



**Caribou Planning Board Meeting Minutes
Wednesday, May 7, 2014 @ 5:30 pm
City Council Chambers**

In Attendance: Phil Cyr, Bob White, Grahm Freme, Todd Pelletier and Philip McDonough III

Members Absent: Jim Cerrato and Matthew Hunter

Others in Attendance: Tony Mazzucco Assistant City Manager, Philip McDonough II and Denise Lausier

- I. Call Meeting to Order** - The meeting was called to order at 5:30 pm.
- II. Minutes of April 2, 2014 Meeting** - Todd Pelletier moved to accept the minutes as presented; seconded by Grahm Freme; Vote was unanimous.
- III. New Business –**
 - A) Public Hearing on Additions to the Land Use Table** – The Public Hearing was opened at 5:35 pm. Tony Mazzucco explained that this is about adding condominiums to the Land Use Table, as defined by State Statute. Seeing the need for this came about through Troy Haney’s development. With no public comment, the Public Hearing closed at 5:40 pm. Bob White moved to send this item to the City Council for a Public Hearing; seconded by Todd Pelletier; Vote was unanimous.
 - B) Review Nuisance Property Ordinance Progress** – The Board discussed changes they would like to see to the Ordinance. Phil Cyr would like to see a balance between concerns from landlords and concerns from the Police and suggested having a workshop with landlords, Police Chief and the Planning Board. The Board discussed reorganizing the Ordinance to put it in better order, so it is better understood. Tony Mazzucco will check with other communities and how their ordinance is written. Tony Mazzucco reiterated to the Board that a lot of time has been spent on developing this ordinance and the more time the Board spends to build a good policy the better. Even if they end up throwing it out, they have done the public a service by taking a look at it and working on it.
 - C) Comprehensive Plan Update** – Tony Mazzucco explained it has been a slow process, but progress is being made. He is waiting on four sections that are primarily being completed by City departments and community volunteers. It is about 80% complete with remaining sections. Tony is hoping to have a nearly completed draft plan to the Board within the next month and then they can begin addressing the strategies and goals.

Tony Mazzucco also gave the Board an update on the City's Code Enforcement. Tony Mazzucco is now the City's Code Enforcement Officer, Dave Ouellette is the City's Building & Electrical Inspector, permits are issued through the Tax Assessing Office and Steve Wentworth is the Licensed Plumbing Inspector as well as back up for building & electrical inspections. Tony Mazzucco stated that the City is looking to lower the regulatory environment overall because the stricter the City gets, the harder it is to attract growth to Caribou. Todd Pelletier commented that Caribou needs to go by State MUBEC standards. Tony Mazzucco said that Caribou does have to go by MUBEC standards because we are a City of over 4,000 people.

- IV. Adjournment** – Bob White moved to adjourn the meeting at 6:30 pm; seconded by Todd Pelletier; Vote was unanimous.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "R. White", written in a cursive style.

Robert White
Planning Board Secretary