



## *City of Caribou, Maine*

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### **Caribou Planning Board Meeting Minutes Thursday, September 9, 2021 @ 5:30 pm City Council Chambers**

**Members Present:** Dan Bagley, Christine Solman, Dave Corriveau, Frank McElwain, Eric Hitchcock, Steve Wentworth and Amanda Jandreau (arrived at 5:34 pm)

**Others in Attendance:** Troy Haney, Ken Murchison –CEO/Zoning Administrator; Denise Lausier – Executive Assistant to City Manager

Tom Ayer, Councilor Liaison – Absent

**I. Call Meeting to Order, Determine Quorum** – Chairman Dan Bagley called the meeting to order at 5:32 pm; there was a quorum present.

**II. Public Hearings** – None.

**III. Approval of Minutes**

**a. Approval of Minutes of the August 12, 2021, Planning Board Meeting** – Chairman Bagley complimented Denise Lausier & Amanda Jandreau for doing a great job on the minutes.

Frank McElwain moved to approve the minutes as presented.; seconded by Dave Corriveau.

Roll call vote.

Steve Wentworth – Yes; Frank McElwain – Yes; Christine Solman – Yes; Dave Corriveau – Yes; Eric Hitchcock – Yes.

Motion carries.

**IV. New Business**

**a. Introduction to a Day Care Permit Application from Lisha and Wayne Wasson, 5 Lower Washington Street** – CEO Murchison explained that he did not receive this application in time to advertise for a public hearing, so it will be on the next agenda. The daycare will be in their home. They are still working with DHHS and the Fire Marshal has been there to inspect and is ok with it. It is in the R-2 zone.

**b. Introduction to a Site Design Review Application from J&A, LLC for a short-term rental/cabins development 11 Noyes Road** – CEO Murchison explained the applicant is currently running Access 89 on Route 89 and would like to have cabin rentals on an adjacent parcel, the first parcel on the Noyes Road. They would be short term rental cabins in a wooded area. The back end of the property is in the Shoreland Zone. The lot size is four acres. Short term rental cabins are not addressed on the Land Use Table and the City doesn't have a short term cabin rental ordinance.

**c. Home Occupation Ordinance, Schedule Public Hearing** – Chairman Bagley stated that the CEO can set the Public Hearing date for the next meeting in October.

**d. Consider Proposed amendments to Sec. 13-706 Campground and/or Recreational Vehicle Park -** CEO Murchison introduced the proposed amendments as per a motion made at the last meeting. The Board reviewed the proposed changes.

CEO Murchison mentioned that under Item D.2. ‘approved by the County Soil and Water Conservation District’ needs to be updated, it no longer exists. After discussion, Steve Wentworth recommended to remove and simply state ‘a soil and sedimentation control plan shall be submitted’. The Board agreed.

Amanda Jandreau also added to check the rest of the ordinance to see if ‘County Soil and Water Conservation District’ is in other parts of the Ordinance. Need to be consistent.

Amanda Jandreau commented on Item B.1.b. that the 75 feet minimum spacing between all RV’s and tents and all public right-of-ways needs to be adjusted. Board Discussion on Items B.1.a. and b.

Eric Hitchcock commented that the closer they get to the State minimums, the better off they will be.

Troy Haney questioned if the City wants to continue having more restrictive rules than the State when the State monitors. Chairman Bagley stated this would be great discussion during a Public Hearing. Chairman Bagley asked if the Board was ready for a Public Hearing on this Ordinance.

Steve Wentworth stated he would like to see the Board hold a workshop to review this section of the Ordinance and perhaps make Caribou more welcoming for campgrounds. There are many acres for campgrounds and Caribou could possibly be a place for camping.

Dave Corriveau added to have the State standards to review side by side with the City’s standards at the workshop.

The Board set a workshop date of September 23<sup>rd</sup> at 5:30 pm.

## **v. Old Business**

### **a. Continue Final Site Design Review Application for Troy Haney for the Kacie’s Place Campground on 154 Limestone Street Tax Map 38 Lots 105, 106 and 108. –**

Chairman Bagley stated that the Board had a Public Hearing and a special meeting two weeks ago and is meeting again to discuss the plan with some changes that Mr. Haney has done.

CEO Murchison commented that Mr. Haney updated the site plan, trashcan receptacles, fire extinguishers, lots have been updated, soil sedimentation and erosion control, silt fence has been installed, serpentine pathways down to the river front. In conversations with Mr. Haney a survey will be done and he is also working with an engineering firm for stormwater runoff to be done. CEO Murchison called Dawn Hurd at DEP for clarification on a soil study and the need for one and he was confused why the City is requesting a soil study, there is no septic wastewater system which requires one. Dawn Hurd does not believe this is an intensive site disturbance and would write a letter to that effect.

Mr. Haney wanted clarification on road & driveway requirements. Discussion. Chairman Bagley agreed to treat the pathways not as roads, but driveways. Mr. Haney needs to meet the driveway requirements. CEO Murchison recommended covering this as a workshop item.

