

City of Caribou, Maine

Municipal Building
25 High Street
Caribou, ME 04736
Telephone (207) 493-3324
Fax (207 498-3954

AGENDA Caribou Planning Board Regular Meeting Thursday May 12, 2022, at 5:30 p.m.

The meeting will be broadcast on Cable Channel 1301 and the City's YouTube Channel. Public Comments submitted prior to the meeting no later than 4:00 pm on Thursday, May 12, 2022, will be read during the meeting. Send comments to CEO Ken Murchison at kmurchison@cariboumaine.org or call 493-5967.

- I. Call Meeting to Order, Determine Quorum
- II. Public Hearings
 - a. Novel Energy Solutions, Maine Caribou Connector CSG, LLC Final Plan Review for Solar Array Project Tax Map 013 Lot 002B in the R-3 District
 - b. Public Hearing Home Occupation Application for Lindsey Paradis DBA Paradis Aesthetics, 47 Meadowbrook Drive, Tax Map 010A Lot 003 in the R-1 District
- III. Approval of minutes
 - a. Approval of Minutes of the April 14, 2022, Planning Board Meeting
- IV. Council Liaison Updates
- V. New Business
- VI. Old Business
 - a. Land Use Table Workshop Next Work Session
 - b. Site Design Review Application process follow-up.
- VII. Staff Report
 - a. Presentation of Riverfront Development District to Council
 - b. Dangerous Buildings
 - c. Caribou Trailer Park Closure/West Gate Villa Clean Up
 - d. Landbank Legislation
 - e. Maine Northern Railroad Reuse
- VIII. Adjournment



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Caribou Planning Board Meeting Minutes Thursday, April 14, 2022 @ 5:30 pm City Council Chambers

Members Present: Dan Bagley, Christine Solman, Amanda Jandreau, Dave Corriveau, Frank McElwain,

Eric Hitchcock and Steve Wentworth

Other in Attendance: Ken Murchison – CEO; John Morrill – Councilor Liaison

Chairman Dan Bagley called the meeting to order at 5:46 pm.

- I. Call Meeting to Order, Determine Quorum Chairman Dan Bagley called the meeting to order at 5:46 pm. A quorum was present.
- II. Public Hearings None.

III. Approval of Minutes -

a. Approval of Minutes of the March 10, 2022, Planning Board meeting.

Amanda Jandreau moved to approve the minutes as presented; seconded by David Corriveau.

Discussion followed and Dan Bagley noted that under IV New Business, a. Review of Section 13-700.13 Home Occupations the Signage Language in the third paragraph should be amended to read "not to exceed two feet in any dimension."

The Motion was amended and seconded (Amanda Jandreau and David Corriveau)

Roll Call Vote:

Steve Wentworth – Yes; Frank McElwain – Yes; Amanda Jandreau – Yes; Christine Solman – Yes; Dave Corriveau – Yes; Eric Hitchcock – Yes. Motion carried with all in favor.

IV. Council Liaison Update

- a. Council Liaison to the Planning Board John Morrill presented an update of City Council activities to the Board
 - i. Pending Energy Credit Agreement with Nordic Sun Energy with the City which would result in cost saving of 15 to 20% of the City's energy cost. RSU39 is also involved with this proposal. In a related question, Amanda Jandreau asked about the Solar Array development and whether the City is leasing land for the project. Councilor Morrill indicated it would be on the developer's land, doesn't know if he has been to the Planning Board yet or the stage of that project. Basically, they need to sell the power before they build the project. Location near a transformer that has capacity and the ability of the power grid to accept generated power is limited. Sen. Jackson has proposed a bill to connect transmission line to the grid downstate, which would help development.
 - ii. Façade Improvement Grant, the Council approved Façade Grants to four businesses this round, a great mix of new and existing businesses, Thrive Body Spa, Signage Level Grant \$1500.00, Rossignol Performance and Fitness Signage Level Grant \$1500.00, Creative

- Level Grant \$1500.00 (reuse of Buzzell's Building).
- iii. Revolving Loan Committee is working with two new businesses relating to metalwork and ceramics/stained glass.
- iv. Blight 2022, with the melting of the snow the city will resume our focus on limiting blight in our community through series of articles and outreach to educate the public of blight issues in our community, Staff will be working on blight remediation projects throughout the City and hope to employ the State's new Land Bank legislation and techniques to alleviate blighted conditions in our community.
- v. The City Council welcomed Governor Mills and delegation representatives as they announced legislation to save our Veterans Home from closure.
- vi. City Councilors toured the former Merlin One Power Plant and were informed of current conditions and concerns on the site, City ownership, the need to remediate asbestos and petroleum products in order to sell the property and effect the demolition and redevelopment of that site. There is an abundance of friable asbestos and other fixtures containing asbestos, including equipment that is a large undertaking to abate. The City still technically owns the property and is still burdened with these environmental issues going forward. Regarding the steam plant, Dan Bagley inquired whether the City is required to do the remediation before a sale can go through. Councilor Morrill indicated that as a municipality, we have better avenues for funding to remediate the property and that through the grapevine, the estimate for the abatement project would be \$2-3M. Activity on this site could have an effect on the Riverfront Renaissance planning that is ongoing.
- vii. Chairman Bagley thanked Councilor Morrill for the update and stated this will be a permanent entry in the agenda. Councilor Morrill invited two-way communication between the Planning Board and City Council in the future.

V. New Business

- a. Novel Energy Solutions, Maine, Caribou Connector CSG, LLC Solar Array Project for Tax Map 013 Lot 002B in the R-3 District Site Design Review Application Concept Plan Review
 - i. Discussion on Site Design Review Procedure and Requirements

Regarding the Site Design Review Application Process, Dan Bagley brought up that usually the Concept Plan Review has been done in a Public Hearing and asked CEO Murchison to explain why we are not doing a Public Hearing tonight.

CEO Murchison reviewed the procedure for Site Design Review and found we don't have to have a Public Hearing that runs for two months, we can actually contact all the landowners and have the Concept Plan Review as more of a workshop setting. So, the first meeting will be a workshop and the Final Review will be a Public Hearing. Chairman Bagley asked if there were any objections to handling the Site Design process in this way. Frank McElwain asked if the abutting landowners would be able to participate in the meeting and Chairman Bagley replied not in the workshop setting that is not a Public Hearing, but it would be up to the Chair's discretion if someone did appear at the Concept meeting to allow.

CEO Murchison said he would forward the information to the Board regarding this. What we have been doing is opening a Public Hearing at one meeting and not closing it until we get to the second Final Review, which is a bit clunky. Chairman Bagley said there is a cost savings by only advertising a Public Meeting once. CEO Murchison indicated yes; it is about a \$200.00 savings. Amanda Jandreau asked if we keep it open, do we have to advertise twice, at which CEO Murchison said yes, and that is what we have been doing.

There were no objections to handling Site Design reviews in this way.

ii. Discussion on Site Design Review Procedure and Requirements

Brittney Krebsbach, Permit Specialist Novel Energy Solutions, LLC introduced herself and her company.

Novel Energy Solutions, a Minnesota-based company that moved into the Maine market this year and was founded in 2014 by fifth-generation farmers from Minnesota. Novel has developed and constructed over 250 megawatts of solar projects in Minnesota, Illinois, Wisconsin, and Michigan, also having 13 projects in Maine that were acquired in the early stages of development. This is the first Novel-originated projects, as they have mostly dealt with acquisitions so far.

The Caribou Connector CSG, LLC Solar Array Project will be a 133-kilowatt 6 unit, tracker style 35' foot high solar array mounted on 20'x 20' x 3' to 4' thick concrete slab foundations with dual-axis tracking technology. DEP environmental applications have been filed (permit by rule), no wetlands or areas of special interest will be impacted. The solar panels are largely recyclable, and the surety bond usually covers transportation costs. They have had no other issues in their other project applications, which usually take 2 weeks to a month for approval. As far as Wetlands and Stormwater, this site will likely only require a MDEP Permit-by-Rule. Erosion Control and Stormwater Plans are all up to Federal and State codes.

