



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes Thursday, November 30, 2017 @ 5:30 pm City Council Chambers

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

Members Absent: Matthew Hunter

Others Present: Steve Wentworth –Planning Board Advisor, Penny Thompson –Tax Assessor/Code Enforcement Officer, Russell Levesque, David Corriveau, Paul Morgan, Tammy Belanger, Reginald Burleigh and Denise Lausier –Executive Assistant to the City Manager

I. Call to Order –The meeting was called to order at 5:30 pm.

II. Public Hearings –

- a) Review of a Home Occupation Application from Patty Corriveau for the Thistle Shop / Design and Antique Restoration at 26 Garden Circle – Tax Map 39 Lot 151** – Public Hearing was opened at 5:34 pm. Reginald Burleigh has a vacant lot diagonally behind on Westwind Drive. He has concerns with traffic in a residential neighborhood and questions if they have enough parking. Currently, Mr. Burleigh’s vacant lot is used by neighbors for excess parking and if the business grows he is concerned if they will be using that lot. Phil Cyr asked him if there has been any change in traffic within the last year because they have been in operation this past year. Mr. Burleigh has not noticed any increase in traffic. Phil Cyr explained that this has come back before the Board because there is an issue with the Land Use Table that was brought to the Code Enforcement Officer’s attention. The Board has copies of letters from both the Police Chief and Fire Chief that have no concerns.

Applicant Patty Corriveau stated that she doesn’t have much for foot traffic. She receives many orders through facebook and on the phone. Mrs. Corriveau stated that she doesn’t have employees and she also doesn’t want it to grow any larger than they are now. There is ample parking at her location and she has a separate facility to house products.

Code Enforcement Officer, Penny Thompson explained this was approved by her initially and was brought to her attention later that the City ordinance states that a home occupation needs Planning Board approval.

Public Hearing was closed at 5:46 pm. Todd Pelletier moved to approve the Home Occupation Application for Patty Corriveau’s Thistle Shop; seconded by Thomas Ayer. Motion carried with all in favor.

- b) **Review of Site Design Application from Paul Morgan for Access 89 Bar & Grill located at 539 Access Highway – Tax Map 15 Lot 41** – Public Hearing opened at 5:49 pm. With no public comment, the Public Hearing closed at 5:49 pm. Mr. Morgan answered questions from the Board. The kitchen is in the store, no kitchen in the bar; parking lot has been installed with fifteen spaces and one handicap accessible; disposal on well has been taken care of and was approved; and he has approval from the State Fire Marshal.

Steve Wentworth commented that it is a nice location and that they have done a nice job. There are some plumbing issues, but those are being fixed. The leach field is in and it's coming along. Once the plumbing is inspected and tested, it should be good.

The Board reviewed the site design review criteria. Robert White moved to approve based on discussion and findings of fact; seconded by Evan Graves. Motion carried with all in favor.

- c) **Review of Site Design Application from Tammy Belanger for Clippity-Do Dog Grooming located at 32 Roberts Street – Tax Map 31 Lot 215** – Public Hearing opened at 6:00 pm. With no public comment, Public Hearing closed at 6:00 pm.

Robert White clarified with staff that the R-2 zone change was approved by the City Council on November 27th. The Board reviewed the site design review criteria. Tammy Belanger answered questions from the Board. She has motion censored exterior lighting and has her sign permit for the outdoor sign.

Robert White moved to approve based on discussion and findings of fact; seconded by Thomas Ayer. Motion carried with all in favor.

III. **New Business** - None.

IV. **Other Business** – None.

V. **New Communications** – None.

VI. **Staff Report** – Code Enforcement Officer, Penny Thompson gave the Board copies of the new school plans. Notices of public hearing have been posted and abutters notices have gone out for concept review at the next Planning Board meeting.

Steve Wentworth had concerns upon review of the plans that when school buses are dropping off or picking up kids, will there be ample parking without jeopardizing the safety of the kids. Mr. Wentworth also had concerns that there will be a free standing biomass heating system where there are residential homes adjacent to as well as no back up heating system. He doesn't recommend this far north having a 100% dependency on the biomass boiler with no back up secondary system. Mr. Wentworth has concerns that if anything were to go wrong with the heating system, the special techs for the boiler may be downstate and if there were a storm they may not be able get here. Mr. Wentworth also has concerns with the by-products of combustion if the system doesn't work properly.

Robert White and Phil Cyr commended and thanked Penny Thompson for the work she has been putting into the meeting packets.

VII. **Adjournment** – Thomas Ayer moved to adjourn the meeting at 6:40 pm; seconded by Philip McDonough III. Motion carried with all in favor.

Respectfully Submitted,



Philip McDonough III
Planning Board Secretary

PM/dl