



*City of Caribou, Maine*

**AGENDA  
Caribou Planning Board  
Regular Meeting  
Thursday, August 9, 2018 at 5:30 p.m.  
City Council Chambers**

*Municipal Building  
25 High Street  
Caribou, ME 04736  
Telephone (207) 493-3324  
Fax (207) 498-3954  
www.cariboumaine.org*

- I. Call Meeting to Order
- II. Approval of minutes from the July 12, 2018 Planning Board meeting.
- III. New Business
  - a. Public Hearing to receive comment and consider approval of a Daycare Application from Deavin Robertson for Miss Deavin's Daycare at 17 Violette Street, Caribou, Tax Map 41, Lot 25.
- IV. New Communications
- V. Staff Report
  - a. Updates from Code Enforcement Officer/Zoning Administrator.
- VI. Planning Board Training
- VII. Other Business
  - a. Continue work on Chapter 13, Zoning of Caribou Code
- VIII. Adjournment



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### **Caribou Planning Board Meeting Minutes Thursday, July 12, 2018 @ 5:30 pm City Council Chambers**

**Members Present:** Robert White –Chairman, Phil Cyr –Vice Chairman, Evan Graves, Todd Pelletier, Thomas Ayer and Matthew Hunter

**Members Absent:** Philip McDonough III

**Others Present:** Ken Murchison –CEO & Zoning Administrator, Bayfield Bubar, Nancy Bubar, Nicole Plourde, Nicholas Plourde, Brent Plourde 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 June 14, 2018 Planning Board meeting** – Thomas Ayer moved to accept the minutes as presented; seconded by Evan Graves. Motion carried with all in favor.
- III. New Business** –
  - Public Hearing to receive comment and consider approval of a Daycare Application from Nicole Plourde & Nicholas Plourde for Miss Cole’s Kids Daycare at 40 Russ Street, Caribou, Tax Map 24, Lot 8-C.** – Brent Bubar was present to speak in favor of the application. CEO Ken Murchison stated that the application is complete. Mr. Murchison has spoken with DHHS and everything is on track, inspections have not been done yet. It is recommended the application be approved with the condition that the Fire Marshal does his inspection & DHHS licensing is approved. Nicole Plourde stated that she had spoken with a lady at child care licensing and the inspection will be done next Thursday pending the Fire Marshal goes before. Todd Pelletier stated that Nick Plourde is an employee of his but is confident it won’t hinder his judgement on this application. Chairman Bob White didn’t see it as a conflict. Evan Graves moved to approve the application with the condition of DHHS and Fire Marshal approval; seconded by Todd Pelletier. Motion carried with all in favor.
  - a. Review of a Daycare Application from Deavin Robertson for Miss Deavin’s Daycare at 17 Violette Street, Caribou, Tax Map 41, Lot 25.** – CEO Ken Murchison stated that the application is complete and recommended the Board schedule a public hearing. Matthew Hunter moved to schedule a public hearing for the August 9, 2018 Planning Board meeting; seconded by Todd Pelletier. Motion carried with all in favor.
- IV. New Communications** – CEO Ken Murchison let the Board know that there are possible permits for a storage facility coming up.

**V. Staff Report –**

- a. Updates from Code Enforcement Officer/Zoning Administrator –** Fifteen notices of violations went out last month and previous notices have been perfected. Have had a few buildings unsuitable for occupancy on Hillcrest and Fenderson Streets, siding falling off buildings, unregistered vehicles and tall grass. A new land use permit was issued to Majestic Enterprises selling beauty products to beauticians. They are all set up and running and the City will be doing a ribbon cutting soon. Mr. Murchison is also continuing with building code studies.

**VI. Planning Board Training –** None.

**VII. Other Business –**

- a. Discussion on Tiny House Movement in Maine –** CEO Ken Murchison brought this item to the Board to be prepared for future tiny houses. Mr. Murchison told the Board that the legislature hasn't passed anything on tiny houses yet. Many states are starting to see tiny houses and tiny house subdivisions. In Maine, we can treat them as mobile homes or as mother in law homes. There is one on the Fort Road that was well done, it's on a slab and has its' own septic and well. We have City owned property that would be suitable for tiny houses. The state of Maine has not addressed tiny houses as of yet. Mr. Murchison stated that there are things to consider and we will need a solution in the near future.

