



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes Thursday, July 8, 2021 @ 5:30 pm City Council Chambers

Members Present: Dan Bagley, Eric Hitchcock, David Corriveau and Stephen Wentworth

Members Absent: Christine Solman, Frank McElwain and Amanda Jandreau

Others Present: Ken Murchison –CEO/Zoning Administrator, Troy Haney, Amy Anderson, Kelly Rioux, and Denise Lausier –Executive Assistant to City Manager

Tom Ayer – Councilor Liaison (absent)

I. Call Meeting to Order, Determine Quorum –

Meeting was called to order at 5:36 pm and a quorum was present.

II. Farewell to resigning Board Member Drew Ayer and Welcome to newly appointed Board Member Steve Wentworth. –

Chairman Dan Bagley thanked Drew Ayer for his service and wished him well. Chairman Bagley also welcomed Steve Wentworth as a new member to the Planning Board and thanked him for joining.

III. Public Hearings

a. Preliminary Site Design Review Application for Troy Haney for the Kacey's Place. Campground on 154 Limestone Street Tax Map 38 Lots 105, 106 and 108.

Chairman Dan Bagley opened the Public Hearing at 5:37 pm. Chairman Bagley stated this is the preliminary review, final plan review will be at a later date.

CEO Ken Murchison stated that this will be an eight or nine lot campground on the river, Tax Map 38, Lots 104, 105, 106 and 108 with the majority on Lot 108. CEO Murchison stated there were no phone calls, emails or general interest on this application.

Applicant Troy Haney explained that the concept is to take a former salvage yard and re-purpose it for something more fitting on the river. The campground will have self-contained RV's only, no tents. No in and out traffic. The campground will be only seasonal with eight sites and one of those sites will be for Mr. Haney. The campground would be open mid-May to the end of September. They can tie into City water and sewer on the street and can also tie into the Versant power plant for electric. DEP looked at the site and marked out highwater marks that they cannot touch. DEP blessed the project and stated they are happy Mr. Haney is cleaning it up. The State of Maine railroad crossing, ok with that. Also working with DHS on campsite licensing.

Mr. Haney stated that on the property the railroad, significant trees and shrubs, will stay. On the right side of the driveway there are residents, will be a solid privacy fence there. Chairman Bagley questioned if this will be documented on the final plan; Mr. Haney stated that it will be and that he will also have more large plans printed.

Board member Steve Wentworth questioned dimensional requirements. There is a fifty foot width for campers to back into and campers are six to eight feet wide. Mr. Haney explained that the plans are drawn to an average campsite. Fifty foot is minimum, shooting for 60-65 feet per site and to give campers the most space possible. Steve Wentworth commented that would line up with Code.

Board member Steve Wentworth also questioned the twenty two feet for two way traffic. Mr. Haney explained that the whole road will be twenty four feet, so that will be fixed on the plans.

Steve Wentworth commented that the campground is a great idea and it's about time.

Mr. Haney stated that the campers will sign a rental agreement for the season along with conduct rules including quiet time. Nuisance or aggressive pets will need to go and trash clean up will be in the agreement as well. The rental agreements will be similar to his condos. Mr. Haney will also be staying right on site.

Board member Dave Corriveau complimented Mr. Haney on making use of the acreage.

Chairman Bagley stated this is one and a half acres of development. Mr. Haney said that it gets narrower as you go across the property. Mr. Haney explained that this will be more quality than quantity, providing a decent space. The concept is more for snowbirds coming from Florida.

Chairman Bagley questioned the electrical. Mr. Haney stated that the electrical will be buried in a trench underground to the transformer in a ground vault (overhead crossing the road to underground within property limit). Mr. Haney will modify the plan for the final review.

Chairman Bagley questioned dumpsters. Mr. Haney stated that in the turnaround there will be a fence trash building of some sort. It needs to be mobile to move in the fall because of flooding. Five foot eye level for electrical in case water comes in, it will be higher than the railbed and the electrical will be turned off. Designing with flooding in mind.

