



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes Thursday, July 9, 2020 @ 5:30 pm City Council Chambers & Via Zoom

Members Present: Robert White, Dan Bagley, Amanda Jandreau, Frank McElwain and Christine Solman

Members Absent: Dave Corriveau and Drew Ayer

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 June 11, 2020 Planning Board meeting** – Dan Bagley moved to accept the minutes as written; seconded by Frank McElwain.
Roll call vote.
Christine - yes; Frank - yes; Amanda - yes; Dan - yes; Robert – yes.
Motion carried with all in favor.
- III. Public Hearings** – None.
- IV. New Business** – None.
- V. New Communications** –
 - a. Rick Solman would like to explore the rezoning of his lot at 713 Main Street, Map 031 Lot 123 so that he can develop his existing building for residential use on the first floor. This lot is currently zoned as C-1 and C-2 and historically has housed office space of the first floor and residential on the second floor. The trend that Mr. Solman has been tracking suggest that there is no need for the office space but much desire for high-end apartments.**
CEO Ken Murchison explained that Rick Solman would like to do some work on his building on Main Street adjacent to his office building. He was always able to fill the offices before in the C-1 zone. He wants to put in luxury apartments on the first floor. If it becomes a multi-family housing unit, it is a change of use, and residential applications are not permitted on the first floor in the C-1 District but the zoning could be changed to an R-2, which is the zone behind and beside the property. Mr. Solman is still trying to rent these units and will get back to Ken on this.
 - b. Possible Solar Array Off form the Dow Siding Road by Flat Ground Road, LLC. application pending.**
CEO Ken Murchison explained that this application is nearing completion.

c. Change of Use/Site Design Review 31 Herschel Street Application pending.

CEO Ken Murchison explained that this would be a residential action in a commercial zone on Herschel Street. It is a multi-family housing unit which is suitable in this zone, but it is a change of use that will require a site design review. It's in the building where Halfway Home Pet Rescue was. Chairman Robert White asked that the application be complete before it comes to the Board.

VI. Old Business –

CEO Ken Murchison explained that with Phil Duplessie's property on the Van Buren Road, his neighbor Mr. Nadeau still has concerns and the Board of Appeals would be the next logical step for Mr. Nadeau to pursue. The Board of Appeals has not met in years.

VII. Staff Report – CEO Ken Murchison

412 Access Highway has a non permitted junkyard. A notice of violation went out with a police officer. Lots of concerns with the property. The people there now are renters and have had a hard time to locate the owner. There are a lot of vehicles they don't have clear title to. Have enlisted the Department of Environmental Protection for their help. There are cars on the side that are draining fluid.

110 Washburn Street – no certificate of occupancy and was tax acquired recently. The prior owner paid back taxes in full and wants the property back. Council will look at it on July 15th. There are outstanding notices of violations back to 2010. Occupancy is still not possible because of unresolved notices of violations.

Aided some owners in town that had houses that were substandard. 4 Liberty Street was burned out, demoed and it's now a developable lot. Two more buildings left to be demoed on Washburn Street and Fenderson Street. 12 Midland Street collapsed and owner has a demo permit; have commenced with demolition.

Blight Initiative –

Blight Toolbox – The Blight Committee worked hard this winter and spring and have put together a Blight Toolbox. City Manager Dennis Marker put a lot of work in pulling all the information together. Dan Bagley questioned if there will be another revision and also if it will be adopted as an ordinance, official document or as code. City Manager Dennis Marker stated that it is more of a reference tool, like a general plan. It can be updated and refined as we go, there are elements in the toolbox that can continue to evolve and change. Council may adopt as an official document of the City. CEO Ken Murchison stated that the City could do an education program for the community and reach out with local papers, social media etc.

Dan Bagley had concerns that this could be a double-edged sword, it serves the purpose for guidance for the citizens in terms to the blight approach, but also might scare some people thinking the city is going to come in with some heavy handed things. May want to tone down the heavy handed stuff. Could be counterproductive. Dan Bagley stated that perhaps further vetting is probably advisable with Planning Board or Council before it is finalized. May want to tone down the heavy handed stuff. Could be counterproductive. Chairman Robert White commented that it needs to start with public education.

City Manager Dennis Marker stated that through the blight survey and mapping, it was discovered there are certain neighborhoods that need to be worked on. CEO Ken Murchison stated that by and large, there are a lot of well kept homes.

VIII. Chapter 13, Zoning –

- a. Definitions** – City Manager Dennis Marker gave an overview of his proposed revisions to the definitions in Chapter 13, Zoning of Caribou Code. He added elements for clarification. If something is defined, it needs to be regulated. If something is regulated, it needs to be defined.

Chairman Robert White and Dan Bagley both commented on the good work that City Manager Dennis Marker has put into the Chapter 13 revisions. City Manager Marker told the Board to let him know if they have any recommendations and those changes can be made as well.

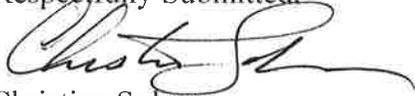
Dan Bagley asked if any Board members have proposed changes if they could email it and copy the whole Board so everyone is on the same page. Chairman Robert White agreed.

IX. Other Business –

Dan Bagley asked about the status of riverfront development. Manager Dennis Marker & CEO Ken Murchison met with Julie Evans and talked about possible funding. Will be pulling together a Stakeholder's Group.

- X. Adjournment** – Meeting was adjourned at 6:52 pm. The next Planning Board meeting will be August 13th at 5:30 pm.

Respectfully Submitted,



Christine Solman
Planning Board Secretary

CS/dl