



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes Thursday, March 11, 2021 @ 5:30 pm Via Zoom

Members Present: Dan Bagley, Christine Solman, Amanda Jandreau, Frank McElwain, Drew Ayer, Dave Corriveau and Eric Hitchcock

Others Present: Ken Murchison –CEO/Zoning Administrator, Dennis Marker –City Manager, Denise Lausier –Executive Assistant to the City Manager, Melissa Badahman and Jessica Gagnon.

Tom Ayer –Councilor Liaison (absent)

I. Call Meeting to Order – Meeting was called to order at 5:42 pm. Meeting was held via Zoom.

II. Approval of Minutes from the February 11, 2021 Planning Board Meeting –

Frank McElwain moved to approve the minutes as presented.

Chairman Dan Bagley wanted to clarify one item in the minutes on page 4 to include the Board consensus on waivers. Chairman Bagley also commented a good job was done on the minutes.

Frank McElwain amended his motion to approve the minutes as presented with the requested change; seconded by Dave Corriveau.

Roll call vote.

Frank – Yes; Amanda – Yes; Christine – Yes; Eric – Yes; Drew – Yes; Dave – Yes

Motion carried with all in favor.

III. Public Hearing to hear comments regarding a Zoning Change request from the property owners at 467 and 473 Sweden Street and related area from R-1 (High Density Residential District) to R-3 (Rural Residential District) and possible action –

Chairman Bagley opened the Public Hearing at 5:47 pm and introduced this item.

CEO Ken Murchison received comments from abutters in the neighborhood and read them into the record.

Brian and Karen Pelletier, 468 Sweden Street – Curious about the rezoning process but not opposed to the proposed rezoning

Nancy Beaver on behalf of Edwina Wright, 443 Sweden Street – Edwina Wright no longer owns the property and offers no opinion either for or against rezoning.

Ronnie Moir, 411 Brown Road – Farms extensively in this area and has no issues with the rezoning of the properties in question.

Brian and Judy Corrow, 450 Sweden Street – Wondered about the process for rezoning, have no issues with the rezoning request and have further requested, first verbally and then in writing, for their property to be included in the rezoning effort.

The applicants Melissa Badahman and Jessica Gagnon gave an overview of their request. They would like to rezone the land to farming and have a few small animals. They grew up farming and would like to share this with their children. Their goal is not to distress their neighbors. Others will not see the animals out back. The animals are for pets and production of food. This land was a farming zone years ago.

CEO Murchison stated that staff reviewed this request. Staff concerns was that the City Code doesn't address rezoning well. If rezoning is applied to other properties as well in the area, it won't cause spot zoning. It meets requirements to be in the R-3 zone. Lot sizes are the right size, except four properties that are not an acre that will become existing non-conforming lots. Rezoning is ok with the Comp Plan and Future Land Use Plan.

With no further comments, the Public Hearing was closed at 6:04 pm.

Chairman Bagley had concerns with the non-conforming lots created for a request of rezone for someone's personal use. CEO Murchison commented there will be further restrictions on setbacks and future development of lots. Manager Marker stated that the non-conforming is lot size; will still be residential and they can still use lots as single family uses. Although, financing may be an issue for any future sales of the homes on those lots.

Christine Solman agreed with Chairman Bagley and also has concerns with the changing of the four lots to non-conforming because of a request to rezone for someone's personal use and how it will put the four lots into a real estate issue if they try to sell their property.

Ms. Solman commented that half of the lots are I-2 and would it be possible to not rezone but place the livestock on the I-2 part of the property. Ms. Badahman & Ms. Gagnon stated that they could not use that piece of property; a four wheeler and snowmobile trail goes through there and it's way too far from water & electric for the animals.

Frank McElwain questioned the Corrow's property and why they requested to be a part of the rezone. CEO Murchison stated that they have a tree farm in the rear of their property surrounded by agriculture and that staff recommendation includes that property for rezone.

Amanda Jandreau suggested to rezone the properties that would conform and leave the four properties that would not.

Amanda Jandreau moved to send to City Council a recommendation to rezone Lots 39B, 40 and 41 on Sweden Street from R-1 zone to R-3 zone; seconded by Frank McElwain.

Roll call vote.

Frank – yes; Amanda – yes; Christine – yes; Drew – yes; Eric – yes; Dave – yes
Motion carried with all in favor.

IV. Consider Chapter 13 Revisions, completed to date and possible action –

City Manager Dennis Marker went through all administrative elements in Chapter 13, Zoning Ordinance of City Code. The revisions include the rezoning request criteria. Definitions that were in the Code twice have been cleaned up and it has shortened the Code by thirty pages. Also, there is less conflicting language in the ordinance. The whole package is ready to forward to the City Council. The next components to review and revise will be processes and then standards.

V. New Business:

a. Discussion and possible action on revisions to the Home Occupation Application –

Chairman Bagley reviewed this application with revisions with the Board.

Drew Ayer moved to accept the application as is with revisions; seconded by Frank McElwain.

Roll call vote.

Frank – yes; Amanda – yes; Christine – yes; Drew – yes; Dave – yes; Eric – yes

Motion carried with all in favor.

b. Discussion on revisions to Section 13-700.13 Home Occupations –

Chairman Bagley stated that the Board will revisit this at the next Planning Board meeting.

VI. Staff Report; Ken Murchison, CEO –

a. Land Bank Legislation – Proposed language is in the advisor's office. Legislature is looking at 800 LD's at this point.

b. Land Use Survey Mapping – Not into the urban area yet, looking at every lot.

c. Maine Working Communities Challenge Grant – This is in collaboration with Presque Isle.

d. Meeting with Zoning Board of Appeals – CEO Ken Murchison will be setting up an organizational meeting with the Zoning Board of Appeals, they have not met yet. The Board is made up of Code Officers from the region, the first in the State.

e. Pending Tour of Caribou Senior Housing – CEO Murchison read an email from Carl Soderberg to Assistant Denise Lausier. The Open House has not taken place because of Covid-19, but they are looking forward to the future when they can have the Open House and give a tour of the facility to the City Council and Planning Board.

VII. Adjournment -

Amanda Jandreau moved to adjourn the meeting at 7:06 pm; seconded by Dave Corriveau.

Roll call vote.

Frank – Yes; Amanda – Yes; Drew – Yes; Eric – Yes; Dave – Yes; Christine – Yes

Motion carried with all in favor.

Respectfully Submitted,



Amanda Jandreau
Planning Board Secretary

