from requiring more than one off-street parking space per dwelling unit in growth areas	30-A MRS § 4364-F
September 24, 2025	LD 1143 P.L. 2025, Ch. 263	Allows a municipality to adopt an ordinance permitting the board to grant a setback variance for dwelling units, instead of only single-family dwellings.	30-A MRS § 4354
Reports due January 31 of each year	LD 1184 P.L. 2025, Ch. 495	Requires municipalities with 4,000 or more residents to report building permit, demolition, and certificate of occupancy data	5 MRS § 3241(5)
Reports due March 31 of each year	LD 2079 P.L 2025, Ch. 591	Amended LD 1184 to extend reporting deadlines and adjust reporting categories	5 MRS § 3241(5)

LD 2173 amended the municipal applicability dates in LD 1829 and LD 427. The chart below outlines the applicability dates organized by statutory section and topic area. Applicability in this context means the date that the statutory requirements apply to a municipality.

Municipal Applicability Date	Topic Area	Public Law Section Referenced in LD 2173	Statutory Sections
July 1, 2027	Rate of growth ordinance	PL 2025, c. 385, §23	30-A MRS § 4360
	Additional height allowance, affordable housing		30-A MRS § 4364(2-A), (5-A), (5-C), (9)
	Use allowed, dwelling units		30-A MRS § 4364-A(1), (1-B)
	Lot size and density		30-A MRS § 4364-A(2-A)
	Dimensional requirements, dwelling units		30-A MRS § 4364-A (3)
	Planning board approval		30-A MRS § 4364-A(5-A)
	ADUs permitted with 2 or 3 units		30-A MRS § 4364-B(1), (2), (3), (8)
	Owner occupancy, ADUs		30-A MRS § 4364-B(4)
	Subdivision definition		30-A MRS § 4401(4)
July 1, 2027	Parking space minimums	PL 2025, c. 374, §1	30-A MRS § 4364-F
July 1, 2027	Child care services in residential areas	PL 2025, c. 288, §3	30-A MRS § 4364-D
July 29, 2026, for LD 2173 amendments*; September 24, 2025 for LD 1829.**	Sprinklers in ADUs	PL 2025, c. 385, §1;	25 MRS § 2463-B
September 24, 2025**	Mandatory training for planning board and zoning board of appeals	PL 2025, c. 385, §9	30-A MRS § 4364-C(4)

*The general effective date for nonemergency laws passed in the Second Regular Session of the 132nd Legislature

** The general effective date for nonemergency laws passed in the First Special Session of the 132nd Legislature

COMMONLY REFERENCED STATUTES AND STATE GOVERNMENT PROGRAMS

Statute Links

Accessory Dwelling Units: Title 30-A, §4364-B

Affordable Housing Density Bonus: Title 30-A, §4364

Dwelling Unit Allowance: Title 30-A, §4364-A

Sprinklers in Accessory Dwelling Units: Title 25, §2463-B

Municipal Role in Statewide Housing Goals: Title 30-A, §4364-C

Parking Requirements: Title 30-A, §4364-F

Rate of Growth Ordinance: Title 30-A, §4360

Regulation of Manufactured Housing: Title 30-A, §4358

Residential Uses in Commercial Zones: Title 30-A, §4364-E

Housing Opportunity Program: Title 5, §3241

Shoreland Zoning: Title 38, Article 2-B

Subdivision Definition: Title 30-A, §4401

Subsurface Wastewater Minimum Lot Size: Title 12, Chapter 423-A

Tiny Homes: Title 30-A, §4363

Zoning Adjustment (Variances): Title 30-A, §4353

Government Websites

Housing Opportunity Program Provides technical assistance, including land use ordinance development, to municipalities to support housing development. HOP also provides grant funding to municipalities and service providers to assist with community housing planning and implementation projects.

MaineHousing: Quasi-state agency providing decent, safe, affordable housing to low and moderate-income Maine people

Municipal Planning Assistance Program (MPAP): Provides land use planning expertise, guidance, and technical assistance to Maine municipalities, state agencies, and the public. MPAP administers Maine's Growth Management Law.

Office of the Maine State Fire Marshal: Provides information about fire sprinkler requirements in residential units

Regional Councils: This map provides information on Maine's regional councils.

Shoreland Zoning Unit: Assists municipalities with shoreland zoning related questions and issues, and provides technical assistance and training on shoreland zoning rules.

Subsurface Wastewater Unit: Ensures subsurface wastewater disposal systems meet the requirements set forth in state and federal rules and statutes

The Division of Building Codes and Standards: Provides information about code enforcement, current building codes, and the Maine Uniform Building and Energy Code (MUBEC).

IN GENERAL, AS LONG AS MUNICIPAL ACTIONS ARE CONSISTENT WITH RECENT HOUSING LAWS, MUNICIPALITIES MAY

CONTINUE to develop Growth Management programs, including comprehensive plans and zoning consistent with those plans

ENFORCE local shoreland zoning ordinances consistent with state shoreland zoning law

CONDUCT site plan review, if authorized by local ordinances, of any residential development

REGULATE the maximum size of accessory dwelling units

REGULATE short-term rentals in their community

CREATE rate of growth ordinances subject to the requirements in 30-A MRS §§ 4360 and 4364-B

CREATE local ordinances that allow for more housing than the minimum requirements in state law

REGULATE housing development based on documented water and wastewater capacity constraints

IN GENERAL, UNDER THIS LAW, LOCAL GOVERNMENTS MAY NOT

ENACT local ordinances that allow housing but limit it to one unit per lot

PROHIBIT one accessory dwelling unit per lot or count those units towards a rate of growth ordinance

LIMIT the affordable housing density bonuses allowed in 30-A MRS § 4364 in growth areas or areas with public water and public sewer as defined in state law

Affordable Housing Density Bonus

[30-A MRS § 4364]

30-A MRS § 4364 requires municipalities to establish a density bonus for the development of affordable housing in certain zoning districts. This section only applies to municipalities with zoning that have adopted density requirements in its zoning districts.

To qualify for this bonus, the development must:

- Meet the definition of affordable housing development in 30-A MRS § 4364;
- Be in a zone in which multifamily dwellings are permitted;
- Be in a designated growth area identified in the municipality's comprehensive plan OR be served by public water and public sewer;
- Be approved after a municipality's implementation date of either January 1, 2024, or July 1, 2024; and
- Comply with shoreland zoning requirements, meet minimum subsurface wastewater lot sizes if using subsurface waste disposal, and demonstrate adequate water and wastewater capacity.

If the development meets the requirements above, the development qualifies for the following:

- The number of units allowed will be 2.5 times the number allowed for a development not designated affordable;
- A height bonus of 14 feet above the height that is allowed for housing that is not designated affordable (but only up to a total building height of 55 feet), subject to review by the State Fire Marshal's Office or a municipality registered by the Commissioner of Public Safety to grant permits pursuant to 25 MRS § 2448; and
- A parking requirement of two vehicle spaces for every three units.

Exception: The above requirements do not apply to a lot or portion of a lot that is within the following areas, as long as a municipality exempts the lot or portion of the lot in adopted local ordinance:

- Coastal barrier area (areas listed in 38 MRS § 1904)
- Special flood hazard area:
  - » Land in a floodplain having a 1% or greater chance of flooding in any given year, as identified in the effective federal flood insurance study and corresponding flood insurance maps
- Coastal sand dune area:
  - » Sand and gravel deposits within a marine beach system, including but limited to beach berms, frontal dunes, dune ridges, back dunes and other sand and gravel areas deposited by wave or wind action. Coastal sand dune systems may extend into coastal wetlands.



EXAMPLE: The applicable municipal zoning ordinance allows for the construction of up to four units on a particular site under local rules. If a proposed housing development on that site meets the affordability requirements, then the bonus would allow for the construction of up to 10 units (4 x 2.5). At least six of those units must be affordable.

WHAT REQUIREMENTS DO AFFORDABLE HOUSING DEVELOPMENTS HAVE TO MEET TO RECEIVE THE DENSITY BONUS?

For rentals, a household with an income at no more than 80% of the area median income for the community, as defined by the U.S. Department of Housing & Urban Development, must be able to afford 51% or more of the units in the development. That means that rent and certain other housing expenses will not require more than 30% of the household's income.

For homeownership projects, a household with an income at no more than 120% of the area median income for the community, as defined by the U.S. Department of Housing & Urban Development, must be able to afford 51% or more of the units in the development. That means that mortgage payments (including mortgage insurance) and certain other housing expenses will not require more than 30% of the household's income.

The units that will be affordable at these levels must be restricted through a restrictive covenant that is enforceable by a party acceptable to the municipality (which could be the municipality) for at least 30 years, and that states that the units must be restricted in rent or sales prices accordingly. Often these developments will be getting funding through MaineHousing, which typically requires a comparable covenant.

Information on Area Median Incomes is updated annually by the U.S. Department of Housing & Urban Development. For reference, MaineHousing maintains updated 80% of area median income and 120% of area median income data on their website.

View AMI data on
www.mainehousing.org/charts/rent-income-charts



QUESTIONS

May a municipality adopt a density bonus that exceeds the statutory minimum?

Yes. For example, a municipality could enact an ordinance providing for a density bonus of three times the base density for housing developments that meet the statutory criteria.

What is the definition of public water?

Public water is defined in statute as a water system delivering water drawn from a public water source. Public water source means any natural or human-made impoundment, pond or lake or ground water aquifer whose waters are transported or delivered by a public water system, as defined in 22 MRS §2601(8). Where the intake of a public water supply is on the outlet of any impoundment, pond or lake, the source of the public water supply is considered to be the impoundment, pond or lake itself.

What is the definition of public sewer system?

A public sewer system is defined in statute as a sewer system managed, owned or operated by a municipality or quasi municipal entity that is a municipal sewer department, a sewer district as defined in 38 MRS §1032(3), a standard district as defined in 38 MRS §1032(4), or a sanitary district formed under Title 38, chapter 11.

What if fractional results occur when calculating the number of units allowed or the number of parking spaces allowed?

In cases of fractional results, the number of units would generally be rounded down but the municipality has discretion to round the number of parking spaces either up or down to the nearest whole number.

May a municipality be the party with standing to enforce the required affordability covenant?

Yes.

What happens when a restricted affordable home ownership unit is sold?

The restrictive covenants should outline how this would work. MaineHousing has experience with this issue, as do communities that manage their own affordable housing programs. Reach out to the Housing Opportunity Program for more information.

Q: How does my municipality determine where coastal barrier areas, special flood hazard areas, and coastal sand dune areas are for purposes of excluding lots from statutory density requirements?

There are mapping tools available to help municipalities determine where these areas are in their communities.

- Coastal Barrier Area: Maine Geological Survey, Maine Coastal Barrier Resources System
  - For more information, contact the Maine Geological Survey at 207-287-2801 or mgs@maine.gov
- Special Flood Hazard Area: Maine Flood Hazard Map
  - For more information, contact the Floodplain Management Program in the Maine Office of Community Affairs at 207-287-6622
- Coastal Sand Dune Area: Maine Geological Survey, Coastal Sand Dune Geology Maps
  - For more information, contact the Maine Geological Survey at 207-287-2801 or mgs@maine.gov



Accessory Dwelling Units

[30-A MRS § 4364-B]

30-A MRS § 4364-B allows at least one accessory dwelling unit (ADU) on any lot with a single-family dwelling or two or three-unit structure in an area where residential uses are permitted, including as a conditional use.

ADUs can be within the existing structure, attached to it, or a new structure. Municipalities may also allow existing accessory structures to be converted into ADUs.

DENSITY AND DIMENSIONAL REQUIREMENTS

- One ADU on a lot is exempt from any density requirements or calculations.
- The dimensional requirements for an ADU must be the same as a single-family home.
- For ADUs within an accessory structure, the dimensional requirements for the accessory structure apply.
- A municipality may establish more permissive dimensional standards and setback requirements for an accessory dwelling unit.

SIZE REQUIREMENTS

- ADUs must meet the minimum size established by the Technical Building Code and Standards Board. The Board established a minimum size of 160 square feet in rule in March 2025.
- Municipalities may set a maximum size for ADUs in local ordinance.

PARKING

- An accessory dwelling unit may not be subject to any additional parking requirements beyond the parking requirements of the single-family dwelling unit on the lot where the accessory dwelling unit is located.

PLANNING BOARD APPROVAL

- A municipality may not require planning board approval for accessory dwelling units. The term planning board applies to any appointed or elected board or committee that has been established by charter or ordinance. Planning board approval does not mean code enforcement officer review, site plan review, or other municipal staff review.
- A permit issued by a municipality does not count as a permit issued toward a municipality's rate of growth ordinance established under 30-A MRS § 4360.

OTHER REQUIREMENTS

- A municipality may not establish an owner occupancy requirement in local ordinance that requires the lot owner to reside in either the ADU or primary structure.
- An ADU is allowed on a lot that does not conform to the municipal zoning ordinance provided the ADU does not further increase the nonconformity.
- An ADU that was not built with municipal approval must be allowed if the ADU otherwise meets the requirements of accessory dwelling units in state law and local ordinance.
- An ADU must comply with state and municipal shoreland zoning requirements, except that a municipality may not categorically prohibit ADUs in the shoreland zone that would otherwise meet state and municipal shoreland zoning requirements.
- A municipality may exempt a lot or portion of a lot that is within an area identified as a coastal barrier, an area of special flood hazard, or an area within a coastal sand dune system.
- A municipality may not require in local municipal ordinance fire suppression sprinklers for an accessory dwelling unit unless the accessory dwelling unit is within or attached to a structure with more than two dwelling units, inclusive of the ADU.
- In addition, ADUs are not exempt from fire protection requirements when the unit is located within or attached to a mixed-use or nonresidential building or when sprinkler protection is otherwise required based on occupancy classification, building use or hazard level under the National Fire Protection Association codes adopted by the Commissioner of Public Safety. For questions about fire suppression sprinklers in residential units, please contact the Maine State Plans Review and Fire Sprinkler Division within Office of the Maine State Fire Marshal at 207-626-3870.

SIMILARITIES AND DIFFERENCES FROM OTHER STATUTORY SECTIONS

LIKE 30-A MRS §§ 4364 and 4364-A, the owner of an ADU must provide written verification to the municipality that adequate water and wastewater is available.

LIKE 30-A MRS § 4364-A, private parties are permitted to restrict the number of housing units on a lot, including ADUs, in a private easement, covenant, deed restriction or other agreement provided the agreement does not violate state or federal rights such as equal protection.

UNLIKE 30-A MRS §§ 4364, 4364-A, and 4364-F, additional parking cannot be required for an ADU within or outside of a growth area.

UNLIKE 30-A MRS § 4364-A, an ADU is exempt from municipal density requirements.



QUESTIONS

Some municipalities have ordinances that define accessory apartments, in-law apartments, or other terms similar to accessory dwelling units. Is this difference in terminology acceptable?

Yes. Municipalities need not adopt the definition of "Accessory Dwelling Unit" in rule verbatim. Municipalities may define ADU provided the definition is consistent with state law. The Housing Opportunity Program encourages municipalities to consider local planning documents and other special local considerations, and to modify language into one that meets the need of a particular community and the minimum requirements of the statutes.

How does Maine's tiny home statute, 30-A MRS § 4363, relate to 30-A MRS §§ 4364-A and 4364-B?

30-A MRS § 4363 permits a tiny home to be placed on a lot where single-family dwellings are allowed or as an accessory structure, subject to all municipal land use requirements for single-family homes or accessory structures. Therefore, a tiny home may serve as a dwelling unit or accessory dwelling unit for the purposes of 30-A MRS §§ 4364-A and 4364-B. The Housing Opportunity Program encourages municipalities to consult with legal counsel to ensure that ordinances are consistent with statutory requirements for tiny homes.

May a municipality impose owner occupancy requirements for ADUs or principal dwellings to discourage their use as short term rentals?

No. 30-A MRS § 4364-B prohibits a municipality from imposing owner occupancy requirements for ADUs. In other words, a municipality may not require the lot owner to live in either the primary structure or the ADU. However, the Housing Opportunity Program encourages municipalities to consider alternative methods for regulating short-term rentals (STRs). Please contact the Housing Opportunity Program for examples of how other municipalities have regulated STRs.

May a municipality require zoning or appeals board approval for ADUs?

No. A municipality may, however, still require the structure to undergo site plan and/or historic preservation review.

May a municipality establish requirements for ADUs that are less restrictive than those in 30-A MRS § 4364-B.

Yes. For example, a municipality may allow more than one ADU on a lot.

How does my municipality determine where coastal barrier areas, special flood hazard areas, and coastal sand dune areas are for purposes of excluding ADUs?

There are mapping tools available to help municipalities determine where these areas are in their communities.

