



## *City of Caribou, Maine*

### **AGENDA Caribou Planning Board Regular Meeting Thursday, May 13, 2021 at 5:30 p.m. City Council Chambers**

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

The meeting will be broadcast on Cable Channel 1301 and the City's YouTube Channel.

Public Comments may be submitted prior to the meeting no later than 4:00 pm on Thursday May 13 to be read during the meeting. Send comments to CEO Ken Murchison at [kmurchison@cariboumaine.org](mailto:kmurchison@cariboumaine.org) or call 493-5967.

- I. Call Meeting to Order, Determine Quorum.
- II. Public Hearings
  - a. Public Hearing #1: to consider a Use Permit Application from Fred and Lisa Dobbs on behalf of Lucas Roy DBA Luke's Small Engine Shop, a power equipment sales and service business at 369 Van Buren Road, Tax Map 14 Lot 34-N in the R-3 District. Pgs. 3-13
  - b. Public Hearing #3: A rezoning request at 14 Evergreen Parkway, Tax Map 39 Lot 279 from 1-2 (Industrial District) to C-2 (General Commercial District). Pgs. 14-17
  - c. Public Hearing #4: For proposed amendments to Caribou Code Sections 13-204 Land Use Table and 13-700 §6 Campground and/ or Recreational Vehicle Park. Pgs. 18-21
  - d. Public Hearing #2: to consider a Home Occupation Application from Devon Curtis, DBA Mainely Delicious Delights LLC. Bakery at 15 Pilgrim Road, Tax Map 35 Lot 22 in the R-1 District. Pgs. 22-33
  - e. Public Hearing #5: Resume Public Hearing to consider Administrative Amendments to Chapter 13, Zoning of City Code carried over from the Planning Board Meeting of April 8, 2021. *Please refer to copies provided In advance to the Planning Board and made available to the public via the City website and at the City Clerk's Office.*
- III. Approval of minutes from the April 8, 2021 Planning Board meeting. Pgs. 34-37
- IV. Discussion on the completion of the balance of our Chapter 13 revisions, possible action, and recommendations to City Council.
- V. Discussion of our Site Design Review procedures.
- VI. Discussion of our Public Hearing procedures.

- VII. New Business:
- a. Discussion and possible action on revisions to Home Occupations Application.
  - b. Discussion on Revisions to Section 13-700.13 Home Occupations. (*Refer to the April 8, 2021 meeting packet materials*).
- VIII. Staff Report
- a. Land Bank Legislation
  - b. Land Use Survey Mapping
  - c. Demolition of 827 Main Street
  - d. Otter Brook Bridge on Limestone Street
  - e. Continued Clean-up of Former Birdseye Processing Facility
  - f. Riverfront Redevelopment Committee
  - g. CEO Activity/Violation Notices
- IX. Adjournment



## City of Caribou Use Permit Application

Planning & Code Enforcement  
25 High St.  
Caribou, Maine 04736  
(207) 493 - 3324 X 214  
kmurchison@cariboumaine.org

Public Hearing Notification fee \$90.00

Date Received: 04/13/2021

If Planning Board approval is required for your requested use, please be aware that the Board meets on the second Thursday of each month. Your application must be received in the Code Enforcement Office at least 15 business days in advance of the meeting in order to meet notification requirements. Please provide a dimensional site plan of your property showing the location of all buildings, parking and access from the public way.

Owner of Property: FRED & LISA DOABS Phone: 207-7246

Mailing Address: 344 VAN BUREN RD Lucas 207-540-3283  
CARIBOU, ME 04736

Location of Property: 369 VAN BUREN RD CARIBOU

Tax Map: 14 Lot Number: 34-A Zone: R-3

Requested Use: Lukes Small Engine Shop  
Power Equipment Sales and Service

Signature of Applicant: [Signature]

Date: 4/13/21

**City of Caribou, Maine  
Planning Board**

Use Permit for: \_\_\_\_\_

Address: \_\_\_\_\_

On: \_\_\_\_\_ (date) the members of the Caribou Planning Board  
met to consider the application for Site Design Review on the property referenced above.

The application was: Denied / Approved / Approved with conditions  
Approved by the Caribou Planning Board

Signed: \_\_\_\_\_ Chairman of the Planning Board

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Conditions of Approval:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Building Inspections & Code Enforcement Permit Fee Payments

(please pay at the front counter on the first floor)

Date:

April 13, 2021

Permit Number: \_\_\_\_\_

Customer Name:

Lucas Roy

13 - Building Permit: Flat \$50 fee (\$100 if apply after construction begins) \$ \_\_\_\_\_

14 - Plumbing permit: Internal: \$10 / fixture (\$40 minimum)  
External: Complete disposal system is \$250  
Refer to Fee Schedule 3A for partial 75% Caribou \$ \_\_\_\_\_

25% State \$ \_\_\_\_\_

Shellfish Surcharge: \$15 (full system – external only) 100% State \$ \_\_\_\_\_

53 – Zoning Document fee: \$ \_\_\_\_\_

54 – Site Design Application: \$90 + \$10 / 2000 sq ft \$ 90.00

55 – Board of Appeals Application: \$90 \$ \_\_\_\_\_

56 – Certificate of Occupancy: \$25 \$ \_\_\_\_\_

50 (waived if apply in advance) \$ \_\_\_\_\_

0 / permit (not per sign) \$ \_\_\_\_\_

80 (first three) + \$10/each additional lot \$ \_\_\_\_\_

0 \$ \_\_\_\_\_

00 \$ \_\_\_\_\_

00 \$ \_\_\_\_\_

**TOTAL:** \$ 90.00

ase call Brandon Saucier 554-0654

ase call Tony Michaud 493-5966

ase call Ken Murchison 493-5967

department at (207) 493 – 3324 X 3 (Tony & Penny)

Map Lot 014-034-N

Account 5015

Location 369 VAN BUREN ROAD

Card 1 Of 1 4/13/2021

DOBBS, LISA J  
DOBBS, FREDERICK W  
344 VAN BUREN ROAD  
CARIBOU ME 04736

B5099P323

Previous Owner  
DAIGLE, DOUGLAS A.  
54 WASHBURN STREET

CARIBOU ME 04736  
Sale Date: 9/10/2012

Inspection Witnessed By:

| No./Date | Description | Date Insp. |
|----------|-------------|------------|
| X        |             |            |
|          |             |            |
|          |             |            |
|          |             |            |

Notes:

**Property Data**

|                  |               |            |
|------------------|---------------|------------|
| Neighborhood     | 2 2           |            |
| Tree Growth Year | 0             |            |
| X Coordinate     | 0             |            |
| Y Coordinate     | 0             |            |
| Zone/Land Use    | 21 Commercial |            |
| Secondary Zone   |               |            |
| Topography       |               |            |
| 1.Level          | 4.Below St    | 7.LevelBog |
| 2.Rolling        | 5.Low         | 8.         |
| 3.Above St       | 6.Swampy      | 9.         |

|           |              |              |
|-----------|--------------|--------------|
| Utilities |              |              |
| 1.Public  | 4.Dr Well    | 7.Septic     |
| 2.Water   | 5.Dug Well   | 8.Holding Ta |
| 3.Sewer   | 6.Shared Wel | 9.None       |

|            |            |        |
|------------|------------|--------|
| Street     |            |        |
| 1.Paved    | 4.Proposed | 7.     |
| 2.Semi Imp | 5.R/O/W    | 8.     |
| 3.Gravel   | 6.         | 9.None |

|               |   |
|---------------|---|
| TG PLAN YEAR  | 0 |
| ACTION NEEDED | 0 |

**Sale Data**

|           |           |
|-----------|-----------|
| Sale Date | 9/10/2012 |
| Price     | 26,000    |

| Sale Type  | 2 Land & Buildings |           |
|------------|--------------------|-----------|
| 1.Land     | 4.Mobile           | 7.C/I L&B |
| 2.L & B    | 5.Other            | 8.        |
| 3.Building | 6.C/I Land         | 9.        |

|           |                  |           |
|-----------|------------------|-----------|
| Financing | <b>9 Unknown</b> |           |
| 1.Convent | 4.Seller         | 7.        |
| 2.FHA/VA  | 5.Private        | 8.        |
| 3.Assumed | 6.Cash           | 9.Unknown |

|          |                    |            |
|----------|--------------------|------------|
| Validity | 1 Arms Length Sale |            |
| Valid    | 4.Split            | 7.Renovate |
| Related  | 5.Partial          | 8.Other    |
| Distress | 6.Exempt           | 9.         |

|          |                 |          |
|----------|-----------------|----------|
| Verified | 5 Public Record |          |
| Buyer    | 4.Agent         | 7.Family |
| Seller   | 5.Pub Rec       | 8.Other  |
| Lender   | 6.MLS           | 9.       |

**Assessment Record**

| Year | Land   | Buildings | Exempt | Total  |
|------|--------|-----------|--------|--------|
| 2012 | 23,000 | 43,000    | 0      | 66,000 |
| 2013 | 23,000 | 43,000    | 0      | 66,000 |
| 2014 | 23,000 | 43,000    | 0      | 66,000 |
| 2015 | 23,000 | 43,000    | 0      | 66,000 |
| 2016 | 23,000 | 43,000    | 0      | 66,000 |
| 2017 | 23,000 | 43,000    | 0      | 66,000 |
| 2018 | 23,000 | 43,000    | 0      | 66,000 |
| 2019 | 23,000 | 43,000    | 0      | 66,000 |
| 2020 | 23,000 | 43,000    | 0      | 66,000 |

**Land Data**

| Front Foot    | Type | Effective |       | Influence |      | Influence Codes   |
|---------------|------|-----------|-------|-----------|------|-------------------|
|               |      | Frontage  | Depth | Factor    | Code |                   |
| 11.           |      |           |       | %         |      | 1.Use             |
| 12.           |      |           |       | %         |      | 2.R/W             |
| 13.           |      |           |       | %         |      | 3.Topography      |
| 14.           |      |           |       | %         |      | 4.Size/Shape      |
| 15.           |      |           |       | %         |      | 5.Access          |
|               |      |           |       | %         |      | 6.Restriction     |
|               |      |           |       | %         |      | 7.Vacancy         |
|               |      |           |       | %         |      | 8.Semi-Improved   |
|               |      |           |       | %         |      | 9.Fract Share     |
|               |      |           |       | %         |      | Acres             |
|               |      |           |       | %         |      | 30.Rear Land 3    |
|               |      |           |       | %         |      | 31.Rear Land 4    |
|               |      |           |       | %         |      | 32.Dominant Easem |
|               |      |           |       | %         |      | 33.Servient Easem |
|               |      |           |       | %         |      | 34.Tillable       |
|               |      |           |       | %         |      | 35.Pasture        |
|               |      |           |       | %         |      | 36.Orchard        |
|               |      |           |       | %         |      | 37.Softwood TG    |
|               |      |           |       | %         |      | 38.Mixed Wood TG  |
|               |      |           |       | %         |      | 39.Hardwood TG    |
|               |      |           |       | %         |      | 40.Wasteland      |
|               |      |           |       | %         |      | 41.Gravel Pit     |
|               |      |           |       | %         |      | 42.Mobile Home Ho |
|               |      |           |       | %         |      | 43.               |
|               |      |           |       | %         |      | 44.Lot Improvemen |
|               |      |           |       | %         |      | 45.Mobile Home Pa |
|               |      |           |       | %         |      | 46.Golf Course pe |
| Total Acreage |      | 1.00      |       |           |      |                   |

