



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes Thursday, October 11, 2018 @ 5:30 pm City Council Chambers

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

Members Absent: Robert White

Others Present: Ken Murchison –CEO & Zoning Administrator, Dennis Marker –City Manager, Denise Lausier –Executive Assistant to the City Manager, Lois Wing, Donna Barnes, Charles Barnes, Rick Goduti – Goduti Thomas Architects, Shawn Pelletier –CS Management, Carl Soderberg and Gregg Collins

- I. Call Meeting to Order** –The meeting was called to order at 5:30 pm.
- II. Approval of minutes from the September 13, 2018 Planning Board meeting** – Todd Pelletier had one change to the minutes, he was not present at the last meeting. Thomas Ayer moved to accept the minutes with the one change to remove Todd Pelletier off members present; seconded by Philip McDonough III. Motion carried with all in favor.
- III. New Business** –
 - a. Public Hearing regarding the rezoning of portions of the Residential 1 (R-1) Zone to Residential 2 (R-2) to accommodate changing land use patterns. Effected areas are on Map 32 lots 48, 48-A, and 49 on Washburn Street with Map 32 Lot 48 changing from Commercial 2 (C-2) to R-2 and Map 32 Lots 48-A and 49 changing from Residential 1 (R-1) Zone to Residential 2 (R-2) R-1 to R-2. , on Paris Snow Drive, Map 26 Lots 61, 63, 64, 67, 70, 73, 75 and 77 and on Marshall Avenue, Map 26 Lots 25 and 78. The R-1 Residential District encompasses most of the older residential neighborhoods and contains mostly high density single family dwellings, the R-2 Residential district still features single family dwellings but also allows multi-family dwellings.**

Public Hearing was opened at 5:32 pm. Charles Barnes questioned what brought this on. CEO Ken Murchison explained that the Washburn Street area, corner of Dahlgren and Washburn Streets, there was a small market, kept commercial for years. This is just housekeeping. That lot and adjacent area could be R-2, would keep it residential for homes, but also gives a few more tools like having apartments. Area of Marshall Street and Paris Snow Drive, with the redevelopment of Hilltop School into Senior Housing it will need to be rezoned. The R-2 abuts, so instead of spot zoning, will extend onto Paris Snow Drive, Hilltop, little league fields and old subdivision, impacted four lots on each side. The subdivision was retired ten years ago and was bought by a developer. Charles Barnes questioned the land in behind the school, CEO Ken Murchison stated that it will remain an R-3. Lois Wing from Dorilda Circle had concerns that they will not be able to control what others do with the field between Newton and Peterson

Avenues. Ms. Wing was concerned with apartment buildings and things of that nature going up on that land and how it would change the whole flavor of the neighborhood. Ms. Wing was also concerned that it would make selling their homes difficult if apartments were built in the neighborhood. CEO Ken Murchison stated that there is no proposed development for that property at this time. Phil Cyr stated that there is an aging population in Caribou and many are having a hard time to maintain their homes. Mr. Cyr believes that Caribou needs more nice apartments. Philip McDonough III stated that we need to take a broader look at attracting people and what we need to move forward. Public Hearing was closed at 5:57 pm. Evan moved to send this item to the City Council as proposed; seconded by Todd Pelletier. Motion carried with all in favor.

b. Public Hearing for final approval of a building permit application from Caribou Senior Housing, LLC. for the rehabilitation of the former Hilltop Elementary School into an independent living, elderly housing facility at 19 Marshall Avenue, Caribou. Tax Map 26, Lot 78.

Public Hearing was opened at 6:02 pm. Rick Goduti of Goduti Thomas Architects gave a presentation on the project. They are going to utilize the existing school with no additions to provide housing for the elderly along with complimentary services, meals, meetings and social gatherings. The primary entrance will be at the same location with a carport. They will utilize the existing parking and have new parking on the side. Every two classrooms will be made into three units. 1.25 spaces for parking per unit. There will be a common area with access to an outdoor gathering area. Utilities will be in back of the building. There will be thirty eight units altogether and all will have exposure or access to outdoor space. Some units have washer/dryer hookups, some do not. There will be a common laundry room. Each unit is 400-500 sq ft. The outside of the building will be incorporated into the neighborhood. The outside is covered and protected, almost completely re clad to residential size. Building will be sprinkled with full automated fire alarm system.