Decommissioning plan will be required, and bond is provided with Guerrette Farms Lese as well. Water and stormwater control is done to federal standards.

Project will install 7' chain-link fence with barbed wire security top course and there is a 5" gap in the bottom for wildlife passage. There is an existing fence on this site to the south, so they would likely utilize and existing fence. CEO Murchison indicated the existing fence is most likely the MDOT's fence and would likely have to work with them to utilize their fence. Brittney Krebsbach stated they will have to work with them for their access on the highway.

Array designed to meet generation capacity at local substations. This site has room for future development depending again on capacity.

Chairman Bagley asked if the electrical runs would be above or below ground. Brittney Krebsbach explained the RFP plan shows Power lines installed below ground.

Christine Solman asked if there is a line of sight for these panels from the Connector and is that something MDOT might need to look at. There will be no line-of-site issues along the Connector Road or along Route 1 Van Buren Road. Chairman Bagley commented reflection and glare could be an issue and asked Brittney Krebsbach if they have dealt with this before and how they deal with it. One of their recent projects was near an airport so there had to be a glare study conducted. The solar panels use low reflective technology are designed to absorb light, not reflect it, and the panels are not directly facing the line of traffic, and in general they are designed to minimize this. The studies that have been conducted in the past have not brought up any issues. They have never had to mitigate in their existing projects.

Aggressive June to July 2022 construction scheduling.

Chairman Bagley felt the plan was ready for Public Hearing and Final Review with no objections from the Board at the next regular meeting and to go ahead and schedule that.

for Tax Map 013 Lot 002B in the R-3 District Site Design Review Application Final Plan Review Public Hearing to be scheduled for May 12th, 2022, at 5:30 pm.

b. Introduction Home Occupation Application for Paradise Aesthetics at 47 Meadowbrook Drive Tax Map 010-A Lot 003 in the R-1 District

i. Home Occupation applicant Lindsey Paradise was not present, so Chair Bagley introduced the Home Occupation Application as a Personal Services Business for the Injection of Botox for multiple health related treatments.

CEO Murchison explained this is a personal service type of business in a residential area, her specialty is Botox injections. There is licensing involved, she will be a licensed practitioner. The property has lots of room for off-street parking and she doesn't feel there would be that much traffic anyway because a lot of the service will be done in person off-site, but she wanted people to be able to visit her at her home office as well.

Chairman Bagley clarified with CEO Murchison that the necessary licensing must be obtained by the time the full application is approved.

It was noted that the square footage of the building used for home occupation was not noted but there was ample room for off-street parking and no apparent covenants banning home occupations within the subdivision. CEO Murchison said clients being at the home would not generate much traffic. Chairman Bagley stated that we do have a use in the Land Use Table for medical facilities and we can look and make sure this would not be considered a medical facility that would stand in the way of this. Amanda Jandreau discussed that this is not medical, and Aesthetician is not considered medical. Christine Solman said it is like a Cosmetologist operating from home. CEO Murchison said we do have other similar services in the community such as Chiropractor and Sports Massage therapy operating in our community.

Recommendation to for Public Hearing to be scheduled for May 12th, 2022, at 5:30 pm.

VI. Old Business

a. City Council Designate Riverfront Development District,

Present the Riverfront Development District to the City Council for their approval. Overlay District format will not work due to the more restrictive land use in the existing Zoning.

Possibly include the Water Street area as part of the District, Gateway to the Riverfront. Bring to the Riverfront Renaissance Committee for their input ad guidance at the April 19th meeting.

b. Section 13-700.13 - Home Occupations Final Review,

Amendments made in response to Council Public Hearing comments.

Revisions to sign language Section D, 5, "does not exceed 2" in any dimension"

Soften language on traffic "Section F, 2, "and shall not produce excessive noise or parking nuisances. Category I Home Occupations may be serviced by occasional delivery vehicles, limited to the shipment or receipt of merchandise, goods, or supplies, so long as the frequency of those deliveries do not create a nuisance to surrounding residents."

Soften language on Category II Home Occupations Section G, 1-C, "Vehicular traffic from business-related visitors and customers shall not exceed that which normally and reasonably occurs in the neighborhood, except as provided for in Item 2. "Child Day Care and Other Group Child Activities" below. Traffic from Category II Home Occupations shall not produce excessive noise or parking nuisances and may be serviced by occasional

long as the frequency of those deliveries do not become a nuisance to surrounding residents."

Motion to accept final amendments to Section 13-700.13 - Home Occupations and forward to City Council for Approval by Amanda Jandreau, Seconded by Frank McElwee

Roll Call Vote:

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

Motion carried with all in favor.

c. Land Use Table Workshop

Next Land Use Table Workshop scheduled for April 28, 2022, at 5:30 pm in the Caribou City Council Chambers.

VII. Staff Report; CEO Ken Murchison

- a. Dangerous Buildings when snow starts to go, this is the time of year they see violations. Will be dealing with many dangerous buildings. Tax Acquired properties in need of demolition, collapsed barns in the rural area.
- b. West Gate Villa totally abandoned, many trailers were not tax acquired, City chose not to acquire those. Working to designate as dangerous buildings. There is a nuisance and dangerous buildings law where the City can deal with buildings and attach the costs to the owners on their tax bill. Caribou Trailer Park Closure three families left. Working with Housing Agency for placement.
- c. Landbank Legislation just passed, and City staff looks forward to learning how to apply these new techniques to fight blight. Business Investment Group Land bank activities to date, 40 North Street demolition but hope to establish funds for redevelopment.
- d. Maine Northern Railroad Reuse Petition to MDOT to establish Reuse Council for the abandoned and unused portion of the Rail Corridor Central Aroostook. Council has given permission to send Letter of Petition. Staff will prepare Petition Letter and collect letter of support form our Coalition. Potential projects are pending at Otter Brook, we have the Dow Siding Solar Array to be constructed in May and Climate Control Storage and Kacie's Place RV Park being constructed this Spring. Staff also had the opportunity to offer letters of support for the Atlantic Salmon for Northern Maine.

VIII. Recognition and Farwell to Denise Lausier for her outstanding contribution to the Caribou Planning Board over the course of her career with the City of Caribou

a. Chair Dan Bagley extended a sincere thank you to Denise for her contribution to the Planning Board and wished her well in her new position to the Caribou Finance Department.





IX. Adjournment – Dave Corriveau moved to adjourn the meeting at 7:45 pm; seconded by Amanda Jandreau.

Roll Call Vote:

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

Motion carried with all in favor.

Respectfully Submitted,

Amanda Jandreau Planning Board Secretary

AJ/dl

stinguished Cari-1 School Alumni y, May 1 at 1:30 the Caribou Per-Arts Center. A of each honoree laced in the CHS Hall of Fame. The gold frames have ated by the Gwen Trust at the Cariic Library.

)U ogram

to conserve will be limited to - 12th. Public through the City. curbside by the k up is limited to vill only collect in t make multiple nust call Public up. Please call tht curbside after ablic Works. The ake this removal ficial as possible ir community. No



KARLA C. MICHAUD. SUPERINTENDENT OF SCHOOLS SCHOOL UNION #122, 843 WOODLAND CENTER ROAD, ST 3, WOODLAND, ME 04736

(APPLICATIONS MAY BE DOWNLOADED FROM www.schoolunion122.net)

EOE

Legal Notice Irving Woodlands LLC Notice of Aerial Application

Through a multi-faceted monitoring program performed in conjunction with the State of Maine, academia and forestry professionals, two population hot spots of Spruce Budworm have been identified. One in T17 R13 and T17 R14 and the other in T16 R4, T17 R3, T17 R4 and Stockholm. The identified hotspot areas have been found to have a high enough population where a treatment is required to keep the population in check, reduce the possibility of tree mortality and to reduce the risk of its spread across the forest landscape as occurred in the 1970's and 1980's.

The treatment will consist of two applications of Foray 76B applied aerially. The active ingredient in this product is Bacillus thuringiensis var. kurstaki (Btk). We will be timing these applications to target the larval stage of the budworm and the treatment could occur from May 25 - July 15, with the most likely timing of the first application starting the first week of June and the second application approximately 7-14 days later around mid-June. Informational signs will be posted at all normal entrances to the treatment areas.

