



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes Thursday, September 13, 2018 @ 5:30 pm City Council Chambers

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

Members Absent: Todd Pelletier and Matthew Hunter

Others Present: Ken Murchison –CEO & Zoning Administrator, Dennis Marker –City Manager 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 August 9, 2018 Planning Board meeting** – Phil Cyr moved to accept the minutes as presented; seconded by Evan Graves. Motion carried with all in favor.
- III. Approval of minutes from the June 8, 2017 Planning Board meeting** – Phil Cyr moved to accept the minutes as presented; seconded by Philip McDonough III. 4 Yes, 1 Abstention (Thomas Ayer). Motion carried.
- IV. New Business –**
 - a. Building and Demolition Permits for Caribou Senior Living LLC** – CEO Ken Murchison stated that preliminary plans are available. This is the former Hilltop School. There will be 38 units, four sizes, all one bedroom. The basic shape of the school will stay the same with some façade improvements. Would like to be proactive and schedule a public hearing. They have not obtained the property yet. They are waiting on the state to accept their credit enhancement agreement which might take a month. Phil Cyr moved to hold a public hearing for this project at the next monthly meeting in October; seconded by Thomas Ayer. Motion carried with all in favor.
 - b. Discussion on rezoning the former Hilltop School and Gagnon’s Rental Properties LLC area from an R-1 zone to an R-2 zone and c. Discussion on rezoning the “Spot Zoned” 105 Washburn Street property from C-2 to R-2** – CEO Ken Murchison told the Board they will need to consider the zoning being changed for the Hilltop School property for them to obtain a permit. The Board has discussed rezoning the former Hilltop School before with no formal action. Board discussion on each area. Philip McDonough III moved to hold a public hearing in regards to rezoning of the corner of Dahlgren and Washburn and the area that’s Hilltop School and the area up across the street from Hilltop School between Newton and Peterson Avenues from an R-1 to an R-2 zone incorporating abutting properties on Paris Snow Drive to the current R-2 to where it ends on the opposite side of the current Hilltop School and the parcel in between, at the October 11th meeting; seconded by Phil Cyr. Motion carried with all in favor.

V. New Communications –

- a. Department of Environmental Protection Flood Plain Ordinance Update –** CEO Ken Murchison explained that this is separate from Shoreland Zoning and is required by the State. There is not much to be adjusted on our end, just mostly needs to be adopted as presented by the State. Thomas Ayer moved to send this item to public hearing at the October 11th Planning Board meeting; seconded by Philip McDonough III. Motion carried with all in favor.

VI. Staff Report -

- a. Updates from Code Enforcement Officer/Zoning Administrator –** CEO Ken Murchison gave an overview of lot line disputes, setback issues, notice of violations on dilapidated buildings have gone out, Birdseye demolition with asbestos and a lagoon of effluent issues. Allen's Environmental has vacuumed up as much of the effluent as they could with their system. The remainder will be made into an ash heap, so it can be scooped up and hauled to the landfill. With street lights, they are close to assigning a cost. City Manager Dennis Marker stated that new heads and mast arms if needed will be around \$360,000 to buy all the lights. Payback with cost savings on the LED lights will be in about 3.1 years.

VII. Planning Board Training –

- a. Dennis Marker, Agricultural Zone Land Use Discussion –** City Manager Dennis Marker discussed with the Board that in Utah they had an Agricultural Zone because they had weaknesses in their current zones that needed to be addressed. After much discussion, the Board consensus was to stay with the R-3 zone.

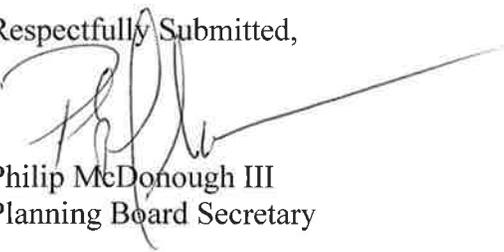
VIII. Continue work on Chapter 13, Zoning of Caribou Code – Board discussed wrapping up the work on Chapter 13 and sending it to Council for approval. They would like to send the package to the Council before the end of the year.

IX. Other Business –

- a. Manufactured Housing, Trailer and Tiny Houses –** CEO Ken Murchison brought to the Board's attention that the City's ordinance and state statute don't agree for manufactured housing in town. Tiny houses are happening downstate. These tiny houses go down to 200 feet and we need tools to help with this, we need some standards to apply and also need to adhere to state statute. Ken stated they can establish a moratorium.

IX. Adjournment – Board adjourned at 6:45 pm.

Respectfully Submitted,



Philip McDonough III
Planning Board Secretary

PM/dl