



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes Thursday, March 15, 2018 @ 5:30 pm City Council Chambers

Members Present: Phil Cyr, Robert White, Philip McDonough III, Evan Graves, Todd Pelletier, Thomas Ayer and Matthew Hunter

Others Present: Ken Murchison –CEO & Zoning Administrator and Denise Lausier –Executive Assistant to the City Manager

- I. Call Meeting to Order** –The meeting was called to order at 5:30 pm.
- II. Approval of minutes from the February 8, 2018 Planning Board meeting** – Todd Pelletier moved to accept the minutes as presented; seconded by Thomas Ayer. Motion carried with all in favor.
- III. New Business**
 - a. Home Occupation Application for Ashley Ayer, d/b/a Riverside Primitives and Design, 910 Grimes Road.** Thomas Ayer spoke on behalf of his wife Ashley Ayer. She would like to have a primitive design business in their home with wood working, doing the finishing in the garage and selling to customers on facebook.
 - b. Home Occupation Application for Thomas Ayer, d/b/a Farmer’s Rebellion LLC, 910 Grimes Road.** – Mr. Ayer’s application is to sell firearms. He has applied for his federal firearms license. He won’t be milling or manufacturing parts, but will be selling hunting rifles, no machine guns. There will be set hours. No firing range at that location although Tom is interested in doing a firing range perhaps at a different location. There are only two abutting property owners. Mr. Ayer has not spoken with his neighbors. Being a member of the Planning Board, Mr. Ayer believes it is best to go through a public hearing process. Robert White stated he believes the Board should honor his request. Board discussion on home occupation and retail business on the land use table. Matthew Hunter stated that for the retail aspect of the business, he believes the Board should hold a public hearing. Todd Pelletier stated that he believes the primitive business would be ok with CEO approval, but the firearms business should go through the public hearing process.

Phil McDonough III made a motion to approve the applications with CEO approval. Motion died with lack of a second.

Todd Pelletier moved to send the home occupation application from Ashley Ayer, Riverside Primitives and Design to the Code Enforcement Officer for approval; seconded by Phil Cyr. 6 – yes, 1 – abstention (Thomas Ayer). Motion carried.

Evan Graves moved to send the home occupation application from Thomas Ayer to a public hearing at the April 12th Planning Board meeting; seconded by Matthew Hunter.
6 – yes, 1 – abstention (Thomas Ayer). Motion carried.

IV. New Business – None.

V. Old Business –

- a. Continue work on Chapter 13, Zoning of Caribou Code** – The Board continued work and discussion on Chapter 13. They reviewed and approved the revisions done from the last meeting, looked over the working zoning map, as well as reviewed the proposed changes to the Land Use Table from City Manager, Dennis Marker. Chairman Robert White requested that Manager Marker be invited to the next meeting to go over his proposed changes.

VI. New Communications – None.

VII. Staff Report –

- a. Request for assistance regarding a civil matter on Fontaine Street** – Ken Murchison explained that he received a call about a neighbor dispute. A neighbor truck trailer box is parked close to the other property and ice falls off the truck trailer box into his yard. This has been an ongoing dispute. Many managers have been there and staff has been there. The Code Book is silent on these issues. The verdict is that it is a civil matter.
- b. Citizens complaint regarding two unregistered vehicles and refuse at 827 Main Street** – Ken Murchison discussed this item with the Board. He received a complaint because of the aesthetics and stated that the City Code states no inoperative vehicles can be in the R-1 or R-2 zones, but the International Code states an exception that anyone can have a vehicle if it's being worked on but needs to be under an enclosure. Ken will be sending out a letter on this violation. There will be fines if not corrected.

Also, Ken had a report of bed bugs and lint bugs by an AMHC caseworker. The apartment is in a building with four other apartments. The City Code is silent on this. The International Code does mention infestations and the landlord would be responsible in public areas of the facility and if the tenant brought them in, the tenant and landlord would be responsible. State Statute in 2013 created a bed bug law and the landlord needs to take care of the infestation. After discussion, Ken will call and let the owner know about the State Law and send out a follow up letter.

VIII. Planning Board Training – Ken Murchison did a training with the Board on subdivisions.

IX. Adjournment – Meeting adjourned at 7:15 pm.

Respectfully Submitted,



Philip McDonough III
Planning Board Secretary

PM/dl