Caribou

# Caribou

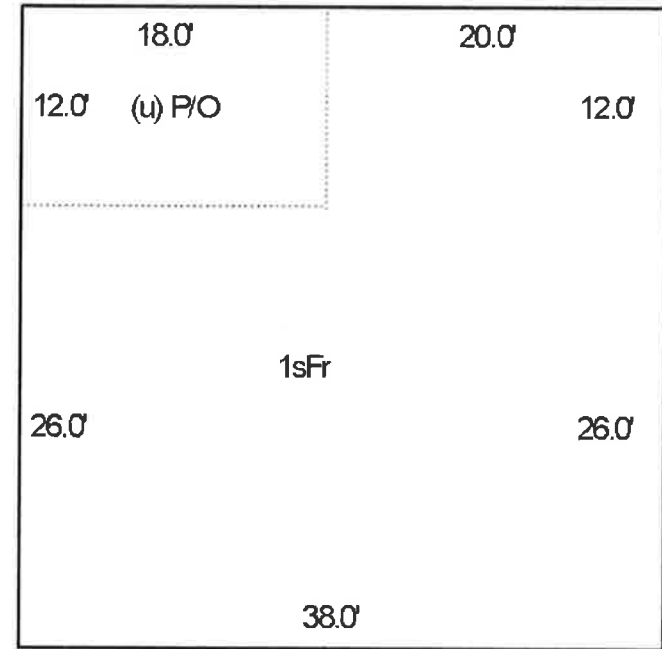
Map Lot 014-034-N

Account 5015

Location 369 VAN BUREN ROAD

Card 1 Of 1 4/13/2021

|  |            |            |                                  |            |           |                                      |  |  |
|--|------------|------------|----------------------------------|------------|-----------|--------------------------------------|--|--|
| <b>Building Style 1 Conventional</b>   |            |            | SF Bsmt Living 0                 |            |           | <b>Layout 1 Typical</b>              |  |  |
| 1.Conv.                                | 5.Colonial | 9.Condo    | Fin Bsmt Grade 0 0               |            |           | 1.Typical 4. 7.                      |  |  |
| 2.Ranch                                | 6.Split    | 10.Log     | OPEN 5 OPTIONAL 0                |            |           | 2.Inadeq 5. 8.                       |  |  |
| 3.R Ranch                              | 7.Contemp  | 11.Other   | Heat Type 100% 5 Forced Warm Air |            |           | 3. 6. 9.                             |  |  |
| 4.Cape                                 | 8.Cottage  | 12.Gambrel | 1.HWB                            | 5.FWA      | 9.No Heat | <b>Attic 9 None</b>                  |  |  |
| <b>Dwelling Units 0</b>                |            |            | 2.HWC                            | 6.GravWA   | 10.       | 1.1/4 Fin 4.Full Fin 7.              |  |  |
| <b>Other Units 1</b>                   |            |            | 3.H Pump                         | 7.Electric | 11.       | 2.1/2 Fin 5.F/Stair 8.               |  |  |
| <b>Stories 1 One Story</b>             |            |            | 4.Radiant                        | 8.F/Wall   | 12.       | 3.3/4 Fin 6. 9.None                  |  |  |
| 1.1                                    | 4.1.5      | 7.3.50     | <b>Cool Type 0% 9 None</b>       |            |           | <b>Insulation 1 Full</b>             |  |  |
| 2.2                                    | 5.1.75     | 8.4        | 1.Refrig                         | 4.W&C Air  | 7.        | 1.Full 4.Minimal 7.                  |  |  |
| 3.3                                    | 6.2.5      | 9.         | 2.Evapor                         | 5.         | 8.        | 2.Heavy 5.Partial 8.                 |  |  |
| <b>Exterior Walls 2 Vinyl</b>          |            |            | 3.H Pump                         | 6.         | 9.None    | 3.Capped 6. 9.None                   |  |  |
| 1.Wood                                 | 5.Shingles | 9.Other    | <b>Kitchen Style 9 None</b>      |            |           | <b>Unfinished % 10%</b>              |  |  |
| 2.Vinyl                                | 6.Brick    | 10.Alum    | 1.Modern                         | 4.Obsolete | 7.        | <b>Grade &amp; Factor 2 Fair 80%</b> |  |  |
| 3.Compos.                              | 7.Single   | 11.Log     | 2.Typical                        | 5.         | 8.        | 1.F Grade 4.B Grade 7.AAA Grad       |  |  |
| 4.Asbestos                             | 8.Concrete | 12.Stone   | 3.Old Type                       | 6.         | 9.None    | 2.D Grade 5.A Grade 8.MS Grade       |  |  |
| <b>Roof Surface 1 Asphalt Shingles</b> |            |            | <b>Bath(s) Style 9 None</b>      |            |           | 3.C Grade 6.AA Grade 9.Same          |  |  |
| 1.Asphalt                              | 4.Composit | 7.         | 1.Modern                         | 4.Obsolete | 7.        | <b>SQFT (Footprint) 1444</b>         |  |  |
| 2.Slate                                | 5.Wood     | 8.         | 2.Typical                        | 5.         | 8.        | <b>Condition 3 Below Average</b>     |  |  |
| 3.Metal                                | 6.Rolled R | 9.         | 3.Old Type                       | 6.         | 9.None    | 1.Poor 4.Avg 7.V G                   |  |  |
| <b>SF Masonry Trim 0</b>               |            |            | <b># Rooms 0</b>                 |            |           | 2.Fair 5.Avg+ 8.Exc                  |  |  |
| <b>OPEN-3-CUSTOM 0</b>                 |            |            | <b># Bedrooms 0</b>              |            |           | 3.Avg- 6.Good 9.Same                 |  |  |
| <b>OPEN-4-CUSTOM 0</b>                 |            |            | <b># Full Baths 0</b>            |            |           | <b>Phys. % Good 0%</b>               |  |  |
| <b>Year Built 1990</b>                 |            |            | <b># Half Baths 0</b>            |            |           | <b>Funct. % Good 100%</b>            |  |  |
| <b>Year Remodeled 0</b>                |            |            | <b># Addn Fixtures 0</b>         |            |           | <b>Functional Code 9 None</b>        |  |  |
| <b>Foundation 5 Concrete Slab</b>      |            |            | <b># Fireplaces 0</b>            |            |           | 1.Incomp 4.Plb/Heat 7.               |  |  |
| 1.Concrete                             | 4.Wood     | 7.ICF      | 2.O-Built 5. 8.Frac Sha          |            |           |                                      |  |  |
| 2.C Block                              | 5.Slab     | 8.         | 3.Style 6. 9.None                |            |           |                                      |  |  |
| 3.Br/Stone                             | 6.Piers    | 9.         | <b>Econ. % Good 100%</b>         |            |           |                                      |  |  |
| <b>Basement 9 No Basement</b>          |            |            | <b>Economic Code None</b>        |            |           |                                      |  |  |
| 1.1/4 Bmt                              | 4.Full Bmt | 7.         | 0.None 3.No Power 7.             |            |           |                                      |  |  |
| 2.1/2 Bmt                              | 5.Crawl Sp | 8.         | 1.Location 4.Generate 8.         |            |           |                                      |  |  |
| 3.3/4 Bmt                              | 6.         | 9.None     | 2.Encroach 9.None 9.             |            |           |                                      |  |  |
| <b>Bsmt Gar # Cars 0</b>               |            |            | <b>Entrance Code 0</b>           |            |           |                                      |  |  |
| <b>Wet Basement 9 No Basement</b>      |            |            | 1.Interior 4.Vacant 7.           |            |           |                                      |  |  |
| 1.Dry                                  | 4.Dirt     | 7.         | 2.Refusal 5.Estimate 8.Exist R   |            |           |                                      |  |  |
| 2.Damp                                 | 5.         | 8.         | 3.Informed 6.Hanger 9.           |            |           |                                      |  |  |
| 3.Wet                                  | 6.         | 9.         | <b>Information Code 0</b>        |            |           |                                      |  |  |
|  |            |            | 1.Owner 4.Agent 7.Vacant         |            |           |                                      |  |  |
|  |            |            | 2.Relative 5.Estimate 8.Exist R  |            |           |                                      |  |  |
|  |            |            | 3.Tenant 6.Other 9.For Sale      |            |           |                                      |  |  |



Date Inspected

## Additions, Outbuildings & Improvements

| Type          | Year | Units | Grade | Cond | Phys. | Funct. | Sound Value |                   |
|---------------|------|-------|-------|------|-------|--------|-------------|-------------------|
| 24 Frame Shed | 0    |       |       |      | %     | %      | 500         | 1.One Story Fram  |
|               |      |       |       |      | %     | %      |             | 2.Two Story Fram  |
|               |      |       |       |      | %     | %      |             | 3.Three Story Fr  |
|               |      |       |       |      | %     | %      |             | 4.1 & 1/2 Story   |
|               |      |       |       |      | %     | %      |             | 5.1 & 3/4 Story   |
|               |      |       |       |      | %     | %      |             | 6.2 & 1/2 Story   |
|               |      |       |       |      | %     | %      |             | 21.Open Frame Por |
|               |      |       |       |      | %     | %      |             | 22.Encl Frame Por |
|               |      |       |       |      | %     | %      |             | 23.Frame Garage   |
|               |      |       |       |      | %     | %      |             | 24.Frame Shed     |
|               |      |       |       |      | %     | %      |             | 25.Finished 1/2 S |
|               |      |       |       |      | %     | %      |             | 26.1SFr Overhang  |
|               |      |       |       |      | %     | %      |             | 27.Unfin Basement |
|               |      |       |       |      | %     | %      |             | 28.Unfinished Att |
|               |      |       |       |      | %     | %      |             | 29.Finished Attic |





Luke's Small Engine Shop  
Power Equipment Sales and Service  
369 Van Buren Road

013-005-A

Van Buren Rd

Subject Area

014-034-G

014-034-C

014-034-Q

65'

20'

26'x38'  
BLDG

Parking

014-034-N

Sign

Van Buren Road

160'

013-003

014-034-J

0 15 30 60 90 120  
Feet

Legend

- Property Lines
- Brooks and Streams



**City of Caribou  
Tax Information Sheet  
As of: 04/13/2021**

**Account:** 5015      **Name:** DOBBS, LISA J & DOBBS, FREDERICK W

**Location:** 369 VAN BUREN ROAD

**Map and Lot:** 014-034-N

**Sale Date:** 09/10/2012

**Deed Reference:** B5099P323 09/12/2012

**Sale Price:** \$26,000

**Land:** 23,000  
**Building:** 43,000  
**Exempt** 0  
**Total:** 66,000

**Total Acres:** 1  
**Tree Growth:** Soft : 0 Mixed : 0 Hard : 0  
**Farmland:**  
**Open Space:**  
**Zoning:** 21 - Commercial  
**SFLA:** 1300

