



City of Caribou, Maine

*Municipal Building
25 High Street
Caribou, ME 04736
Telephone (207) 493-3324
Fax (207) 498-3954
www.cariboumaine.org*

Caribou Planning Board Meeting Minutes Wednesday, February 4, 2015 @ 5:30 pm City Council Chambers

In Attendance: Phil Cyr, Bob White, Graham Freme and Philip McDonough III

Members Absent: Jim Cerrato, Todd Pelletier and Matthew Hunter

Others in Attendance: Austin Bleess, Philip McDonough II and Denise Lausier

- I. **Call Meeting to Order** - The meeting was called to order at 5:30 pm.
- II. **Minutes of January 7, 2015 Organizational Meeting** – Bob White moved to approve the minutes as presented; seconded by Philip McDonough III; Vote was unanimous.
- III. **Minutes of January 7, 2015 Regular Meeting** – Graham Freme moved to approve the minutes as presented; seconded by Bob White; Vote was unanimous.
- IV. **Old Business** –
 - A) **Nuisance Property Ordinance** – Public Hearing was opened at 5:31 pm. With no public comment, the Public Hearing was closed at 5:32 pm. Philip McDonough III moved to send the Nuisance Property Ordinance to the City Council with recommendation to pass; seconded by Bob White; Vote was unanimous.
 - B) **Manufactured Housing Ordinance** – Austin Bleess explained that this Ordinance repeals the current Ordinance that has a number of requirements including dimensional requirements, road design, utility requirements, lighting, solid waste removal and more. This Ordinance requires construction to be done according to state standards. This is the first time it is being brought to the Board after being completed by the Mobile Home Advisory Committee. It can go to Public Hearing at the next meeting. The Board discussed what was included under shingled roofs as referenced in the Ordinance. Austin read the definition under State Statute and he explained that the Committee did review this and they voted to keep it in after reviewing State Statute. The Board questioned if this item should go to legal counsel for review. Austin Bleess stated he would discuss it with the Manufactured Housing Board. Bob White moved to hold a Public Hearing on this Ordinance; seconded by Graham Freme; Vote was unanimous.

V. **New Business –**

- A) **Chapter 13 Re-Write** – The Board reviewed the first section of the Zoning Ordinance, Section 13-100. They discussed purposes and decided it was helpful to keep this in the Ordinance. Only one change was proposed under effective date. Austin explained that only a consensus was needed at this time. The Board will vote on it as one document at the end of the process. There was Board consensus to accept the one proposed change and leave the rest as is.

VI. **Other Business –**

- B) **Independent Living** – The Board discussed a proposed Independent Living Facility. Austin explained that the architect should be submitting plans soon and they are looking at construction in the spring. The proposed location is in the H-1 District and Congregate Housing, which this falls under, requires site design review by the Planning Board. The first step is the concept plan, then thirty days later, review and a public hearing.

Austin also told the Board about a Site Design Application from Facilities Inc. They currently have an office building in the C-2 Zone. They would like to add an apartment in that building. A residential unit in the C-2 Zone requires site design review. All the work will be interior, no changes to the exterior of the building. It is a single story building, one half will be the office and the other half will be an apartment. Austin Bless stated that no action was needed at this time. He just wanted to give a general overview of the concept plan. This will be on the agenda for the March 4th meeting.

- C) **Adjournment** – Graham Freme moved to adjourn the meeting at 5:55 pm; seconded by Philip McDonough III; Vote was unanimous.

Respectfully Submitted,



Robert White
Planning Board Secretary