For more information contact the Irving Woodlands office at (207) 834-5767. You may also contact the Maine Poison Control Center at 1-800-222-1222 or the Board of Pesticides Control at (207) 287-2731.

Published: May 4, 2022



1.6,000 gal. Diesel and 1-4,000 gal. Non-Ethanol, 3-fuel dispensers under 24'x36' canopy, 500 gal. K-1 tank and pump, updated electrical in retail area, indoor/outdoor security cameras, recently installed HVAC heat/AC pump in office/kitchen area, upgraded kitchen cabinets, countertops and commercial wall paneling, newer hot water heater in Unit A apartment, and 2 year old septic pump. Reference City of Presque Isle Tax Map 46, Lot 365-1. Notice - By virtue of and in execution of the Power of Sale contained in a certain Mortgage given by JT's Market, Inc. ("Mortgagor") to Katahdin Trust Company ("Mortgage"), dated February 3, 2017 and recorded in the Aroostook County South Registry of Deeds, Book 5629, Page 312 (the "Mortgage"), for breach of the conditions of said Mortgage and for the purpose of foreclosing the same, a public sale of the real property described in said Mortgage will be conducted on May 17, 2022 commencing at 10:00 a.m. at I Mapleton Rd., Presque Isle, Maine. Reference should be had to said Mortgage Deed for a more complete legal description of the property to be conveyed. The Personal Property shall be sold alongside the Real Estate by secured party sale in favor of Mortgage pursuant to UCC Financing Statement (filing number 20170203109000119-96).

Preview: Wednesday, May 4th from 10-11AM

Terms: A \$10,000 deposit (nonrefundable as to highest bidder) in CASH or CERTIFIED U.S. FUNDS, made payable to the Keenan Auction Co., Inc. (deposited with the Auctioneer as a qualification to bid), increased to 10% of the purchase price day of sale in cash or company/personal check, with balance due and payable within 30 days from date of auction. The property will be sold by public auction subject to all outstanding municipal assessments. Conveyance of the property will be by release deed. All other terms will be announced at the public sale. For a Portland, ME 04102

207-885-5100

Info@keenanauction.com

100-11 And 11-11 And 11

Legal Notices

Caribou Planning Board **Notice of Public Hearings**

The Caribou Planning Board will hold 2 Public Hearings on Thursday, May 12, 2022, at 5:30 p.m. in Council Chambers located at City Hall, 25 High Street. The side door (nearest the bank) will be open to the public to attend the meeting.

Public Hearing #1: Final Review: A Site Design Review Application from Novel Caribou Connector CSG LLC. to apply a Solar Array on Map 013 Lot 002-B, Van Buren Road.

Public Hearing #2: Review: Home Occupation Application for a Personal Services Business, Paradise Aesthetics, at 47 Meadowbrook Drive. Caribou, Maine.

Additional information about the Public Hearing may be posted at the City's website seven days prior to the meeting:

http://www.cariboumaine.org/government/ planning-board-minutes-and-agendas/

To view tax maps, zoning maps, the local ordinance or other information, please visit the Code Enforcement page at the City's website:

> http://www.cariboumaine.org/index.php/ departments/code-enforcement/

Interested individuals are encouraged to attend.

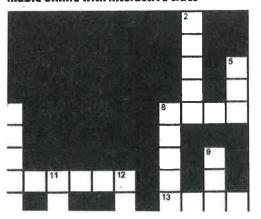
Information regarding these public hearings will be available on the City's website at www.cariboumaine.org and in the City Clerk's Office at City Hall, 25 High Street.

Interested individuals are encouraged to attend.

Published May 4, 2022

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illable online with interactive clues



Bar Insurance Agency LET US HELP YOU

Kristi L. Bray & Barbara A. Leach What can we offer you?

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 Medicare Advantage Plans Medicare Part D ● Final Expense & Life Insurance

> 55 North St. Ste. C Presque Isle, ME 04769 207-762-3821 or 1-800-649-0574

Legal Notices NOTICE IS HEREBY **GIVEN TO** ALEX PELKEY,

who is in default of storage payments to Milo Haney for Unit #8 located at 154 West Gate Rd., Caribou, ME 04736. Contents of storage unit #8 will be forfeited if payment is not made in full by May 25, 2022. Milo Haney, 207-227-6036

Windows and Patio Doors!

BUY ONE, GET ONE

AND \$0 Money Down



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Caribou Planning Board Notice of Public Hearings

Thursday, April 14, 2022, at 5:30 pm City Council Chambers at the City Office, 25 High Street

To:

Owner of Record within 500' of the proposed project property

From: Caribou Planning Board

Date: March 31, 2022

Re: The Caribou Planning Board will conduct a Concept Plan Review of the Novel Caribou Connector CSG LLC solar array project on Thursday, April 14, 2022, at 5:30 pm in the City Council Chambers at the Caribou City Office located at 25 High Street. The side door (nearest the bank) will be open to the public to attend the meeting.

Concept Plan Review: A Site Design Review Application from Novel Caribou Connector CSG LLC. to apply a Solar Array on Map 013 Lot 002-B, Van Buren Road.

Additional information about the Public Hearing may be posted at the City's website seven days prior to the meeting:

http://www.cariboumaine.org/government/planning-board-minutes-and-agendas/

To view tax maps, zoning maps, the local ordinance or other information, please visit the Code Enforcement page at the City's website:

http://www.cariboumaine.org/index.php/departments/code-enforcement/

Interested individuals are encouraged to attend.

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Best Regards,

Ken Murchison

Zoning Administrator/CEO



City of Caribou **Site Design Review Application**

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

Site Design Review will be scheduled only after the Code Enforcement Officer and/or Planning Board has determined that the application is complete, and all necessary information to review the proposal and render a decision has been provided by the applicant. Applicants are advised to meet with the Code Enforcement Officer prior to submitting the application for review. For applications that must be approved by the Planning Board, the review process includes at least one (1) presentation to the Planning Board, and possibly additional presentations, until all required information has been provided. Applicant may be required to tender a performance guarantee prior to, or as a condition of, project approval.

Note to Applicant: Complete this application and return it with the required documents. In addition, the required non-refundable fee must be returned along with this completed application. Make checks payable to: "City of Caribou", in the amount of \$90.00 plus \$10.00 per 2000 square feet of total gross floor area for commercial, industrial or other non residential applications. Please refer to Section 13-300 Site Design Review Ordinance for further details concerning requirements and submission/approval processes.

Please print or type all information

Name of Property	Owner / Developer: Novel E	Energy Solutions	
Development Nan	ne: ME Caribou Connector	CSG LLC	
Location of Prope	rty (Street Address): No add	iress - 46.88864, -68.01	1526
City of Caribou	Tax Map:	Lot:	Zone: R-3
	Арр	licant Information	
Brief description o	of project		

The project will consist of a 0.70MW solar garden.

Final Plan Review Requirements

Page 27.7

Upon determination that the application is complete, the Code Enforcement Officer or Planning Board (by majority vote) will schedule a Final Plan Review. If additional information or changes are required by the Code Enforcement Officer or Planning Board following a Concept Plan Review (if applicable), a complete set of revised plans must be provided for the Final Plan Review. If the application must be approved by the Planning Board, plans must be delivered to the Code Enforcement Office at least 21 days prior to the next scheduled Planning Board meeting, in order to be considered during that meeting.

Final Plan Review requires three (3) 24" X 36" sets of plans. If the application must be approved by the Planning Board, an area designated for all seven (7) Planning Board Member signatures must be provided on the plans. Otherwise, an area designated for the Code Enforcement Officer signature must be provided.

If the Code Enforcement Officer or Planning Board determines that a third party review is necessary to make a sound decision, the applicant will be responsible for any fees incurred for the third party review.

During the Final Plan Review, the Code Enforcement Officer or Chairman of the Planning Board (or designee) ensures that all elements of review 7-a. through 7-n. above, and all criteria of the Final Plan Review A. through AA. below have been addressed. If the application must be approved by the Planning Board, then the Chairman may call for a motion to Approve, Approve with Conditions, Deny, or Table the application. Otherwise, the Code Enforcement Officer renders a decision, based on his/her review.