**Last Billed : 2020-1**  
**Previous Billed : 2019-1**

| <b>Amount</b> | <b>Mill Rate</b> |
|---------------|------------------|
| 1,554.30      | 23.550           |
| 1,620.30      | 24.550           |

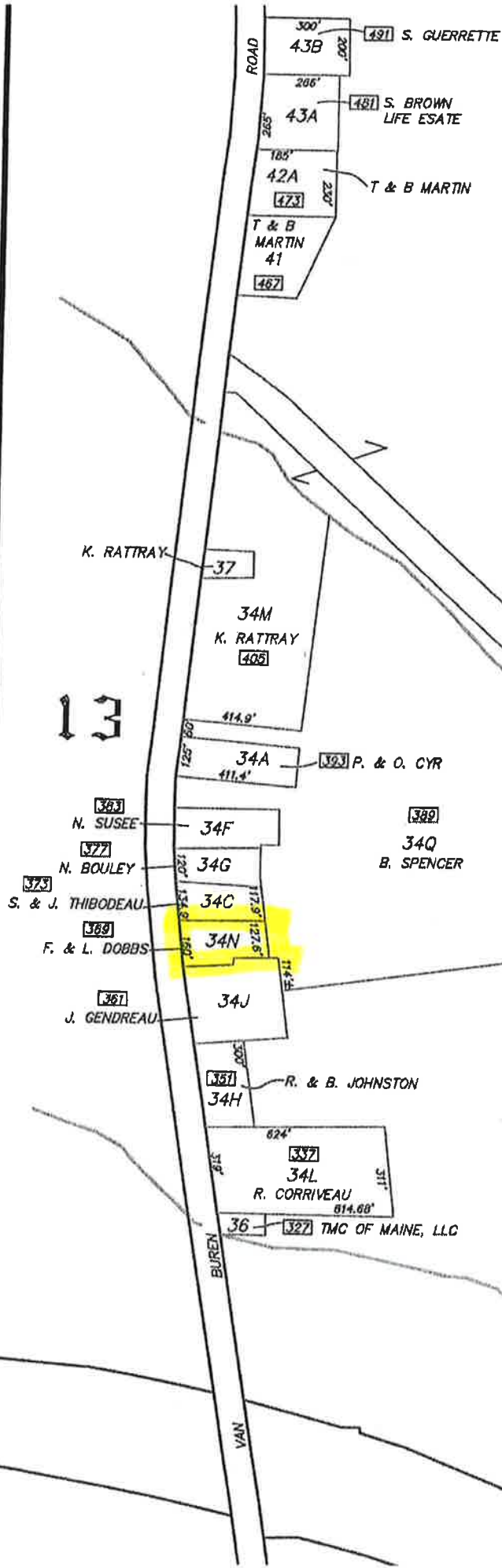
**There are no outstanding taxes.**

Information Given By: \_\_\_\_\_

Title: \_\_\_\_\_ 04/13/2021

All calculations are as of: 04/13/2021

13



453

GUERRETTE FARMS CORP.

39

HARWOOD

STATE

J & M CERRATO

34

MAINE

10

## COMMERCIAL LEASE

This lease is made between Lisa Dobbs, herein called Lessor (Landlord), and Lucas Roy (Luke's Small Engine Repair), herein called Lessee (Tenant).

Lessee hereby offers to lease from Lessor the premises situated in the City of Caribou, County of Aroostook, State of Maine, described as a portion of 369 Van Buren Road, upon the following TERMS and CONDITIONS:

1. **TERM AND RENT.** Lessor demises the above premises for a term of one year, commencing \_\_\_\_\_, and terminating on \_\_\_\_\_, or sooner as provided herein at the annual rental of \_\_\_\_\_ Dollars (\$\_\_00.00) payable in equal installments in advance on the first day of each month for that month's rental, during the term of this lease. All rental payments shall be made to Lessor, at the address specified above.
2. **USE.** Lessee shall use and occupy the premises for commercial retail/service space. The premises shall be used for no other purpose. Lessor represents that the premises may lawfully be used for such purposes.
3. **CARE AND MAINTENANCE OF PREMISES.** Lessee acknowledges that the premises are in good order and repair, unless otherwise indicated herein. The Lessee is responsible for all maintenance to the property including the Lessee's communication lines and equipment.
4. **ALTERATIONS.** Lessee shall not, without first obtaining consent of the Lessor, make any alterations, additions, or improvements, in, to or about the premises. The Lessor does authorize the Lessee to install signs in accordance with the City of Caribou ordinances.
5. **ORDINANCES AND STATUTES.** Lessee shall comply with all statutes, ordinances and requirements of all municipal, state and federal authorities now in force, or which may hereafter be in force, pertaining to the premises, occasioned by or affecting the use thereof be Lessee.
6. **ASSIGNMENT OR SUBLETTING.** Lessee shall not assign this lease or sublet any portion of the premises at any time.
7. **UTILITIES.** All utility services shall be maintained by the Lessee including telephone and internet service. The telephone and internet provider will be chosen and paid for by the Lessee.
8. **POSSESSION.** If Lessor is unable to deliver possession of the premises at the commencement hereof, Lessor shall not be liable for any damage caused thereby, nor shall this lease be void or voidable, but Lessee shall not be liable for any rent until possession is delivered. Lessee may terminate this lease if possession is not delivered within two days of the commencement of the term hereof.

9. **INDEMNIFICATION OF LESSOR.** Lessor shall not, be liable for any damage or injury to Lessee, or any other person, or to any property, occurring on the demised premises or any part thereof, and Lessee agrees to hold Lessor harmless from any claim for damages, no matter how caused.
10. **INSURANCE.** Lessee, at their expense, shall maintain public liability insurance including both bodily injury and property damage insuring Lessee. Lessee shall provide Lessor with a Certificate of Insurance.
11. **DESTRUCTION OF PREMISES.** In the event of a partial destruction of the premises during the term hereof, from any cause, Lessor shall forthwith repair the same, provided that such repairs can be made within thirty (30) days under existing governmental laws and regulations, but such partial destruction shall not terminate this lease, except that Lessee shall be entitled to a proportionate reduction of rent while such repairs are being made, based upon the extent to which the making of such repairs shall interfere with the business of Lessee on the premises. If such repairs cannot be made in the thirty (30) day time frame then either party can void this lease.
12. **LESSOR'S REMEDIES ON DEFAULT.** If Lessee defaults in the payment of rent, or any additional rent, or defaults in the performance of any of the other covenants or conditions hereof, Lessor may give Lessee notice of such default and if Lessee does not cure any such default with seven (7) days, after the giving of such notice, the Lessor may terminate this lease on not less than seven (7) day notice to Lessee. On the date specified in such notice the term of the lease shall terminate, and Lessee shall the quit and surrender the premises to the Lessor, but Lessee shall remain liable as hereafter provided. If this lease shall have been so terminated by Lessor, Lessor may at any time thereafter resume possession of the premises by any lawful means and remove Lessee and their effects. No failure to enforce any term shall be deemed a waiver.
13. **SECURITY DEPOSIT.** There is to be a security deposit equal to one months rent.
14. **ATTORNEY'S FEES.** In case suit should be brought for recovery of the premises, or for any sum due hereunder, or because of any act which may arise out of the possession of the premises, by either party, the prevailing party shall be entitled to all costs incurred in connection with such action, including a reasonable attorney's fee.
15. **WAIVER.** No failure of Lessor to enforce any term hereof shall be deemed to be a waiver.
16. **NOTICES.** Any notice which either party may, or is required to give, shall be given in writing to the other party.
17. **OPTION TO RENEW.** Provided that Lessee is not in default in the performance of this lease, Lessee and Lessor agree that this lease will automatically renew for an additional term of twelve (12) months commencing at the expiration of the initial lease term. The Lessee shall provide by written notice to the Lessor not less than sixty (60) days prior to the expiration of the lease term to avoid an automatic twelve month renewal.

**18. ENTIRE AGREEMENT.** The foregoing constitutes the entire agreement between the parties and may be modified only in writing signed by both parties.

Signed this \_\_\_\_\_ day of May, 2021.

By: \_\_\_\_\_

Lessee (Tenant) Lucas Roy

By: \_\_\_\_\_

Lessor (Landlord) Frederick W. Dobbs

\_\_\_\_\_

Lessor (Landlord) Lisa J. Dobbs



# Gagnon's Rental Properties, L.L.C.

500 Main St., Caribou, ME 04736



April 21, 2021

Caribou City Council  
25 High Street  
Caribou, ME 04736

RE: Evergreen Parkway

Mayor Smith,

Gagnon's Rental Properties, LLC, current owner of 14 Evergreen Parkway Map 39 – Lot 279 Book 6110 Page 183 (former Warehouse Restaurant) do petition the Caribou City Council to Re-Zone from industrial to commercial.

Our company proposes to redevelop the property at 14 Evergreen Parkway and Re-Zoning to commercial will help with our redevelopment plan.

Respectfully,

Gary L Gagnon  
Gagnon's Rental Properties, LLC

# Building Inspections & Code Enforcement Permit Fee Payments

(please pay at the front counter on the first floor)

Date: April 21, 2021 Permit Number: \_\_\_\_\_

Customer Name: Gagnon's Rental Properties, LLC.