Christine Solman inquired on the driveway; 15 foot right of way and 24 foot wide driveway. Mr. Haney answered that the 15 foot right of way was in the deed, came with the property, will be replacing with a 24 foot wide driveway.

Mr. Haney stated there will be one correction that will be on the final plan, the power line will be under ground. Amanda Jandreau confirmed with Mr. Haney that all utilities will run under ground and then attach to a pole. Mr. Haney stated he has a lease with the railroad for a power line and sewer line and can connect with water on the City site.

Chairman Bagley stated that dimensions for site 9 need to be on the final plans.

Eric Hitchcock commented that Mr. Haney needs to check with DEP on requirements for walking paths. Mr. Haney stated that DEP is satisfied with the plans as drawn. Steve Wentworth commented that it would be nice to have a path along the waterfront with the riverfront development.

Chairman Bagley requested from Mr. Haney to put the total development area on the plans for the record.

Chairman Bagley asked CEO Murchison if there were any other outstanding issues. CEO Murchison confirmed there was not.

CEO Murchison stated the Board could approve with the conditions of a survey and stormwater plan plus pending review of the Ordinance.

Steve Wentworth made a recommendation to get City Council approval first and then address the application. Mr. Wentworth also recommended a workshop on the Ordinance, send changes to the City Council for approval and then Mr. Haney can start the project in the spring.

Dave Corriveau moved to approve the site design as presented; seconded by Frank McElwain.

Amanda Jandreau questioned if the motion should be amended contingent on the site survey and stormwater erosion control plan.

Dave Corriveau amended his motion to approve site design with conditions of a site survey and stormwater and erosion control plan; seconded by Frank McElwain.

Frank McElwain commented that he does not take this lightly. It is obvious that the requirements need adapting. It's a unique site that would be dramatically improved by Mr. Haney's proposal. Mr. McElwain doesn't want to stand in the way of this project.

Steve Wentworth commented that the plan is close with some adjustments from the City Council for dimensions, can make it work, but the Planning Board is standing on a slippery slope making decisions on emotions instead of the City Code. It could work and be a nice addition, but he needs to stick to the Ordinance. The plan does not fit the Ordinance without the City Council making adjustments. There are potential liabilities to leaving the format the Planning Board is supposed to follow. Mr. Wentworth stated that he will vote in the negative.

Dave Corriveau commented that they need to focus on timing, the developer would like to have an opening in the spring. If the process is delayed another thirty to forty five days he won't have a window to complete the project. Mr. Haney may have a change of heart and may walk off. Mr. Corriveau stated he would not want to be the ones responsible for missing out on a campground in Caribou.

Discussion.

Roll call vote.

Steve Wentworth – No; Frank McElwain – Yes; Amanda Jandreau – Yes; Christine Solman – No; Dave Corriveau – Yes; Eric Hitchcock – No; Dan Bagley – No.

Motion fails.

Chairman Bagley stated the Board will still continue with a working session and changes to the Ordinance.

**VI. Goals and Priorities**

**a. Schedule working session for Comprehensive Plan Update work session.** – CEO Murchison stated that proposed land use and proposed zoning needs to be addressed. The Land Use Study is still being conducted, will introduce on the 23rd.

**VII. Staff Report: CEO Murchison -**

**a. Chair Bagley signed Aroostook Renewable LLC. reassignment for ENGIE on behalf of Caribou Planning Board** – This was a great company to work with. Site improvements this month, solar array in 2022 in the spring on the Dow Siding Road.

**b. Flat Ground Road LLC is withdrawing the River Run Subdivision, the property is sold** – Mr. Rioux is happy with the outcome.

**c. Demolition of 37 Home Farm Road** – Received a couple of estimates for demolition using the State of Maine Dangerous Buildings statute. The City doesn't own the property and the building is collapsed, so it is a civil matter which requires court action.

**d. Riverfront Redevelopment Committee Draft Ordinance** – Looking at a City Council Public Hearing on September 20<sup>th</sup>. CEO Murchison heard from neighbors interested in cleaning things up. There are also people from the business sector in town that want to be involved on the Committee.

**e. Caribou Trailer Park** – A trailer moved out last week, a couple of units abandoned and a couple of folks thinking they will stay. Sending out reminders that their last day is November 17<sup>th</sup>. One moved out with permission of the owner and the trailer is being scrapped and recycled. Another is eligible, but prices have doubled.

**VIII. Adjournment** – Frank McElwain moved to adjourn at 7:38 pm; seconded by Steve Wentworth.

Roll call vote.

Steve Wentworth – Yes; Frank McElwain – Yes; Amanda Jandreau – Yes; Christine Solman – Yes; Dave Corriveau – Yes; Eric Hitchcock – Yes

Motion carries.

Respectfully Submitted,



Amanda Jandreau  
Planning Board Secretary

AJ/dl