If the Final Plan is approved by the Code Enforcement Officer or Planning Board, no work may commence for a period of 30 days following the date of approval, to allow sufficient time for potential appeal(s) to the decision.

A request to the Planning Board to reconsider a decision must be filed within 10 days of the decision that is to be reconsidered. A vote to reconsider and the action taken on that reconsideration must occur and be completed within 45 days of the date of the vote on the original decision. The Planning Board may conduct additional hearings and receive additional evidence and testimony, as provided.

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

Signat	ture of Applicant:	Brittney Krebsback	£	Date: 3/25/2	022
Final	Plan Review appli	cation was determined to be c	omplete on:	Date:	
Final	Plan Review	Date:	Yes	No	N/A
A.	Conformance with	Comprehensive Plan			
В.	Traffic				
C.	Site Access				
D.	Parking & Vehicle	Circulation			
E.	Pedestrian Circula	tion		П	

Form updated 2/15/2021 5

Recreation	n area(s)	Estimated Area & Description:					
Common	land(s)	Estimated Area & Description:					
Anticipate	ed start dat	te for construction: Month / Year 6 / 22	Comple	tion: 7 /	22		
Does any	portion of	the proposal cross or abut an adjoining municipal	line?	(Yes	(X) No		
Does this	developme	ent require extension of public services?		(Yes	(X) No		
Roads:	s	torm Drainage: Sidewalks: Sewer Li	ines:	Other:			
Estimated	cost for in	frastructure improvements: \$		=			
Water Sup	ply: F	Private Well: (Public Water Supply: (one: (X)			
Sewage D	isposal:	Private SSWD: (Public Sewer: () No	one: (X)			
Estimated	sewage di	sposal gallons per day: (/day)					
	Do the plans require review by the State Fire Marshal Office? (Attach Barrier Free and Construction Permits from SFMO)						
Have the p	lans been	reviewed & approved by the Caribou Fire Chief?	(Yes	(X) No			
Does the b	uilding ha	ve an automatic sprinkler system?	(Yes	() No	(X) N/A		
Does the b	uilding ha	ve an automatic fire detection system?	(Yes	(No	(X) N/A		
Will the de	evelopmen	at require a hydrant or dry hydrant fire pond?	(Yes	(X) No			
MARKET	Marie Constitution of	Concept Plan Review Requiremen	ts		SAME T		
first as a C with the C Planning I Office no	oncept Pla aribou Co Board, the less than 2	applicant, the Code Enforcement Officer or Plant an. Concept Plan Review is intended to ensure the emprehensive Plan and all City ordinances. If the completed application and Concept Plan must be 21 days prior to the next scheduled meeting of the at meeting. Concept Plan Review applications must	at the propose e application be delivered t e Planning B	ed plan is in c must be appr o the Code E oard, in order	onformance oved by the inforcement for it to be		
1.	X	Name and address of the owner of record and ap	plicant (if di	fferent).			
2.	X	Name of the proposed development and location	n.				
3.	X	Names and addresses of all property owners wit	hin 500 feet	of the propert	y.		
4.	X	A copy of the deed to the property, option to pur documentation to demonstrate right, title, or into applicant.					
5.	X	Names and addresses of all consultants working	on the project	et.			

City of Caribou, Maine Site Design Review Site Design Review for: ME Caribou Connector CSG LLC Address: No address - 46.88864, -68.01526 Decision by the Caribou Code Enforcement Officer __(date) the Code Enforcement Officer conducted the Final Plan Review for the property or project referenced above. Signed: Code Enforcement Officer Decision by the Caribou Planning Board _(date) the members of the Caribou Planning Board conducted the Final Plan Review for the property or project referenced above. Signed: Planning Board Chairman Planning Board Member _____ Planning Board Member Condition(s) of Approval:

Reason(s) for Denial:

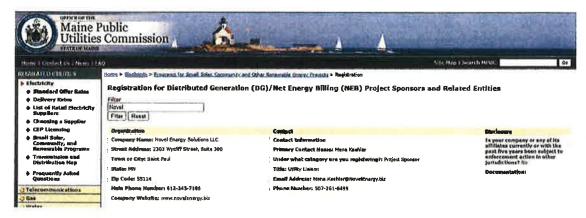


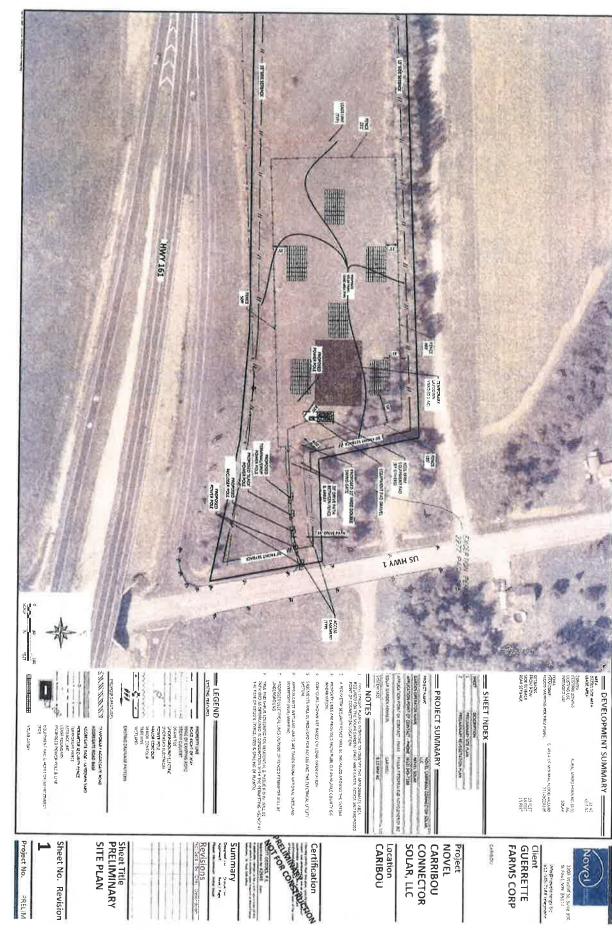
ME Caribou Connector CSG LLC - Site Design Review Application

Additional Information

- 1) Landowner (different than applicant):
 - a. Guerrette Farms Corp
 - b. Address: PO Box 1135 Caribou, ME 04736
 - c. Phone: 207-551-9438
- 2) Names and addresses of all property owners within 500 feet of the property:
 - a. SODERBERG, CARL J 318 & 356 VAN BUREN ROAD
 - b. ROY, JAY PAUL 334 VAN BUREN ROAD
 - c. DOBBS, FREDERICK W / DOBBS, LISA J 344 VAN BUREN ROAD
 - d. CERRATO, JAMES T / CERRATO, MARGUERITE M 303 VAN BUREN ROAD
 - e. KING, JESSIE L 327 VAN BUREN ROAD
 - f. CORRIVEAU, RENAUD 337 VAN BUREN ROAD
- 3) Consultants on the project:
 - a. Novel Energy Solutions (design, construction, operatons, etc.) 2303 Wycliff St #300, St Paul, MN 55114
 - b. BEACON John K. Cressey, ME LG, NH PG (Phase I ESA) P.O. Box 2154 Windham, Maine 04062
 - c. Haley Ward, Inc. Johanna Szillery, LSS (environmental complaince) -- 1 Merchants Plaza, #701 Bangor, Maine 04401

Novel Energy Solutions registration with Maine Public Utilites Commission:









City of Caribou, Maine

Municipal Building
25 High Street
Caribou, ME 04736
Telephone (207) 493-3324
Fax (207) 493-4228
www.cariboumaine.org

Caribou Planning Board Notice of Public Hearings

Thursday, May 12, 2022, at 5:30 pm City Council Chambers at the City Office, 25 High Street

To:

Owner of Record within 500' of the proposed project property

From: Caribou Planning Board

Date: April 21, 2022

Re: The Caribou Planning Board will conduct a Public Hearing for a Home Occupation Application for 47 Meadowbrook Drive Tax Map 010-A Lot 003 Thursday, May 12, 2022, at 5:30 pm in the City Council Chambers at the Caribou City Office located at 25 High Street. The side door (nearest the bank) will be open to the public to attend the meeting.