13 - Building Permit: Flat \$50 fee (\$100 if apply after construction begins) \$ \_\_\_\_\_

14: \$10 / fixture (\$40 minimum)

15: Complete disposal system is \$250

16: Fee Schedule 3A for partial 75% Caribou \$ \_\_\_\_\_

25% State \$ \_\_\_\_\_

100% State \$ \_\_\_\_\_

17: All system - external only)

\$90 + \$10 / 2000 sq ft

\$90

\$25

\$250 (waived if apply in advance)

\$50 / permit (not per sign)

\$180 (first three) + \$10/each additional lot

52 - Misc. inspection service:

\$40

68 - Rezoning Request:

\$100

\$ 100.00

69 - Code Amendment Request:

\$100

\$ \_\_\_\_\_

**TOTAL:** \$ 100.00

Plumbing Inspections:

Please call Brandon Saucier

554-0654

Building Inspections:

Please call Tony Michaud

493-5966

Planning Board agenda items:

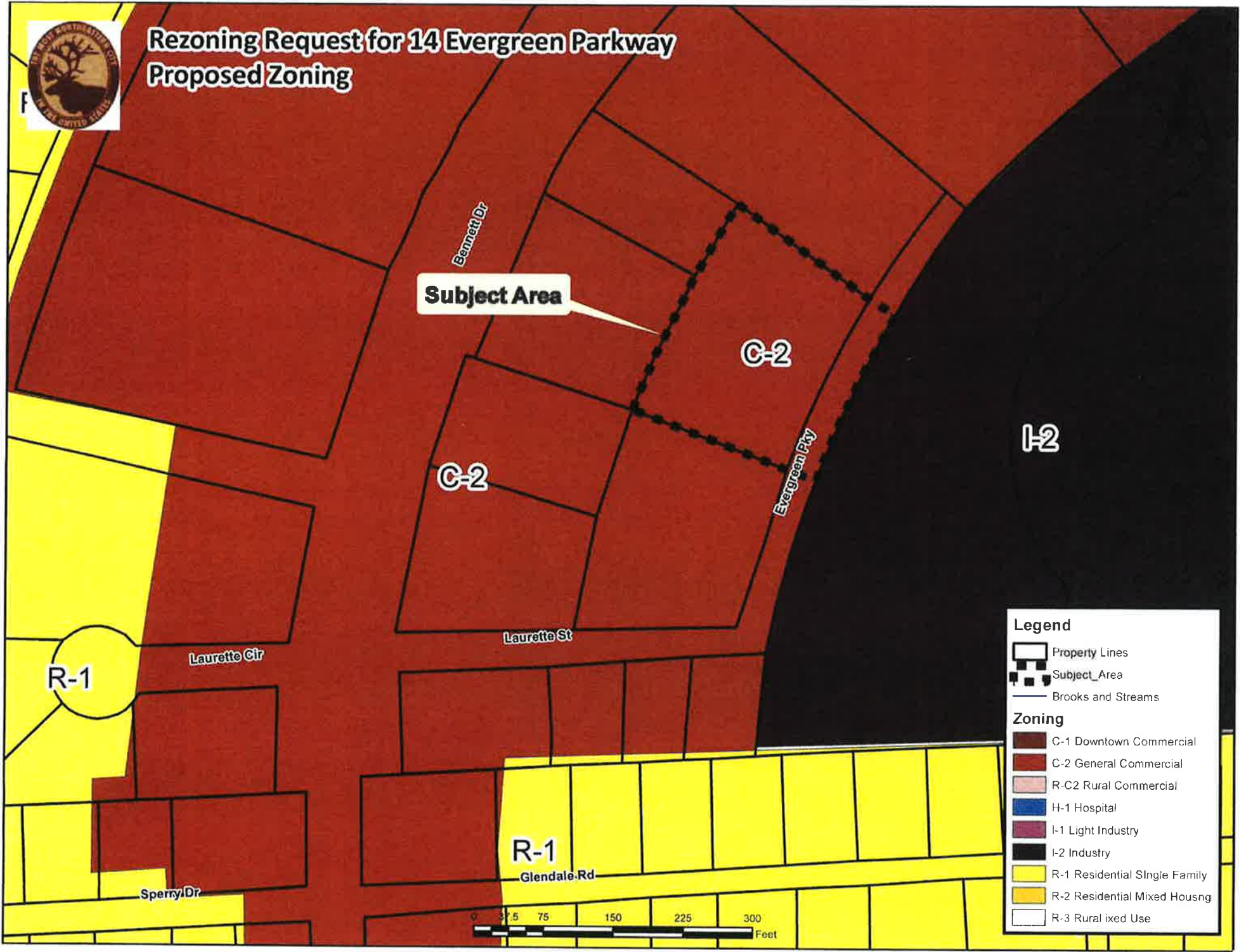
Please call Ken Murchison

493-5967

You can also call the department at (207) 493 - 3324 X 3 (Tony & Penny)



# Rezoning Request for 14 Evergreen Parkway Proposed Zoning



**Subject Area**

C-2

C-2

I-2

R-1

R-1

**Legend**

Property Lines

Subject Area

Brooks and Streams

**Zoning**

C-1 Downtown Commercial

C-2 General Commercial

R-C2 Rural Commercial

H-1 Hospital

I-1 Light Industry

I-2 Industry

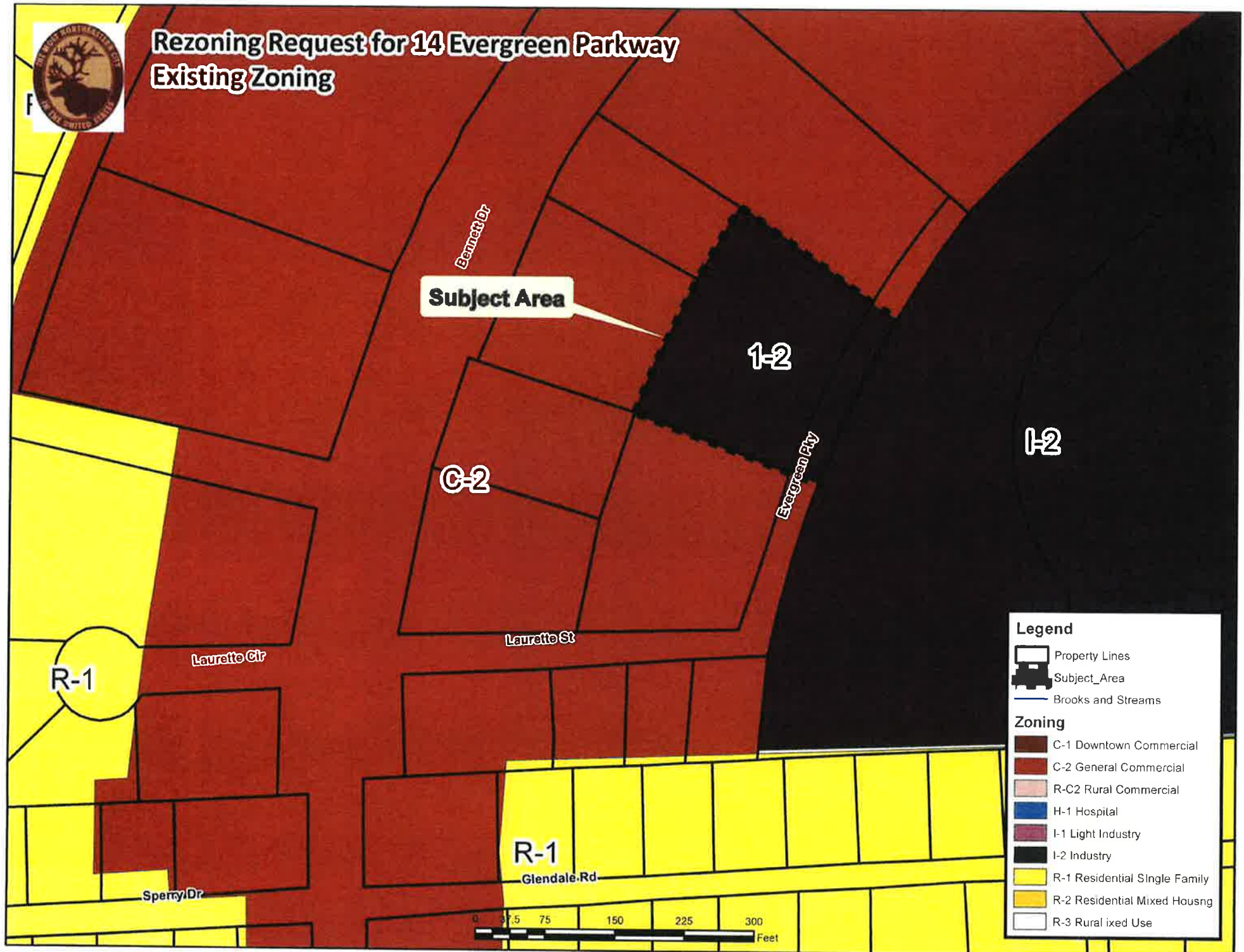
R-1 Residential Single Family

R-2 Residential Mixed Housing

R-3 Rural Mixed Use



# Rezoning Request for 14 Evergreen Parkway Existing Zoning







## *City of Caribou, Maine*

*Municipal Building*  
25 High Street  
Caribou, ME 04736  
*Telephone* (207) 493-3324  
*Fax* (207) 493-4228  
[www.cariboumaine.org](http://www.cariboumaine.org)

May 4, 2021

Caribou Planning Board  
25 High Street  
Caribou, Maine 04736

Re: Chapter 13-700 zoning Subsection 6 Campgrounds or/Recreational Vehicle Park

Chairman Bagley and Planning Board Members,

On April 12<sup>th</sup>, 2021 Troy Haney reached out to City staff for assistance with a business proposal. Mr. Haney envisions a Recreational Vehicle Park along the Aroostook River on Limestone Street.

As we reviewed the development property, the zoning district and the City Code regarding Campgrounds and RV Parks we initially concluded that we would have to do a Rezoning Request of the lots involved. The rezone request would include a Public Hearing: a rezoning request at 154 Limestone Street Map 38 Lots 104, 105, 106, and 108 from R-2 (High Density Residential District) to R-3 (Rural Residential District).

Although this approach did offer a solution it would have resulted in spot zoning an area of less than 4 acres in a residential area. Upon further review City staff recognized a more appropriate solution would be to amend our City Code Chapter 13 Zoning subsection 6 to set standards to allow Campgrounds in the R-2 (Residential Mixed Housing) District.

Mr. Haney is now completing his Site Design Review for future Planning Board attention and city staff is submitting this administrative request for proposed amendments to Caribou Code Sections 13-204 Land Use Table and 13-700 subsection 6 Campground and/ or Recreational Vehicle Park in anticipation of Mr. Haney's proposed development and pending Site Design Review Application.

Most sincerely,

  
Kenneth Murchison  
Zoning Administrator/CEO

Cc: City Manager



## 6. Campground and/or Recreational Vehicle Park.

A campground and/or recreational vehicle (RV) park shall conform to the minimum requirements imposed under State licensing procedures of (10-144A CMR 205) "*Tent and Recreational Vehicle Parks...*" and the following (in case of possible conflict, the stricter rule shall apply). For the purposes of this Section "RV" shall include: travel RV, pick-up coach, motor home, camping trailer, dependent RV, and self-contained RV.

### A. General.

1. A campground and/or RV park shall have no less than ~~ten~~ 3.5 (3.5) acres in the R-2 District and (10) acres in the R-3 District of land and all campground and/or RV park sites ~~(sites)~~ or structures shall be located at least 100 feet from any property line and 200 feet from any residence, exclusive of the residence belonging to the owner.
2. Sites shall be laid out and screened in such a manner that none are within view from public roads, ~~navigable rivers~~, or existing residence. Any combination of evergreen planting, landscaped earthen berms, or solid fencing may be used to achieve this screening standards, when sites would otherwise be visible from the locations described above.
3. No trailers or mobile homes, other than RVs, shall be permitted within any campground and/or RV park, temporarily or otherwise. No RVs shall be stored or exhibited for sale within the campground and/or RV park. Permanent or long-term dwellings or shelter devices are specifically prohibited.
4. Tent sites and RV sites shall be laid out so that the density of each developed acre of land shall not exceed the standards below (in terms of sites per acre of land, excluding circulation roads). Land supporting wetland vegetation, and land below the normal high-water line of a water body shall not be included in calculating land area per site.

|                             | Non-Shoreland | Shoreland Areas |
|-----------------------------|---------------|-----------------|
| Tent Sites                  | 14 per acre   | 8 per acre      |
| RV and Travel Trailer Sites | 11 per acre   | 7 per acre      |

5. The minimum frontage of a tent site or RV site along any shoreline of a waterbody shall be 100 feet. The minimum setback from the normal high-water line shall be 100 feet for all tent sites or RV sites, other vehicles, and temporary or permanent structures.
6. ~~No Use of tent sites or RV sites shall be located within a Resource Protections District or within the 100 year floodplain shall be prohibited during seasonal flooding events.~~
7. Recreational Vehicles located within: Zones A1-30 as indicated on the National Flood Insurance Program Flood Insurance Rate Map (FIRM) shall either:

- a. Be on the site for fewer than 180 consecutive days,
- b. Be fully licensed and ready for highway use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions; or
- c. Meet the permit requirements of elevation and anchoring requirements for "manufactured home" in Flood Hazard Area regulations 13- 606. H. a&b.

