



City of Caribou, Maine

*Municipal Building
25 High Street
Caribou, ME 04736
Telephone (207) 493-3324
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AGENDA Caribou Planning Board Regular Meeting

**Thursday, September 12, 2019 at 5:30 p.m.
City Council Chambers**

www.cariboumaine.org

- I. Call Meeting to Order
- II. Approval of minutes from:
 - a. August 8, 2019 Planning Board Meeting.
- III. Public Hearing
- IV. Old Business
 - a. Caribou Utilities Solar Array Site Design Review Approved and Signed
 - b. Caribou Senior Housing Solar Array Site Design Review Approved and Signed
- V. Staff Report
 - a. Notices of Violation (Building w/no permit, follow-up)
 - b. Birdseye Demolition Update
 - c. Small Communities Grants Update
 - d. Public Services CDBG Award and Update
- VI. New Business
 - a. Comprehensive Plan Update
 - i. Progress
 - ii. Planning Board Goals
- VII. New Communications
- VIII. City Manager's Review of Chapter 13
- IX. Other Business
- X. Adjournment



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Caribou Planning Board Meeting Minutes Thursday, August 8, 2019 @ 5:30 pm City Council Chambers

Members Present: Robert White, Christine Solman, Todd Pelletier and Dan Bagley

Members Absent: Philip McDonough III and Phil Cyr

Others Present: Ken Murchison –CEO & Zoning Administrator, Denise Lausier –Executive Assistant to the City Manager, Thomas Ayer –Council Liaison, Dennis Marker –City Manager, Shawn Pelletier –Caribou Senior Housing, Kurt Penney –Revision Energy, Brian Byrne –Revision Energy, Paul Theriault and Joan Theriault

- I. Call Meeting to Order** –The meeting was called to order at 5:37 pm.
- II. Approval of minutes from:**
 - a. June 13, 2019 Planning Board Meeting** – Christine Solman moved to accept the minutes as presented; seconded by Dan Bagley. Motion carried with all in favor (4-0).
 - b. June 27, 2019 Planning Board Comp Plan Workshop** – Christine Solman moved to accept the minutes as presented; seconded by Dan Bagley. Motion carried with all in favor (4-0).
- III. Public Hearing –**
 - a. Consider Site Design Review for Caribou Utilities District and Revision Energy for the River Road application of a Solar Array at the Tax Map 11, Lot 60-A property.** – Public Hearing opened at 5:39 pm. Brian Byrne from Revision Energy presented the project and answered questions from the Board. This is a 964 kw system for CUD at 300 River Road. Will not be able to see it. There are no vernal pools, contaminates or endangered species, just a grassy knoll. Minimal impact, minimal road impact, don't want to disrupt scenery. No exterior lighting. It's a fixed thirty foot structure, snow will slide off, there is a perimeter around it and no access to high voltage. There is a similar one that was done in Limestone, similar in size.

Paul Theriault, River Road resident commented that this is a win-win situation, that it is good all around. It's on CUD land that they cannot use for anything else. It's a great benefit to CUD. In hopes to stabilize sewer and water rates over time.

Public Hearing closed at 5:46 pm.

The Board reviewed the Site Design criteria. City Manager Dennis Marker commented that with it being electrical and in a grassy field, they will need to have Fire Chief Susi look at emergency vehicle access. Chairman Robert White agreed to make that a condition of approval.

Todd Pelletier moved to accept the application with condition of Fire Chief approval for emergency vehicle access; seconded by Christine Solman. Motion carried with all in favor (4-0).

IV. Public Hearing –

- a. **Consider Site Design Review for Caribou Senior Housing, LLC and Revision Energy for a Solar Array to be constructed adjacent to 19 Marshall Avenue, Tax Map 26, Lot 78. –** Public Hearing opened at 5:47 pm. CEO Ken Murchison explained that this is a similar project to the previous application. Mr. Murchison spoke only to one resident about this, no concerns with this project.

Brian Byrne from Revision Energy presented the project and answered questions from the Board. There are no vernal pools, no wetlands and no endangered species. Will be serving many seniors on site.

Shawn Pelletier representing Caribou Senior Housing LLC commented that this is a big component to the project. They converted everything to electric, including the heat. Will produce power cheaper than purchasing and will have long term control. They are excited to do it and hope to do more in the future.

Public Hearing closed at 5:50 pm. The Board reviewed the Site Design criteria.

Dan Bagley moved to accept the application with conditions of Fire Chief approval for emergency vehicle access and a letter of intent deeding over the property this is being built on; seconded by Todd Pelletier. Motion carried with all in favor (4-0).

V. Old Business –

- a. **The Condominium Association Declaration for Lindley Estates Plan by Troy Haney has been signed and is being recorded at the Hall of Records. –** CEO Ken Murchison stated this is the first condominium project in Caribou. It got some press coverage and will be completed.

VI. New Business –

- a. **Consideration of 2019 CDBG Grant Awards for General Plan Compliance. –** CEO Ken Murchison stated that he and City Manager Dennis Marker are working on securing CDBG grants. Received a grant for economic development at Porvoir that will allow for improvements to the building and equipment. Will take six months to develop the project.

Also working on a CDBG transportation grant with Cary Medical Center.

VII. New Communications – None.

VIII. Staff Report from CEO Ken Murchison -

- a. **Notices of Violation (Unsafe Buildings, Long Grass 2nd Notices) Blight Removal –**Thirty eight notices of violations have gone out, about six have been resolved. Some properties that have blight have absentee landowners, some are tied up with bankruptcy and foreclosures, they are non responsive.
- b. **Mayors Committee on Urban Renewal/Blight Removal –** Met with them on blight. He was impressed with the committee and the work they are doing.
- c. **Birdseye Demolition Update –** Birdseye is 99.9% done. Just have the digester that still has effluent that needs to be removed. Peterson's Septic will be removing it.

- d. **Small Communities Grants Update** – Working with the State on septic grants; one residential, two commercial. These have gone out to bid, will be in the Aroostook Republican next week. Hopefully will be able to complete before it snows.
- e. **Public Services CDBG Award and Update** – Training on Tuesday for CDBG, there is a lot of work to these grants.
- f. **Comprehensive Plan Update Progress** – Meeting with Department Managers. With the History section, would like more on Caribou. Jay Kamm at NMDC is 95% done on the Transportation section and 80% on the Demographics. Would like to have the Comp Plan completed in 2019.

IX. City Manager's Review of Chapter 13, Zoning – City Manager Dennis Marker has been working on the review of Chapter 13, Zoning of City Code. Mr. Marker presented to the Board some of what could be re-organized in this code so that it would be more user friendly. The Board thanked Mr. Marker for all his work on this project.

X. Other Business – None.

XI. Adjournment – Todd Pelletier moved to adjourn the meeting at 6:50 pm seconded by Dan Bagley. Motion carried with all in favor (4-0).

Respectfully Submitted,

Philip McDonough III
Planning Board Secretary

PM/dl