- b. Continue work on Chapter 13, Zoning of Caribou Code –** CEO Ken Murchison has worked on land use definitions for the Board as well as perfected the list of farmers the Board requested for a potential future meeting on an agricultural zone. The Board would like City Manager Dennis Marker to come back in and further discuss the pros and cons of an agricultural zone for the City.

The Board discussed the re-write of Chapter 13. They have put a lot of work into the re-write over the last few years with multiple changes of administration. Chairman Bob White stated that the text and zoning map are in good shape, but the land use table needs some work and definitions need to be defined for all uses. The Board would like to have something finalized soon to send to the City Council. They will work on the land use table with definitions at the next meeting.

- IX. Adjournment –** Evan Graves moved to adjourn the meeting; seconded by Todd Pelletier. Motion carried with all in favor. Meeting adjourned at 6:15 pm.

Respectfully Submitted,

Philip McDonough III  
Planning Board Secretary

PM/dl

# de Enforcement - Inspections

## Payments at front counter - first floor.

07/09/18 9:56 AM ID: JRF #9061-1  
TYPE----- REF--- AMOUNT  
SITE DESIGN REVIE SITE DESIG  
SITE DESIGN FEE 90.00  
Total: 90.00  
Paid By: DEAVIN AND SANUAL ROBERTSON  
Remainins Balance: 0.00

018

Deavin Robertson

Check : 90.00  
773 - 90.00

\$

Flat \$50 fee \_\_\_\_\_

75% Caribou \_\_\_\_\_

25% State \_\_\_\_\_

Shellfish Surcharge: \$15.00 (full system - external only) \_\_\_\_\_

53 - Zoning Document fee: \_\_\_\_\_

54 - Site Design Application: \$90 + \$10 / 2000 sq ft 90.00

55 - Board of Appeals Application: \_\_\_\_\_

56 - Certificate of Occupancy: \$25.00 \_\_\_\_\_

57 - Demolition Permit: \$25.00 - waived if received in advance \_\_\_\_\_

58 - Sign Permit: \$50.00 per sign X \_\_\_\_\_ = \_\_\_\_\_

59 - Subdivision Application: \$180 (first three) + \$10/each add'l \_\_\_\_\_

61 - Heating Equip. Installation Permit: \$20.00 each X \_\_\_\_\_ = \_\_\_\_\_

62 - Misc. Inspection Service: \$40.00 each X \_\_\_\_\_ = \_\_\_\_\_

TOTAL: \$ 90.00

Plumbing Inspections: Please call Steve Wentworth, LPI 551-1007

Building Inspections: Please call Tony 493-5966

Planning Board agenda items: Please call Ken 493-5967



## City of Caribou Day Care Application

Planning & Code Enforcement  
25 High St.  
Caribou, Maine 04736  
(207) 493 - 3324 X 214  
kmurchison@cariboumaine.org

**Note to Applicant:** Complete this application and return it with the required documents. In addition, the required fee must be returned along with this completed application. Make checks payable to: "City of Caribou", in the amount of \$90.00.

Name of Property Owner / Developer: Deavin Robertson  
Development Name: Miss Deavin's Daycare  
Location of Property (Street Locations): 17 Vidette St.  
City of Caribou Tax Map: 041 Lot: 025 Zone: Residential

### Applicant Information

Person and address to which all correspondence regarding this application should be sent to:

Deavin Robertson Day Time Phone: 227-7249  
17 Violette St. Night Time Phone: (same)  
Caribou, Me. 04736 E-mail: robertson.srdj@gmail.com

What legal interest does the applicant have in property to be developed (ownership, owners representative, option, purchase & sales contract, etc?)