**B. Parking and Circulation.**

1. A minimum of three hundred (300) square feet of off-street parking plus maneuvering space shall be provided for each tent site or RV site. RVs shall be parked in spaces so that:
  - a. There shall be a minimum of 50 feet between vehicles; and
  - b. There shall be a minimum of 75 feet between all RVs and tents, and all public rights-of-way located inside the boundaries of the campground.

2. Vehicular access shall be provided onto a hard-surfaced adequate for the volume and type of traffic likely to be generated. Grades and sight distances specified in the Road Design and Construction Standards, within these Ordinances, shall be observed in designing all intersections. Roads shall be constructed of at least 12" of bank run gravel (no stone larger than 4"), 2" of crushed gravel (1/2" chips) and two (2) applications of liquid asphalt (1/2 gallon per sq. yd. each application). The minimum width of roadways shall be twelve (12) feet for one-way roads and twenty-two (22) feet for two-way roads. No vehicle parking shall be permitted on the roadway.2. — Vehicular access shall be provided onto a hard-surfaced adequate for the volume and type of traffic likely to be generated.

3. Standards for the construction of roads and/or driveways and drainage systems, culverts and other related features in the Shoreland Zone can be found in Sec. 13-500 Shoreland Zoning Ordinance. 15. Land Use Standards H. Roads and Driveways.

~~Grades and sight distances specified in the Road Design and Construction Standards, within these Ordinances, shall be observed in designing all intersections. Roads shall be constructed of at least 12" of bank run gravel (no stone larger than 4"); 2" of crushed gravel (1/2" chips) and two (2) applications of liquid asphalt (1/2 gallon per sq. yd. each application). The minimum width of roadways shall be twelve (12) feet for one-way roads and twenty-two (22) feet for two-way roads. No vehicle parking shall be permitted on the roadway.~~

869

**C. Health and Safety.**

1. Each tent site or RV site shall be provided with a picnic table and trash receptacle. The park management shall dispose of refuse from said containers by transporting the refuse

in a closed truck or in enclosed containers or bags to an approved disposal area at least once every three (3) days.

2. A campground and/or RV park shall provide water and sewerage disposal systems, sanitary facilities, and convenience facilities in accordance with the regulations of 10-144A CMR 205 and the *"State of Maine Subsurface Wastewater Disposal Rules"*. All RV sites shall be equipped with water and sewage hook-ups, and connected to approved distribution or disposal systems.
3. Fire extinguishers capable of dealing with electrical and wood fires shall be kept in all service buildings. A suitable ingress and egress shall be provided so that the campground or RV park may be readily serviced in emergency situations. 24-hour emergency communication service (e.g. telephones) shall be provided.

D. Planning and Review.

1. Roads, parking, sites, and required facilities shall be planned in accordance with the basic principles outlined below, and shall be shown on the proposed plan which is submitted for review and approval.
  - a. A logical sequence of entry and circulation should be created: entrance, administration, storage, parking, sites, toilets, laundry, playing fields, or shoreline.
  - b. Sites should be clustered in groups according to intensity of use (low density, medium density, etc.) and also related to common support service areas (laundries, play areas, etc.) serving a number of site clusters. The purpose is to minimize road length, increase accessibility, and preserve open space.
  - a. Footpaths and roads should follow "desired lines" of pedestrian and vehicular movement between sites and all jointly used facilities. Parking areas may be grassed, reinforced with open concrete blocks.
  - d. Access roads shall be laid out as loops to the greatest extent practicable, although "cul-de-sacs" or "dead-ends" may be allowed to serve up to twenty (20) campsites.
2. A soil erosion and sedimentation control plan approved by the County Soil and Water Conservation District shall be submitted. In addition to data on soils, slopes, and drainage, a vegetation map showing the following items may be required:
  - a. The major types of vegetation should be identified and described (as to age, height, openness or density, and pattern, either natural or reforested).
  - b. New plantings should be selected to provide screening and shelter, to tolerate existing and proposed site conditions, and to ~~blend~~ blending compatibly with existing natural vegetation.
  - c. All vegetative clearing should avoid creating straight line edges between open land and surviving stands.
  - d. Areas of activity and/or traffic should be sited to avoid wildlife areas (such as thickets for birds and small mammals, or deer yards and trails).



**City of Caribou**  
**Site Design Review Application**  
**Home Occupation**

Planning & Code Enforcement  
25 High Street  
Caribou, Maine 04736  
(207) 493-5967  
kmurchison@cariboumaine.org

**Note to Applicant:** Complete this application and return it with the required documents. In addition, the required fee must be returned along with this completed application. Make checks payable to: "City of Caribou," in the amount of \$90.00.

Please print or type all information

Name of Applicant: Devon Christopher Curtis

Business Name: Mainely Delicious Delights L.L.C.

Property Address: 15 Pilgrim Road

City of Caribou Tax Map: 35 Lot: 22 Zone: R-1

**Applicant Information**

Person and address to which all correspondence regarding this application should be sent:

Name: Devon Christopher Curtis

Phone: 207-290-4601

Address: 15 Pilgrim Road

E-mail: curtisdevon78@gmail.com

City, State, Zip: Caribou, ME 04736

Name of Land Surveyor, Engineer, Architect or other Design Professionals.  
(Attach list if needed, please write "N/A" if not applicable)

N/A

Phone:

N/A

N/A

Phone:

N/A

What legal interest does the applicant have in property to be developed (ownership, owner's representative, option, purchase & sales contract, etc?)

(Attach supportive legal documentation)

Please describe business, including services offered and estimated impacts on traffic, noise, and environmental impacts

Home Bakery, Clients would only pick up on scheduled days. Impacts on traffic shouldn't be extensive.

#### General Information

Aroostook County Registry of Deeds: Book # 12 Page # 116 + 117 original  
most recent Volume 3289 Page 17  
What interest does the applicant have in any abutting property? None

Is any portion of the property within 250 feet of the normal high water line of a lake, pond, river, or wetland or within 75 feet of any stream? (☐) Yes (☒) No

Is any portion of the property within a Flood Hazard Zone? (☐) Yes (☒) No

Total sq ft of residence: 1,442 sq ft Total sq ft of residence to be developed: NONE 0%

Has this land been part of a subdivision in the past five years? (☐) Yes (☒) No

Indicate any restrictive covenants currently in the deed (or state "None"):

None

(Attach deed)

Anticipated start date for construction: Month / Year \_\_\_\_/\_\_\_\_ Completion: \_\_\_\_/\_\_\_\_

Water Supply: Private Well (☐) Public Water Supply (☐)

Sewage Disposal: Private SSWD (☐) Public Sewer: (☐)

Estimated sewage disposal gallons per day: (\_\_\_\_\_/day)



Do the plans require review by the State Fire Marshal Office?  
(Attach Barrier Free and Construction Permits from SFMO)

☐ Yes ☒ No

Have the plans been reviewed & approved by the Caribou Fire Chief?

☐ Yes ☒ No

Does the building have an automatic sprinkler system?

☐ Yes ☒ No

Does the building have an automatic fire detection system?

☐ Yes ☒ No

#### Plan Review Criteria

1. \_\_\_\_\_ A copy of the deed to the property, option to purchase the property, or other documentation to demonstrate right, title, or interest in the property on the part of the applicant.
2. \_\_\_\_\_ Names and addresses of all abutting landowners (from assessing office).
3. \_\_\_\_\_ Copy of tax card and tax map for property with zoning designation (from assessing office)
4. \_\_\_\_\_ A complete set of plans, provided in Adobe Acrobat high-resolution .pdf file(s), showing the following:
  - \_\_\_\_\_ a. Graphic scale and north arrow.
  - \_\_\_\_\_ b. Location and dimensions of any existing or proposed easements (from deed)
  - \_\_\_\_\_ c. Size, shape, and location of existing and proposed buildings on the site including dimensions of the buildings and setbacks from property lines.
  - \_\_\_\_\_ d. Access for Emergency Vehicles, location and layout design of vehicular parking, circulation areas, loading areas, and walkways including curb cuts, driveways, parking space and vehicle turn around areas.
  - \_\_\_\_\_ e. Location and names of streets adjacent to the proposed development and rights-of-way (from deed).
  - \_\_\_\_\_ f. Conceptual treatment of landscaping buffers, screens, and plantings.
  - \_\_\_\_\_ g. Location of outdoor storage areas, fences, signage and accessory structures.
  - \_\_\_\_\_ h. All proposed signage and exterior lighting including the location, size and wording of all signs and location and type of exterior lights.

To the best of my knowledge, all of the information submitted in this application is true and correct.

Signature of Applicant: \_\_\_\_\_

*Dem Christopher Cuts*

Date: 4-12-2021

### Home Occupation Requirements Checklist

- ☐ The home occupation shall only employee residents of the dwelling unit.
- ☐ The home occupation shall be carried on entirely within the principle or accessory structure.
- ☐ The home occupation shall not occupy more than 50% of the total floor area of the principle dwelling structure. Accessory structures used for the home occupation may use up to 100%.
- ☐ No client or customer shall be allowed on any floor other than the first floor ground level unless the structure is protected throughout with a State Fire Marshal approved sprinkler system.
- ☐ Objectionable noise, vibrations, smoke, dust, electrical disturbance, odors, heat, glare or other nuisances are not permitted.
- ☐ No on-street parking is allowed for clients or customers.
- ☐ All means of egress/ingress are consistent with NFPA Life Safety Code 101 and the Americans with Disabilities Act.