Amy Anderson from 141 Limestone Street commented that this is a beautiful concept and Mr. Haney has done a great job. Ms. Anderson and her neighbor do have concerns about noise and smoke lingering in that area from campfires, there are children that have asthma. Dogs barking is another concern, it is a quiet community. They also have privacy concerns, trees are thinned back and can see through. Also, more campers that come in it will block views. Beautiful place. Neighbors have the same concerns. It is a quiet neighborhood and they would like to keep it that way.

Chairman Bagley commented that the campground can be seen from the street. Mr. Bagley questioned replacing the buffer to shield it from the street. Mr. Haney replied that there are only a handful of spots you can see through, there is pretty much a solid buffer. They will plant trees around where the sites will be. Mr. Haney kept the trees that were there and in good shape and removed some that were not good with the intent to keep as many as possible.

Mr. Haney wanted to assure Amy Anderson and addressed her concerns. Mr. Haney explained that he plans to live there all summer. Nuisance dogs will be addressed before people stay there. Rental rates are in the \$3,000 range to attract higher end clients, Mr. Haney wants people there that won't cause a problem. If smoke becomes a problem, Mr. Haney will address it and will come up with a plan to fix it. The Fire Station will need to issue permits for campfires. Dave Corriveau commented that with prevailing winds, smoke should go down the river.

Steve Wentworth commented that under general requirements in the Code, there needs to be screening from view from public roads, rivers and existing residences. A buffer with trees, or a fence to create a buffer would cause the smoke of campfires to go up.

Mr. Haney stated that debris at the high water mark needs a permit to clean up. DEP asked Mr. Haney to clean it up as long as they didn't disturb anything along the river front. The intent is to clean up the whole area as well as cleaning up the tires down there.

Public Hearing was closed at 6:07 pm.

IV. Approval of minutes from the June 10, 2021, Planning Board meeting.

Dave Corriveau moved to accept; Eric Hitchcock seconded.

Steve Wentworth abstained, so there was not a quorum. Approval of minutes was deferred to the next Planning Board meeting.

Dave Corriveau withdrew the motion and Eric Hitchcock withdrew the second to the motion.

V. Sketch Plan of a Subdivision Review Application for Flat Ground Road LLC, for the River Run, Tax Map 15 Lot 35, Bowles Road Subdivision Project.

Chairman Bagley stated this is a Sketch Plan Review, a pre-application meeting for Flat Ground Road LLC for River Run.

CEO Ken Murchison stated that this is a two lot subdivision or three lot on Bowles Road. One lot is not part of the subdivision, but a result of a two lot split and it has sold and was closed on. 80 acre and 40 acre lots, a 38 acre lot is included with subdivision review. The lot that was sold is included in the review process, would be included. Review is for the three lots.

Chairman Bagley commented that the ordinance as written is intended for development and Mr. Rioux is asking for waivers on most of the things required. CEO Ken Murchison stated it is not so much waivers, but items that do not apply, there is no infrastructure.

Chairman Bagley questioned if this needs to be done for the split of a lot. CEO Ken Murchison replied that the timeline is six months to a year to do a subdivision. This is a large lot dividing into three lots. CEO Murchison talked with the State on this, which is where the City's rules came from. CEO Murchison said this is a general subdivision, no roads and no buildings which should expediate the process. The sketch plan, concept review and final review will take three meetings.

Chairman Bagley recommended looking at fixing this process and not having all these requirements.

Board member Eric Hitchcock questioned the 38 acre lot, a lot over 40 acres wouldn't be considered under the State subdivision laws. Mr. Kelly Rioux replied that it is 38 acres because of the logging road.

CEO Murchison had a survey for sketch review. Mr. Rioux commented that he had the whole thing surveyed by Dale Blackstone. CEO Murchison said he will verify the 40 acre rule.

Mr. Rioux stated that he has the 122 acres on the market and if it sells, the Board won't see him at the next meeting.

Chairman Bagley said the Board needed a topographic map and soil survey. Mr. Rioux replied that on a project of this size, those are items he is not going to do.

Chairman Bagley said there needs to be an inspection within 30 days, a site walk by the Planning Board. CEO Murchison will schedule this.

With no other comments or questions, Chairman Bagley stated that the Board will review the preliminary plan at the next meeting.

VI. Presentation from Brian Fields and Dave Putnam on Atlantic Salmon of Northern Maine plans for riverfront location at Lower Lyndon Street.