Review: Home Occupation Application for a Personal Services Business, Paradise Aesthetics, at 47 Meadowbrook Drive. Caribou, Maine.

Additional information about the Public Hearing may be posted at the City's website seven days prior to the meeting:

http://www.cariboumaine.org/government/planning-board-minutes-and-agendas/

To view tax maps, zoning maps, the local ordinance or other information, please visit the Code Enforcement page at the City's website:

http://www.cariboumaine.org/index.php/departments/code-enforcement/

Interested individuals are encouraged to attend.

sund Muchen.

Best Regards,

Kerl Murchison

Zoning Administrator/CEO



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: taradise Aesthetics Meadowbrook Dr Property Address: 4 Lot: 003 City of Caribou Tax Map: 0/04-Applicant Information Person and address to which all correspondence regarding this application should be sent: City, State, Zip: CONVOC Name of Land Surveyor, Engineer, Architect or other Design Professionals. (Attach list if needed, please write "N/A" if not applicable) Phone: Phone: 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)

Do the plans	require i	reviev ee and (w by the State Fire Marshal Office? Construction Permits from SFMO)	(Yes	(No
Have the pla	ns been r	eviev	wed & approved by the Caribou Fire Chief?	(Yes	(<u>N</u>) No
Does the bui	lding hav	e an	automatic sprinkler system?	() Yes	(<u>N</u>) No
Does the bui	lding hav	e an	automatic fire detection system?	(X) Yes	() No
			Plan Review Criteria		
ls			the deed to the property, option to purchase the rate right, title, or interest in the property on the		
2.	Name	s and	addresses of all abutting landowners (from ass	sessing office).	
3.	Copy	of tax	card and tax map for property with zoning de	signation (fron	n assessing office)
4.	1 com follow		set of plans, provided in Adobe Acrobat high-	resolution .pdf	file(s), showing the
	-	a.	Graphic scale and north arrow.		
		b.	Location and dimensions of any existing or p	roposed easem	ents (from deed)
ž		c.	Size, shape, and location of existing and propincluding dimensions of the buildings and set		
,		d.	Access for Emergency Vehicles, location and parking, circulation areas, loading areas, and driveways, parking space and vehicle turn are	walkways incl	
		e.	Location and names of streets adjacent to the rights-of-way (from deed).	proposed deve	elopment and
		f,	Conceptual treatment of landscaping buffers,	screens, and p	lantings.
-		g.	Location of outdoor storage areas, fences, sig	nage and acces	ssory structures.
		h.	All proposed signage and exterior lighting inc wording of all signs and location and type of		
To the best o	f my kno	owled	ge, all of the information submitted in this	application is	true and correct.
Signature of A	Applicant	: _(Lulan	_ Date: _ <i>4</i>	1/22

13. Home Occupations.

Home occupations shall be incidental to the residential use of the property. No Home Occupation is allowed without first obtaining a Permit from the Code Enforcement & Planning Office. As of January 1, 2013 Home Occupation Site Design Review Applications shall have an initial fee of \$90.00.

Home occupations shall be allowed in any zone, and all Home Occupations activity shall be restricted to within the interior of the primary or an accessory structure, and there shall be no change in the outside appearance of the buildings or premise that shall cause the premise to differ from its residential character by use of colors, materials, construction, fighting, sounds; or noises. The Home Occupation shall be identified by no more than one free standing single or double sided yard sign or one sign on the building, no sign face to exceed two square feet in area, and

There shall be no exterior storage of materials, such as, but not limited to, trash and or any other materials used in the Home Occupation, and

The following requirements shall be satisfactorily demonstrated to the Planning Board before a permit is issued:

- a. The home occupation shall employ only residents of the dwelling unit.
- b. The home occupation shall be carried on wholly within the principal or accessory structure.
- c. The home occupation shall not occupy more than 50% of the total floor area of the principal dwelling structure. Accessory structures used for the Home Occupation may use up to 100% of the floor area.
- d. No client or customer shall be allowed on any floor level other than the first floor ground floor level unless the structure is protected throughout with a State Fire Marshall approved sprinkler system.
- e. Objectionable noise, vibrations, smoke, dust, electrical disturbance, odors, heat, glare, or other nuisance shall not be permitted.
- f. No on street parking is allowed for clients or customers.
- g. All means of ingress and egress to and from all areas accessible to clients and customers shall be in full compliance with the requirements of the 2009 Edition of NFPA 101, Life Safety Code and the Americans with Disabilities Act.

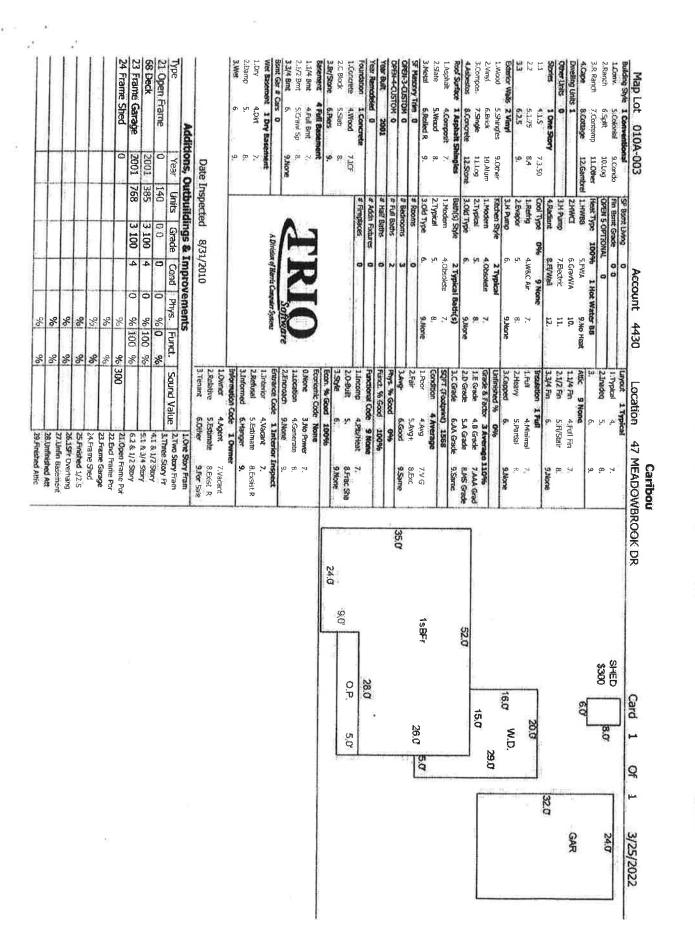
Should all of the above conditions not be maintained on a continual basis once the permit has been issued, the Code Enforcement Officer shall rescind the permit and issue a cease and desist order to stop the non-conforming Home Occupation. Any Home Occupation operating without a current permit shall be prosecuted in District Court according to Title 30-A, MRSA §4452.