N/A

(Attach supportive legal documentation)

**General Information**

Date your State of Maine Day Care License was approved: \_\_\_\_\_

(Attach \_\_\_\_\_)

Has the site been inspected by the State Fire Marshal's Office and \_\_\_\_\_

Has the site been inspected by the Maine Department of Health & \_\_\_\_\_

Licensing in the process of being completed

**Structure & Site Plan De**

Does the building have a Carbon Monoxide Detector? \_\_\_\_\_

Does the building have a smoke detector? \_\_\_\_\_

Yes  No

Is the garage attached to the house/building? \_\_\_\_\_

Yes  No

If yes, is there a minimal of 1/2" sheet rock fire-rated wall between the garage and house/building? \_\_\_\_\_

Yes  No

Do you have a basement? \_\_\_\_\_

Yes  No

Will the basement be accessible to children? \_\_\_\_\_

Yes  No

If yes, are there graspable handrails and guardrails on the staircase? \_\_\_\_\_

Yes  No

The outdoor play area shall not be located near hazardous areas (such as streets, open wells, open water) unless protected by fencing? \_\_\_\_\_

Do you have fencing around the outdoor play area? \_\_\_\_\_

Yes  No

If yes, how tall and what type? \_\_\_\_\_

The fencing must be a minimum of four (4) feet high.

Subsurface Waste Water Disposal System – No person may expand the use of a structure using a private subsurface waste water disposal system until documentation is provided to the municipal officers and a notice of the documentation is recorded in the appropriate agency of deeds that, in the event of a future malfunction of the system, the disposal system can be replaced and enlarged to comply with the rules adopted under Title 22 M.R.S. § 42, and any municipal ordinances governing subsurface waste water disposal systems, No requirements of these rules and ordinances may be waived for an expanded structure.

Have you provided documentation showing that the current disposal system can be replaced and enlarged? \_\_\_\_\_

Yes  No

Do you have an outdoor lighting system to support egress/ingress? \_\_\_\_\_

Yes  No

### Plan Review Criteria Checklist

Once a completed application is received the application will be scheduled for the next available Planning Board meeting.

1.  Name and address of the owner of record and applicant (if different).
2.  Name of the proposed development and location.
3.  A copy of the deed to the property, option to purchase the property, or other documentation to demonstrate right, title, or interest to operate a daycare in the property on the part of the applicant..
4. **Plans to show the following elements for review:**
  - a. Size, shape, and location of existing and proposed buildings on the site including dimensions of the buildings and setbacks from property lines.
  - b. Access for Emergency Vehicles, location and layout design of vehicular parking, circulation areas, loading areas, and walkways including curb cuts, driveways, parking space and vehicle turn around areas.
  3. Location of outdoor play areas, fences, exterior lighting, signage and accessory structures.

To the best of my knowledge, all of the information submitted in this application is true and correct.

Signature of Applicant: Debbie Robinson Date: 6/14/18



**Planning Board Requirements Checklist**

- The home occupation shall only employ residents of the dwelling unit.
- The home occupation shall be carried on entirely within the principle or accessory structure.
- The home occupation shall not occupy more than 50% of the total floor area of the principle dwelling structure. Accessory structures used for the home occupation may use up to 100%.
- No client or customer shall be allowed on any floor other than the first floor ground level unless the structure is protected throughout with a State Fire Marshal approved sprinkler system.
- Objectionable noise, vibrations, smoke, dust, electrical disturbance, odors, heat, glare or other nuisances are not permitted.

Day Care Application for: Deavin Robertson

Address: 17 Violette St.

**Approved by the Caribou Planning Board**

Date: \_\_\_ / \_\_\_ / \_\_\_

Signed:

\_\_\_\_\_  
Chairman, Caribou Planning Board

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Conditions of Approval:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## QUITCLAIM DEED WITH COVENANT

(Maine Statutory Short Form)

**KNOW ALL MEN BY THESE PRESENTS**, THAT **The County Federal Credit Union** of Presque Isle, County of Aroostook, State of Maine, for consideration paid, grants to **Samuel R. Robertson and Deavin J. Robertson**, whose mailing address is 116 Glenn Street, Caribou, ME 04736, with **Quitclaim Covenant**, as joint tenants, the land in Caribou, County of Aroostook, State of Maine, described as follows:

Parcel One:

A certain piece or parcel of land being a part of Lot Numbered Five (5) in that part of Caribou, formerly "I" Township, County of Aroostook and State of Maine, and more particularly described as follows:

Lot 100 according to the plan of the Corriveau Subdivision Plans Book 14, Page 31, Southern Aroostook Registry of Deeds, said lot being approximately 128' by 120'.

