



## *City of Caribou, Maine*

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### **Caribou Planning Board Meeting Minutes Wednesday, July 22, 2015 @ 5:30 pm City Council Chambers**

**In Attendance:** Phil Cyr, Todd Pelletier, Philip McDonough III, Michele Smith and Evan Graves

**Members Absent:** Matthew Hunter and Bob White

**Others in Attendance:** Austin Bless -Code Enforcement Officer, Philip McDonough II -Councilor Liason, Jordyn Rossignol -Connection Kids, Bert Levesque -Daigle Oil Company, Karen Henderson - BR Smith, Brian McDougal -BR Smith Electrical Engineer, Keith Brown -Caribou Cabins and Denise Lausier -Secretary

**I. Call Meeting to Order** - The meeting was called to order at 5:30 pm.

**II. New Business –**

- a. **Daycare Application – Jordyn Rossignol** – Connection Kids will be at 862 Sweden Street. Jordyn has a lease with the owner of the building. It is in the R-3 zone and is an allowed use in that zone. It's already been approved by DHHS and the State Fire Marshal. Jordyn explained that she needs to finish her policies and her checklist for the State will be completed within the week. The Board reviewed the application and all was in order. Philip McDonough III moved to approve the application; seconded by Todd Pelletier. Vote was unanimous.
- b. **Amendment to Site Design Review Application** –Daigle Oil Company wants to expand their propane storage area at their bulk storage plant with two additional 30,000 gallon propane storage tanks at 917 Presque Isle Road. BR Smith designed the facility initially years ago and this is considered an amendment to the site design review that was granted when the first tanks went in. Austin Bless explained that this project has been reviewed by the Fire Chief and also a third party inspector, Let's Talk Propane with no issues. It meets setback requirements as well as the Comp Plan goals and objectives. The gravel pad the current tanks sit on will be expanded to accommodate the new tanks and security fencing will be extended around the site as well. Austin stated that this project meets all the review criteria and recommends approval of this project. Todd Pelletier moved to approve the application; seconded by Evan Graves. Vote was unanimous.
- c. **Site Design Review Application – Concept Review** – Keith Brown, owner of Caribou Cabins would like to establish an RV Park on his property. There was much discussion on the project. The Board guided Mr. Brown on what was needed to bring this project before the Planning Board, which included meeting the ordinance requirements outlined in City Code for Campgrounds, along with an engineered design plan for the project. Austin explained the new Supreme Court ruling regarding Planning Boards needing to be consistent with all Site Design Review Applications. The City also needs a boundary

survey on the property if there have been any changes since the last survey in 2003 when the cabins were built. Having erosion and sediment control plans were also discussed with Mr. Brown.

- III. **Other Business** – The next Planning Board meeting is Wednesday, August 5, 2015 at 5:30 pm.
- IV. **Adjournment** – Evan Graves moved to adjourn the meeting at 6:04 pm; seconded by Todd Pelletier. Vote was unanimous.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Phil Cyr', with a stylized flourish extending to the right.

Phil Cyr  
Planning Board Chairman