Home Occupation Application for: Devon Christopher Curtis

Address: 15 Pilgrim Road Caribou, ME 04736

Decision by the Caribou Planning Board

Date: \_\_\_\_\_

The application was: ☐ Denied ☐ Approved ☐ Approved with Conditions

Signed:

\_\_\_\_\_  
Chairman, Caribou Planning Board

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Conditions of Approval:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason(s) for Denial:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Building Inspections & Code Enforcement Permit Fee Payments

(please pay at the front counter on the first floor)

Date:

April 13, 2021

Permit Number: \_\_\_\_\_

Customer Name:

Devon Curtis

13 - Building Permit: Flat \$50 fee (\$100 if apply after construction begins) \$ \_\_\_\_\_

14 - Plumbing permit: Internal: \$10 / fixture (\$40 minimum)  
External: Complete disposal system is \$250  
Refer to Fee Schedule 3A for partial 75% Caribou \$ \_\_\_\_\_

25% State \$ \_\_\_\_\_

Shellfish Surcharge: \$15 (full system -- external only) 100% State \$ \_\_\_\_\_

53 - Zoning Document fee: \$ \_\_\_\_\_

54 - Site Design Application: \$90 + \$10 / 2000 sq ft \$ 90.00

55 - Board of Appeals Application: \$90 \$ \_\_\_\_\_

City of Caribou  
----- Receipt ----- \$25 \$ \_\_\_\_\_

\$250 (waived if apply in advance) \$ \_\_\_\_\_

\*\*\* REPRINT \*\*\* \$50 / permit (not per sign) \$ \_\_\_\_\_

12:07 PM 04/12/2021  
#4025 \$180 (first three) + \$10/each additional lot \$ \_\_\_\_\_

Type Reference \$40 \$ \_\_\_\_\_

Amount  
SITE DESIGN REVIEW \$100 \$ \_\_\_\_\_

SITE DESIGN FEE \$100 \$ \_\_\_\_\_

90.00 Total: \$100 \$ \_\_\_\_\_

90.00% \$ \_\_\_\_\_

Paid By: DEVON CURTIS TOTAL: \$ 90.00

Remaining Balance: 0.00

Please call Brandon Saucier 554-0654

Please call Tony Michaud 493-5966

Please call Ken Murchison 493-5967

Check : 90.00  
2701091999 - 90.00

the department at (207) 493 - 3324 X 3 (Tony & Penny)

#### SCHEDULE 'A'

A certain piece or parcel of real estate situated in Caribou, County of Aroostook and State of Maine, formerly "T" Township, together with buildings thereon, bounded and described as follows, to wit:

All of Lot numbered Forty-two (42) according to plan and survey of Grover M. Hardison made June 8, 1949, and recorded in the Southern District of the Aroostook Registry of Deeds in Plan Book 12, Pages 116 and 117 and situated on the south side of Pilgrim Road eighty-eight (88) feet on the road and one hundred (100) feet running south at right angles to said road.

In accepting this deed the Grantees covenant and agree for themselves, their heirs and assigns, that no old buildings shall be moved on said land; that no buildings shall be erected on said land except a dwelling house and private garage; that said dwelling house shall dispose of its sewage in the municipal sewer system or into a properly constructed and maintained septic tank, that said land shall be used solely for residential purpose; that no building shall be erected within thirty (30) feet of any street line; that no buildings shall be left unfinished or unpainted for an unreasonable length of time unless the exterior finish and siding on said building are materials that do not require painting to give a finished or completed appearance to the building; that no building shall be used by more than two families; that no dwelling house shall be erected on said land unless its costs, exclusive of the land, exceeds six thousand dollars (\$6,000); and that no livestock or poultry shall be kept on said land. And the Grantees further agree for themselves, their heirs and assigns, that this covenant shall run with the land for the benefit of owners of the other lots in the Larkin and Gagnon Additions and may be enforced by any owner of property in the said Larkin and Gagnon Additions.

Being a part of the same premises conveyed to Steve S. Scott, Samuel W. Collins and Carl J. Soderberg by Warranty Deed, as Tenants in Common, by Steve S. Scott dated July 20, 1998 and recorded at the Southern Aroostook Registry of Deeds in Volume 3165, Page 4. Also being the same premises conveyed to Dale J. Saucier and Jackline A. Saucier by Warranty Deed dated April 29, 1999 and to be recorded simultaneously with this instrument.

**City of Caribou**  
**Tax Information Sheet**  
**As of: 04/09/2021**

**Account:** 3671      **Name:** SAUCIER, DALE J & SAUCIER, JACKLINE A

**Location:** 15 PILGRIM ROAD

**Map and Lot:** 035-022

**Sale Date:**

**Deed Reference:** B3289P17 06/25/1999

**Sale Price:**

**Land:** 12,900

**Total Acres:** 0.2

**Building:** 60,400

**Tree Growth:** Soft : 0 Mixed : 0 Hard : 0

**Exempt** 25,000

**Farmland:**

**Total:** 48,300

**Open Space:**

**Exempt Codes:** Amount

**Zoning:** 11 - Residential

**SFLA:** 1442

98 - Homestead 25,000

**Last Billed : 2020-1**

**Amount Mill Rate**

1,137.47 23.550

**Previous Billed : 2019-1**

1,308.52 24.550

**There are no outstanding taxes.**

Information Given By: \_\_\_\_\_

Title: \_\_\_\_\_ 04/09/2021

All calculations are as of: 04/09/2021

JB



Map Lot 035-022

Account 3671

Location 15 PILGRIM ROAD

Card 1 Of 1 4/09/2021

SAUCIER, DALE J  
SAUCIER, JACKLINE A  
P.O. BOX 1335  
CARIBOU ME 04736

B3289P17

Inspection Witnessed By:

X

Date

| No./Date | Description | Date Insp. |
|----------|-------------|------------|
|          |             |            |
|          |             |            |
|          |             |            |

Notes:

Caribou

## Property Data

Neighborhood 41 41

Tree Growth Year 0

X Coordinate 0

Y Coordinate 0

Zone/Land Use 11 Residential

Secondary Zone

Topography 2 Rolling

1.Level 4.Below St 7.LevelBog  
2.Rolling 5.Low 8.  
3.Above St 6.Swampy 9.

Utilities 2 Public Water 3 Public Sewer

1.Public 4.Dr Well 7.Septic  
2.Water 5.Dug Well 8.Holding Ta  
3.Sewer 6.Shared Wel 9.None

Street 1 Paved

1.Paved 4.Proposed 7.  
2.Semi Imp 5.R/O/W 8.  
3.Gravel 6. 9.None

TG PLAN YEAR 0

ACTION NEEDED 0

## Sale Data

Sale Date

Price

Sale Type

1.Land 4.Mobile 7.C/I L&B  
2.L & B 5.Other 8.  
3.Building 6.C/I Land 9.

Financing

1.Convent 4.Seller 7.  
2.FHA/VA 5.Private 8.  
3.Assumed 6.Cash 9.Unknown

Validity

1.Valid 4.Split 7.Renovate  
2.Related 5.Partial 8.Other  
3.Distress 6.Exempt 9.

Verified

1.Buyer 4.Agent 7.Family  
2.Seller 5.Pub Rec 8.Other  
3.Lender 6.MLS 9.

## Assessment Record

| Year | Land   | Buildings | Exempt | Total  |
|------|--------|-----------|--------|--------|
| 2007 | 6,700  | 57,800    | 11,500 | 53,000 |
| 2008 | 6,700  | 57,800    | 11,500 | 53,000 |
| 2009 | 6,700  | 57,800    | 11,500 | 53,000 |
| 2010 | 6,700  | 57,800    | 8,500  | 56,000 |
| 2011 | 6,700  | 57,800    | 8,300  | 56,200 |
| 2012 | 12,900 | 60,400    | 10,000 | 63,300 |
| 2013 | 12,900 | 60,400    | 10,000 | 63,300 |
| 2014 | 12,900 | 60,400    | 10,000 | 63,300 |
| 2015 | 12,900 | 60,400    | 10,000 | 63,300 |
| 2016 | 12,900 | 60,400    | 15,000 | 58,300 |
| 2017 | 12,900 | 60,400    | 20,000 | 53,300 |
| 2018 | 12,900 | 60,400    | 20,000 | 53,300 |
| 2019 | 12,900 | 60,400    | 20,000 | 53,300 |
| 2020 | 12,900 | 60,400    | 25,000 | 48,300 |

## Land Data

| Front Foot    | Type | Effective |       | Influence |      | Influence Codes   |
|---------------|------|-----------|-------|-----------|------|-------------------|
|               |      | Frontage  | Depth | Factor    | Code |                   |
| 11.           |      |           |       | %         |      | 1.Use             |
| 12.           |      |           |       | %         |      | 2.R/W             |
| 13.           |      |           |       | %         |      | 3.Topography      |
| 14.           |      |           |       | %         |      | 4.Size/Shape      |
| 15.           |      |           |       | %         |      | 5.Access          |
|               |      |           |       | %         |      | 6.Restriction     |
|               |      |           |       | %         |      | 7.Vacancy         |
|               |      |           |       | %         |      | 8.Semi-Improved   |
|               |      |           |       | %         |      | 9.Fract Share     |
|               |      |           |       | %         |      | Acres             |
|               |      |           |       | %         |      | 30.Rear Land 3    |
|               |      |           |       | %         |      | 31.Rear Land 4    |
|               |      |           |       | %         |      | 32.Dominant Easem |
|               |      |           |       | %         |      | 33.Servient Easem |
|               |      |           |       | %         |      | 34.Tillable       |
|               |      |           |       | %         |      | 35.Pasture        |
|               |      |           |       | %         |      | 36.Orchard        |
|               |      |           |       | %         |      | 37.Softwood TG    |
|               |      |           |       | %         |      | 38.Mixed Wood TG  |
|               |      |           |       | %         |      | 39.Hardwood TG    |
|               |      |           |       | %         |      | 40.Wasteland      |
|               |      |           |       | %         |      | 41.Gravel Pit     |
|               |      |           |       | %         |      | 42.Mobile Home Ho |
|               |      |           |       | %         |      | 43.               |
|               |      |           |       | %         |      | 44.Lot Improvemen |
|               |      |           |       | %         |      | 45.Mobile Home Pa |
|               |      |           |       | %         |      | 46.Golf Course pe |
| Total Acreage |      | 0.20      |       |           |      |                   |

