



*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  
Wednesday, September 3rd, 2014  
5:30 PM-Council Chambers**

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**AGENDA**

**I. Call Meeting to Order**

**II. Minutes of August 6, 2014 meeting**

**III. New Business**

- A) Nuisance Property Ordinance Public Hearing Scheduling
- B) Comprehensive Plan Review

**IV. Adjournment**

Posted 8/29/2014, 2014

  
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Tony Mazzucco, Assistant City Manager



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### **Caribou Planning Board Meeting Minutes Wednesday, August 6, 2014 @ 5:30 pm City Council Chambers**

**In Attendance:** Phil Cyr, Graham Freme, Todd Pelletier and Philip McDonough III

**Members Absent:** Bob White, Jim Cerrato and Matthew Hunter

**Others in Attendance:** Tony Mazzucco Assistant City Manager, Philip McDonough II, Mayor Gary Aiken, Tracy Corbin, Harold Dubay from Porvair, Dave Hopkins from CES Engineering, Julie Daigle and Denise Lausier

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

**II. Public Input** – No public input.

There were no conflicts of interest with Board members with any agenda item.

**III. Minutes of July 2, 2014 Meeting** – Todd Pelletier moved to approve the minutes as presented; seconded by Philip McDonough III; Vote was unanimous.

**IV. New Business** –

**A) Site Design Application for 501 Main Street** – Public Hearing was opened at 5:02 pm. Tracy Corbin was present and explained this application is for a second story accessory apartment to be built where they are building their new shop. Tony Mazzucco said that it is allowed with CEO approval, but the Planning Board needs to go through the Site Design Review process. Todd Pelletier questioned if the plans have been reviewed by the Fire Chief and Tony Mazzucco stated that they will be reviewed at some point by the Fire Chief and State Fire Marshal's Office. The Corbin's are aware of the fire safety restrictions. Tracy Corbin explained that it looks like it will be next summer before they will start the construction of the apartment. They are constructing the shell and insulating the structure before this winter and if their house happens to sell, they may be constructing the apartment sooner than next summer. Tony Mazzucco stated that all criteria on the site design review checklist fall under not applicable. With no further comments, the Public Hearing closed at 5:36 pm. Todd Pelletier moved to approve the application for an apartment at 501 Main Street; seconded by Graham Freme; Vote was unanimous.

- B) **Site Design Application for Porvair Building Expansion** – Public Hearing was opened at 5:37 pm. Harold Dubay, General Manager from Porvair as well as Dave Hopkins from CES Engineering were present. A proposal of a 7,000 square foot, two story addition for Manufacturing with production on the main floor and conference rooms on the second floor. Harold Dubay commented that their main goal is more jobs. Tony Mazzucco stated it is zoned Industrial, it's in good shape, they have their permits and the project is in compliance. Expansions over a certain size need Planning Board approval. The plans were available for Planning Board review. With no further comments, the Public Hearing closed at 5:40 pm. Tony Mazzucco stated that it will add value to the tax base and will be adding jobs without expanding current infrastructure. Harold Dubay explained that the company produces porous metal filters and 1,000's are shipped all over the world every day. They have been in Caribou for 20 years and currently have 37 employees. Their goal is 75-100 employees within the next five years. Phil McDonough III moved to approve the application; seconded by Graham Freme; Vote was unanimous.
- C) **Nuisance Property Ordinance Update/Workshop Scheduling** – The Board discussed setting a date and time for a workshop with landlords and decided on August 20<sup>th</sup> at 5:30.
- D) **Comprehensive Plan Update** – Tony Mazzucco explained that the first draft of the Comprehensive Plan has been given to the Planning Board to review. NMDC is still working on the maps. A Board work session will be scheduled and after that is completed it will go to a public goal setting session. Department Heads will also receive drafts to comment on as well. After the public goal setting session and when all the other steps are complete, it will go to the State for their review. The Board decided to hold a work session on August 20<sup>th</sup> immediately following the workshop with landlords. The public goal setting session date was set for September 6<sup>th</sup> at 9:00 am.
- V. **Adjournment** – Todd Pelletier moved to adjourn the meeting at 6:03 pm; seconded by Phil McDonough III; Vote was unanimous.

Respectfully Submitted,

Robert White  
Planning Board Secretary