



## *City of Caribou, Maine*

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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