# Caribou

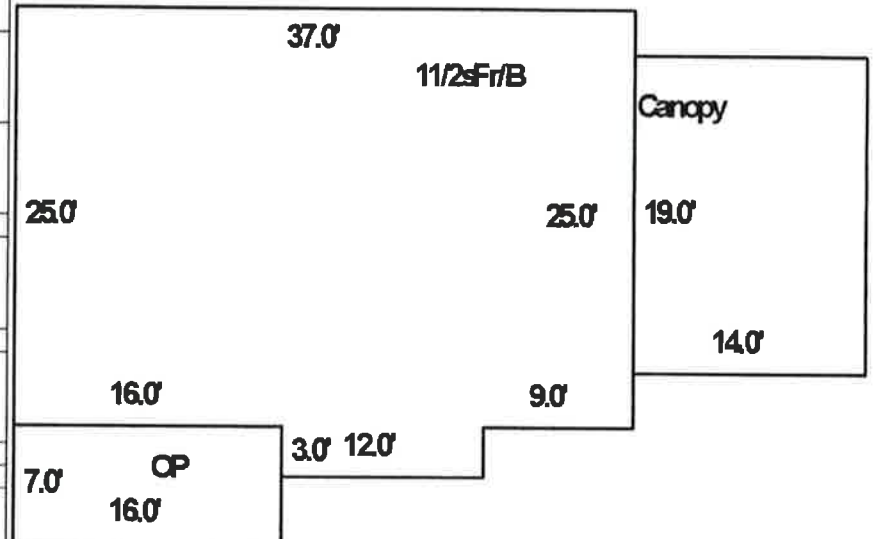
Map Lot 035-022

Account 3671

Location 15 PILGRIM ROAD

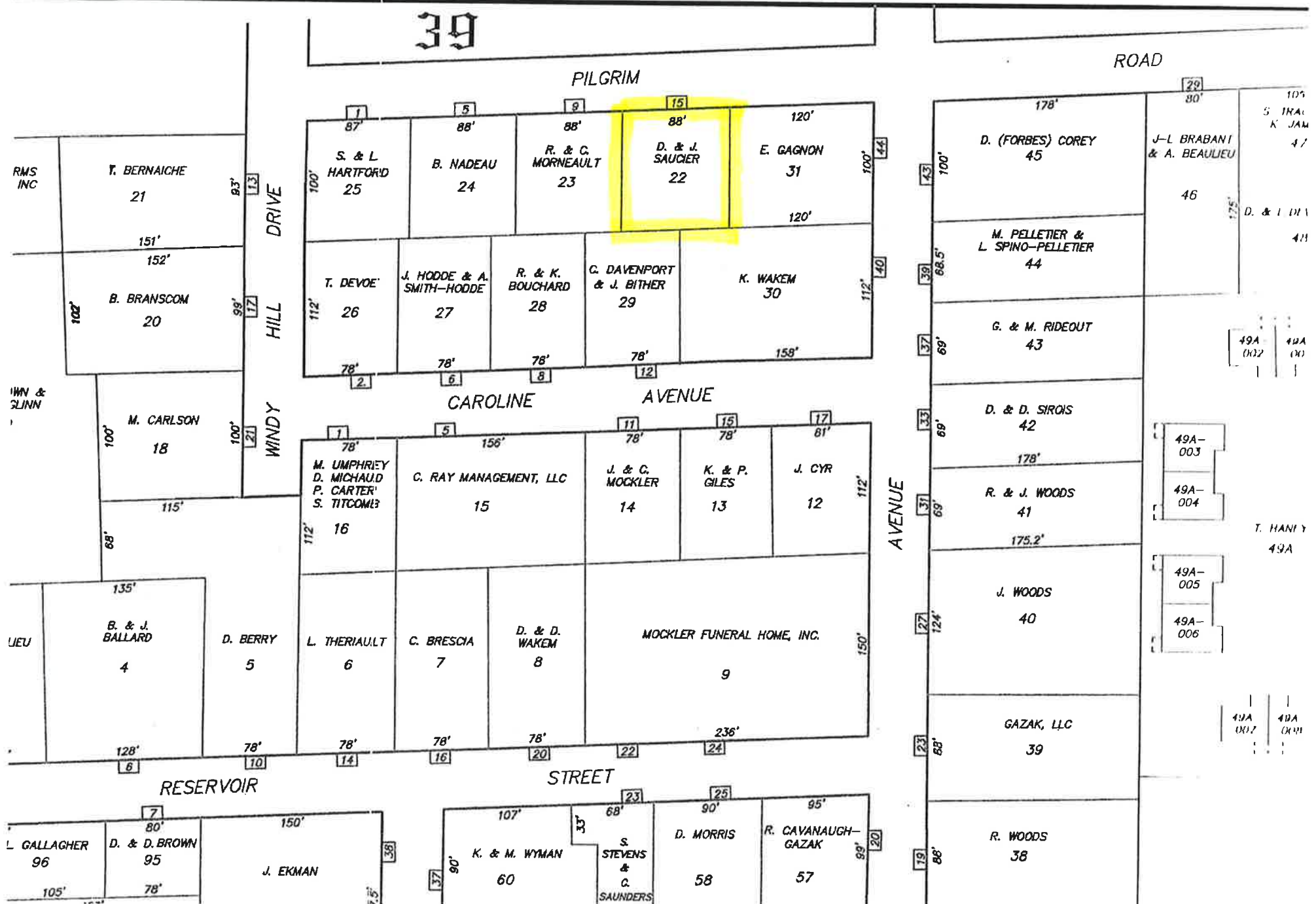
Card 1 Of 1 4/09/2021

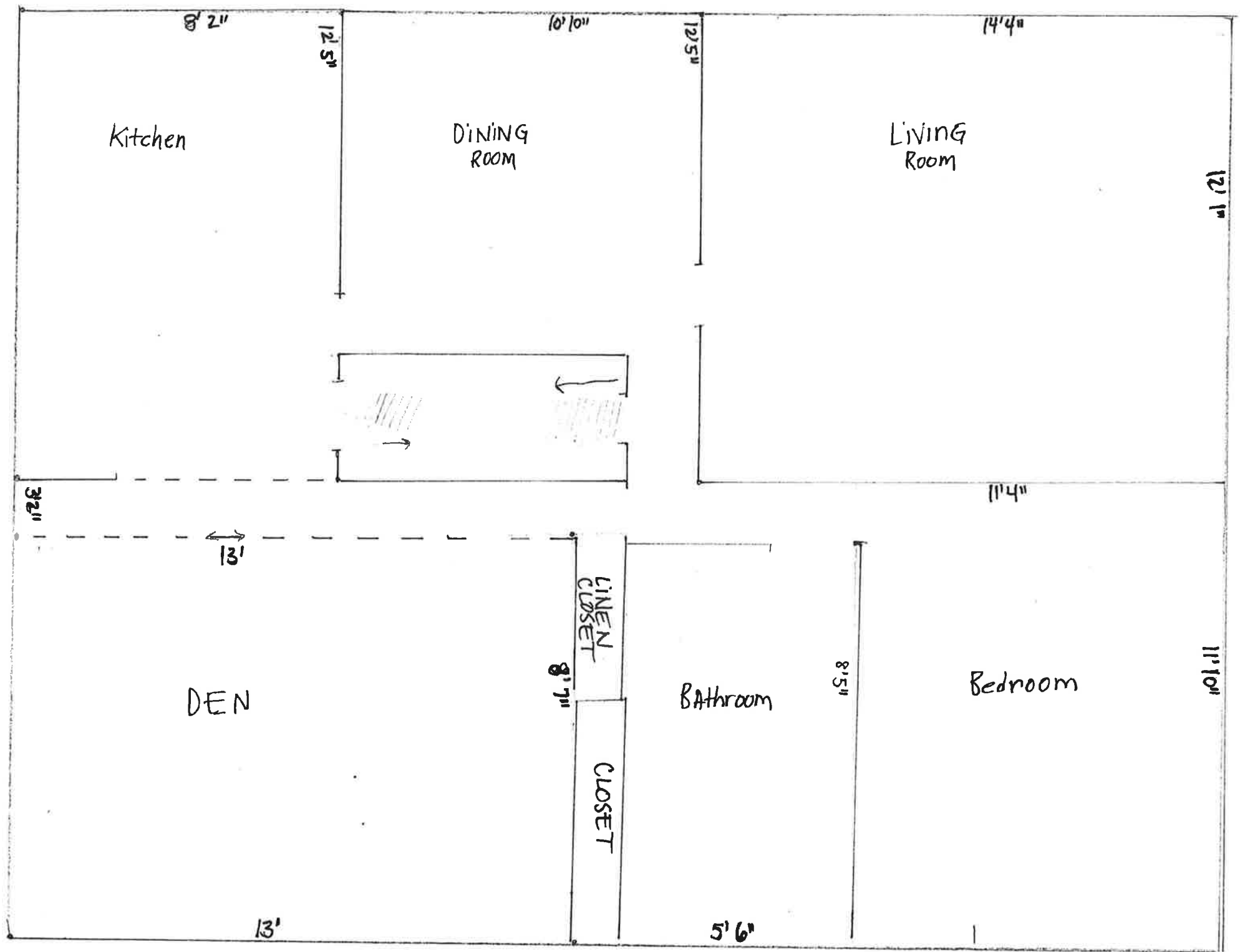
|  |  |                                      |
|--|--|--------------------------------------|
| Building Style <b>4 Cape</b>           | SF Bsmt Living <b>0</b>                | Layout <b>1 Typical</b>              |
| 1.Conv. 5.Colonial 9.Condo             | Fin Bsmt Grade <b>0 0</b>              | 1.Typical 4. 7.                      |
| 2.Ranch 6.Split 10.Log                 | OPEN 5 OPTIONAL <b>0</b>               | 2.Inadeq 5. 8.                       |
| 3.R Ranch 7.Contemp 11.Other           | Heat Type <b>100% 1 Hot Water BB</b>   | 3. 6. 9.                             |
| 4.Cape 8.Cottage 12.Gambrel            | 1.HWBB 5.FWA 9.No Heat                 | Attic <b>9 None</b>                  |
| Dwelling Units <b>1</b>                | 2.HWCI 6.GravWA 10.                    | 1.1/4 Fin 4.Full Fin 7.              |
| Other Units <b>0</b>                   | 3.H Pump 7.Electric 11.                | 2.1/2 Fin 5.F/Stair 8.               |
| Stories <b>4 One &amp; 1/2 Story</b>   | 4.Radiant 8.F/Wall 12.                 | 3.3/4 Fin 6. 9.None                  |
| 1.1 4.1.5 7.3.50                       | Cool Type <b>0% 9 None</b>             | Insulation <b>1 Full</b>             |
| 2.2 5.1.75 8.4                         | 1.Refrig 4.W&C Air 7.                  | 1.Full 4.Minimal 7.                  |
| 3.3 6.2.5 9.                           | 2.Evapor 5. 8.                         | 2.Heavy 5.Partial 8.                 |
| Exterior Walls <b>2 Vinyl</b>          | 3.H Pump 6. 9.None                     | 3.Capped 6. 9.None                   |
| 1.Wood 5.Shingles 9.Other              | Kitchen Style <b>2 Typical</b>         | Unfinished % <b>0%</b>               |
| 2.Vinyl 6.Brick 10.Alum                | 1.Modern 4.Obsolete 7.                 | Grade & Factor <b>3 Average 100%</b> |
| 3.Compos. 7.Single 11.Log              | 2.Typical 5. 8.                        | 1.E Grade 4.B Grade 7.AAA Grad       |
| 4.Asbestos 8.Concrete 12.Stone         | 3.Old Type 6. 9.None                   | 2.D Grade 5.A Grade 8.MS Grade       |
| Roof Surface <b>1 Asphalt Shingles</b> | Bath(s) Style <b>2 Typical Bath(s)</b> | 3.C Grade 6.AA Grade 9.Same          |
| 1.Asphalt 4.Composit 7.                | 1.Modern 4.Obsolete 7.                 | SQFT (Footprint) <b>961</b>          |
| 2.Slate 5.Wood 8.                      | 2.Typical 5. 8.                        | Condition <b>4 Average</b>           |
| 3.Metal 6.Rolled R 9.                  | 3.Old Type 6. 9.None                   | 1.Poor 4.Avg 7.V G                   |
| SF Masonry Trim <b>0</b>               | # Rooms <b>0</b>                       | 2.Fair 5.Avg+ 8.Exc                  |
| OPEN-3-CUSTOM <b>0</b>                 | # Bedrooms <b>3</b>                    | 3.Avg- 6.Good 9.Same                 |
| OPEN-4-CUSTOM <b>0</b>                 | # Full Baths <b>1</b>                  | Phys. % Good <b>0%</b>               |
| Year Built <b>1</b>                    | # Half Baths <b>1</b>                  | Funct. % Good <b>100%</b>            |
| Year Remodeled <b>0</b>                | # Addn Fixtures <b>0</b>               | Functional Code <b>9 None</b>        |
| Foundation <b>1 Concrete</b>           | # Fireplaces <b>1</b>                  | 1.Incomp 4.Plb/Heat 7.               |
| 1.Concrete 4.Wood 7.ICF                |  | 2.O-Built 5. 8.Frac Sha              |
| 2.C Block 5.Slab 8.                    |  | 3.Style 6. 9.None                    |
| 3.Br/Stone 6.Piers 9.                  |  | Econ. % Good <b>100%</b>             |
| Basement <b>4 Full Basement</b>        |  | Economic Code <b>None</b>            |
| 1.1/4 Bmt 4.Full Bmt 7.                |  | 0.None 3.No Power 7.                 |
| 2.1/2 Bmt 5.Crawl Sp 8.                |  | 1.Location 4.Generate 8.             |
| 3.3/4 Bmt 6. 9.None                    |  | 2.Encroach 9.None 9.                 |
| Bsmt Gar # Cars <b>0</b>               |  | Entrance Code <b>6 Hanger</b>        |
| Wet Basement <b>2 Damp Basement</b>    |  | 1.Interior 4.Vacant 7.               |
| 1.Dry 4.Drt 7.                         |  | 2.Refusal 5.Estimate 8.Exist R       |
| 2.Damp 5. 8.                           |  | 3.Informed 6.Hanger 9.               |
| 3.Wet 6. 9.                            |  | Information Code <b>5 Estimate</b>   |
|  |  | 1.Owner 4.Agent 7.Vacant             |
|  |  | 2.Relative 5.Estimate 8.Exist R      |
|  |  | 3.Tenant 6.Other 9.For Sale          |