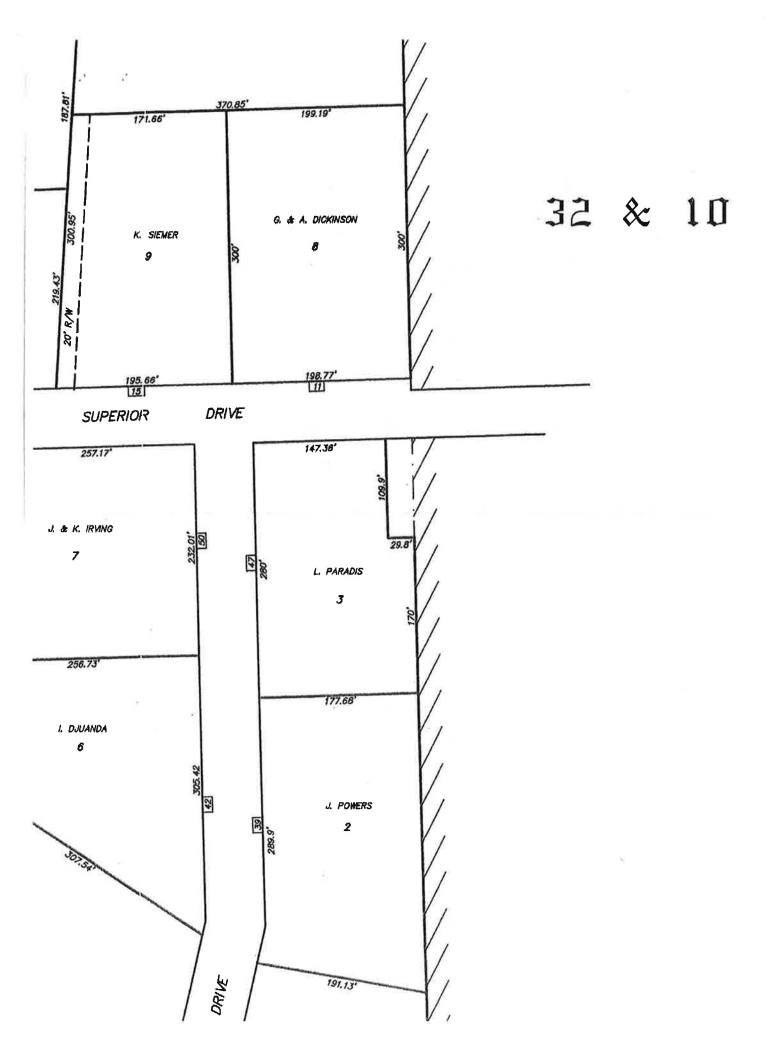
All other requirements of the Carlbon Code of Ordinances apply to all Home Occupations.

14. Hotels, Motels, and Inns.

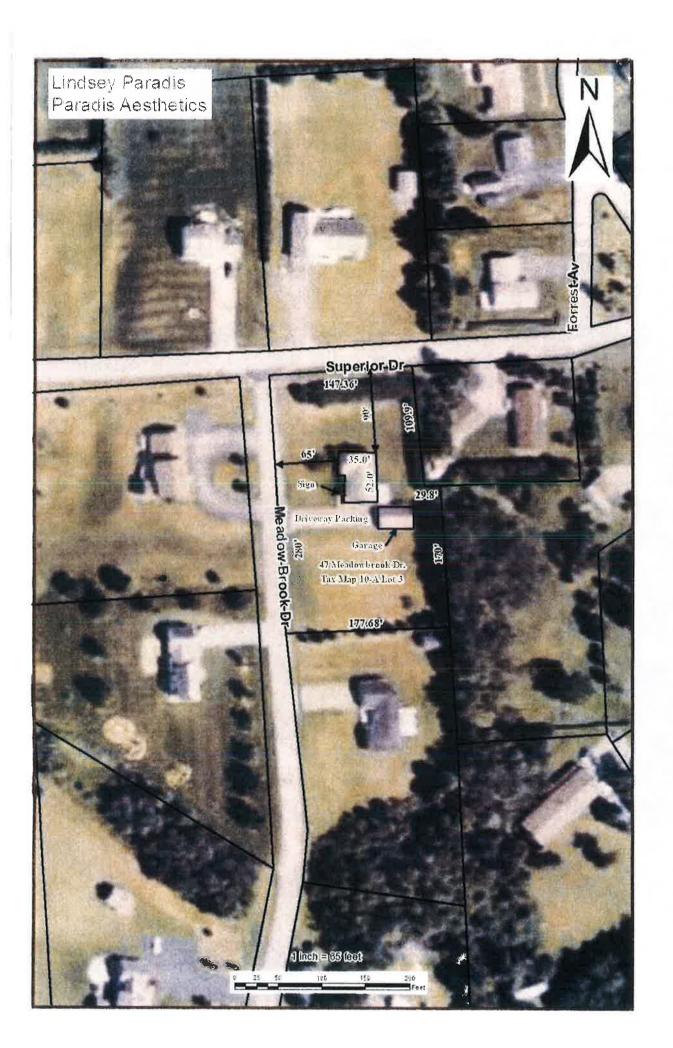
For the purposes of these Ordinances, the terms hotel, motel, and inn are used interchangeably.

- A. A green space, not less than twenty (20) feet wide, shall be maintained open and green with grass, bushes, flowers, or trees all along each side lot line, the rear lot line, the front line of such lot, except for entrance and exit driveways. The green space shall not be used for automobile parking.
- B. If cooking or eating facilities are provided in any units, each unit shall be considered a dwelling unit and the development shall meet all applicable standards for multi-family development in these Ordinances, including the residential density requirements of the appropriate District. If three (3) or more multi-family units are to be constructed within a five (5) year period the development shall be considered a subdivision and shall also be reviewed through the Subdivision Ordinance.
- C. Each unit shall contain not less than two-hundred (200) square feet of habitable floor area enclosed by walls and roof, exclusive of any adjoining portions of roofed or covered walkways. Each sleeping room shall not be less than twelve by fifteen (12x15) feet horizontal dimensions, exclusive of bath. Each unit shall include private bathroom facilities.
- D. On each lot, one apartment may be provided for a resident owner, manager, or other responsible staff person.
- E. Building construction plans shall be reviewed and approved by the Fire Chief.









- F. The construction of any parking area(s) in excess of ten (10) parking spaces:
- G. The construction of any impervious surface in excess of four thousand (4000) square feet cumulatively within a three (3) year period;
- H. The alteration of a water course, ditch, or swale;
- I. The change of use of any portion of any existing building or structure in excess of four thousand (4000) square feet cumulatively within any three (3) year period;
- J. The change in on-site vehicle access of any existing parking lot or driveway; or
- K. Filling, grading, or excavation projects which move in excess of one thousand (1000) cubic yards of materials.

2. Site Design Review shall not be required for:

- A. Single-family and two-family (duplex) residential dwelling unit development, including their basement excavations.
- B. Multi-family, cluster, and mobile home park development, including their basement excavations. (It shall be noted that multi-family, cluster, and mobile home park development, including their basement excavations will require subdivision review.)
- C. The normal and customary repairs, replacement, and/or maintenance not requiring structural elements, decorative changes in existing structures or buildings, provided that the activity is in conformance with federal, state, and/or local laws and does not involve any other physical modifications or changes requiring a permit under this Ordinance.
- D. The normal and customary practices and structures associated with agriculture and borrow pits approved or established prior to the effective date of this Ordinance.

Sec. 13-302 Site Design Review Procedure and Requirements.

1. Site Design Approval.

- A. All applicable development projects shall require the review and approval of the Planning Board or CEO as provided by this Ordinance.
- B. A public hearing may be scheduled for any application if the proposed development poses the potential for significant impacts to municipal facilities or natural resources. Said hearing shall be conducted prior to final action on the application.
- B. All site design approvals shall expire within one (1) year of the date of final approval, unless work thereunder is
 - commenced and 50 percent of the approved Plan is completed and an extension is approved by the CEO for an additional year. If work is not completed within two (2) years from the date of final approval, a new application must be made. There will be no additional charge.
- D. In the event that a site design is recorded with the Registry of Deeds without final approval, the design shall be considered null and void, and the CEO shall institute proceedings to have the design stricken from the records of the Registry of Deeds. Any site design not recorded in the Registry of Deeds within ninety (90) days of the date of final approval shall become null and void.
- E. Final approval of a site design shall not be deemed to constitute or be evidence of any acceptance by the municipality of any street, easement, or other open space shown on such plan. When a park, playground, or other recreation area shall have been shown on the Plan to be dedicated to the municipality, approval of the design shall not constitute an acceptance by the municipality of such areas. The CEO or Planning Board shall require the design to contain appropriate notes to this effect. The CEO or Planning Board may also require the filing of a written agreement between the applicant and the municipal officers covering future deed and title dedication, and provision for the cost of grading, development, equipment, and maintenance of any such dedicated area.