Parcel One being the same premises conveyed to County Federal Credit Union by Release Deed of Leslie R. Anderson f/k/a Leslie R. Pelletier dated November 16, 2017 and recorded at said Registry of Deeds in Book 5730, Page 319.

Parcel Two:

A certain piece or parcel of land being a part of Lot Numbered Five (5) in that part of Caribou, formerly "I" Township, County of Aroostook and State of Maine, and more particularly described as follows:

Lot Numbered One Hundred One (101) according to plan of Corriveau Subdivision dated August 14, 1956 recorded in Book of Plans Vol.14, Page 31.

EXCEPTING AND RESERVING from the above described conveyance, the easements granted by Stanley F. Brescia to Maine Public Service Company by deed dated May 10, 1956, and recorded in the Aroostook Registry of Deeds in Volume 711, Page 363.

In accepting this deed the Grantees covenant and agree for themselves, their heirs, executors and assigns, that no old buildings shall be moved on said land; that no building shall be erected on said land, except the dwelling house and private garage; that said dwelling shall dispose of its sewage in the municipal sewer system, or into a properly constructed and maintained septic tank; that said land shall be used solely for residential purposes; that no building shall be erected within Thirty (30) Feet of any street line; that no building shall be left unfinished or unpainted for


an unreasonable length of time unless the exterior finish and siding on said building are materials that do not require painting to give a finished or completed appearance to the building; that no building shall be used by more than two (2) families; that no dwelling shall be erected on said land unless its cost, exclusive of the land exceeds \$10,000.00; that no livestock or poultry shall be kept on said land. And the Grantees further agree for themselves, their heirs, executors and assigns, that this covenant shall run with the land for the benefit of owners of the other lots in the said Walter J. Corriveau and Rose M. Corriveau Additions, and may be enforced by any owner of property in said Corriveau Addition.

The above restrictive clause, however, shall not apply to the following Lots Number 1, 2, 3, 4, 5, 6, 12, 13, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156 and 157; and lots designated as a, b, c, d, e and f, as shown on said plan recorded in said Registry in Volume 14, Page 31.

Parcel Two being the same premises conveyed to County Federal Credit Union by Quitclaim Deed of Stacy L. Moir dated November 13, 2017 and recorded at said Registry of Deeds in Book 5730, Page 317.

Dated this 12<sup>th</sup> day of April, 2018

The County Federal Credit Union

  
\_\_\_\_\_  
Witness

By   
Daniel J. Bagley, Vice President

MAINE TRANSFER  
TAX PAID

Sate of Maine  
County of Aroostook, ss.

April 12, 2018

Personally appeared the above named, Daniel J. Bagley and acknowledged the foregoing instrument to be his free act and deed and the free act and deed of said company.

Before me,  
  
\_\_\_\_\_  
Notary Public/Attorney at Law

RICHARD D. SOLMAN  
[Printed/Typed Name]

Violette St.

128'

120'



swing set



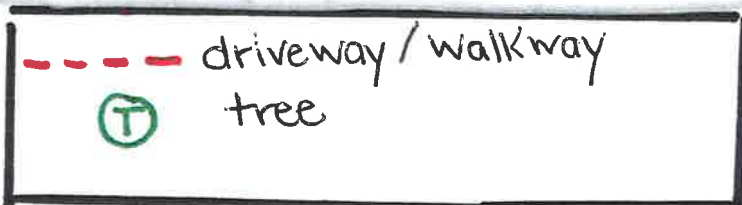
192'

225'

Miss Deavin's Daycare  
17 Violette St.

1850 sq. ft.

