



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes Wednesday, April 5, 2017 @ 5:30 pm City Council Chambers

I. Call to Order

Members Present: Phil Cyr, Michele Smith, Robert White, Evan Graves, Todd Pelletier, Philip McDonough III and Matt Hunter

Others Present: Steve Wentworth – Planning Board Advisor, Stephanie Beaulieu – Detective for Bureau of Motor Vehicle, Philip McDonough II – Councilor Liaison and Denise Lausier.

II. Approval of January 17, 2017 Council/Planning Board Workshop Minutes

Motion by Todd Pelletier to approve; seconded by Evan Graves. Vote was unanimous.

III. Approval of March 1, 2017 Planning Board Minutes

Motion by Philip McDonough III to approve; seconded by Evan Graves. Vote was unanimous.

IV. New Business

1) Proposed change to all of the RC-2 Zone along Access Highway to allow the installation of mobile homes.

Steve Wentworth received a request from Josh Nadeau to install a mobile home in the RC-2 Zone on the Access Highway. Currently, this is not allowed in this zone. Steve Wentworth told the Board that currently that area along Access Highway has multiple mobile homes. He recommends changing the restriction of RC-2 and making it R-3. After Board discussion, Philip McDonough III moved to propose to change the RC-2 Zone to an R-3 Zone along the Access Highway and hold a Public Hearing at the next meeting; seconded by Todd Pelletier. Vote was unanimous.

2) Discussion on an application to become an Auto Recycler – Kip Griffin, 960 Access Highway.

Steve Wentworth explained that the Land Use Table does not have an item for Auto Recycling. There is an item for Recyclers of bottles and cardboard, but does not address automobiles. The Site Design Application and Ordinance has review criteria for the Planning Board to follow. Every five years, Auto Recyclers need to get Planning Board approval. The facility has to meet the same review criteria as Junkyards. Annually, the Code Enforcement Officer signs the required Zoning form from the State. Stephanie Beaulieu, Detective for Bureau of Motor Vehicles gave an overview of the process for Auto Recyclers. Once the City signs off on the Zoning form, it goes to the State dealer section in

Augusta. They need to first comply with the City level to go to the State level. Once approved at the City level, the State has to do an inspection. An Auto Recycler can have all the vehicles they want as a Recycler. It is up to the City to put a restriction on the applicant. There are no yearly inspections at the State level. Dealers with salvaged titled vehicles, have to have an Auto Recycler's License.

Robert White moved to hold a Public Hearing at their next meeting in May; seconded by Matt Hunter. Vote was unanimous.

V. Other Business

1) Recommending Chapter 13 re-write to the City Council

Bob White offered to do a review of Chapter 13 for typos, punctuation, etc. and recommended the Board go over it as well and let Bob know anything that needs to be changed. After discussion, the Board decided to hold a workshop on the Land Use Table and Zoning Map on April 20, 2017 at 5:30 pm.

2) Discussion on monthly meeting date and time for Planning Board meetings.

Board discussion on meeting dates due to scheduling conflicts. Bob White moved to change the monthly meeting date to the second Thursday of each month at 5:30 pm beginning in May; seconded by Matt Hunter. Vote was unanimous.

Steve Wentworth recommended adding New Communications as a line on the Agenda for items for the Board to consider and think about.

Steve Wentworth brought up the Tech Center at the High School. Their Agricultural Program would like to raise chickens at the school with possible expansions in the future with cows etc. The High School is in the R-1 Zone, which disallows livestock or poultry. Currently, there is not a line on the Land Use Table for educational use. Steve Wentworth recommended going over this at the workshop.

Phil Cyr brought up Hilltop School and the possibility of it being converted to an Assisted Living Center and that perhaps the Board needs to look at zoning for this.

VI. Adjournment

Meeting adjourned at 6:35 pm.

Respectfully Submitted,



Robert White
Planning Board Secretary

RW/dl