



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes Thursday, February 13, 2020 @ 5:30 pm City Council Chambers

Members Present: Robert White, Dan Bagley, Amanda Jandreau, Frank McElwain, David Corriveau and Drew Ayer

Members Absent: Christine Solman

Others Present: Ken Murchison –CEO/Zoning Administrator; David Corriveau 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. **Welcome New and Returning Board Members** – Chairman Robert White and the Board welcomed new members David Corriveau and Drew Ayer.
- III. **Approval of Minutes from the January 9, 2020 Planning Board meeting** – Frank McElwain moved to approve the minutes as presented; seconded by Dan Bagley. Motion carried with all in favor.
- IV. **New Business** – None.
- V. **New Communications** –
 - a. **Developments, looking ahead** – CEO Ken Murchison brought forth a few new developments coming up. A new business selling vintage albums and media will possibly be moving into the end of Bennett Drive where the barber shop was. This property has been vacant a year, zoned residential. Would be an existing non-conforming use. Discussion on residential uses in the midst of the commercial zone on High Street, that perhaps this area would be best suited as a mixed-use zone. Discussion on home occupations and that perhaps this business would be suited as such. David Corriveau commented that in past practices, home occupations such as hairdressers and accountants, would be allowed if it doesn't disrupt the neighborhood. Chairman Robert White stated that he doesn't want to make this a big issue, this property comes with a long history of use. Chairman Robert White and Dan Bagley recommends this as a home occupation.

A couple of building permits have been received, same owner, same property. Will be building reinforcements on a cellphone tower and also putting new equipment on the tower itself. It's an existing tower on Fort hill. Will come forth as a public hearing in March. According to the City's land use table, this is a Planning Board decision.

Interest in two additional solar projects. One will be one of the largest in the State. Also have had some interest in a new warehouse on York Street.

VI. Staff Report –

- a. **Permits 2018-2019** – The Board was given reports for 2018 and 2019 permits.
- b. **Blight Initiative** – The City Council brought this forward, new concentration on blight. CEO Ken Murchison and Assessor Penny Thompson have already been out in the community working on a blight survey. The newly formed Blight Commission has met three times. Planning Board support staff member Denise Lausier, former Planning Board member Phil Cyr, Chairman Robert White and current Planning Board member Christine Solman have attended the meetings. Been working on tools, a lot of these will come back to the Planning Board.

VII. Planning Board Training – None.

VIII. Comprehensive Plan Update –

- a. **Future Land Use Plan** – CEO Ken Murchison and Planning Board had discussion on this item and how it ties in with the Chapter 13, Zoning re-write. These are both goals for the Planning Board to complete in 2020.

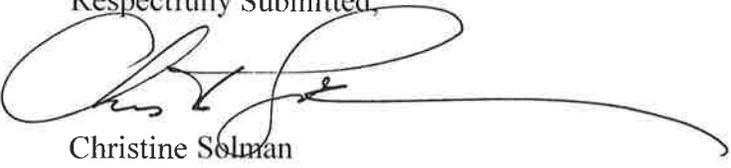
IX. Chapter 13 –

- a. **Establishment of Districts & Land Use Table** – CEO Ken Murchison and Planning Board had much discussion on this item. Chairman Robert White commented that the Comprehensive Plan is a guide, Chapter 13, Zoning is a legal issue; Chapter 13, Zoning needs to be completed then the Comprehensive Plan. Chairman Robert White asked that this item be put on the agenda for the next Planning Board meeting and also requested that CEO Ken Murchison find out from the City Manager where he is at in the review of Chapter 13, Zoning. Drew Ayer also requested an updated Land Use Table before the next Planning Board meeting.

X. Other Business – None.

XI. Adjournment – The meeting was adjourned at 6:35 pm.

Respectfully Submitted,



Christine Solman
Planning Board Secretary

CS/dl