Charles Barnes had concerns with parking during little league games, the former Hilltop school is usually packed with cars. They are looking at putting in a small lot for parking. CEO Ken Murchison asked if there will be an access path around the entire perimeter. This item was discussed but was not in the preliminary plans. Charles Barnes also questioned about the playground equipment. Carl Soderberg stated that the City is retaining the playground equipment and plan to move it just south of the parking lot. Another citizen had concerns with snow removal, having to move cars and no garages available. Shawn Pelletier, owner of CS Management stated that only a small percentage will have vehicles in this type of housing. Mr. Pelletier owns seventeen elderly living facilities throughout Maine. CEO Ken Murchison stated that this housing fills a gap for those who now have nowhere to go.

Todd Pelletier moved for final approval of a building permit application from Caribou Senior Housing, LLC. for the rehabilitation of the former Hilltop Elementary School into an independent living, elderly housing facility at 19 Marshall Avenue; seconded by Thomas Ayer. Motion carried with all in favor.

c. Public Hearing regarding the acceptance of a Floodplain Management Ordinance as suggested by the State of Maine Floodplain Management Program Department of Agriculture, Conservation & Forestry, to comply with the National Flood Insurance act of 1968 (P.L. 90-488, as amended) to replace Sec. 13-600 Flood Hazard Area Regulations, page 858 to 867 of Caribou Code.

Public Hearing was opened at 6:33 pm and closed with no general public to speak. After discussion, Matthew Hunter moved to accept the Floodplain Management Ordinance; seconded by Thomas Ayer. Motion carried with all in favor.

IV. New Communications - CEO Ken Murchison told the Board about a couple of applications that have come in. A Home Occupation application for therapeutic massage in the R-1 zone. No on street parking, limited hours. Will just be the applicant, a sole proprietor in her step father's house. Another application and formal proposal from Dunkin Brands, Inc. to have a Dunkin Donuts drive thru on Bennett Drive. Evan Graves had a concern with traffic with the new school going in. CEO Ken Murchison stated that they have addressed that in their application. This item will be on the next meeting agenda. They are proposing May 2019 with completion in June 2019.

V. Staff Report.

a. Updates from Code Enforcement Officer/Zoning Administrator - CEO Ken Murchison gave an overview of activities in the office. Twelve new notice of violations have gone out. DHHS requested code enforcement do an inspection at 20 Patten Street, it was a hoarder situation. LED street lights is ongoing with Real Term, will be getting estimates and savings. Birdseye, waiting on abatement to tear down. Still working on the effluent, will add wood ash to the remaining to cake it up and haul to the landfill. Looking at City owned property for re-development with CEGC. Working with CUD on properties that are not paid, study is on going. Lots of permits after the fact. Some blight, motor vehicles, rubbish and boundary line issues. Rubbish haulers not properly permitted. Trainings, meetings, compiling changes to Chapter 13. Airport Advisory Board would like to meet with the Planning Board in November. There has been more activity at the airport and potential development of property. Also in 2019, will be working on Airport Master Plan update. Caribou business survey will be going out to businesses as a follow up to meeting.

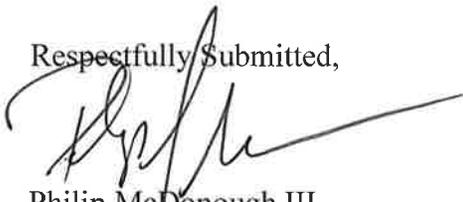
VI. Planning Board Training – None.

VII. Continue work on Chapter 13, Zoning of Caribou Code – None.

VIII. Other Business – None.

IX. Adjournment – Board adjourned at 6:50 pm.

Respectfully Submitted,



Philip McDonough III
Planning Board Secretary

PM/dl