



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes Wednesday, September 7, 2016 @ 5:30 pm City Council Chambers

In Attendance: Matthew Hunter, Michele Smith, Todd Pelletier, Philip McDonough III and Robert White

Members Absent: Phil Cyr and Evan Graves

Others in Attendance: Jim Chandler –Assistant City Manager & Code Enforcement Officer, Alan Kuniholm–PDT Architects, Gary Marquis –Superintendent of Parks & Recreation, Dave Corriveau, Greg Theriault, Philip McDonough II –Councilor Liaison, Steve Wentworth and Denise Lausier

- I. Call Meeting to Order** – Matthew Hunter chaired the meeting The meeting was called to order at 5:35 pm.
- II. Approval of Minutes -**
 - a. August 3, 2016 Regular Meeting** – Michele Smith moved to approve the minutes as presented with one correction of the spelling of her name; seconded by Todd Pelletier. Vote was unanimous.
- III. New Business –**
 - a. Update on RSU39 New School Project** – Alan Kuniholm from PDT Architects gave an overview of the outside and inside plans for the new school. He explained the phasing process of moving the park, building the school and tearing down the buildings. The plans are in Washington and they are waiting on approval. Site approval is next, concept approval, community straw poll then to referendum. He went through the preliminary timeline with the Board and answered their questions. Gary Marquis, Superintendent of Parks and Recreation also gave an overview of what this means for the Parks and Recreation Department. Everything will be over by the Wellness Center, two new parks buildings, new basketball and tennis courts and a softball field all being supplied by the state. With the move, they will be giving up about 3/10th of an acre. Superintendent Marquis stated they have gone over these plans many times and that his job is to ensure that the City is taken care of. They are wanting to do this right and not look back on it ten years from now and wonder why they did what they did. One important issue being worked on between the RSU, PDT Architects and the National Guard is to remove the existing fuel pad, which will free up that space for the potential new splash pad for the Parks and Recreation Department.

IV. Old Business -

a. Chapter 13 Revision Process –

i. Preliminary Discussion of Zones, Map Changes, Overlays & Rezoning – CEO

Chandler stated that the goal is economic development and re-development, being in sync with the state using their language and being respectful of the 2014 Comprehensive Plan. The Board had lengthy discussion on the zones, mixed use, contract zoning and the outdated zoning map. Consensus was to have Jim Chandler obtain the notes from the City Manager on all the work the Board did on the zones prior to Jim's employment for them to review and move forward; as well as the verbiage from other communities that the City Manager had gathered. There was also comment on having the ability to develop the zoning map in house so if there are ever changes it can easily and cost effectively be updated. There was discussion on the zones that are currently in place and that perhaps it was done with wishful thinking at the time. Things didn't happen like they had hoped which has caused current issues for property owners.

b. Code Enforcement Office Fees – The schedule was given to the Board to review.

V. Other Business – None.

VI. Adjournment – Philip McDonough III moved to adjourn the meeting at 6:51 pm; seconded by Todd Pelletier. Vote was unanimous.

Respectfully Submitted,



Robert White
Planning Board Secretary

RW/dl