



City of Caribou, Maine

*Municipal Building
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Caribou Planning Board Meeting Minutes Wednesday, August 3, 2016 @ 5:30 pm City Council Chambers

In Attendance: Phil Cyr, Todd Pelletier, Michele Smith, and Robert White

Members Absent: Philip McDonough III, Matthew Hunter and Evan Graves

Others in Attendance: Jim Chandler –Assistant City Manager & Code Enforcement Officer and LPI Steve Wentworth

- I. Call Meeting to Order** – The meeting was called to order at 5:30 pm.
- II. Approval of Minutes**
 - a. June 1, 2016 Regular Meeting** – Todd Pelletier moved to approve the minutes as amended; seconded by Michele Smith. 4-Yes.
- III. New Business – None**
- IV. Old Business -**
 - a. Chapter 13 Revision Process –**
 - i. Consider Current Fees** – a Fee Schedule was requested from Jim.
 - ii. Question about potential conflict of interest** – whether a spouse of a municipal officer may be restricted from serving on the planning Board. Research needed for follow-up at a future meeting.
 - iii. Question raised about the Statutory Authority for the ZBA** – Discussion of where the legal authority is derived for the creation, appointment to, and make-up of the Caribou Zoning Board of Appeals.
 - 1. Voting Procedures** – questions were raised about the voting procedures for the Zoning Board of Appeals. Research to be presented at a future meeting.
- V. Other Business – None.**
- VI. Adjournment** – Todd Pelletier moved to adjourn the meeting at 6:18 pm; seconded by Robert White. Vote was unanimous.

Respectfully Submitted,

Robert White, Planning Board Secretary
RW/jc