- Coastal Barrier Area: Maine Geological Survey, Maine Coastal Barrier Resources System
  - For more information, contact the Maine Geological Survey at 207-287-2801 or mgs@maine.gov
- Special Flood Hazard Area: Maine Flood Hazard Map
  - For more information, contact the Floodplain Management Program in the Maine Office of Community Affairs at 207-287-6622
- Coastal Sand Dune Area: Maine Geological Survey, Coastal Sand Dune Geology Maps
  - For more information, contact the Maine Geological Survey at 207-287-2801 or mgs@maine.gov

Residential Areas; Generally

[30-A MRS § 4364-A]

30-A MRS § 4364-A requires municipalities to allow multiple dwelling units on a lot where residential uses are allowed, including as conditional uses, provided evidence of sufficient water and wastewater capacity exists. Private parties are permitted to restrict the number of housing units on a lot by private easement, covenant, deed restriction or other agreement provided the agreement does not violate state or federal law such as equal protection. Any dwelling unit under this section must comply with shoreland zoning requirements established by state law and local zoning ordinances.

USES PERMITTED

The number of units allowed under this section depends on the following:

- **THREE UNITS:** On any lot where residential uses are permitted, a municipality must allow, at a minimum, a total of three dwelling units, attached or detached. An accessory dwelling unit may be included as one of the three units.
- **FOUR UNITS:** On a lot located in a designated growth area or served by both public water and public sewer, a municipality must allow, at a minimum, a total of four dwelling units, attached or detached. An accessory dwelling unit may be included as one of the four units.

EXCEPTION

The above requirements do not apply to a lot or portion of a lot that is within the following areas, as long as a municipality exempts the lot or portion of the lot in adopted local ordinance:

- Coastal barrier area (areas listed in 38 MRS § 1904)
- Special flood hazard area:
  - » Land in a floodplain having a 1% or greater chance of flooding in any given year, as identified in the effective federal flood insurance study and corresponding flood insurance maps
- Coastal sand dune area:
  - » Sand and gravel deposits within a marine beach system, including but limited to beach berms, frontal dunes, dune ridges, back dunes and other sand and gravel areas

DIMENSIONAL REQUIREMENTS

Dimensional requirements are regulations that govern the size and placement of single-family dwellings units including but not limited to, building height, lot area, minimum frontage, lot depth, lot coverage and setbacks. Municipalities may not establish dimensional requirements for multiple units allowed under 30-A MRS 4364-A that are greater than the dimensional requirements for single-family dwellings.

LD 1143 GRANTING A SETBACK VARIANCE:
A municipality MAY adopt an ordinance that permits a zoning board of appeals to grant a setback variance for a primary year-round dwelling unit when strict application of the zoning ordinance would cause undue hardship for the property owner. For more information on "undue hardship" and granting of a setback variance, see 30-A MRS § 4353(4-B).

LOT SIZE AND DENSITY REQUIREMENTS

30-A MRS § 4364-A requires municipalities to establish lot size and density requirements in certain areas/zones. Municipal ordinances must comply with the following:

- If a lot is located **in a designated growth area** and is served by a public, water system and a public sewer system,
  - » A municipality's minimum **lot size** for that zone may not exceed 5,000 square feet.
  - » A municipal **density** requirement may not exceed 1,250 square feet for the first four units.

- If a lot is located **outside of a designated growth area** but is served by a public water system and a public sewer system,
  - A municipality's minimum **lot size** in that zone or area may not exceed 10,000 square feet.
  - A municipal **density** requirement may not exceed 10,000 square feet of lot area for one unit and 20,000 square feet of lot area for the first two dwelling units **in one structure.**
  - For the 3rd or 4th dwelling units permitted, a municipality may determine lot area per dwelling unit.
- If a lot is located **in a designated growth area** without a public sewer system,
  - A minimum **lot size** requirement may not exceed 20,000 square feet, as required the minimum lot size in Title 12, chapter 423-A (subsurface wastewater minimum lot size); and
  - The municipal **density** requirement or calculation may not be more restrictive than what is required by Title 12, chapter 423-A.
- If a lot is located **outside of a designated growth area** and is not served by public sewer system,
  - A municipality's minimum **lot size** may exceed 20,000 square feet for a single-family dwelling unit; and
  - The municipal **density** requirements may exceed the calculations provided in Title 12, Ch. 423-A.



SUBSURFACE WASTEWATER MINIMUM LOT SIZE CALCULATIONS BY UNIT

Subsurface wastewater statutes and rules establish a formula to determine lot area to accommodate the wastewater needs of units beyond a single-family home on a lot.

THE FORMULA IS: Gallons per bedroom X number of bedrooms X 66.66 square ft/ gallon per day = lot size

EXAMPLE: Lot area required for three, two-bedroom units

120 gallons per bedroom X 6 bedrooms x 66.66 = ≥47,995 square feet (1.13 acres)

The minimum design flow of 120 gallons per bedroom is set in statute, 12 M.R.S. § 4807-A.

If a lot does not meet the lot area requirements, a minimum lot size waiver may be granted by the Subsurface Wastewater Program. For more information, please contact Alex Pugh at the Subsurface Wastewater Program, Alex.L.Pugh@maine.gov.

LD 2231 MANUFACTURED HOUSING COMMUNITIES: LOT SIZE REQUIREMENTS

LD 2231 established new lot size requirements for new or expanding mobile home parks as follows (except as otherwise required by Title 38 or local ordinance adopted per Title 38):

- 4,000 square feet (or the area of the smallest residential lot permitted in municipality) for parks served by public sewer;
- 10,000 square feet for parks with on-site subsurface wastewater disposal; and
- 5,000 square feet for parks served by a central on-site subsurface wastewater disposal system approved by the Department of Health and Human Services.

LD 1829 LOT SIZE AND DENSITY REQUIREMENTS APPLIES IN ALL AREAS THAT PERMIT RESIDENTIAL USES

Lot location	Served by public water and public sewer	Minimum lot size	Density (number of units permitted)	Use types permitted (if lot size is equal to municipal minimum lot size)
Within growth area	Yes	≤5,000 square feet	Four units on 5,000 sq. ft. lot; ≤1,250 sq. ft. for each for first four units	A quadplex; a triplex; a duplex; a single-family home. All but the quadplex may have an ADU. Units may also be detached
Within growth area	No	20,000 square feet	One unit on 20,000 square feet; additional units subject to lot size calculations in subsurface wastewater rules and statutes.	A single-family dwelling unit with ADU (attached or detached), subject to subsurface wastewater lot size calculations
Outside growth area	Yes	≤10,000 square feet	One unit on 10,000 square feet; Two units on 20,000 square foot lot in one structure	A duplex; a single-family home. Both unit types may have an ADU (attached or detached).
Outside growth area	No	≥20,000 square feet.	Up to three units per lot subject to lot area per dwelling unit requirements set by municipality	A single-family dwelling unit with ADU (attached or detached)

If four dwelling units have been constructed on a lot as a result of the allowances of 30-A MRS §§ 4364, 4364-A, or 4364-B, the lot is not eligible for any additional increases in density unless more units are permitted by the municipality.

MINIMUM LOT SIZE AND DENSITY REQUIREMENTS

Applies in all areas that permit residential uses

Is the residential district/area in a growth area OR served by public water and public sewer

NO

DWELLING UNITS ALLOWED

Municipality must allow three units per lot, inclusive of one ADU.

LOT AND DENSITY

Municipality must set a minimum lot size that is greater than or equal to 20,000 sq. ft. for one unit; Municipality may establish lot area per unit

YES to either

DWELLING UNITS ALLOWED

Municipality must allow four units per lot, inclusive of one ADU.

LOT SIZE AND DENSITY

If lot is served by public water and public sewer AND in growth area	If lot is served by public water and public sewer but NOT in growth area	If lot is in growth area but NOT served by public water and public sewer
≤5,000 sq. ft. min. lot size ≤1,250 sq. ft. of lot area per unit for first four units	≤10,000 sq. ft. min. lot size ≤20,000 sq. ft. for a duplex ADU permitted without additonal lot area	20,000 sq. ft. for one unit; density for additional units determined by lot size formula in subsurface wastewater rule and statutes

QUESTIONS

What is the definition of public water?

Public water is defined in statute as a water system delivering water drawn from a public water source. Public water source means any natural or human-made impoundment, pond or lake or ground water aquifer whose waters are transported or delivered by a public water system, as defined in 22 MRS §2601(8). Where the intake of a public water supply is on the outlet of any impoundment, pond or lake, the source of the public water supply is considered to be the impoundment, pond or lake itself.

What is the definition of public sewer system?

A public sewer system is defined in statute as a sewer system managed, owned or operated by a municipality or quasi municipal entity that is a municipal sewer department, a sewer district as defined in 38 MRS §1032(3), a standard district as defined in 38 MRS §1032(4), or a sanitary district formed under Title 38, chapter 11.

May a municipality allow more units than the statutory minimum number required to be allowed on all lots that allow residential uses?

Yes.

May a municipality establish net lot area or lot coverage requirements in its zoning ordinances to govern the size and placement of structures?

Yes.

My town has rural areas identified and designated in its comprehensive plan as defined in 30-A M.R.S. § 4301(14-B). In some of these designated rural areas there is sewer and water available. Do the density and lot size requirements in LD 1829/2173 apply in these areas?

LD 1829 requires municipalities to establish smaller lot sizes and increased density in areas that have access to public water and public sewer, regardless of whether a municipality has deemed this area a designated rural area in its comprehensive plan. Municipalities may amend comprehensive plans to adjust designated growth areas and designated rural areas.

My town has a two-acre minimum lot size for a single home. Can my town, under LD 1829, still require four acres for two units and six acres for three units?

Establishing two acre per unit density requirement is acceptable only if a zone/area meets the following criteria: (1) located outside of a designated growth area; AND (2) not served by a public sewer system. If the area/zone does meet the above two criteria, a municipality may establish a greater than 20,000 square foot minimum lot size and establish density requirements based on local considerations. This could result in a municipality maintaining a two-acre minimum lot size and a two-acre per dwelling unit requirement.

How does my municipality determine where coastal barrier areas, special flood hazard areas, and coastal sand dune areas are for purposes of excluding lots from statutory density requirements?

There are mapping tools available to help municipalities determine where these areas are in their communities.

- Coastal Barrier Area: Maine Geological Survey, Maine Coastal Barrier Resources System
  - » For more information, contact the Maine Geological Survey at 207-287-2801 or mgs@maine.gov
- Special Flood Hazard Area: Maine Flood Hazard Map
  - » For more information, contact the Floodplain Management Program in the Maine Office of Community Affairs at 207-287-6622
- Coastal Sand Dune Area: Maine Geological Survey, Coastal Sand Dune Geology Maps
  - » For more information, contact the Maine Geological Survey at 207-287-2801 or mgs@maine.gov



PLANNING BOARD APPROVAL (30-A MRS § 4364-A(5-A))

- For any area in which residential uses are allowed, including as a conditional use, a municipality may not require approval from a planning board solely because a project will establish four or fewer dwelling units **in one** single structure **on a lot.**
- The term planning board applies to any appointed or elected board or committee that has been established by charter or ordinance. Planning board approval does not mean code enforcement officer review, site plan review, or other municipal staff review. This restriction is for the establishment and use of up to four dwelling units in one structure generally, such as duplexes, triplexes, and quadplexes. This does not include, for example, a three or four-unit building requiring planning board approval for locations within the shoreland zones, a historic district, or wellhead protection district.

QUESTIONS

May a municipality require other board, commission, or council approval for the development of four or fewer dwelling units in one structure as a use?

No. Although the statute does not explicitly identify those other bodies, the term planning board represents an approval process that requires public hearings before a board with discretionary review authority to permit one to four dwelling units as a use or change of use. The statute prohibits such discretionary review for use or a change of use. However, the development may still be subject to site plan review.

May a municipality require planning board review for dwelling units located in a shoreland zone?

Yes. Development in shoreland zone must comply with requirements of state shoreland zoning laws and municipal shoreland zoning ordinances.

May a municipality still require a development to go through site plan review?

Yes



Water and Wastewater Capacity

[30-A MRS §§ 4364(5), 4364-A(4), 4364-B(7)]

30-A MRS §§ 4364(5), 4364-A(4), 4364-B(7) require all dwelling units, housing structures, and accessory dwelling units to be connected to "adequate" water and wastewater services. The owner of an accessory dwelling unit must provide written verification to the municipality that the unit is connected to adequate water and wastewater services before the municipality may certify the unit for occupancy. Written verification under this subsection must include:

- If a housing structure is connected to a public sewer system as defined in 30-A MRS §4351-A, the applicant must provide proof of adequate service to support any additional flow created by the structure and proof of payment for the connection to the sewer system.
- If a housing structure is connected to a septic system, the applicant must provide proof of adequate sewage disposal for subsurface wastewater. The septic system must be verified as adequate by a local plumbing inspector under 30-A MRS § 4221. Plans for subsurface wastewater disposal must be prepared by a licensed site evaluator in accordance with subsurface wastewater disposal rules.
- If a housing structure is served by a water system delivering water drawn from a public water source as defined in 22 MRS §2641, the applicant must provide proof of adequate service to support any additional flow created by the structure, proof of payment for the connection and the volume and supply of water required for the structure; and
- If a housing structure is connected to a well, the applicant must provide proof of access to potable water. Any tests of an existing well or proposed well must indicate that the water supply is potable and acceptable for domestic use.

The Housing Opportunity Program encourages municipalities to reach out to the Department of Health and Human Services' Subsurface Wastewater Unit for more information at (207) 287-2070.





Housing in Commercial Zones

[30-A MRS § 4364-E]

30-A MRS § 4364-E requires municipalities to allow residential dwelling units in any area zoned for commercial use. This section of law only applies to municipalities that have zoning (beyond shoreland zoning). **This section does not apply to areas allowing industrial uses.**

Commercial use is defined in state law as the use of lands, buildings, or structures the intent or result of which is the production of income from the buying or selling of goods or services. Commercial use does not include a home-based business, the rental of a single dwelling unit on a single lot or incidental sale of goods or services as may be allowed by permit or standard.

Residential uses, includes but is not limited to, existing commercial buildings that are vacant or partially vacant, new stand-alone residential structures, and mixed-use structures.

An ordinance adopted by a municipality that regulates residential development in an area zoned for commercial use may not contain restrictions or limitations more stringent than the restrictions or limitations contained in 30-A MRS §§ 4364, 4364-A or 4364-B.

A municipality may require the following to restrict residential development in commercial zones.

- Place limits on the number of residential units in a commercial development;
- Require the ground floor of a building in a commercial zone to be restricted to commercial use;
- Regulate the siting and design of residential or mixed-use developments in areas zoned for commercial use as long as the ordinance, alone or in combination with other siting and design ordinances, does not discourage residential development through unreasonable costs or delays; and
- Place health or safety requirements applicable to residential units.





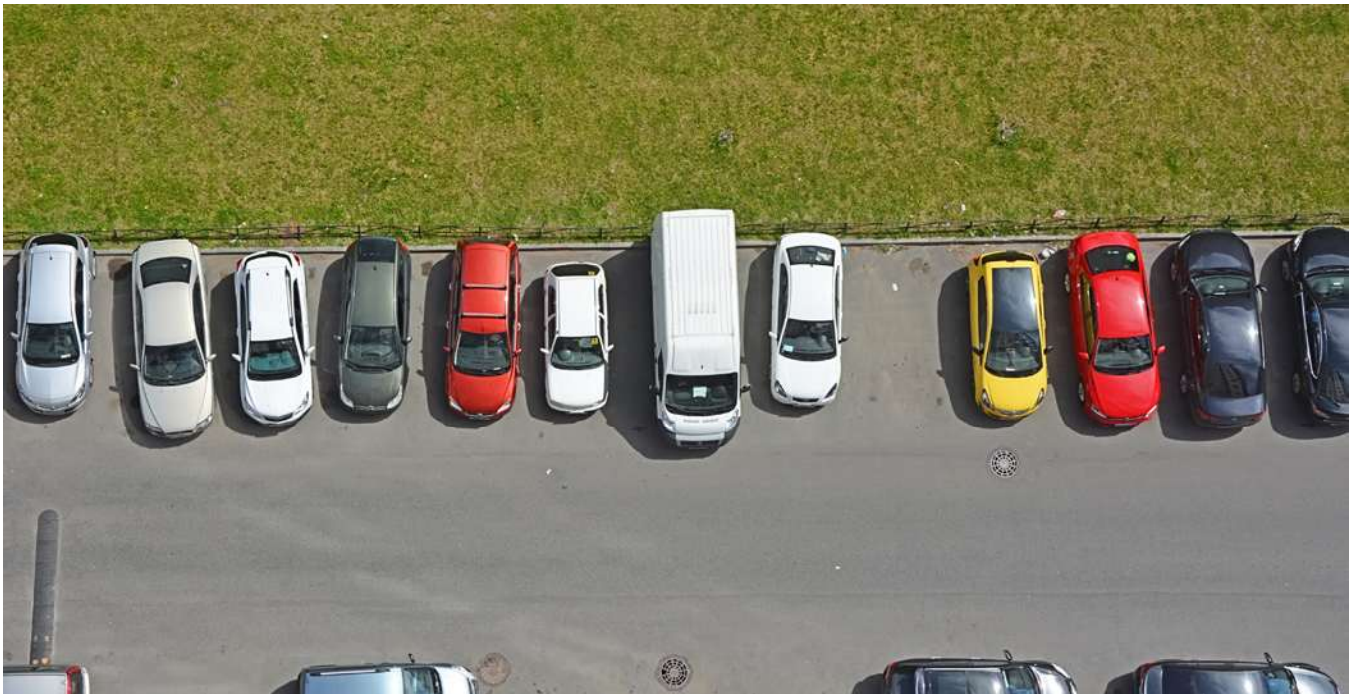
QUESTIONS

What is the definition of industrial use?