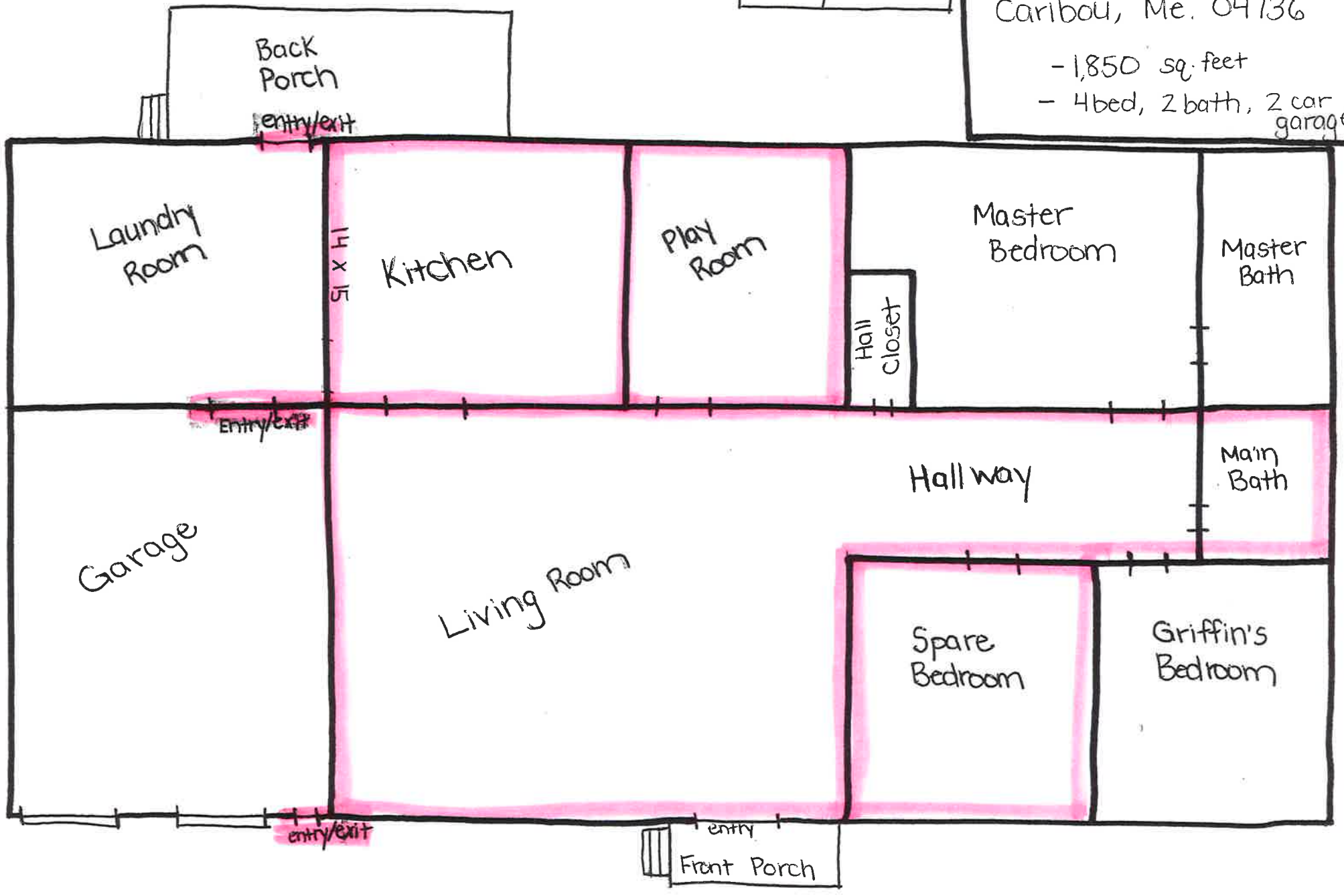
Violette St.



Areas used by children

17 Violette St.  
Caribou, Me. 04736

- 1,850 sq. feet  
- 4 bed, 2 bath, 2 car garage



- Miss Deavin's Daycare -