2. Site Design Notification.

A. The City Clerk shall notify all property owners within (500) feet of the property involved and such other property owners as the CEO or Planning Board may deem necessary. It shall be the responsibility of the applicant to supply the names and mailing addresses of the abutting or other identified property owners. Failure to provide full

- documentation could delay the application. The notice shall include a description of the nature of the applicant's proposal and the time and place of any meeting or the public comment time period required.
- B. The City Clerk shall notify the identified property owners of the application at least fourteen (14) days before the first workshop meeting and first public meeting, if a public meeting is necessary, where the application will be discussed. A final decision shall not be made on the application for a period of thirty (30) days after the date the CEO or Planning Board has determined that the application is complete to provide an opportunity for public comment.
- C. The agenda of any meetings shall be published in a local newspaper at least seven (7) days before the date of the meeting and displayed in two (2) places of general public access. The agenda notice shall include a brief description of the application and the Ordinance(s) by which the proposal is to be reviewed.

3. Fees and Guarantees.

- A. An application for site design approval shall be accompanied by a fee of ninety dollars (\$90) plus ten dollars (\$10) per 2,000 square feet of total gross floor area for commercial, industrial, or other non-residential applications. This application fee shall be made payable to the "City of Caribou" and shall not be refundable.
- B. The CEO or Planning Board may request the City Council require that an expert consultant(s) review one or more submissions of an application and report as to compliance or non-compliance with this Ordinance, and advise if necessary, of procedures which will result in compliance. The consultant shall estimate the cost of such review and the applicant shall deposit with the municipality the full estimated cost which the municipality shall place in an escrow account. The municipality shall pay the consultant from the escrow account. If the balance in the escrow account is drawn down by 75 percent, the CEO shall notify the applicant and require an additional amount. Any balance in the account remaining after a final decision on the application has been rendered shall be returned to the applicant. The consultants shall be fully qualified to provide the required information and shall be mutually acceptable to the municipality and the applicant.
- C. At the time of final approval, the applicant may be required to tender a performance guarantee (See: Sec. 13-750, "Performance Guarantees") adequate to cover the total costs of all required improvements, taking into account the time-span of the guarantee and the effects of inflation upon costs. The conditions and amount of the guarantee shall be reasonably necessary to ensure the completion of all improvements required as condition of approval of the application, in such form as approved by the CEO or Planning Board and the City Council. The municipality shall have access to the site to review the progress of the work and shall have the authority to review all records and documents related to the project.
- D. The applicant shall provide a one year defect bond upon completion of all public improvements. The amount of the defect bond shall be ten percent (10%) of the amount of those public improvements approved as part of the site design. The bond shall be placed in an account in the municipality's name. The bond, including accrued interest, remaining in the account and which has not been spent or appropriated shall be returned to the applicant within three-hundred and sixty-five (365) days from date of final approval.
- E. Irrespective of any other provision of this Ordinance, the application shall not be considered complete if the applicant fails to pay any of the fees, bonds, or guarantees, or appeals any fee, bond, or guarantee determination. If the applicant appeals the payment of any fees, bonds, or guarantees to the Board of Appeals, the Board shall decide whether the fee, bond, or guarantee is reasonable for the purpose found necessary. The fee, bond, or guarantee shall be placed into an appropriate account in the municipality's name. The money, including any accrued interest, remaining in the account and which has not been spent or appropriated, shall be returned to the applicant within thirty (30) days from date of final approval.

4. Site Design Application and Review Process.

- A. A person informed by the CEO that they require site design review approval shall file a site design review application with the CEO on forms provided for the purpose. It shall be the responsibility of the applicant to demonstrate that the proposed use meets all of the design criteria and standards, herein.
- B. All applications shall be made by the owner of the property or their agent, as designated in writing by the owner. A site design application must be diligently pursued from the date of submission.

- C. The CEO shall make an initial determination of the completeness of all applications. An application requiring review and approval by the Planning Board shall be subject to the final determination by the Planning Board. An application requiring review and approval by the CEO shall be subject to the final determination by the CEO. Any application which the CEO initially determines to be incomplete shall be returned to the applicant by the CEO with a written notice of the additional information required. The written notice shall set forth those items which need to be submitted and that the applicant will have one hundred and twenty (120) days to complete the application. If the applicant fails to submit any item specified within the one hundred twenty (120) days of the date of said notice from the CEO, the application shall expire and shall be deemed null and void. Nothing in this Section shall prevent the CEO from requiring additional information as otherwise permitted or required by the terms of this Ordinance. At such time that the additional information has been supplied, the CEO shall pass the application on for review and final determination of completeness.
- D. An application shall not be considered as having pending status and shall be subject to changes in local, state, or federal laws until at which time it has been determined to be a complete application.
- E. The CEO or Planning Board may require the applicant to undertake any study which it deems reasonable and necessary to insure that the requirements of the Ordinance are met. The cost of all such studies shall be borne by the applicant.
- F. The following application process shall be followed to facilitate site design review.
 - 1. Upon receipt of an application for site design review, the CEO shall determine and schedule the development for either concept or Final Plan review. The CEO may advise the applicant whether Concept Plan review is appropriate prior to submission of a Final Plan; however, the applicant shall determine whether to seek concept or Final Plan review prior to submitting an application for Final Plan review. Neither concept or Final Plan review shall occur unless there is evidence that the required public notice has been given and the material required by this Ordinance is filed in a timely manner. The application is distributed to the appropriate municipal departments. Final determination as to the completeness of applications for Concept Plan and Final Plan review shall be made by the CEO or Planning Board, whichever is the reviewing authority.

2. Concept Plan Review.

Concept Plan review is intended to provide the applicant with an opportunity to discuss the proposed development; obtain CEO or Planning Board comments prior to expending significant resources in furtherance of specific development plans; and gain an understanding of the review procedures, requirements, and standards. The CEO or Planning Board may identify issues that are to be addressed in the Final Plan application. No decision is made during Concept Plan review.

3. Final Plan Review.

Within sixty (60) days after determining that an application is a complete, a public hearing on the proposed development may be called if the development poses the potential for significant impacts to municipal facilities or natural resources, or either the applicant, CEO, or the Planning Board determines that additional workshops are necessary. The CEO or Planning Board shall issue a written decision approving, approving with conditions, denying, or tabling the Final Plan,. If the CEO or Planning Board tables the item, an additional public hearing must be held. If the CEO or Planning Board shall vote to approve the site design application, the CEO shall issue a permit, provided that all other requirements of the Ordinance are met.

Statement of Findings.

All findings and decisions by the CEO or Planning Board denying or conditionally approving any site design shall be made in writing or reduced to writing within thirty (30) days of the decision and shall state the reason(s) therefore sufficient to appraise the applicant and any interested member of the public of the basis for the decision. The decisions regarding site designs are appealable by the applicant or an abutter to the Board of Appeals. Decisions of the Board of Appeals are appealed to the Superior Court.

5. Applications Requiring Other Public Agency Review.

- a. The CEO or Planning Board may approve complete final applications subject to the condition that all necessary permits be received from agencies such as, but not limited to, the Army Corps of Engineers, Maine Department of Environmental Protection, Maine Department of Transportation, or Maine Department of Human Services. However, the CEO or Planning Board may require that approvals required by state or federal law be submitted to the municipality prior to final approval upon finding that the permits from state or federal agencies may have a significant effect on the site design application.
- b. The CEO or Planning Board may request copies of the application to be forwarded to other municipal committee(s). The comments of the committee(s) are advisory to the CEO or Planning Board and shall pertain to the application's conformance with the review criteria of this Ordinance. The CEO or Planning Board may postpone final decisions regarding the application until such time as the comment from the municipal committee(s) has been submitted.

5. Site Design Application Requirements.

Required Number of Copies.

Final application for site design review shall consist of five (5) copies of the required information. The applications are to be submitted to the CEO no later than twenty-one (21) days prior to the meeting at which the item is to be heard.