This term will be defined in rule for local adoption. For example purposes, the Department of Environmental Protection's Shoreland Zoning Model Ordinance (06 096 C.M.R. ch. 1000, § 17) defines " industrial" as the assembling, fabrication, finishing, manufacturing, packaging or processing of goods, or the extraction of minerals.

Some of my town's zones are not strictly commercial or industrial. For example, we have one zone that is intended primarily as an office/technology park zone. We also have another zone that allows an airport and related uses, schools, restaurants, some manufacturing and industrial uses, hotels, and offices. Would these zones now be required to allow residential uses?

If a use type in a zone meets the definition of commercial use, then those zones may need to allow residential uses, subject to the exceptions listed in 30-A MRS § 4364-E.



Municipal Parking Requirements

[30-A MRS § 4364-F]

PARKING REQUIREMENTS FOR DWELLING UNITS IN GROWTH AREAS

- Municipalities may not require more than one off-street parking space per dwelling unit.
- A municipality may specify parking demand management strategies provided those strategies do not require more than one off-street parking space per dwelling unit.
- Parking demand management strategies are policies intended to reduce the demand for parking. Common strategies include:
  - » Shared parking
    - For example, allowing a commercial use and a residential use to share the same spaces to meet minimum requirements because they will be used at different times of day
  - » Demand-based parking pricing; and
  - » Improving transit and active transportation options.

PARKING AGREEMENTS INSIDE AND OUTSIDE OF GROWTH AREAS

- A municipality must allow for off-street parking requirements to be met through off-site parking agreements in both growth areas and outside of growth areas.
- These agreements must be with existing off-street parking facilities within 0.25 mile of the subject dwelling units measured by the shortest straight line between the two parcel boundaries.
- The agreement must be a legally binding agreement between the developer of housing subject to any parking requirement and the owner of the off-site parking facility. The availability of off-site parking at the facility must be verified by a professional parking study or similar document.
- A municipality may not impose additional requirements beyond this verification.

QUESTIONS

Do accessible parking spaces required by the Americans with Disabilities Act (ADA) count towards municipal parking requirements?

Yes. Any accessible parking spaces required by the ADA count towards the municipal parking requirements. However, unless a municipality establishes parking maximums, the accessible parking spaces need not replace non-accessible spaces.

May municipalities establish parking minimums for mixed-use buildings?

Yes, to the extent that those minimums do not require more parking for the residential units than allowed by 30-A MRS § 4364-F.

EXAMPLE: A municipal ordinance requires one parking space for every 1000 square feet of retail space, one space per residential dwelling unit, and does not establish parking requirements for offices with less than 300 square feet. A mixed-use building with 1000 square feet of retail space on the first floor, four 250 square foot offices on the second floor, a three-bedroom apartment on the third floor, and two one-bedroom apartments on the fourth floor, would not require more than four parking spaces (which could also be satisfied with an off-site agreement). The fact that three uses are combined on one parcel or in one structure may not increase the total number of spaces required.

May a developer voluntarily provide additional parking spaces for a development that exceeds the number of spaces allowed per local municipal ordinance?

Yes.

PARKING REQUIREMENTS FOR DWELLING UNITS, ACCESSORY DWELLING UNITS, AND AFFORDABLE HOUSING DEVELOPMENTS

Unit Type	Parking Requirement	Area/zone where this applies	Other Considerations
Accessory Dwelling Units	No parking requirement is permitted	Applies to all accessory dwelling units in all residential areas	Municipalities may still establish a parking requirement for a single-family home not to exceed one space in growth areas.
Affordable Housing Development	Municipalities may not require more than two parking spaces for every three dwelling units	Applies in (1) growth areas; OR (2) areas with public water and public sewer	If a fractional result occurs when calculating parking, a municipality may round the number of parking spaces up or down.
Dwelling unit	Municipalities may not require more than one space per dwelling unit	Applies to residential uses in ONLY designated growth areas.	A municipality may impose less restrictive parking requirements for dwelling units outside growth areas or establish parking demand strategies.

Parking Examples

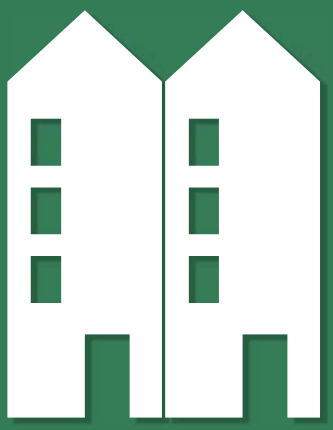
Triplex located in growth area



Three parking spaces



Duplex outside growth area



Municipality may require any number of parking spaces per unit.



Single family home with detached accessory dwelling unit in growth area



One parking space

Subdivision Definition

[30-A MRS § 4401(4)]

30-A MRS § 4401(4) defines the term subdivision. Some portions of the subdivision definition were amended by LD 1829 to increase the threshold for the creation of a subdivision in the following scenarios:

- The division of a new structure or structures on a tract or parcel of land into 5 or more dwelling units within a 5-year period;
- The construction or placement of 5 or more dwelling units on a single tract or parcel of land; and
- The division of an existing structure or structures previously used for commercial or industrial use into 5 or more dwelling units within a 5-year period.

The purpose of this amendment is to align the subdivision definition with the density allowances in 30-A MRS § 4364-A. Section 4364-A allows for up to four units on a lot in designated growth areas OR areas with public water and public sewer without triggering subdivision review.

The division of a tract or parcel of land into 3 or more lots within any 5-year period remains in the definition of subdivision in state law.

The Program encourages municipalities to reach out their local legal counsel with questions about implementing state subdivision law at the local level.





Rate of Growth Ordinances

[30-A MRS § 4360]

This section of law outlines the requirements if a municipality enacts a rate of growth ordinance to limit development.

Generally, a municipality:

- MUST review and update their rate of growth ordinance at least every three years to determine if the ordinance is still necessary and if the ordinance needs adjustment based on current conditions.
- MAY NOT count an ADU as a permit issued toward its rate of growth ordinance.
- MAY enact a rate of growth ordinance that establishes different limits on the number of building or development permits that are permitted in different areas of a municipality.
- MAY NOT enact or enforce a rate of growth ordinance that limits residential development in designated growth areas as defined in a municipality's comprehensive plan unless the ordinance meets the requirements listed below

Municipalities may adopt a rate of growth ordinance that applies to a designated growth area only if:

- The ordinance is consistent with a municipality's comprehensive plan (See 30-A MRS § 4314(3))
- The ordinance sets the number of buildings or development permits for new residential dwelling within the growth area at 105% or more of the mean number of total permits issued for new residential dwelling within the municipality during the 10 years immediately prior to the year in which the number is calculated.
    - The mean is determined by adding together the total number of permits issued, for new residential dwellings for each year in the prior 10 years and then dividing by 10.
- The ordinance does not restrict the number of building permits or require a development permit for affordable housing;
- The number of building or development permits for new residential dwellings allowed under the ordinance is recalculated every three years; and
    - The ordinance does not limit the number of development permits that can be issued project or per common scheme of development to a number that is less than 35% of the allocated permits for that area.



QUESTIONS:

What is meant by "common scheme of development"?

This term means a plan or process of development that (1) takes places on contiguous parcels or lots in the same immediate vicinity; and (2) exhibits characteristics of a unified approach, method or effect such as unified ownership, management or supervision, sharing common equipment or labor or common financing.

An example of "common scheme of development" is a phased development where residential units are constructed in multiple stages rather than all at once.

Can my municipality limit the number of issued growth permits outside of a growth areas?

Yes. A municipality may limit the number of issued growth permits outside of a growth area. For example, a municipality looking to reduce sprawl and protect environmentally sensitive areas may decide to allocate a low number of permits in a specific rural area or other non-growth area.

Can my municipality limit the number of issued growth permits in a designated growth area?

A: Yes, but any limits on permits in the growth area must be determined subject to the requirements in 30-A MRS § 4360(3).

Can my municipality restrict the number of permits for affordable housing?

A: Not within a growth area. A municipality can choose to require growth permits for affordable housing outside of the growth area.

What is meant by total permits issued for new residential dwellings in 30-A MRS § 4360(3)(b)?

This change in law requires a municipality to calculate total permits issued. This means that both permits given in the growth areas AND outside growth areas will count towards the total permits issued within growth areas.





Mandatory Municipal Land Use Planning Training

[30-A MRS § 4364-C]

LD 1829 established new land use planning training requirements for municipal reviewing authority and municipal zoning board of appeals members.

Existing members must attend a training on land use planning within 180 days of enactment of LD 1829 on September 24, 2025. If training is not available, a member may attend the next available training.

Newly appointed members must attend training on land use planning within 180 days of their appointment. If training is not available, a member may attend the next available training.

Potential training options include:

- Trainings provided by professional organizations or associations representing municipalities;
- Trainings provided by professional planning staff at the regional councils;
- Trainings provided by a municipality's legal counsel; or
- Trainings provided by the Maine Office of Community Affairs.

The Municipal Planning Assistance Program will provide additional guidance to municipalities on how to meet this new training requirement.

QUESTIONS

What is a municipal reviewing authority?

Municipal reviewing authority means the municipal planning board, agency or office, or if none, the municipal officers. 30-A MRS § 4301(12).



State Housing Production Goals, Housing Data, and Fair Housing

[5 MRS § 13056(9); 5 MRS § 3241(5); 30-A MRS § 4364-C(1)]

HOUSING PRODUCTION GOALS

5 MRS § 13056(9) directs the Department of Economic & Community Development (DECD), in coordination with MaineHousing, to develop a statewide housing production goal and regional production goals. In doing so, the section instructs DECD to set benchmarks for meeting those goals, as well as to consider information provided by municipalities on current and potential housing development and permits. The Housing Opportunity Program, formerly in DECD, established its first statewide and regional goals in the Fall of 2024. These goals will be updated periodically by the Housing Opportunity Program.

HOUSING DATA

5 MRS § 3241(5) requires municipalities with 4,000 or more residents to provide an annual report to the Housing Opportunity Program by March 31 of each year that includes:

- The number of residential building permit applications;
- The number of demolition permits for dwelling units;
- The number of occupancy or final approvals issued for dwelling units;
- The number of affordable housing units permitted (if known).

This data will be used to update the statewide and regional housing production goals. Please reach out the Program for more information about 5 MRS § 3241(5) and completing the yearly standardized reporting template.

The Program has funding from the Legislature to reimburse municipalities with 4,000 or more residents for 90% of expenses incurred by a municipality to collect and report the data. For more information about reimbursement, please contact the Housing Opportunity Program.

QUESTIONS

My municipality has fewer than 4,000 residents. Is my municipality required to submit housing data to the Housing Opportunity Program?

Municipalities with fewer than 4,000 residents are not required to submit housing data. However, the Program strongly encourages municipalities to report this data. This data will help the state, regions, and municipalities track housing production. For more information on how to submit data, please contact the Program or your municipality's local regional council.

FAIR HOUSING

30-A MRS § 4364-C outlines how municipalities can play a role in achieving those state and regional goals. Municipalities must ensure that local ordinances and regulations are designed to affirmatively further the purposes of the Federal Fair Housing Act, as well as the Maine Human Rights Act.

QUESTIONS

What obligations do the affirmatively furthering fair housing provisions put on municipalities that did not already exist before LD 2003?

Until 2022, the link between land use regulations and fair housing was often not recognized. This section of law clarifies that municipalities must ensure that zoning and land use ordinances and regulations are designed to affirmatively further the purposes of these state and federal laws.

What happens if local, regional or statewide housing goals are not met?

Statute does not set forth any specific penalties for not meeting these goals.

Rulemaking, Technical Assistance, and Financial Assistance

RULEMAKING

The Housing Opportunity Program adopted rules to support municipalities with implementation of PL 2021, Ch. 672 (LD 2003), P.L. 2023, Ch. 192 (LD 1706), P.L. 2025, Ch. 385 (LD 1829,) P.L. 2025, Ch. 374 (LD 427), and P.L. 2025, Ch. 364 (LD 997) in January 2026. These rules are considered "routine technical" meaning they "establish standards of practice or procedure for the conduct of business with or before an agency" and can be approved administratively. The Program's rule may be found on the Secretary of State's website or the Program's website. The Housing Opportunity Program will amend its rule as a result of the passage of LD 2173. The Program anticipates rulemaking will be complete by the end of 2026.

TECHNICAL ASSISTANCE AND FUNDING

The Housing Opportunity Program hosts regular in-person and virtual informational sessions about the recent housing legislation for municipal staff, planners, and planning board members. For a list of upcoming sessions, please contact the Program. The Program can also provide municipalities with a list of service providers that can support municipalities with implementation.

With funds appropriated by the Legislature, the Housing Opportunity Program has created three funding opportunities for municipalities and service providers focused on community housing planning and implementation to encourage and support the development of additional housing units in Maine.

- Municipal Payments: These grants provide one-time payments to municipalities to comply with P.L. 2025, Ch. 364 (LD 997), P.L. 2025, Ch. 374 (LD 427), and P.L. 2025, Ch. 385 (LD 1829). These grants will be available throughout 2026.
- Service Provider Grants: These competitive grants provide eligible service providers with funding to support municipalities with technical assistance, ordinance development, and community housing planning and implementation services. Future grant rounds are anticipated as funding becomes available.
- Municipal Grants: These competitive grants provide municipalities with funding to support ordinance development and community housing planning and implementation projects. Future grant rounds are anticipated as funding becomes available.



ADDITIONAL FREQUENTLY ASKED QUESTIONS

GENERAL

Is there funding available to support my municipality with ordinance amendments to comply with this legislation?

Yes. The Program anticipates opening three grant rounds in 2026. The Program highly encourages municipalities to apply early for this funding. For more information, contact the Program.

To prepare for implementation of these laws, what should my municipality do?

The Program encourages municipalities to review the rule and apply for funding. Also, municipalities should review any existing comprehensive plans to determine the availability of public water and public sewer (if applicable) and where designated growth areas are located (if applicable). This will help your municipality determine where additional density and certain parking requirements are allowed. Finally, if a municipality needs help finding a consultant to help with ordinance amendments, please reach out to the Housing Opportunity Program at housing.moca@maine.gov.



The Department of Economic and Community Development's LD 2003 guidance states that LD 2003 "is an express preemption on municipal home rule authority" and that "any ordinance or regulation that is not consistent with the law may be challenged as invalid." Does the same guidance apply to these new laws?

LD 2173, LD 1829, LD 997 and LD 427 are also express preemptions on municipal home rule authority.

May a municipality consider transit when discussing housing changes within local land use and zoning frameworks?

LD 2173, LD 1829, LD 427 and LD 997 do not require municipalities to take transit into consideration when revising ordinances to increase housing. However, municipalities may consider transit when drafting local land use regulations based on local circumstances.

LD 1829 refers to designated growth areas, as identified in a comprehensive plan in a number of sections. What is the definition of designated growth area? What version of a municipal comprehensive plan must a municipality use to determine designated growth areas?

Designated growth area means an area that is designated in a municipality's or multi-municipal region's comprehensive plan as suitable for orderly residential, commercial, or industrial development, or any combination of those types of development, and into which most development projected over ten (10) years is directed.

A municipality should use their most recent adopted version of their comprehensive plan to determine where growth areas are. Comprehensive plans do not need to be found consistent per the Growth Management Program for purposes of LD 1829 and LD 2173.

LD 2173 AND 1829

Does the building height allowance in LD 2173 and 1829 only apply to municipal land use ordinance requirements? Would this also pertain to the requirements of the building code?

