



City of Caribou, Maine

*Municipal Building
25 High Street
Caribou, ME 04736
Telephone (207) 493-3324
Fax (207) 498-3954
www.cariboumaine.org*

Caribou Planning Board Meeting Minutes Thursday, March 12, 2020 @ 5:30 pm City Council Chambers

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

Members Absent: David Corriveau

Others Present: Ken Murchison –CEO/Zoning Administrator; Dennis Marker –City Manager; Tom Ayer –City Council Liaison; 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 February 13, 2020 Planning Board meeting** – Frank McElwain moved to approve the minutes as presented; seconded by Drew Ayer. Motion carried with all in favor.
- III. Public Hearing** – CEO Ken Murchison explained that no public hearings were required after further research.
- IV. New Business** – CEO Ken Murchison explained that for these three items no public hearings were required after further research.
 - a. **Use Permit for Damian Languell, 5 Bennett Drive.**
 - b. **A Proposed Building Permit for 271 Fort Fairfield Road, Map 8, Lot 31-C involving the reinforcement of the existing communications tower.**
 - c. **A Proposed Building Permit for 271 Fort Fairfield Road, Map 8, Lot 31-C involving the removal of existing equipment and installation of new equipment for the modernization of cellular communications.**
- V. New Communications** –
 - a. **Developments, looking ahead: Staff assisted developers with 3 building permits and a sign permit and provided guidance on additional building and sign permits.** – CEO Ken Murchison explained that there is interest in a very large solar array on 25 acres. They don't have a permit yet but the City has received the fee. Troy Haney, Haney's Building Solutions was also in for a building permit, he is building a showroom and it's underway.
- VI. Staff Report** –
 - a. **Blight Initiative** – CEO Ken Murchison explained that the Blight Commission has met a few times now. They now have tools and a list of services to help people. Christine Solman has been an active participant for the Blight Commission. CEO Murchison has spoken with the City

Manager in Sanford on how they implemented their Land Bank which is part of our blight initiative. They hired someone to set it up and since have acquired 80 properties and demolished 25 properties. The man they hired has done extensive work on Land Banks. CEO Murchison has his contact information and will reach out to him. CEO Murchison and Assessor Penny Thompson will continue working on the blight survey of the City.

- b. **“Good to Knows”** – CEO Ken Murchison included in the Board packet the Code Enforcement Office ‘Good to Knows’ that were distributed this week. Each department compiles their ‘Good to Knows’ for the week and Assistant Denise Lausier puts them into a report to go out to the City Council and employees at the end of each week.
- c. **Council Priorities** – CEO Ken Murchison also included the City Council priorities list in the Board packet to review.

VII. Comprehensive Plan Update –

- a. **Future Land Use Plan** – CEO Ken Murchison shared with the Board the current Future Land Use plan and some changes that he has proposed. Discussion on combining or not combining residential zones, the downtown district, changing some areas in the text that limited growth to encouraging growth and development of the old Birdseye site.

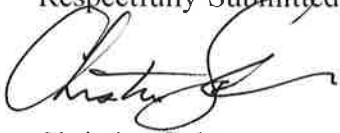
VIII. Chapter 13 –

- a. **City Manager’s Notes** – City Manager Dennis Marker gave a presentation on the work he has done on Chapter 13, Zoning of City Code; Section 13-100. Manager Marker stated that currently, there is not good uniformity in the document. There is a need for better organization, to consolidate processes together, clean up inconsistencies and update with new laws, etc. Manager Marker will be presenting the Board a section at a time as the document is reworked. They reviewed proposed changes to Section 13-100.

- IX. **Other Business** – CEO Ken Murchison stated that the University of Maine capstone students are working on a project on Lower Lyndon Street owned by the Atlantic Salmon for Northern Maine. The students will aid in the design of a fish hatchery and adjoining park area.

- X. **Adjournment** – The meeting was adjourned at 7:19 pm.

Respectfully Submitted,



Christine Solman
Planning Board Secretary

CS/dl