Date Inspected 9/13/2011

| Additions, Outbuildings & Improvements |      |       |       |      |       |        |             |                   |
|--|------|-------|-------|------|-------|--------|-------------|-------------------|
| Type                                   | Year | Units | Grade | Cond | Phys. | Funct. | Sound Value |                   |
| 21 Open Frame                          | 0    | 112   | 0 0   | 0    | 0     | % 0    | %           | 1.One Story Fram  |
| 61 Canopy/Carport                      | 0    | 266   | 0 0   | 0    | 0     | % 0    | %           | 2.Two Story Fram  |
|  |      |       |       |      |       | %      | %           | 3.Three Story Fr  |
|  |      |       |       |      |       | %      | %           | 4.1 & 1/2 Story   |
|  |      |       |       |      |       | %      | %           | 5.1 & 3/4 Story   |
|  |      |       |       |      |       | %      | %           | 6.2 & 1/2 Story   |
|  |      |       |       |      |       | %      | %           | 21.Open Frame Por |
|  |      |       |       |      |       | %      | %           | 22.End Frame Por  |
|  |      |       |       |      |       | %      | %           | 23.Frame Garage   |
|  |      |       |       |      |       | %      | %           | 24.Frame Shed     |
|  |      |       |       |      |       | %      | %           | 25.Finished 1/2 S |
|  |      |       |       |      |       | %      | %           | 26.1SFr Overhang  |
|  |      |       |       |      |       | %      | %           | 27.Unfin Basement |
|  |      |       |       |      |       | %      | %           | 28.Unfinished Att |
|  |      |       |       |      |       | %      | %           | 29.Finished Attic |







**Mainly Delicious Delights, LLC.**  
Devon Curtis, 15 Pilgrim Street

Legend





## *City of Caribou, Maine*

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

### **Caribou Planning Board Meeting Minutes Thursday, April 8, 2021 @ 5:30 pm Via Zoom**

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

**Members Absent:** Dave Corriveau

**Others Present:** Ken Murchison –CEO/Zoning Administrator, Dennis Marker –City Manager, Denise Lausier –Executive Assistant to the City Manager

Tom Ayer –Councilor Liaison (absent)

**I. Call Meeting to Order** – Meeting was called to order at 5:33 pm. Meeting was held via Zoom.

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

Frank McElwain moved to approve the minutes as presented; seconded by Christine Solman.

Roll call vote.

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

Motion carried with all in favor.

**III. Public Hearing to consider administrative amendments to Chapter 13, Zoning of City Code.**

Public Hearing opened at 5:34 pm.

Chairman Bagley introduced this item and said that Manager Marker and others have contributed to these revisions. As each piece has been revised, they have been reviewed. This has been many months of effort to address the administrative portions of the ordinance. Chairman Bagley gave kudos to Manager Marker and staff and thanked Manager Marker for all the work he put into it.

There was no public in attendance. CEO Ken Murchison stated that there hasn't been any input from the community, no phone calls or written correspondence.

Manager Marker explained that a public hearing notice was in the newspaper for the last Planning Board meeting, but it didn't make it on the agenda. Notices were sent out and the entire amendment has been available for public inspection for about a month with no comments except from Planning Board members. This covers most of the administrative aspects of the code – who is responsible for it, zoning map and how to deal with that and amendments to zoning ordinances and maps as well as definitions applied throughout the code.

Chairman Bagley commented that the Board has had ample opportunity to review the document on multiple occasions.

Manager Marker stated that this was such a comprehensive rewrite that it would be replacing the current ordinance with this text and adopted as is.

Public Hearing closed at 5:40 pm.

#### **IV. Discussion and possible action on administrative amendments to Chapter 13, Zoning of City Code.**

Christine Solman had concerns with waivers of certain elements of site design review. Ms. Solman was concerned of it being arbitrary, where with one project things could be waived, but then when another project comes along that the same things may not be waived. Ms. Solman stated that the Board cannot have free reign to waive whatever the Board wants to or they could get into legal issues if they are not treating people equally. Ms. Solman's proposal was that in the preliminary site design review, the applicant could apply to waive a requirement with an explanation as to why and the Board could waive it at that point before the final review.

Chairman Bagley commented that the ordinance allows waivers of requirements with no standards. The Board had decided previously that as a practice they would not waive requirements.

Christine Solman said that it states in the proposed revisions "with good cause" and that would need some explanation.

Manager Marker stated that this is more of the public hearing procedure, not requirements of the applications. The Board may change to "amend" instead of "waive". In the definitions of waivers, it states that the CEO or Planning Board have no power to waive statutory criteria.

Chairman Bagley clarified that concept plan reviews and final plan reviews have a long list of requirements. The Board has discussed on multiple occasions if they have to require all of that. Mr. Bagley said that requiring engineered stamped drawings for someone building a shed is way over what is needed.

Manager Marker clarified that specific criteria could be built into the site design review process. When the Board gets into the revisions of this, they can take a closer look and add specific criteria.

Discussion on general maintenance activities on a property and what should and shouldn't require a permit.

Chairman Bagley stated that they would like to have the zoning ordinance be more user friendly and he also has concerns in making sure the processes are consistent with the Board's practice. Chairman Bagley feels more work needs to be done on this.

Drew Ayer moved to table this item; seconded by Frank McElwain.

Roll call vote.

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

Motion carried with all in favor.

Public Hearing remains open until the next meeting.

#### **V. New Business:**

##### **a. Discussion on Revisions to Section 13-700.13 Home Occupations. –**

Manager Marker explained this has come to the Board before. Comments and changes given to Mr. Marker by the Board members has been placed into the document. Mr. Marker gave an overview of some of the elements of the proposed revisions.



Chairman Bagley recommended flagging the uses on the land use table for home occupations. Manager Marker clarified that the land use table identifies primary uses of property. For Home Occupations, you would need to look into the text of the code. It would be good to clarify that the land use table is a primary use table. Home Occupations is now a line in the land use table.

CEO Ken Murchison said that he suspects that Home Occupations will be a trending thing. There is more interest of people working from their homes.

The Board will hold a Public Hearing on this item at the next Planning Board meeting in May.

Manager Marker is working on Site Design Review Standards. He plans to have something ready for the Board at their next meeting for review. Review processes has standards intermingled in other sections. Mr. Marker will be simplifying and moving the standards into the standards section.

## **VI. Staff Report – CEO Ken Murchison -**

- a. Land Bank Legislation** – Language is in for review, there are 1800 LD's ahead of it. Attorney Rick Solman is looking at language that could be used locally.

Manager Marker commented that it will not be called a land bank but would be used for tax acquired properties where perhaps a non-profit entity could rehab or develop a piece of property. City would enter into an agreement as they develop the property. The City would get the taxes owed out of it.

- b. Land Use Survey Mapping** – Mr. Murchison is still working on this project.

- c. Demolition of 827 Main Street** – This building is across from the Airport. The center part of the building and the roof have both collapsed. It has been deemed a dangerous building. Going out for bid on asbestos removal and demolition.

- d. Stream Smart Road Crossing Workshop** – Potential work at Otter Brook. The railroad base is washed out. The state is going to close it up and probably restore the stream. There is a City bridge on Limestone Street that is aging and showing some stress. Caribou Stream has many stream crossings in the watershed. There are several in the City but they start in another township. Develop a system for the stream crossing for a watershed.

- e. Continued Clean-up of Former Birdseye Processing Facility** – Need to dig out area and send waste to Aroostook Waste Solutions. Looking at Phase 2.

- f. Riverfront Redevelopment Committee** – Striving to become an official committee of the City. The Rec Department is holding a canoe race on the river coming up and the Riverfront Redevelopment Committee is hoping to be a presence at that event.

- g. Other Items** – There is some talk of a subdivision off the Baird Road, had an interest in a home occupation today and this is the time of year for a lot of garbage complaints.

Chairman Bagley suggested to Manager Marker to include the approved minutes from tonight to go to the Council for the public hearing on the rezone.

Chairman Bagley polled the Board about in person meetings. The Board decided to meet in person at the May meeting.

Manager Marker stated that for the Ogren Road dump site solar project, they have been going back and forth on lease agreements. Attorneys have been reviewing them. City ordinance states that the lease agreement has to be in an ordinance format with a first read and a public hearing at Council level. Manager Marker has been meeting with a Council sub-committee on the City Charter. There are

six Charter amendments to clean up some of these elements. These amendments need to be introduced as an ordinance and ratified by voters before becoming effective.

**VII. Adjournment -**

Frank McElwain moved to adjourn the meeting at 7:08 pm; seconded by Amanda Jandreau.

Roll call vote.

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

Motion carried with all in favor.

Respectfully Submitted,

Amanda Jandreau  
Planning Board Secretary

AJ/dl