LD 1829 and LD 2173 apply to municipal land use ordinances only and do not impact Maine Uniform Building and Energy Code requirements.

How does the affordable housing density bonus interact with the new lot and density requirements in LD 1829 and LD 2173?

The affordable housing density bonus allows a developer to take advantage of an affordable housing density bonus if a lot is (1) in a designated growth area or (2) is served by public water and public sewer. The lot also must be in an area zoned for multi-family hous-ing. The density bonus allows a proposed afford-able housing development to have a dwelling unit density of at least 2.5 times the base density that is otherwise allowed in that location. Base density in rule means the maximum number of units allowed on a lot not used for affordable housing based on dimensional requirements in a local land use or zoning ordinance. This does not include local density bonuses, transferable development rights, or other similar means that could increase the density of lots not used for affordable housing.

Multi-family housing is commonly defined as three or more dwelling units in one structure. Therefore, 30-A MRS § 4364-A's base density requirements could intersect with 30-A MRS § 4364 because 30-A MRS § 4364-A allows multi-family housing (as commonly defined) across all areas of a municipality that permit residential uses.

To limit the applicability of the affordable housing density bonus section, a municipality may adopt a different definition of multi-family housing to restrict multi-family housing to certain sections of a municipality that are in growth areas or have access to public water and public sewer (or comparable systems). A municipality, for instance, could define multi-family housing as five or more units in one structure. In addition, municipalities could define the type of housing permitted in 30-A MRS § 4364-A as medium-density housing (or a similar term) to differentiate triplexes and quadplexes from multi-family housing.



May a municipality establish a density bonus for other types of housing, such as workforce housing, missing middle housing, or attainable housing?

Yes, provided that the ordinance also provides for the minimum density bonus for housing developments that meet the criteria established by statute. For example, a municipal ordinance could allow a density bonus of 1.5 times the base number of units allowed for the development of rental housing in which 30% of the units are affordable to households earning no more than 120% of the area median income.

How do the requirements in LD 1829 and LD 2173 related to dimensional requirements interact with the commercial building code?

LD 1829 and LD 2173 require municipalities to establish specific lot size and density requirements in certain zoning districts/areas of a municipality. LD 1829 and LD 2173 apply to municipal land use ordinances only and do not impact Maine Uniform Building and Energy Code requirements.

Is the definition of "dimensional requirements" in rule meant to be exhaustive? Can a municipality include impervious surface, lot coverage, floor area ratios and buffers to this definition?

The definition of dimensional requirement in rule is not meant to be exhaustive. A municipality may amend the definition of dimensional requirements in local ordinance to include any other requirements that govern the size and placement of structures based on local needs and considerations.

To comply with LD 1829/2173, can a municipality's minimum lot size exceed the 20,000 square foot minimum lot size as required in subsurface wastewater statutes, Title 12, Chapter 423-A?

A municipality's minimum lot size may exceed the 20,000 square foot minimum lot size for one unit if a lot is: (1) located outside of a designated growth area; AND (2) not served by a public sewer system.

Do municipalities have to update their property tax assessing models to reflect different minimum lot sizes? If so, how does this happen, and how will new minimum lot sizes impact valuations?

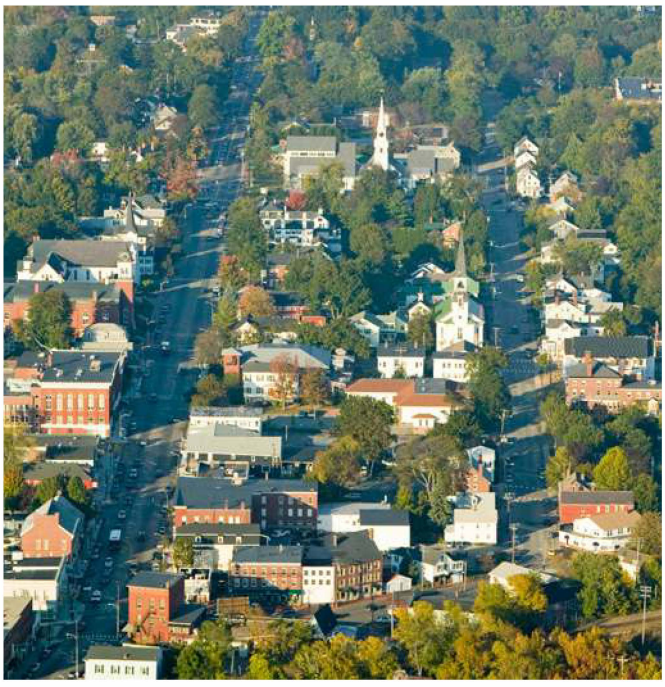
Property assessment is managed at the local level by assessors. Individual assessors make decisions based on their knowledge of the local market.

It is possible that adjustments to minimum lot sizes could require a local assessor to adjust pricing tables for land values, but it is not mandatory that they do so. Any change to valuation based on the change would need to be market-driven. Making a change to a lot size might not necessarily result in a change in valuation, based on the site value. That would not include the addition of any dwelling units. Additional units would likely result in an increased valuation.

Increasing density in a residential neighborhood could negatively impact valuations but this would need to be proven in the market by looking at sales activity within the neighborhood.

Given the complex nature of market forces on real estate values, there is not one answer to this question. It is the responsibility of the assessor to respond to market forces, and the result of a change in minimum lot size could take some time to play out.

For more information about property tax assessments, please contact the Property Tax Division within Maine Revenue Services at Prop.Tax@maine.gov.



What are the water and wastewater requirements for dwelling units permitted under LD 2003 and now LD 1829/2173?

LD 2003 requires all dwelling units, housing structures, and accessory dwelling units to be connected to "adequate" water and wastewater services. LD 1829 did not change this requirement. Below are the specific requirements in statute organized by water and wastewater system.

- If a housing structure is connected to a public sewer system as defined in 30-A MRS §4351-A, the applicant must provide proof of adequate service to support any additional flow created by the structure and proof of payment for the connection to the sewer system.
- If a housing structure is connected to a septic system, proof of adequate sewage disposal for subsurface wastewater. The septic system must be verified as adequate by a local plumbing inspector under 30-A MRS § 4221. Plans for subsurface wastewater disposal must be prepared by a licensed site evaluator in accordance with subsurface wastewater disposal rules.
- If a housing structure is connected to a public water system, proof of adequate service to support any additional flow created by the structure, proof of payment for the connection and the volume and supply of water required for the structure; and
- If a housing structure is connected to a well, proof of access to potable water. Any tests of an existing well or proposed well must indicate that the water supply is potable and acceptable for domestic use.

The Program encourages municipalities to reach out to the Department of Health and Human Services' Subsurface Wastewater Unit for more information at 207-287-2070.





How do towns determine adequate sewage disposal for ADUs? Do the subsurface wastewater disposal rules conflict with the definition of ADU in statute?

The State's subsurface wastewater rules do not have one standard formula for determining the maximum flow rate for all units that meet the statutory definition of an accessory dwelling unit in Title 30-A. Instead, the State's subsurface wastewater rules apply different design flows to units based on the anticipated usage of a proposed unit. This anticipated usage may be based on a variety of factors, including the number of bedrooms in a unit, whether the ADU has separate appliances, or whether the unit is attached or detached. For example, subsurface wastewater rules establish different requirements for accessory dwelling units that are attached to or carved out of the primary dwelling unit. These are referred to in rule as "in-law apartments." These units have a design flow of 120 gallons per day because they are considered to have one-bedroom and a minor expansion of the existing design flow.

In the alternative, another accessory dwelling may have a design flow of 180 gallons per day because it is considered a self-contained structure that is not incorporated into the primary structure on the lot. In this instance, subsurface wastewater rules treat this unit as a two-bedroom unit (whether it is or not) for purposes of determining design flow. To determine the design flow for a specific proposed unit, please contact your local plumbing inspector or the Subsurface Wastewater Unit at 207-287-2070.

LD 1829 removes the ability for a municipality to create an owner occupancy requirement for accessory dwelling units. Can municipalities regulate short-term rentals? What should a municipality consider if interested in regulating short-term rentals?

Municipalities may regulate short-term rentals. See 30-A MRS § 4364-C(2). Municipalities may approach short-term rental regulation differently depending on local considerations. Regulation may include requiring owners to register short-term rentals or prohibiting short-term rentals in accessory dwelling units. The type of regulatory approach a municipality takes depends on a variety of local factors, including the prevalence of short-term rentals, staff capacity to monitor short-term rentals, and the goals of a community. The Program can help point municipal-ities to resources about short-term regulations. Contact housing.moca@maine.gov.

LD 2173 has a section about child care facilities. What does this section permit?

LD 2173 states that a child care facility or a family child care provider must be a permitted use in areas zoned for residential uses and must be subject to the same zoning requirements as a single

LD 427

What is meant by 0.25 miles in the definition of parking agreement in LD 427? Is it 0.25 miles in terms of reasonable lines of access or the most direct route between the housing development and the off-site parking facility?

The distance between a residential development and an off-site parking facility is measured in a straight, direct line from the nearest edge of the parcel containing the residential development to any point on the parcel(s) that make up the parking facility.

LD 997

Can a municipality set limiting factors to address the potential safety concerns with constructing residential housing in commercial areas?

Yes. LD 997 permits municipalities to limit residential development in commercial zones based on health and safety concerns.

Are self-standing residential units allowed in commercial zones because of LD 997?

Yes. Stand-alone residential units are permitted in commercial zones.



In Growth Area AND Served by Public Water and Public Sewer

Lot Size and Density Requirements

MINIMUM LOT SIZE: ≤5,000 sq. ft.

DENSITY: ≤1,250 sq. ft. for each four units;

ADU: At least one ADU (attached or detached) is permitted on lot (up to four units total)

≤5,000 sq. ft.



≤four dwelling units attached or detached

PRIVATE, STATE, AND LOCAL STANDARDS MAY APPLY:

- Homeowner's association regulations
- Deed restrictions
- Setbacks, lot coverage, road frontage (no greater than requirements for single-family)
- Shoreland zoning
- Subdivision law

Outside Growth Area BUT WITH Public Water and Public Sewer

Lot Size and Density Requirements

MINIMUM LOT SIZE: ≤10,000 sq. ft.

DENSITY: ≤20,000 sq. ft. for two units in one structure (excluding ADU)

ADU: One ADU (attached or detached) is permitted on the lot.

≤10,000 sq. ft.



+ one ADU attached or detached

PRIVATE, STATE, AND LOCAL STANDARDS MAY APPLY:

- Homeowner's association regulations
- Deed restrictions
- Setbacks, lot coverage, road frontage (no greater than requirements for single-family)
- Shoreland zoning
- Subdivision law

In Growth Area WITHOUT Public Water and Public Sewer

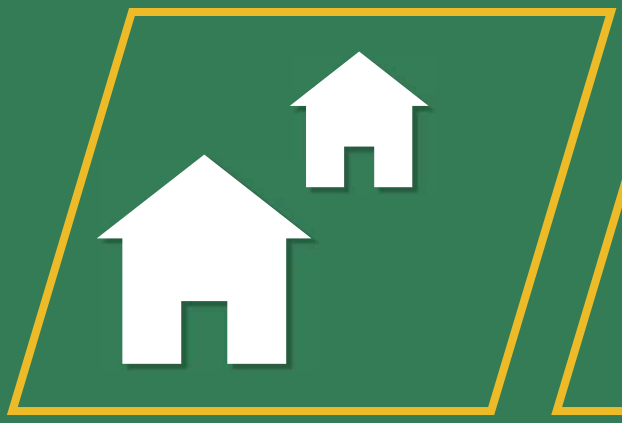
Lot Size and Density Requirements

MINIMUM LOT SIZE: 20,000 sq. ft. (established by Title 12, ch. 423-A)

DENSITY: 20,000 for one unit; additional units subject to lot size calculations in Title 12, ch. 423-A

ADU: At least one ADU (attached/ detached) is permitted on lot (up to four units total)

Example 1



One Unit

Example 2



4 (bedrooms) x 120 (gallons per day) x 66.66 = ≥ 31,997 sq. ft.

PRIVATE, STATE, AND LOCAL STANDARDS MAY APPLY:

- Homeowner's association regulations
- Deed restrictions
- Setbacks, lot coverage, road frontage (no greater than requirements for single-family)
- Shoreland zoning
- Subdivision law

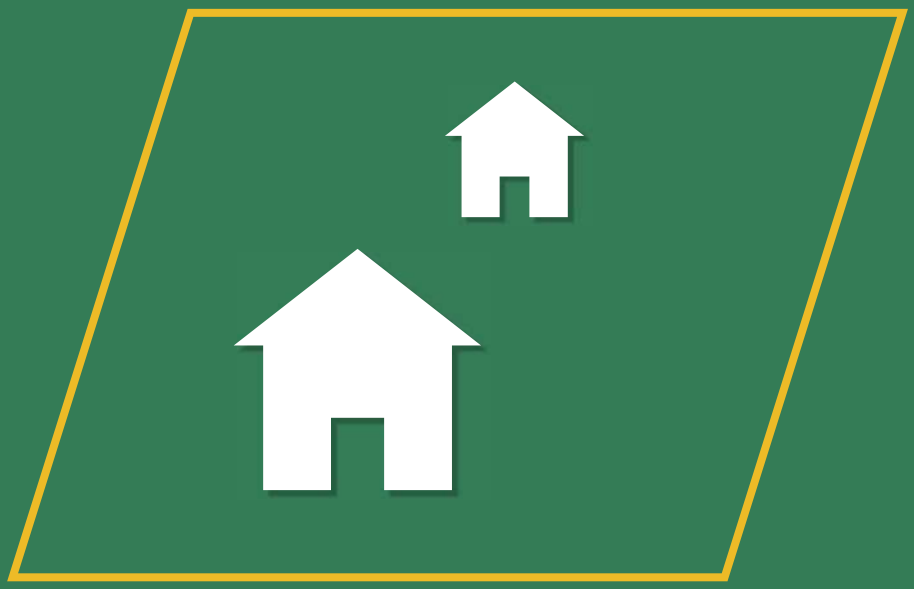
Outside Growth Area WITHOUT Public Water and Public Sewer

Lot Size and Density Requirements

MINIMUM LOT SIZE: ≥ 20,000 sq. ft. (established by Title 12, ch. 423-A)

DENSITY: Municipality can decide subject to Title 12, ch. 423-A (excluding ADU)

ADU: At least one ADU (attached or detached) is permitted on lot (up to 3 units total).



One Unit + One ADU (attached or detached)

PRIVATE, STATE, AND LOCAL STANDARDS MAY APPLY:

- Homeowner's association regulations
- Deed restrictions
- Setbacks, lot coverage, road frontage (no greater than requirements for single-family)
- Shoreland zoning
- Subdivision law

Still have questions? Need more information?

VISIT: MAINE.GOV/MOCA/PROGRAMS/
HOUSING-OPPORTUNITY-PROGRAM

Email: housing.moca@maine.gov

MAINE OFFICE OF
COMMUNITY AFFAIRS

AGENDA ITEM #9098

Discussion with Action: Approve two additional full-time patrol officer positions funded from account # 20118-50350 Contingency with a balance of $149,700.00.

Chair: Shawn O'Neill

AGENDA ITEM #9099

Discussion with Action: Approve the Special Event Permit application from New England Parkinson's Ride for the annual NE Parkinson's Ride starting at the Ballpark. Set-up is September 11th from 11 a.m. to 3 p.m.; event from 4 p.m. to 9 p.m.; the ride and takedown is on Saturday, September 12th, 2026, from 6 a.m. to 5 p.m.

Chair: Shawn O'Neill

APPLICATION INFORMATION

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

1. Name of applicant Axi Wechter

Address of applicant PO Box 1124, Merrimack NH 03054
City State Zip

Phone number of applicant (___) 407-466-0880 Fax (___)_____

Cell phone (___) 434-841-7985 E-mail axi@neparkinsonsride.org

On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable)

New England Parkinson's Ride

Website address (if an Organization, Firm or Corporation) neparkinsonsride.org

Type of Event:

- ☐ Festival/Fair
- ☑ Race/Walk/Bike Ride
- ☐ Concert
- ☐ Parade/March
- ☐ Other – Please specify

2. Event Description (name all vendors who will provide entertainment and the type of entertainment provided)

Cycling event to raise funds for PD research. Fossils will be playing Saturday afternoon. Food trucks Saturday lunch time.

Will you be using tents? ✓ YES _____ NO

If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.

Mainely Events handles tents.

