



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes Thursday, November 9, 2017 @ 5:30 pm City Council Chambers

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

Members Absent: Robert White and Evan Graves

Others Present: Steve Wentworth –Planning Board Advisor, Penny Thompson –Tax Assessor/Code Enforcement Officer, Russell Levesque, Patty Corriveau, Paul Morgan, Tammy Belanger, Erik Lamoreau, Bill Flagg, Sheila Belle-Isle and Denise Lausier –Executive Assistant to the City Manager

- I. Call to Order** –The meeting was called to order at 5:30 pm.
- II. Approval of minutes from the October 12, 2017 Planning Board meeting** – Todd Pelletier moved to approve the minutes as presented; seconded by Thomas Ayer. Motion carried with all in favor.
- III. Public Hearings –**
 - a) Preliminary Review of a Site Design Application from Russell Levesque to open an “Automobile (vehicle) Sales” facility at 554 Access Highway, Map 15 Lot 37, currently zoned R-3.** – Public Hearing opened at 5:31 pm. Russell Levesque owned Dodo’s for ten years and had the same type of automobile sales on that lot. Mr. Levesque plans to have fifteen to twenty cars at the most, no junk cars. He will contract out any work that needs to be done on the vehicles. The lot has 8,000 square feet of parking. With no public comment, the public hearing closed at 5:32 pm.

Todd Pelletier moved to send move this R&B Auto Sales site design review to final site design review at the next Planning Board meeting; seconded by Philip McDonough III. Motion carried with all in favor. Phil Cyr asked if they can waive the second hearing. Steve Wentworth commented that they can waive if the applicant has provided everything needed for the application to make a final decision. Penny Thompson stated that the abutters notices have gone out to those within 500 feet of the property and the hearing was posted in the newspaper, with no objections.

Todd Pelletier withdrew his original motion; Phil McDonough III withdrew his second on the original motion. Thomas Ayer moved to advance Russell Levesque’s application to the final planning stage; seconded by Todd Pelletier. Motion carried with all in favor. The Board reviewed the site design review criteria.

Todd Pelletier moved to approve the final site design review for Russell Levesque at 554 Access Highway; seconded by Thomas Ayer. Motion carried with all in favor.

Board moved to Agenda Item VII. Staff Report.

VII. Staff Report –

- a) **Home Occupation Application from Patty Corriveau for the Thistle Shop / Design and Antique Restoration at 26 Garden Circle** – This will go to next month's meeting for preliminary review. No board questions, no comments. Philip McDonough III moved to take the application for Thistle Shop Design and Antique Restoration to public hearing at the next Planning Board meeting; seconded by Todd Pelletier. Motion carried with all in favor.
- b) **Site Design Application from Paul Morgan for Access 89 Bar & Grill located at 539 Access Highway** – Thomas Ayer stated that Mr. Morgan is his wife's ex-husband, but he is confident he will be unbiased toward Paul. Todd Pelletier moved to send to preliminary site design review with public hearing on Access 89 Bar & Grill at next month's meeting in December; seconded by Thomas Ayer. Motion carried with all in favor.
- c) **Site Design Application from Tammy Belanger for Clippity-Do Dog Grooming located at 32 Roberts Street** – Tammy Belanger stated this is the fourth time she has been before the Board and the process stalled at some point. She asked the Board for a waiver or something to allow her to operate on December 11th when the zoning change for her property may possibly be in effect if it passes at the Council level on November 27th. Discussion on process and public hearings. Steve Wentworth stated this use does require planning board approval in an R-2.

After discussion, Phil Cyr stated to Ms. Belanger that what he sees is that there is no waiver and added he has had discussions with the Manager on streamlining the process because it has not been the fastest process around. The Board does not want to be the ones to hinder new businesses. Ms. Belanger will be closing on her business on December 1st and stated she simply cannot put off the current owner any longer. The current owner is in the process of leaving the state and in the process of selling her property. Ms. Belanger has been operating out of Presque Isle in the meantime and does not want to rent a building in Presque Isle when she currently has a vacant building in Caribou that she pays taxes on.

Board discussion on moving this forward and having a special meeting to process all of the applications on the agenda for this meeting. Todd Pelletier moved to have a special meeting on November 30th for site design review for Clippity Do Dog Grooming, Patty Corriveau's Thistle Shop/Design and Antique Restoration, Paul Morgan's Access 89 Bar & Grill and the Sober House on 5 Bennett Drive; seconded by Thomas Ayer. Motion carried with all in favor.

- d) **Inquiry to establish a Sober House at 5 Bennett Drive** – Erik Lamoreau and Shiela Belle-Isle are co-owners of the Sober House called Allen's Way, LLC and Erik is the Director of the program. They both gave an overview. Allen's Way is a recovery support home. They have leased the building at 5 Bennett Drive, a residential home with an office. Some renovations have been done. A group of seven men will live there as tenants, they rent, no recovery services will be offered. This will be offered to men who are all trying to stay sober to provide a safe place to live, a chance to get back on their feet and get a job in the community. They are supported by Cary Medical Center, AMHC, Life by Design, the Court system, Chief Gahagan and Susan Collins. They are already getting calls from downstate from people looking to rent and have received calls from 211 to get this on their listing. This puts Caribou on the map for these kinds of services. There are thirty other sober houses in Maine. They are modeling others in the State and this will be the first in Aroostook

County. No license is needed because they are not providing any services. They have ten spaces for parking and it is a good location within walking distance of many services. Their insurance company did inspections, the business is insured.

Discussion on the land use table and boarding homes. Steve Wentworth stated that this was brought to the Board because it is so close to a boarding home in the definitions in City Code. Mr. Lamoreau said that State definition states it's a single-family dwelling. After discussion, it was decided that the definition of boarding home doesn't fit the use. The Board wished them well.

Todd Pelletier rescinded his motion to have a special meeting on November 30th for site design review of the Sober House; Thomas Ayer rescinded his second to the motion.

Todd Pelletier moved to next meeting on November 30th special meeting for public hearing with site design review for the Thistle Shop/Design and Antique Restoration, Paul Morgan's Access 89 Bar & Grill and Clippity Do Dog Grooming; seconded by Philip McDonough III. Motion carried with all in favor.

Board moved to Agenda Item IV. New Business.

IV. New Business - None.

V. Other Business – None.

VI. New Communications – Penny Thompson stated that for the new school, PDT Architects is sending plans for Planning Board approval. They will be giving a presentation to the Planning Board in December. PDT Architects questioned waiver of the Site Design Application fee. The City Council motioned to waive any fees for the school. Ms. Thompson asked for clarification on the waiver of this fee. The Board consensus was that this needs to go to the City Council to waive any fees.

Penny Thompson questioned the Board on items that don't fit into the land use table and how to bring things forth in the future. The Board consensus was to continue bringing them to the Board to discuss. Steve Wentworth stated for items that come forth that are out of the ordinary, it is a red flag for the Board to work on that particular project.

VIII. Planning Board Training – Thomas Ayer attended the MMA Training for local Planning Boards. He said one of the things that he learned was that emails need to be separate for Planning Board business and personal emails.

IX. 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