Chairman Bagley asked that this item be deferred to the next meeting, they were unable to make it.

VII. New Business:

a. Introduction of a Rezoning Request for 20 Limestone Street Tax Map 011 Lot 024 from R-2 to R-3.

CEO Murchison explained that Troy Pelletier, land owner at the end of Limestone Street next to Otter Brook, demolished the existing building and built a garage. Mr. Pelletier may want to put a restaurant there but cannot in the R-2 zone. The land is not served by public utilities. CEO Murchison's biggest concern for a restaurant would be establishing a sewer system to accommodate with a grease trap and it might not fit. Looking at possible rezoning to an R-3 zone.

b. Possible Zoning Map correction at the lower end of Water Street impacting Tax Map 030 Lots 39, 40, 41 and 42. Currently these lots are designated R-2 despite the history of Commercial and Industrial Land Use.

CEO Murchison explained that on lower Water Street there is a property for sale in the R-2 zone, and the use is Industrial. This area was misapplied on the GIS map, inaccurate from years ago. All around the property is Industrial. Asking for suggested change to the zoning. Chairman Bagley stated that this could be recaptured when rezoning the riverfront. CEO Murchison said that it is existing non-conforming, so can continue being used as it is.

VIII. Goals and Priorities for the Balance of 2021

a. Comprehensive Plan Update – CEO Murchison explained that this has been put on the back burner while working on Chapter 13, Zoning of City Code. Now that the administrative changes are done, the Comprehensive Plan update is started. Need to think about proposed land use and zoning. CEO Murchison is working on the Land Use Survey now. All these projects are tied together. Looking for priorities. Looking at a Comprehensive Plan update now and in three years will be looking at the whole Comprehensive Plan project. A little bit behind on this.

b. Continue Work on Chapter 13 – Chairman Bagley commented that they need to look at processes and streamlining them, the land use table and the zoning map.

CEO Murchison stated this is all helpful when applying for grants. Board consensus, right priorities.

c. Other – Chairman Bagley stated that Home Occupations changes need to be reviewed and brought forward.

IX. Staff Report; CEO Ken Murchison – Notice of violations, progress with property maintenance, problems with tires and junk cars.

- a. Land Bank Legislation** – This is stalled until January when they come back for next session. Mr. Marker worked on amendments to the City's ordinance to do land banking; can convey land, buy & sell land as well as tax acquire a property and convey to a non-profit organization.
- b. Land Use Survey Mapping** – Still pending.

- c. **Demolition of 827 Main Street** – This property is around ¾ demoed. Concrete is being hauled off.
- d. **Continued Clean-Up of Former Birdseye Processing Facility** - Haley Ward from CS Engineering is on the job. Need more testing done. Hot spot with petroleum contaminate.
- e. **Riverfront Redevelopment Committee** - Postponed last meeting, will be meeting in July. They will discuss becoming an official committee of the City, which would need to go to the City Council. Also work on a Master Plan.
- f. **Caribou Trailer Park** – No updates.
- g. **New Police Station Public Open House** – Held a Police Station Public Open House, received some neat suggestions. Architects were up and excited for the project. Would be just the police. Four or five sites are being looked at, the most popular was the Birdseye site.

CEO Murchison introduced Penny Thompson, Interim City Manager.

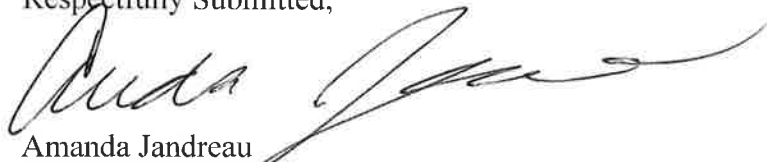
- X. **Adjournment** – Eric Hitchcock moved to adjourn the meeting at 7:00 pm; seconded by Dave Corriveau.

Roll Call Vote.

Steve Wentworth – yes; Dave Corriveau – yes; Eric Hitchcock – yes; Dan Bagley – yes.

Meeting adjourned at 7:00 pm.

Respectfully Submitted,



Amanda Jandreau
Planning Board Secretary

AJ/dl