Will you be using staging? X YES _____ NO

If yes, the following items will be used at the event (Please mark all that apply):

☑ Amplified Music ☐ Bleacher(s) ☐ Dance Floor(s) ☑ Live Entertainment
☑ Loud Speaker(s) ☐ Microphone(s) ☐ Stadium(s) ☑ Stage(s)

☐ Other: _____

Note: If any of the above items will be used, please indicate their location on your attached Site Plan/Map. Use of the above items may require the Event Organizer to meet ADA regulations.

3. Chairperson and/or responsible party for the event, if other than above:
(Include information how this person may be contacted <u>at any time</u> during the event).

Name Axi Wechter Work Phone (___) 407-466-0880

Address PO Box 1124 Merrimack NH 03054
City State Zip

Cell phone (___) 434-841-7985 Fax (___) _____

E-mail axi@neparkinsonsride.org

4. SET-UP Date for Event 9/11/26 Day of Week Th from 11am to 3pm

Date of Event 9/12/26 Day of Week Saturday from 6am to 5pm

Date of Event 9/11/26 Day of Week Friday from 4pm to 9pm

Date of Event _____ Day of Week _____ from _____ to _____

Date of Event _____ Day of Week _____ from _____ to _____

TAKE-DOWN date _____ Day of Week _____ from _____ to _____

RAIN DATE(s) _____ Times _____
(if rain date listed, insurance must list rain date)

5. Location of the Event Ballpark
(if applicable, a map or diagram showing the area to be used, or parade route)

6. The estimated number of participants in the event

_____ 0-150; _____ 150-500; _____ 500-1000; X 1,000+

7. If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (if yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.

_____

_____

8. Will the sale of food and/or beverages occur at the event? Yes If yes, describe the commodities to be sold.

☑ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) ☐ Pot Luck Items
☐ Professional Catering ☐ Non-Profit Food Vendors ☐ Retail Food Vendors

Alcoholic Beverages sales handled by Ballpark.
Food handled by Ballpark + food trucks

9. Will there be merchandise sold at the event? X YES _____NO

Description of merchandise Ride branded gear

_____

10. Is the event a Charitable event? ✓ YES _____NO

Is this event co-sponsored by the Town of Old Orchard Beach? _____YES ✓ NO

If this event a Regional School Unit #23 event? _____Yes ✓ NO
(The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or co-sponsored by the Town of Old Orchard Beach).

11. If the event is charitable, name the beneficiary of the proceeds from the event:

The Micheal J. Fox Foundation

12. List any Event Sponsors:

BlueRock Maloney Associates
Barclay's SBS

Will admission be charged for the event? ✓ YES ✓ NO → for cyclist or supporters
Will participants be charged for parking? _____YES ✓ NO

13. Has this event been held previously in Old Orchard Beach?

__X__ YES (if yes, please list dates): 2008 - 2025

_____ NO

14. What is the applicant doing to ensure the event will not endanger the public safety or disturb the peace? Describe your plans for security at your event, including crowd control (attach additional sheets if necessary). Security plan will need final approval by the Old Orchard Beach Police Department and they have final say in appropriate number and type of security personnel required. Must include at least one Old Orchard Beach Police Officer, if security is required. Costs associated with security are the sole responsibility of the event organizer.

Please describe your security plan (including your plans for controlling ingress/egress of all persons, vehicles, equipment, and Emergency Medical Services) :

We have over 150 volunteers doing various jobs like traffic/parking. We work w/ local police for public road traffic

Additional Uniformed presence provided by: __6__ Off-Duty Police Officers; ___ Private Security; ___Volunteers

Times: _____ How many? _____

We work w/ Capt Chard + go w/ her recomendations

If you have already made contact with someone about security, provide the contact name and number:

Name: Capt Chard Phone Number: _____

Please list any items that will be left overnight. If equipment will be left on-site overnight, provide details for personal property safety and security of site: (Note that the event organizer is solely responsible for items left on the property. The Town assumes no responsibility for items of personal property at the location at any time)

Supplies will be stored w/in the Ballpark

Will audible devices be used at this event? X YES _____NO
If yes, what type of devices will be used? What time will they be used? (Decibel level limits are in Chapter 26 of the Code of Ordinances).

A microphone + speakers. DJ table for music.

Where will the event attendees/participants park? Ballpark parking

Will a shuttle service be provided from parking areas to the event site? _____YES X NO

If yes, please describe shuttle plan, and name of company provided service:

Will you require special parking (RV's, trailers, trucks)? X YES _____NO

If yes, give details: We have a trailer w/ supplies.

15. Describe your plans for waste disposal at your event. What arrangements have you made for removal and disposal of trash generated by your event? Please supply details of numbers and type of containers and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited.

All disposal in handled by Ballpark.

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

If yes, number needed and location 6-10 at Ballpark

Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?

_____YES X NO If yes, please describe:

Is any other public works assistance needed?_____

_____

If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking? _____.

16. Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?)For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event *leaving no residue or noticeable impact*; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class day as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A $100 **cash** deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department.
__X__YES _____NO

If yes, explain: Grills will be used for Ballpark Concessions

17. Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.

Route signage along the road. All will be taken down after the event.

Will this event be posting a banner on public property? _____YES __X__NO

If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more than two weeks prior to the event):

_____

_____

18. Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served, the Town requires additional Liquor Liability Insurance (minimum $2,000,000, listing Town of Old Orchard Beach as additionally insured): __X__YES ____NO

Will the alcohol be: _____Sold; _____Given away; _X_Both

Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:

Friday Night - alcohol is given out by certified 21 yo volunteers from 5-9pm
Saturday - Ballpark gives out + sells 12-4pm

19. If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark? _✓_Yes, it's attached _____No

20. Will the event involve professional fireworks? _____YES _✓_NO
Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?_____
(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).

What time/date will the fireworks display occur? _____

21. Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.) ___YES_X_NO

If so, please indicate the location of the animals on the Site Plan/Map.

22. Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1st through August 31st of each year. Will this event occur on the beach? _____YES _X_NO

If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.

Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. ***However, projects must be reviewed by MDIFW before Town approval.***

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23. Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least $500,000. The Town of Old Orchard Beach **MUST** be listed as an Additional Named Insured.

__X__ Yes, it has been provided with the application; _____ No, it will be provided at least 30 days prior to the event.

24. Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)? __X__ YES _____ NO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

I have reached out to John Suffie

SPECIAL EVENT PERMIT AGREEMENT

I, Axi Wechter on behalf of New England Parkinson's Ride
(Print Applicant Contact Name) (Print Organization/Group Name)

Agree to abide by the following Special Event requirements:

1. All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.

2. Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included. AW **(initial)**

3. To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.

4. Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.

5. Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.

6. To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.

7. This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.

8. For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.

9. For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents, invitees or other sponsor in connection with said event.

10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.

11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.

12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.

13. Events are considered rain/shine. Refunds are not issued if the event does not occur.

14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.

15. Consumer Fireworks are illegal in Old Orchard Beach.

I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. I certify that the information I provided is accurate to the best of my knowledge.

Signature: Axi Uechter Date: 7/21/26
(authorized representative)

Print name: Axi Uechter

Print Organization Name (if applicable): New England Parkinson's Ride

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
Porta Potties/Rest Rooms
Vendor Locations
Garbage Cans
Water Sources
Street Closures/Parking Information
Water/Electricity Sources
Loudspeakers

MAPMYRIDE

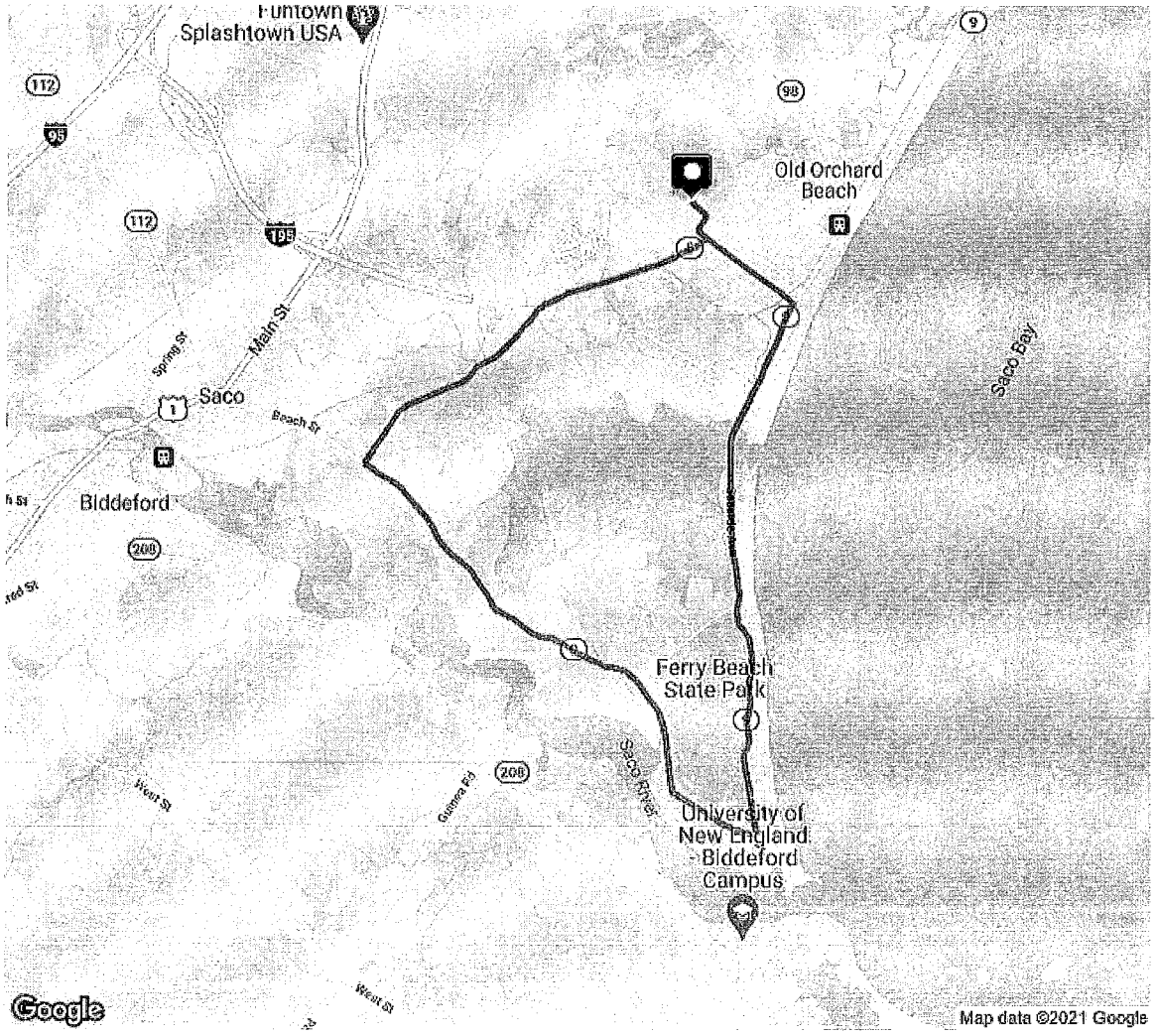
NEPR 10 MILE 2021

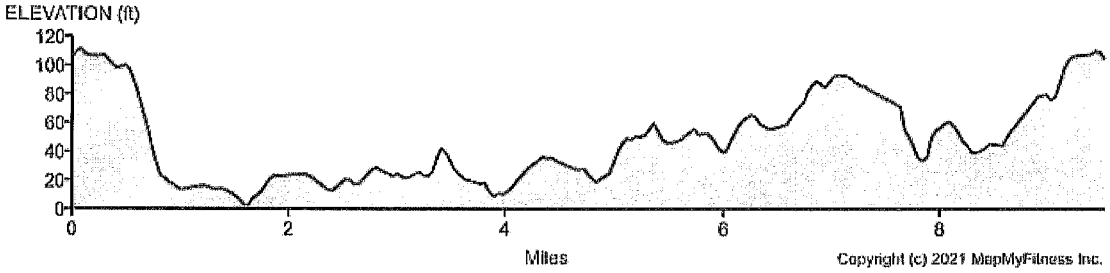
Distance: 9.51 mi

Elevation Gain: 257 ft

Elevation Max: 111 ft

Notes





0.00 mi Head southeast on Ballpark Way toward Emerson Cummings Blvd

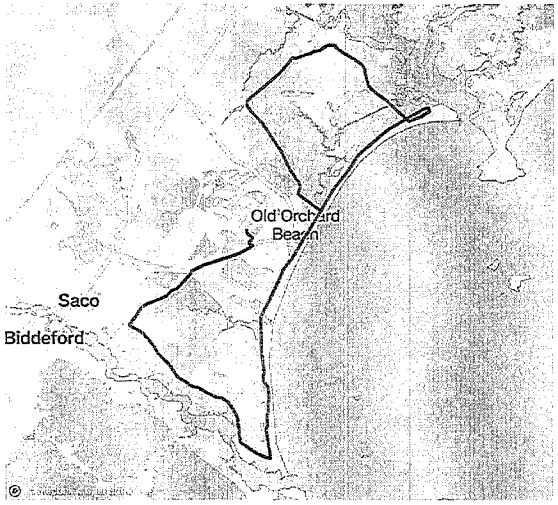
0.20 mi	Turn left onto Emerson Cummings Blvd
0.27 mi	Continue onto Union Ave
0.75 mi	Head southeast on Union Ave toward 1st St
0.85 mi	Turn right onto W Grand Ave Destination will be on the left
1.31 mi	Head southwest on W Grand Ave toward Winona Ave
1.66 mi	Continue onto Seaside Ave
1.89 mi	Head south on Seaside Ave toward Meadow Ave
2.96 mi	Head south on Seaside Ave toward Pond Ave
3.84 mi	Turn right onto Ferry Rd Destination will be on the left
3.86 mi	Head west on Ferry Rd toward Landing Rd Destination will be on the left
5.05 mi	Head northwest on Ferry Rd toward Windy Point Ln Destination will be on the left
6.89 mi	Head northwest on Ferry Rd toward Old Orchard Rd
6.94 mi	Turn right onto Old Orchard Rd Destination will be on the right
7.16 mi	Head northeast on Old Orchard Rd toward Seal Rock Springs Rd
7.95 mi	Head northeast on Old Orchard Rd
8.26 mi	Continue onto Saco Ave
8.35 mi	Head northeast on Saco Ave toward Harmon Ave
8.63 mi	Head east on Saco Ave toward Holland Ave
9.17 mi	Head northeast on Saco Ave toward Emerson Cummings Blvd
9.23 mi	Turn left onto Emerson Cummings Blvd
9.30 mi	Turn right onto Ballpark Way
9.50 mi	Destination

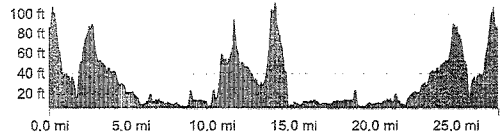
STRAVA

NEPR 2025 30 mile Route Improved

https://www.strava.com/routes/3317221641590372794

27.5 mi	520 ft	1:50:19
Distance	Elevation Gain	Est. Moving Time





Route recommendations may be incomplete and/or inaccurate and may contain sections of private land and/or sections of terrain that could be challenging or hazardous. Always use your best judgement about the safety of road and trail conditions and follow traffic and property laws.

