



## *City of Caribou, Maine*

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### **Planning Board Meeting Minutes Thursday, May 2, 2013 City Council Chambers**

**In Attendance:** Jim Murphy, Bob White, Phil Cyr, Todd Pelletier, Dave Bell,

**Members Absent:** Matt Hunter, Jim Cerrato

**Others in Attendance:** Tony Mazzucco, Assistant City Manager; William Tasker, Director of the Caribou Chamber of Commerce; Phil McDonough; City Council Liaison to the Planning Board, Gary Aiken; Mayor of Caribou

**I. Call Meeting to Order-** Mr. Murphy called the meeting to order at 5:30pm.

#### **II. Public Hearing**

- A) Public Hearing on Sign Ordinance-** The Board held a public hearing on the proposed sign ordinance. Acting Chair Murphy reviewed changes to the sign ordinance including a height and size restriction as well as changes to the signage in the public right of way sections. Mr. White moved, second by Mr. Pelletier to approve the ordinance, and the Board voted 5-0 to approve.
  
- B) Site Design Review of 563 Access Highway-** The Board held a site design review of a proposed project at 563 Access Highway by the Moiye corporation. The Board questioned the applicant regarding septic and drainage and the types of business his property would support. The applicant was informed that Planning Board approval of a Site Design does not recuse the applicant from meeting all other codes including but not limited to building, electrical, and plumbing as well as it does not recuse the applicant from applying for and receiving any required licenses for commercial applications. The Board voted on the site design review and requested that a Findings of Fact be drawn up to include their line item votes as well as contingencies on requiring the applicant to secure all other necessary permits.

**III. Minutes of 4/4/2013-** Mr. Cyr moved, second by Mr. Bell to approve the minutes of 4/4/2013 and the Board voted 5-0 to approve the minutes.

**IV. Old Business-**None

**V. New Business-**None

**VI. Other Business**

A) **Update on Comprehensive Plan Outreach-** Assistant City Manager Tony Mazzucco briefed the Board on updates to the City's Comprehensive Plan process and efforts at outreach and communication. Mr. Mazzucco informed the Board that preparations were underway for 6 public information sessions as well as the community swot/visioning session on June 29<sup>th</sup>.

**VI. Adjournment-** Mr. White moved, second by Mr. Pelletier to adjourn and the Board voted 5-0 to adjourn at 6:20pm.

Respectfully Submitted,

Phil Cyr,  
Planning Board Secretary  
City of Caribou