DIRECTION	DISTANCE
Proceed onto Ballpark Way	**0.0 mi**
Left onto East Emerson Cummings Boulevard	**0.2 mi**
Right onto Saco Avenue	**0.2 mi**
Proceed onto Saco Avenue	**0.3 mi**
Proceed onto off-road waypoint. No data available	**1.2 mi**
Continue on Old Orchard Road	**1.2 mi**
Left onto Ferry Road	**2.5 mi**
Proceed onto Ferry Road	**3.4 mi**
Left onto Seaside Avenue	**5.6 mi**
Proceed onto Seaside Avenue	**5.8 mi**
Continue on West Grand Avenue	**7.8 mi**
Right onto Old Orchard Street	**9.3 mi**
Left onto East Grand Avenue	**9.3 mi**
Left onto Walnut Street	**9.7 mi**
Proceed onto Walnut Street	**9.9 mi**
Right onto Portland Avenue	**10.1 mi**
Proceed onto Portland Avenue	**11.8 mi**
Proceed onto Portland Avenue	**12.3 mi**
Continue on Milliken Mills Road	**12.3 mi**
Right onto Old Blue Point Road	**12.7 mi**
Proceed onto Old Blue Point Road	**12.8 mi**
Right onto Pine Point Road	**13.4 mi**
Proceed onto Pine Point Road	**13.9 mi**
Proceed onto off-road waypoint. No data available	**15.0 mi**
Left onto East Grand Avenue	**15.0 mi**
Continue on Jones Creek Drive	**15.0 mi**

DIRECTION	DISTANCE
Proceed onto Jones Creek Drive	**15.2 mi**
Right onto Avenue 5	**15.4 mi**
Proceed onto Avenue 5	**15.4 mi**
Right onto King Street	**15.5 mi**
Proceed onto King Street	**15.6 mi**
Continue on Pine Point Road	**15.8 mi**
Left onto East Grand Avenue	**15.9 mi**
Proceed onto East Grand Avenue	**16.1 mi**
Proceed onto East Grand Avenue	**17.6 mi**
Right onto Old Orchard Street	**18.2 mi**
Left onto West Grand Avenue	**18.2 mi**

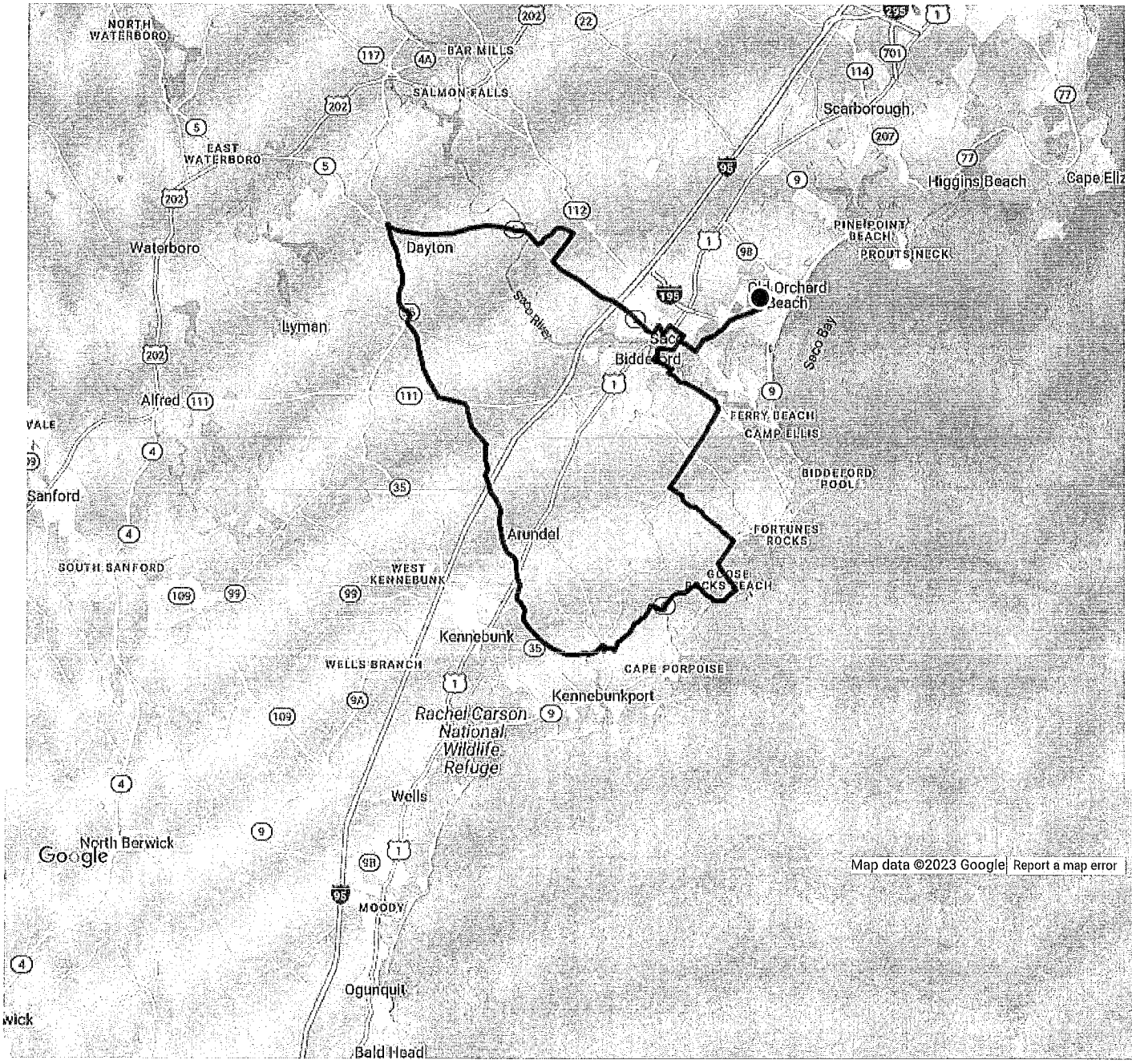
DIRECTION	DISTANCE
Continue on Seaside Avenue	**19.7 mi**
Proceed onto Seaside Avenue	**20.9 mi**
Right onto Ferry Road	**21.8 mi**
Proceed onto Ferry Road	**22.6 mi**
Proceed onto Ferry Road	**24.7 mi**
Right onto Old Orchard Road	**24.9 mi**
Continue on Saco Avenue	**26.2 mi**
Proceed onto Saco Avenue	**26.9 mi**
Left onto East Emerson Cummings Boulevard	**27.2 mi**
Right onto Ballpark Way	**27.3 mi**
Arrive at Finish	**27.5 mi**

MAPMYRIDE

NEPR 50 MILE 2023 FINAL

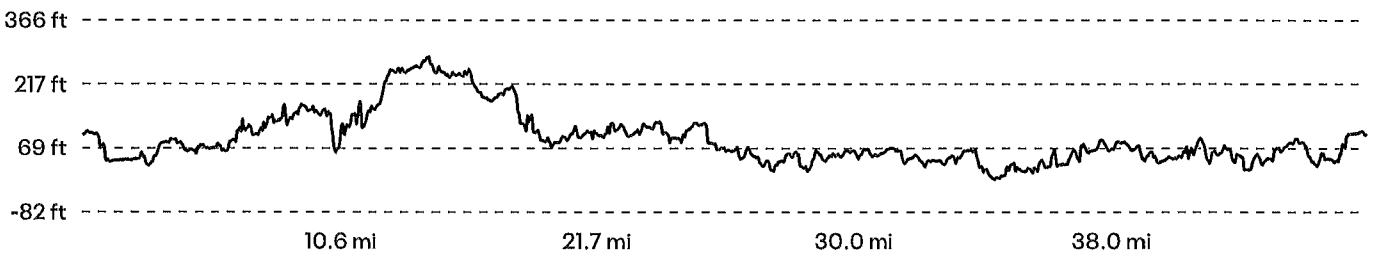
47.51 mi	1,369 ft	Bike Ride
Distance	Elevation Gain	Activity Type

Notes



Elevation

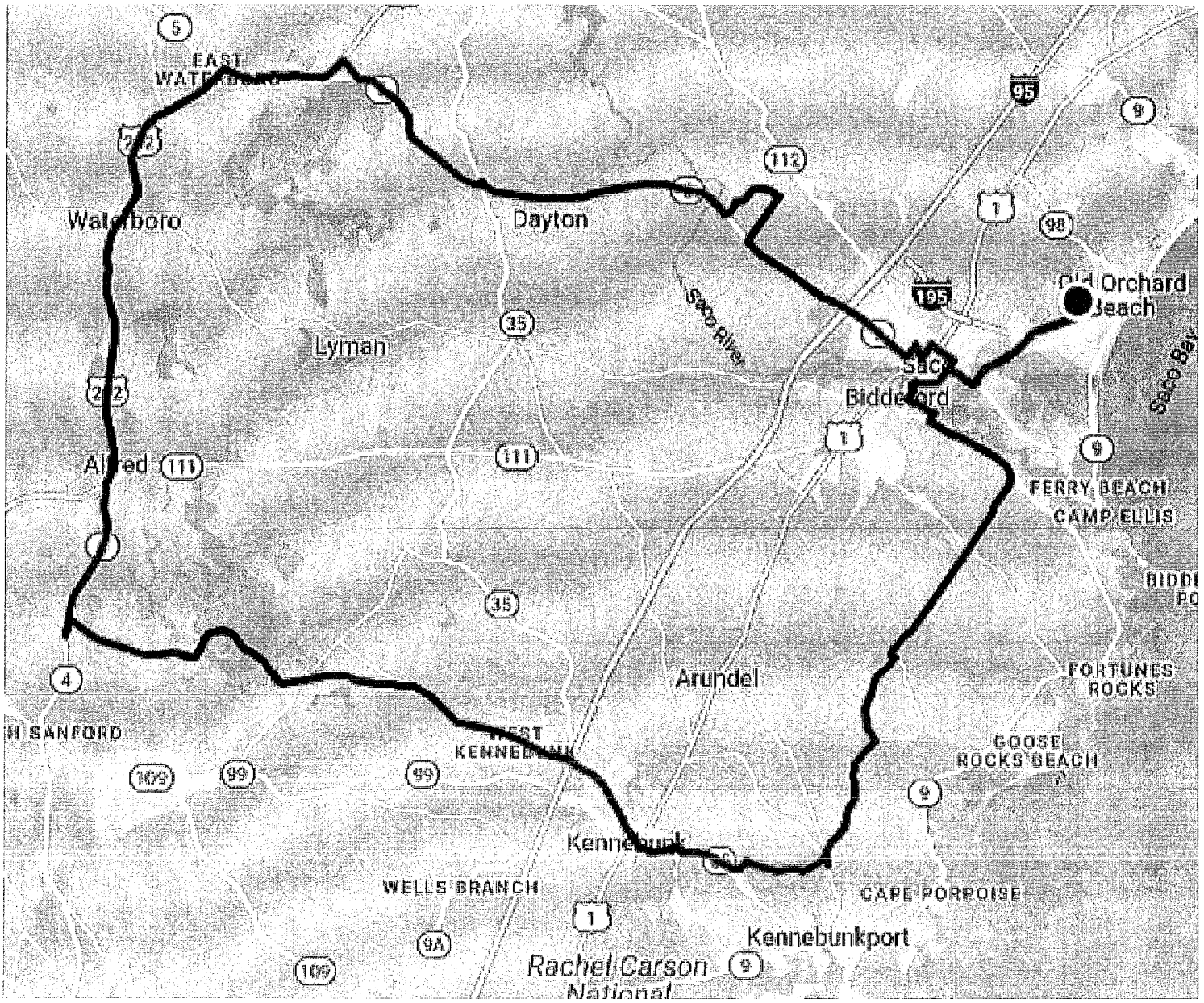
Start	Max	Gain
104 ft	284 ft	1,369 ft

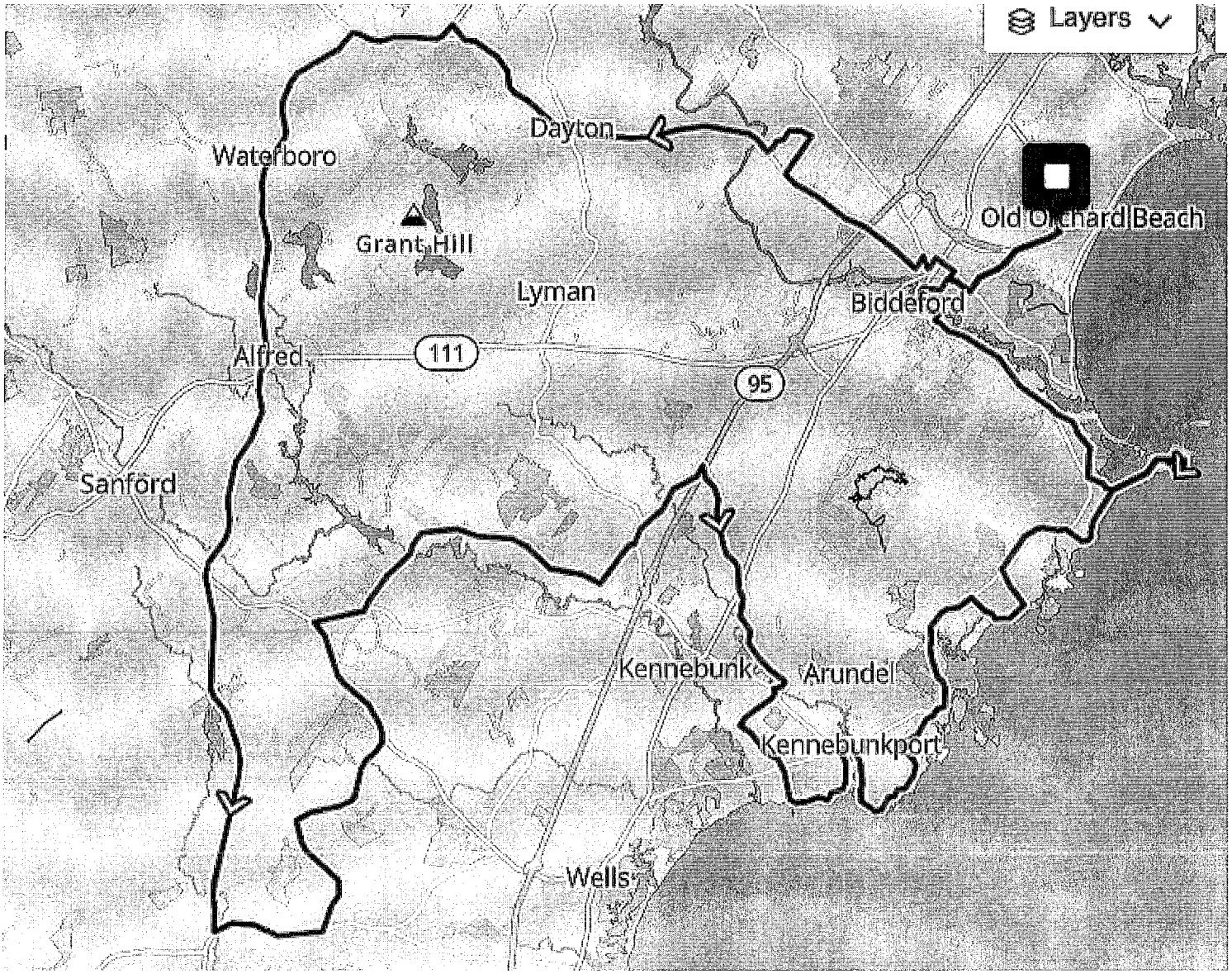


DISTANCE (MI)	DIRECTION
0.00	Head south on Ballpark Way toward Emerson Cummings Blvd
0.24	Turn left onto Emerson Cummings Blvd
0.26	Head southeast on Emerson Cummings Blvd toward Saco Ave
0.30	Turn right onto Saco Ave
1.29	At the traffic circle, take the 4th exit onto Old Orchard Rd/Saco AveDestination will be on the left
1.32	Head south toward Old Orchard Rd/Saco Ave
1.33	Exit the traffic circle onto Old Orchard Rd
2.50	Head southwest on Old Orchard Rd toward Victor Ave
2.63	Head northwest on Beach St toward Lawn Ave
3.13	Turn right onto Locke St
3.14	Head northeast on Locke St toward King St
3.34	Turn left onto King St
3.34	Head northwest on King St toward Winter St
3.68	Continue onto Fairfield St
3.81	Head southwest on Union St toward Clark St
4.08	Head southwest on Union St toward North St
4.08	Turn right onto North St
4.34	Head southwest on Spring St toward Central St
4.62	Turn right onto Bradley St
4.93	Head northwest on Bradley St toward Oak St
5.91	Continue onto New County Rd
7.97	Turn right onto Smutty Ln
8.03	Head northeast on Smutty Ln toward Autumn Dr
8.91	Turn left onto Louden Rd

DISTANCE (MI)	DIRECTION
8.96	Head northwest on Louden Rd toward Knoll Dr
10.05	Turn right onto New County RdDestination will be on the right
10.06	Head northwest on ME-5 N toward Ruth's Way
14.31	At the traffic circle, take the 1st exit onto ME-35
14.41	Turn right
14.44	Head west toward ME-35 N
14.46	Turn left onto ME-35 S
14.55	At the traffic circle, continue straight onto ME-35
17.02	Head southeast on ME-35 S toward Waterhouse Rd
17.36	Slight left onto Church StDestination will be on the left
17.46	Head southeast on Church St toward South St
17.51	Turn left onto South St
17.54	Turn right onto Hill Rd
19.60	Turn left onto ME-111 E
20.34	Turn right onto Limerick RdDestination will be on the left
20.52	Head south on Limerick Rd toward N Chapel Ln
25.48	Turn left onto River RdDestination will be on the left
25.96	Head south on River Rd toward Up Country Ln
27.91	Continue onto Arundel Rd
29.07	Head northeast on Arundel Rd toward Drown Ln
29.24	Turn right to stay on Arundel Rd
29.27	Turn right onto North St
29.40	Head north on North St toward Walkers Ln
29.53	Turn right onto Walkers Ln
29.87	Turn left onto Beachwood Ave
29.90	Head north on Beachwood Ave toward Malingwood Ln
31.48	Turn right to stay on Beachwood Ave
31.87	Turn left onto State Rte 9 EDestination will be on the right
31.94	Head north on State Rte 9 E toward Abenaki Way
33.04	Turn right onto Dyke Rd
33.71	Turn left onto Kings HwyDestination will be on the right
34.35	Head northeast on Kings Hwy toward Rugosa Way
34.42	Turn left onto New Biddeford Rd

DISTANCE (MI)	DIRECTION
35.29	Turn right onto State Rte 9 E
36.01	Turn left onto Oak Ridge Rd
38.34	Turn right onto Guinea RdDestination will be on the right
38.54	Head northeast on Guinea Rd toward Joshua Dr
40.81	Turn left onto Meeting House Rd
41.09	Turn right onto Pool StDestination will be on the left
41.10	Head northwest on Pool St toward Meeting House Rd
42.62	Turn right onto Lafayette St
42.78	Turn left onto Cleaves StDestination will be on the right
42.81	Head northwest on Cleaves St toward Riverside Ave
43.18	Slight right onto Water St
43.31	Turn right onto Main St
43.34	Turn right to stay on Main St
43.69	Turn right onto Front St/Pepperell Square
43.72	Turn left onto Common St
43.97	Head east on Common St toward Gray Ave
44.06	Turn left onto James St
44.32	Turn right onto Beach StDestination will be on the right
44.33	Head east on Beach St toward Locke St
44.86	Turn left onto Old Orchard RdDestination will be on the right
45.69	Head northeast on Old Orchard Rd toward Nancy Dr
46.15	At the traffic circle, take the 3rd exit onto Old Orchard Rd/Saco AveContinue to follow Saco AveDestination will be on the right
46.58	Head east on Saco Ave toward Pinebrook TerraceDestination will be on the right
47.10	Head northeast on Saco Ave toward Emerson Cummings Blvd
47.14	Turn left onto Emerson Cummings Blvd
47.21	Turn right onto Ballpark Way
47.23	Continue straight to stay on Ballpark Way
47.46	Destination


Waterboro
Dayton
Lyman
Alfred
Arundel
Kennebunk
Kennebunkport
Biddeford
Saco
Old Orchard Beach
Saco River
Saco Bay
FERRY BEACH
CAMP ELLIS
FORTUNES ROCKS
GOOSE ROCKS BEACH
CAPE PORPOISE
WELLS BRANCH
Rachel Carson
112
111
35
95
195
1
9
98
4
99
109
9A


Layers
Dayton
Waterboro
Grant Hill
Old Orchard Beach
Lyman
Biddeford
Alfred
111
95
Sanford
Kennebunk
Arundel
Kennebunkport
Wells

Strava

NEPR 2025 Century New

https://www.strava.com/routes/2868109142299515570

99.6 mi	2,923 ft	6:38:14
Distance	Elevation Gain	Est. Moving Time

100 ft200 ft300 ft0.0 mi20.0 mi40.0 mi60.0 mi80.0 mi

Route recommendations may be incomplete and/or inaccurate and may contain sections of private land and/or sections of terrain that could be challenging or hazardous. Always use your best judgement about the safety of road and trail conditions and follow traffic and property laws.

DIRECTION	DISTANCE
Proceed onto Ballpark Way	**0.0 mi**
Left onto East Emerson Cummings Boulevard	**0.2 mi**
Right onto Saco Avenue	**0.2 mi**
Proceed onto Saco Avenue	**0.3 mi**
Proceed onto Saco Avenue	**0.5 mi**
Proceed onto off-road waypoint. No data available	**1.2 mi**
Continue on Old Orchard Road	**1.3 mi**
Proceed onto Old Orchard Road	**1.9 mi**

Right onto Beach Street	**2.5 mi**
Right onto Locke Street	**3.1 mi**
Proceed onto Locke Street	**3.1 mi**
Left onto King Street	**3.3 mi**
Proceed onto King Street	**3.3 mi**
Continue on Fairfield Street	**3.6 mi**
Continue on Union Street	**3.7 mi**
Proceed onto Union Street	**3.9 mi**
Right onto North Street	**4.0 mi**
Proceed onto Sawyer Street	**4.2 mi**
Right onto Mechanic Street	**4.3 mi**
Left onto Spring Street	**4.4 mi**
Right onto Bradley Street	**4.5 mi**
Proceed onto Bradley Street	**5.1 mi**
Continue on New County Road	**5.8 mi**
Proceed onto New County Road	**6.6 mi**
Right onto Smutty Lane	**7.9 mi**
Proceed onto Smutty Lane	**8.7 mi**
Left onto Louden Road	**8.8 mi**
Right onto New County Road	**9.9 mi**
Right onto ME 5;ME 35	**14.2 mi**
Continue on Clarks Mills Road	**14.2 mi**

Proceed onto Clarks Mills Road - 1st REST STOP	**14.3 mi**
Right onto ME 5;ME 35	**14.4 mi**
Right onto New County Road	**14.4 mi**
Continue on Sarah Vaughn Road	**17.4 mi**
Proceed onto Sarah Vaughn Road	**17.8 mi**
Left onto Hollis Road	**17.8 mi**
Continue on Bartletts Bridge Road	**17.8 mi**
Continue on US 202;ME 4;ME 5	**18.2 mi**
Continue on Bartletts Bridge Road	**18.2 mi**
Continue on Main Street	**18.8 mi**
Continue on US 202;ME 4;ME 5	**20.0 mi**
Left onto US 202;ME 4	**20.0 mi**
Continue on Main Street	**20.1 mi**
Proceed onto Main Street	**23.8 mi**
Continue on Waterboro Road	**24.9 mi**
Continue on Oak Street	**27.5 mi**
Left onto Jordan Springs Road	**27.9 mi**
Continue on Alfred Street - 2d REST STOP	**30.0 mi**
Continue on ME 109;ME 4A;ME 4	**32.4 mi**
Continue on Country Club Road	**32.4 mi**
Proceed onto Country Club Road	**33.2 mi**
Continue on High Street	**37.0 mi**

Proceed onto High Street	**37.0 mi**
Left onto Wells Street	**39.9 mi**
Continue on North Berwick Road	**41.5 mi**
Proceed onto North Berwick Road	**41.6 mi**
Left onto Bragdon Road	**42.3 mi**
Continue on Perry Oliver Road	**43.4 mi**
Proceed onto Perry Oliver Road	**43.9 mi**
Right onto Quarry Road	**45.0 mi**
Proceed onto Quarry Road	**45.2 mi**
Left onto Bald Hill Road	**46.3 mi**
Proceed onto Bald Hill Road	**46.6 mi**
Left onto High Pine Loop	**47.7 mi**
Continue on Sanford Road	**47.8 mi**
Proceed onto Sanford Road - 3rd REST STOP at mile 50.2	**48.1 mi**
Continue on Main Street	**48.7 mi**
Right onto Kennebunk Road	**50.6 mi**
Continue on Whichers Mill Road	**51.7 mi**
Proceed onto Whichers Mill Road	**51.7 mi**
Continue on Old North Berwick Road	**53.2 mi**
Continue on Pools Crossing Road	**53.7 mi**
Continue on Old Falls Road	**54.4 mi**
Continue on Alfred Road	**55.6 mi**

Proceed onto Alfred Road	**55.6 mi**
Left onto Thompson Road	**57.7 mi**
Left onto Alewive Road	**58.8 mi**
Right onto Downing Road	**59.1 mi**
Proceed onto Downing Road	**59.2 mi**
Right onto Limerick Road	**61.0 mi**
Proceed onto Limerick Road	**62.2 mi**
Continue on River Road	**63.9 mi**
Proceed onto River Road	**66.0 mi**
Right onto Durrells Bridge Road	**66.0 mi**
Left onto Summer Street	**66.3 mi**
Right onto Heath Road	**66.4 mi**
Left onto Sea Road	**67.4 mi**
Proceed onto Sea Road - 4th REST STOP	**67.9 mi**
Continue on Beach Avenue	**69.4 mi**
Continue on Woodland Avenue	**69.4 mi**
Continue on Beach Avenue	**69.5 mi**
Proceed onto Beach Avenue	**70.1 mi**
Proceed onto Beach Avenue	**71.4 mi**
Right onto Western Avenue	**71.5 mi**
Continue on Dock Square	**71.7 mi**
Right onto Ocean Avenue	**71.7 mi**

Proceed onto Ocean Avenue	**72.1 mi**
Proceed onto Ocean Avenue	**73.0 mi**
Proceed onto Ocean Avenue	**74.1 mi**
Continue on Turbats Creek Road	**74.9 mi**
Proceed onto off-road waypoint. No data available	**75.3 mi**
Right onto Wildes District Road	**75.3 mi**
Right onto Main Street	**76.4 mi**
Left onto Mills Road	**76.7 mi**
Right onto Dyke Road	**79.5 mi**
Left onto Kings Highway	**80.2 mi**
Proceed onto Kings Highway	**80.4 mi**
Left onto New Biddeford Road	**80.9 mi**
Proceed onto New Biddeford Road	**81.1 mi**
Right onto Mills Road	**81.8 mi**
Proceed onto Mills Road	**82.4 mi**
Continue on Pool Street	**82.4 mi**
Right onto Fortunes Rocks Road	**83.5 mi**
Proceed onto Fortunes Rocks Road	**83.8 mi**
Continue on Mile Stretch Road	**85.2 mi**
Proceed onto Mile Stretch Road	**85.7 mi**
Continue on Lester B Orcutt Boulevard	**86.4 mi**

Proceed onto Lester B Orcutt Boulevard	**86.5 mi**
Right onto Ocean Avenue	**87.0 mi**
Proceed onto Ocean Avenue	**87.1 mi**
Proceed onto Seventh Street	**87.3 mi**
Proceed onto Seventh Street	**87.5 mi**
Left onto First Street	**87.6 mi**
Proceed onto First Street	**87.8 mi**
Continue on Lester B Orcutt Boulevard	**87.8 mi**
Continue on Mile Stretch Road	**88.0 mi**
Right onto Bridge Road	**89.1 mi**
Proceed onto Bridge Road	**89.3 mi**
Right onto Old Pool Road	**89.7 mi**
Proceed onto Old Pool Road	**90.0 mi**
Left onto Hills Beach Road	**91.0 mi**
Proceed onto Hills Beach Road	**91.3 mi**
Right onto Pool Street	**91.4 mi**
Proceed onto Pool Street - 5th REST STOP	**93.1 mi**
Right onto Lafayette Street	**94.6 mi**
Proceed onto Lafayette Street	**94.7 mi**
Right onto Pool Street	**94.8 mi**
Right onto Clifford Street	**95.0 mi**
Continue on Water Street	**95.3 mi**

Proceed onto off-road waypoint. No data available	**95.4 mi**
Right onto Main Street	**95.5 mi**
Proceed onto Main Street	**95.6 mi**
Right onto Pepperell Square	**95.8 mi**
Left onto Common Street	**95.8 mi**
Proceed onto Common Street	**96.0 mi**
Left onto James Street	**96.2 mi**
Proceed onto James Street	**96.2 mi**
Proceed onto James Street	**96.4 mi**
Right onto Beach Street	**96.4 mi**
Left onto Old Orchard Road	**97.0 mi**
Proceed onto Old Orchard Road	**97.1 mi**
Proceed onto Old Orchard Road	**98.2 mi**
Continue on Saco Avenue	**98.3 mi**
Proceed onto Saco Avenue	**99.2 mi**
Left onto East Emerson Cummings Boulevard	**99.3 mi**
Proceed onto East Emerson Cummings Boulevard	**99.3 mi**
Right onto Ballpark Way	**99.3 mi**
Arrive at Finish	**99.6 mi**

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 7/1/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Advantage Insurance
393 Daniel Webster Highway
Merrimack NH 03054

CONTACT NAME:
PHONE (A/C, No, Ext): 603-262-3300 **FAX (A/C, No):** 603-262-3444
E-MAIL ADDRESS: customerservice@abinh.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Johnson & Johnson Insurance	
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED NEWENGL-47
New England Parkinson's Ride
PO Box 1124
Merrimack NH 03054

COVERAGES **CERTIFICATE NUMBER:** 316212109 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			NBP1551429N	6/15/2026	6/15/2027	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 500,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY [ ] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 1,000,000
	OTHER:						Directors & Officers	$ 1,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						PER STATUTE / OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] N / A (Mandatory in NH)						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The town of Old Orchard Beach is additional insured as required by written contract.

CERTIFICATE HOLDER
Town of Old Orchard Beach
1 Portland Ave.
Old Orchard Beach ME 04064

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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THE BALLPARK AT OLD ORCHARD BEACH
AGREEMENT BETWEEN
THE TOWN OF OLD ORCHARD BEACH AND NEW ENGLAND PARKINSON'S RIDE

This use agreement (hereinafter referred to as "Agreement") is made and entered into on this **15th day of April 2025**, by and between the Town of Old Orchard Beach, a Maine municipal corporation with the Town Hall address of 1 Portland Avenue, Old Orchard Beach, Maine (hereinafter referred to as the "Town") and New England Parkinson's Ride , DBA "New England Parkinson's Ride" with a mailing address of P.O. Box 1124, Merrimack, New Hampshire 03054 (hereafter referred to **NEPR** for the purpose of authorizing certain related activities under terms set forth herein.

1. The Facility. The Town owns and operates public facilities located at 7 Ballpark Way known as The Old Orchard Beach Recreational Complex at The Ballpark ("The Ballpark"). The Ballpark consists of an outdoor stadium for baseball and other events with seats, audio systems, enhanced wifi, associated parking areas, field lighting, restroom facilities, concession stands, Club House, spaces to be used as offices, ticket booth, and storage space in a detached storage building.

2. NEPR is a registered entity in New Hampshire that intends to conduct event activities at The Ballpark as described herein.

3. Terms of the Agreement. This agreement is for a New England Parkinson's Bike Ride event to be held two days for each of 3 consecutive years. **September 5-6, 2025, September 4-5, 2026, and September 10-11, 2027.**

NEPR may access The Ballpark for setup on the Thursday prior at a time to be approved by The Recreational Director. On event days The Ballpark will be open for NEPR to use beginning 5:00AM. All equipment must be removed from the premises by 6:00PM on the day following the event completion.

4. Scope of the event. NEPR will present and manage a fundraising Bike Ride event., including a pre-ride supper on Friday of event weekend with the sale of food, beverages, and Parkinson's Ride related merchandise. The main event is a bike ride fundraiser on Saturday of event weekend with food and entertainment.

5. User Fee. NEPR shall pay the Town each year:

a. Two Thousand Six Hundred and Seventy Five Dollars ($2,675.00) due 30 days prior to event start.
This fee is non-refundable.
b. Reimbursement for all food and supplies used excluding Restroom supplies which will be the responsibility of the Ballpark.
c. $25 per MH for all required assistance by Ballpark personnel in set up, execution and take down for event. This fee to be collected after event.

6. Security Deposit. Not Required

7. Obligations NEPR will furnish and be fully responsible for all equipment supplies, furnishings, marketing, and sales associated with the NEPR Event including but not limited to the following:

i. Marketing and advertising
ii. Furnishing, set up and removal of any equipment required for the day's program.
iii. Ticket Sales and collection.
iv. Parking management including parking attendants.
v. Payment reimbursement for all food and supplies given out to riders or used by NEPR staff from Ballpark assets.
vi. NEPR will provide security at a level approved by the Old Orchard Beach Police Chief of Police seven days prior to the event.
vii. Alcohol sales may be provided by NEPR only through the vendor already licensed for operation at The Ballpark and within limitations of the existing liquor license for that vendor.
Viii Restoration of the Ballpark to as found condition

8. Town Obligations. The Town is responsible for the following obligations:

i. Operation and personnel for food and beverage concession including alcohol sales.
ii. Provision and servicing of all trash cans during event.
iii. Custodial care of restrooms prior to and including event weekends.
iv. One onsite Ballpark representative to assist in lighting and operation of Ballpark equipment.
v. Arrangement for additional Mosquito spraying in locations requested by NEPR the week of event. Cost reimbursed by NEPR.

9. Termination. Either party may terminate this Agreement for cause after giving the other party written notice and a reasonable opportunity to cure.

10. Dispute Resolution. Any controversy or claim arising out of or related to this Agreement, which cannot be resolved between the parties shall be submitted to the Maine Superior Court (York County). Maine law shall govern this Agreement.

10. Insurance. Except as otherwise provided by this Agreement, NEPR shall obtain and maintain, throughout the term of this Agreement and at no cost to the Town. Comprehensive general liability insurance insuring liability and property damage against all claims and demands for any personal injury to or death of any person and damage to or destruction or loss of property which may have or be claimed to have occurred at The Ballpark in an amount of not less than one million dollars ($1,000,000) single limit, for injury to or death of one person, two million dollars (2,000,000) for injury to or death of more than one person in any single accident,

and for not less than three hundred thousand dollars ($300,000) for damage to or destruction or loss of property.

NEPR agrees that the Town shall be listed on the required insurance policies as an additional co-insured, and further agrees to require their insurer to provide to the Town certification of the required insurance and that the Town is co-insured at least one week prior to the agreed use of the facility by NEPR. Nothing in this paragraph shall be deemed to waive any immunity available to the Town under any State or Federal law, including, but without limitations the Maine Tort Claims Act., codified at 14 M.R.S.A SS 8101, et seq. Client shall deliver to Town certificates satisfactory to Town evidencing insurance coverage.

12. Indemnification. To the fullest extent permitted by Maine Laws and Regulations, NEPR shall defend, indemnify, and hold harmless Town, it officers, employees and agents, in their official and individual capacities, from and against all claims, cost, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or relating to the performance of Agreement by NEPR , it's official, employees, agents and subcontractors, including the loss of use resulting therefrom, if caused in whole or in part by acts or omissions, whether negligent, intentional or otherwise, or breach of the Agreement by NEPR or the acts or omissions, whether negligent, intentional or otherwise, of its subcontractor, sub-subcontractor, or suppliers, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Nothing herein shall, nor is intended to, waive any defense, immunity or limitation of liability which may be available to the Town or their respective officers, agents, and employees, under the Maine Tort Claims Act, codified at 14 M.S.R.A SS 8101et.seq., or any other privileges and or immunities provided by law.

13. Entire Agreement. This Agreement represents and contains the entire agreement between parties. Prior discussions or verbal representations by parties that are not contained in this Agreement are not part of this Agreement.

NEPR Axi Wechter

Witness: Todd Wechter

By: Axi Wechter

Date: 4/22/2025

TOWN OF OLD ORCHARD BEACH

Witness:

By:
Diana Asanza

Date: 4/23/2025

MISCELLANEOUS PAYMENT RECPT#: 696810
TOWN OF OLD ORCHARD BEACH
1 PORTLAND AVE.

OLD ORCHARD BEACH, ME 04064

DATE: 07/28/26 TIME: 12:33:03
CLERK: clopresti DEPT:
CUSTOMER#:

COMMENT: NEW ENGLAND PARKINSO

CHG: TCREC TOWN CLERK RECE 150.00

AMOUNT PAID: 150.00

PAID BY: WALKER, ALEXANDRA
PAYMENT METH: CHECK
1012

REFERENCE: WALKER, ALEX

AMT TENDERED: 150.00
AMT APPLIED: 150.00
CHANGE: .00

COPY

AGENDA ITEM #9100

Discussion with Action: Approve the Special Event Permit for the Community Friendly Connection to hold a Fall Festival on Saturday, September 26th, 2026 from 10:00 a.m. to 2:00 p.m., Set-up starting September 25th at noon. Takedown by 4 p.m. This includes closure of First St. from Staples St. to Heath St. beginning at 2am on Saturday, September 26th, 2026 until end of event.

Chair: Shawn O'Neill

APPLICATION INFORMATION

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

1. Name of applicant OOB Community Friendly Connection (CFC)

   Address of applicant 1 Portland Ave, OOB ME 04064
   (City, State, Zip)

   Phone number of applicant 207 934-4355 1 Fax ( ) n/a

   Cell phone 207 229-9162 E-mail director@oblibrary.org

   On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable)
   OOB · CFC / Libby Library / OOB CoC / Town of OOB

   Website address (if an Organization, Firm or Corporation) www.oobmaine.com

   Type of Event:
   - ☑ Festival/Fair
   - ☐ Race/Walk/Bike Ride
   - ☐ Concert
   - ☐ Parade/March
   - ☐ Other – Please specify

   ---

2. Event Description (name all vendors who will provide entertainment and the type of entertainment provided) OOB Fall Fest 2026
   Community event to bring together different organizations + businesses in order to raise awareness about said to local community members. music/FOOD/GAMES/DEMOS

   Will you be using tents? ✓ YES ____ NO Individual exhibitor canopies possible

   If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.

Will you be using staging? ✓ YES ~~✓~~ NO

If yes, the following items will be used at the event (Please mark all that apply):

☑ Amplified Music ☐ Bleacher(s) ☐ Dance Floor(s) ☑ Live Entertainment
☑ Loud Speaker(s) ☑ Microphone(s) ☐ Stadium(s) ☐ Stage(s)

☐ Other: _____

Note: If any of the above items will be used, please indicate their location on your attached Site Plan/Map. Use of the above items may require the Event Organizer to meet ADA regulations.
TBD w/ Town Staff, Memorial Park Comm.

3. Chairperson and/or responsible party for the event, if other than above:
(Include information how this person may be contacted at any time during the event).

Name Lee Koenigs Work Phone ~~207~~ 934-4351

Address 38 Fern Ave OOB ME 04064
City State Zip

Cell phone (~~207~~ 229-9162 Fax (__) n/a

E-mail director@oobhbrary.org

4. SET-UP Date for Event Fri/Sat A.M. Day of Week 9/25 from 12 to 6

Date of Event 9/26/26 Day of Week Sat. from 8 to 4 actual event 10-2

Date of Event _____ Day of Week _____ from _____ to _____

Date of Event _____ Day of Week _____ from _____ to _____

Date of Event _____ Day of Week _____ from _____ to _____

TAKE-DOWN date _____ Day of Week _____ from _____ to _____

RAIN DATE(s) None Times _____
(if rain date listed, insurance must list rain date)

5. Location of the Event Veteran's Memorial Park + 1st Street
(if applicable, a map or diagram showing the area to be used, or parade route)

6. The estimated number of participants in the event

_____ 0-150; ✓ 150-500; _____ 500-1000; _____ 1,000+

7. If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (if yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.

Close 1st St. from 2pm. Friday to 4pm Saturday

8. Will the sale of food and/or beverages occur at the event? _____ If yes, describe the commodities to be sold.

☐ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) ☐ Pot-Luck Items
☐ Professional Catering ☑ Non-Profit Food Vendors ☑ Retail Food Vendors

Food trucks and/or booths

9. Will there be merchandise sold at the event? ✓ YES _____ NO

Description of merchandise possible sale of items by retail or non-profit vendors

10. Is the event a Charitable event? ✓ YES _____ NO

Is this event co-sponsored by the Town of Old Orchard Beach? ✓ YES _____ NO

If this event a Regional School Unit #23 event? _____ Yes ✓ NO
(The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or co-sponsored by the Town of Old Orchard Beach).

11. If the event is charitable, name the beneficiary of the proceeds from the event:

OOB-CFC / Town of OOB

12. List any Event Sponsors: / Collaborators

OOB-CFC, Town of OOB
OOB Chamber of Commerce
Libby Memorial Library

Will admission be charged for the event? _____ YES ✓ NO
Will participants be charged for parking? _____ YES ✓ NO

13. Has this event been held previously in Old Orchard Beach?

✓ YES (if yes, please list dates): 4th Sat in Sept. 2022, 2023, 2025

____ NO

14. What is the applicant doing to ensure the event will not endanger the public safety or disturb the peace? Describe your plans for security at your event, including crowd control (attach additional sheets if necessary). Security plan will need final approval by the Old Orchard Beach Police Department and they have final say in appropriate number and type of security personnel required. Must include at least one Old Orchard Beach Police Officer, if security is required. Costs associated with security are the sole responsibility of the event organizer.

Please describe your security plan (including your plans for controlling ingress/egress of all persons, vehicles, equipment, and Emergency Medical Services) :

will coordinate w/ OOBPD + OOBFD

Additional Uniformed presence provided by: ___Off-Duty Police Officers; ___ Private Security; ___Volunteers

Times: n/a How many? _____

If you have already made contact with someone about security, provide the contact name and number:

Name: n/a Phone Number: _____

Please list any items that will be left overnight. If equipment will be left on-site overnight, provide details for personal property safety and security of site: (Note that the event organizer is solely responsible for items left on the property. The Town assumes no responsibility for items of personal property at the location at any time)

Items set up on Friday will remain through the event

Will audible devices be used at this event? ✓ YES ____ NO
If yes, what type of devices will be used? What time will they be used? (Decibel level limits are in Chapter 26 of the Code of Ordinances).

Microphone / Music

Where will the event attendees/participants park? Handicapped Only - 10 Spaces on 1st St (Staples St. end), exhibitors in park Municipal lot, Attendees on available Street parking & Capt. Mike's lot (free during event)

Will a shuttle service be provided from parking areas to the event site? ____ YES ✓ NO

If yes, please describe shuttle plan, and name of company provided service:

Will you require special parking (RV's, trailers, trucks)? ____ YES ✓ NO

If yes, give details: ____

15. Describe your plans for waste disposal at your event. What arrangements have you made for removal and disposal of trash generated by your event? Please supply details of numbers and type of containers and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited.

Requesting several additional waste + recycling bins to be placed in park - managed by DOB DPW

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

If yes, number needed and location 3, either end of 1st Street

Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?

✓ YES ____ NO If yes, please describe:

1st St. + Park Municipal lot - no parking 4pm 9/25 to 2pm 9/26

Is any other public works assistance needed? Set up barricades, extra waste + recycling cans - shut off irrigation if necessary.

If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking? Yes.

16. Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc? ✓ YES ____ NO

If yes, explain: Grill readers

If this application includes a request for a bonfire, the attached Bonfire Permit must also be filled out.

17. Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.

Working w/ Town on various signage -

Will this event be posting a banner on public property? ✓ YES ____ NO

If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more than two weeks prior to the event):

Event title on feather flags to be placed at park, reminder info on Town electric signs + channel 3

18. Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served, the Town requires additional Liquor Liability Insurance (minimum $2,000,000, listing Town of Old Orchard Beach as additionally insured): ____ YES ✓ NO

Will the alcohol be: ____ Sold; ____ Given away; ____ Both

Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:

19. If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark? _____Yes, it's attached _____No n/a

20. Will the event involve professional fireworks? _____YES ✓ NO
Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?_____
(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).

What time/date will the fireworks display occur? _____

21. Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.) ___YES ✓ NO

If so, please indicate the location of the animals on the Site Plan/Map.

22. Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1st through August 31st of each year. Will this event occur on the beach? _____YES ✓ NO

If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.

Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects/events that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. ***However, projects must be reviewed by MDIFW before Town approval.***

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final event proposal per review standards established for Essential Habitats and determine if the event would significantly alter the habitat or violate protection guidelines. Application is attached.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23. Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least $500,000. The Town of Old Orchard Beach **MUST** be listed as an Additional Named Insured.

__✓__ Yes, it has been provided with the application; _____ No, it will be provided at least 30 days prior to the event.

24. Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)? _____ YES __✓__ NO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

_____

_____

SPECIAL EVENT PERMIT AGREEMENT

I, Lee M. Koenigs on behalf of OOB Community Friendly Connection
(Print Applicant Contact Name) (Print Organization/Group Name)

Agree to abide by the following Special Event requirements:

1. All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.

2. Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included. LMK **(initial)**

3. To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.

4. Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.

5. Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.

6. To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.

7. This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.

8. For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.

9. For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents, invitees or other sponsor in connection with said event.

10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.

11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.

12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.

13. Events are considered rain/shine. Refunds are not issued if the event does not occur.

14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.

15. Consumer Fireworks are illegal in Old Orchard Beach.

I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. I certify that the information I provided is accurate to the best of my knowledge.

Signature: _____ Date: 8/13/26
(authorized representative)

Print name: Lee M. Koenigs

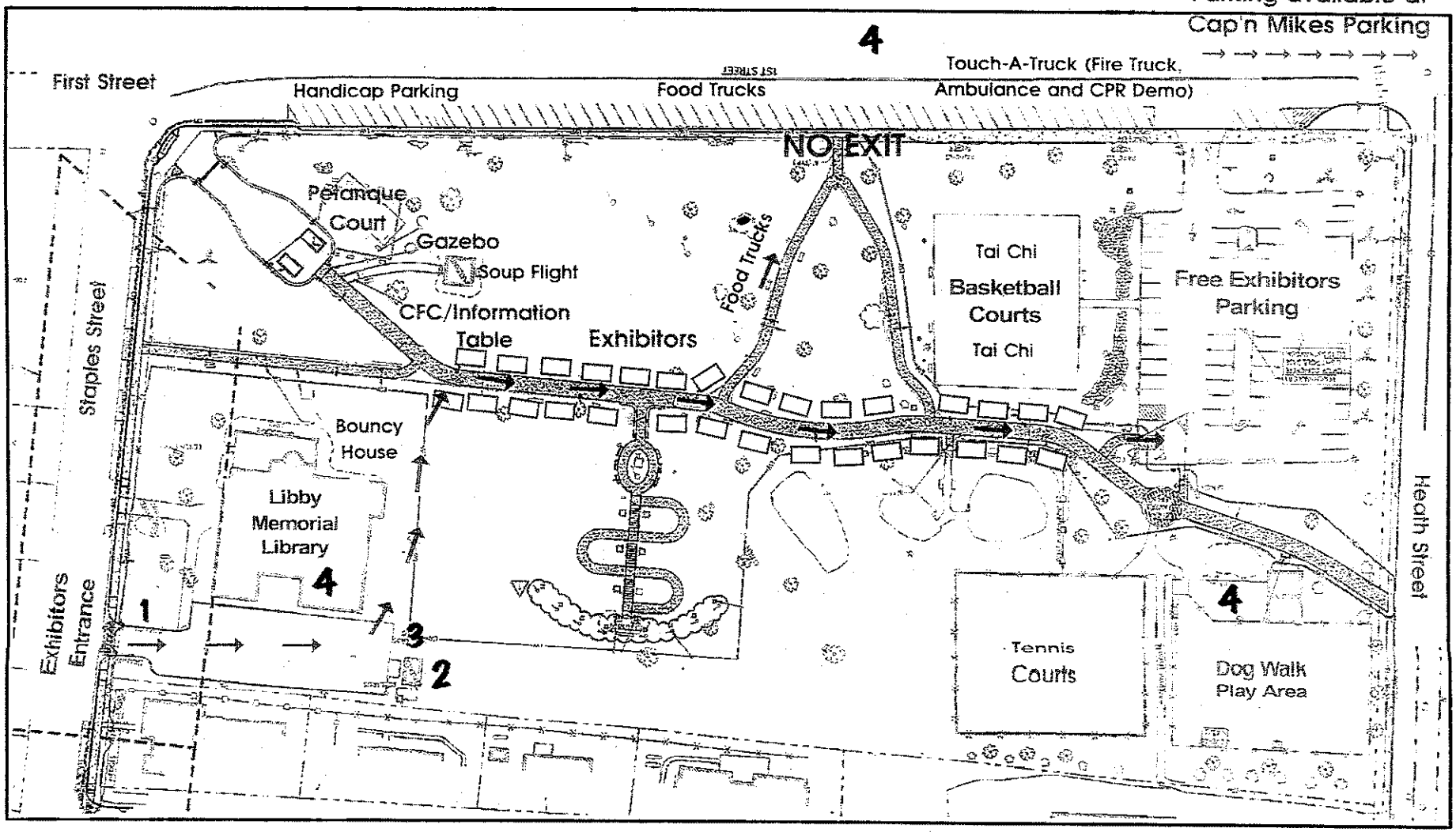
Print Organization Name (if applicable): OOB Community Friendly Connection

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
Porta Potties/Rest Rooms
Vendor Locations
Garbage Cans
Water Sources
Street Closures/Parking Information
Water/Electricity Sources
Loudspeakers

Please see attached map —

Veterans' Memorial Park



Legend

1 - Check-in Table

2 - Friends of Libby Library Book Shed

3 - Friends of the Library Book & Yard Sale

4 - Restrooms (3 locations)

AGENDA ITEM #9101

Discussion with Action: Renew the liquor license for Sandy Bottom Investment Group, Inc (Myst Restaurant), 1 East Grand Avenue, 306-1-2, Class A Restaurant/Lounge, On-Premise, Beer, Wine & Spirits.

Chair: Shawn O'Neill

AGENDA ITEM #9102

Discussion with Action: Renew the liquor license for Whaler Inc., William Marshall, (The Whaler), 20 Staples Street, 206-31-17, Class A Lounge: On-Premise, Beer, Wine & Spirits.

Chair: Shawn O'Neill

Executive Session: The Town Council will be holding an Executive Session for the discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency under Title 1 M.R.S.A. Section 405 (6) (C), and the Council anticipates that the discussion will be held in executive session.

ADJOURNMENT

Chair: Shawn O'Neill