B. Concept Plan.

- 1. The CEO or Planning Board may review applications as a Concept Plan. These are applications that do not meet the Final Plan requirements. At a minimum, Concept Plan applications shall include the following information:
 - a. Concept Plan Requirements.
 - 1. Name and address of the owner of record and applicant (if different);
 - 2. Name of the proposed development;
 - 3. Names and addresses of all property owners within 500 feet of the edge of the property line and others indicated by the Planning Board as being impacted;
 - 4. Names and addresses of all consultants working on the project;
 - 5. Graphic scale and north arrow;
 - 6. 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;
 - Location and dimensions of any existing or proposed easements and copies of existing covenants or deed restrictions;
 - 8. Name, registration number, and seal of the land surveyor, architect, engineer, and/or similar professional who prepared the Plan;
 - 9. All property boundaries, land area, and zoning designations of the site, regardless of whether all or part is being developed at this time;
 - 10. Size, shape, and location of existing and proposed buildings on the site including dimensions of the buildings and setbacks from property lines;
 - 11. Location and layout design of vehicular parking, circulation areas, loading areas, and walkways including curb cuts, driveways, parking space and vehicle turn around area dimensions;
 - 12. Location and names of streets and rights-of-way within and within 200' adjacent to the proposed development:
 - 13. Proposed finish grades and graphic arrows indicating the direction of storm water runoff;
 - 14. Conceptual treatment of on and off site storm water management facilities;
 - 15. Location and sizes of existing and proposed sewer and water services including connections;
 - 16. Conceptual treatment of landscaping buffers, screens, and plantings;
 - 17. Location of outdoor storage areas, fences, signs (front view and dimensions), advertising features, and solid waste receptacles;

- 18. Context map illustrating the area surrounding the site which will be affected by the proposal including all streets, sidewalks, intersections, storm water drainage ways, sanitary sewer lines and pump stations, nearby properties and buildings, zoning Districts, and geographic features such as, but not limited to, wetlands, natural features, historic sites, flood plains, significant scenic areas, and significant wildlife habitats as provided in the Comprehensive Plan; and
- 19. Plans for all proposed exterior lighting including the location, type of light, radius of light, manufacturer's specifications sheet, and the ground level intensity in foot-candles.

b. Project Description.

The project description is to describe the proposal, its scheme of development, and proposed land uses. The project description shall also include estimates from qualified professionals as to the anticipated gallons per day of wastewater, the number of vehicles entering and leaving the site during the day (and at peak traffic hours), the increased amount of stormwater runoff, and the rate of the stormwater runoff of the post-development site.

C. Final Site Design Plan.

The Final Site Design Plan application shall include all information required in the Concept Plan requirements, above and in addition shall require the following information:

- 1. <u>Boundary Survey</u>. Prepared by a licensed Maine surveyor indicating the boundaries, artificial monuments, encumbrances, and topography of the site.
- 2. Stormwater Management Plan. Prepared by a Maine Registered Engineer analyzing the proposal's impact on existing stormwater facilities and watersheds. The stormwater management plan shall include a map of all watersheds significantly impacted by the proposal and identify all areas of existing or anticipated flooding, locations of existing and proposed culverts, pipes, detention ponds, and flow restrictions to be affected by the proposal. The stormwater management plan shall comply with the review criteria found in this Ordinance.
- 3. <u>Finish Grading Plan</u>. Prepared by a Maine Registered Engineer or landscape architect indicating the final grading of the site, the amount of fill to be imported to or exported from the site, and graphic arrows indicating the direction of storm water run off.
- 4. <u>Site Improvement Details</u>. Including sufficient information to enable the creation of an itemized cost estimate for all required on/or off site improvements.
- Building Elevations. Scale plans of exterior building surfaces including materials, doorways, and advertising features.
- 6. Additional Information. Additional information as deemed necessary to review the proposal's conformance with the site design review criteria and Sec. 13-700, "General Requirements". Additional information may address items such as, but not be limited to, traffic, wetlands, high intensity soils, environmental analyses, or the interpretation of the data by municipal consultants. Additional information shall be financed pursuant to the consulting fees of this Ordinance.
- 7. General topography of the site.
- 8. High intensity soils classifications of the soils located on the site.
- 9. A copy of any variances granted or deed restrictions on the subject use or property. Such variances and/or restrictions shall be noted on the final (recording) copy of the plan.

D. Waiver of Required Information.

The CEO or Planning Board may waive the submittal of required application materials upon finding that the specific information is unnecessary in order to review the application's conformance. Such waiver(s) shall be noted on the final (recording) copy of the plan.

E. Final Copies of the Plan.

The applicant shall submit three (3) signed copies of the final approved plan to the CEO. One copy shall be forwarded to the Planning Board as part of its permanent records. One copy shall be forwarded to the Tax Assessor. One copy shall be kept by the CEO.

Historical Note: Section 13-302 §3A as amended April 24, 2006.

Sec. 13-303 Site Design Review Criteria.

The following criteria shall be utilized by the CEO or Planning Board in reviewing applications for site design approval. The standards are not intended to discourage creativity, invention, or innovation. The CEO or Planning Board may waive the criteria presented in this subsection upon a determination by the CEO or Planning Board that the criteria are not applicable to the proposed development or are not necessary to carry out the intent of this subsection. The CEO or Planning Board shall approve or approve with conditions the site design plan, unless the plan does not meet the intent of the following criteria and standards.

- A. Conformance with Comprehensive Plan. The proposed development shall be located and designed in such a manner as to be in conformance with the municipality's comprehensive plan.
- B. Traffic. The proposed development will not cause unreasonable highway or public road congestion or unsafe conditions with respect to use of the highways, public roads or pedestrian walkways existing or proposed. Vehicular access to the site shall be on roads which have adequate capacity to accommodate the additional traffic generated by the development. The Planning Board may require mitigation when the proposed development is anticipated to result in a decline in service, below Level of Service "C", of nearby roadways of intersections. Levels of service are defined by the Highway Capacity Manual, Special Report #209, published by the Research Board, National Research Council, Washington DC, 1985. If an existing intersection is functioning at a Level of Service of "D" or lower prior to the development, the project shall not reduce the current level of service. A copy of the application shall be provided to the appropriate municipal authority(s), and to the Maine Department of Transportation if on a state maintained road, for timely review and comment. The Planning Board may approve a development not meeting this requirement if the applicant demonstrates that:
 - 1. A public agency has committed funds to construct the improvements necessary to bring the level of access to this standard; or
 - 2. The applicant will assume financial responsibility for the improvements necessary to bring the level of service to this standard and will guarantee the completion of the improvements within one (1) year of project approval.
- C. <u>Site Access</u>. Vehicular access to the development shall provide for safe and convenient access and shall be in conformance with Sec. 13-710, "Access Management,...". A copy of the application shall be provided to the appropriate municipal authority(s), and to the Maine Department of Transportation if on a state maintained road, for timely review and comment.
- D. Parking and Vehicle Circulation. The proposed development provides for adequate parking and vehicle circulation and shall be in conformance with Sec. 13-710, "Access Management,...". A copy of the application shall be provided to the appropriate municipal authority(s) for timely review and comment. The layout of the site shall provide for the safe movement of passenger, service, and emergency vehicles throughout the site.
 - 1. Projects shall provide a clear route for delivery vehicles with appropriate geometric design to allow turning and backing for vehicles expected to use the facility.
 - 2. Clear routes of access shall be provided and maintained for emergency vehicles to all portions of the site and shall be posted with appropriate language.
 - 3. The layout and design of dedicated parking areas provided on-site or within a reasonable walking distance from the site shall provide for safe and convenient circulation of vehicles throughout the lot, shall prohibit vehicles from backing out onto a street.

CARIBOU ADMINISTRATION 25 HIGH STREET CARIBOU, ME. 04736

MEMO

TO:

Caribou Planning Board

FROM:

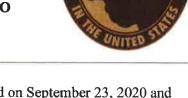
Kenneth Murchison, Zoning Administrator/CEO

RE:

Caribou Riverfront Development District

DATE:

February 17, 2022



The Riverfront Redevelopment Stakeholders Group was convened on September 23, 2020 and became an Official Committee of the City in September of 2021, titled the Caribou Riverfront Renaissance Committee (CRRC).

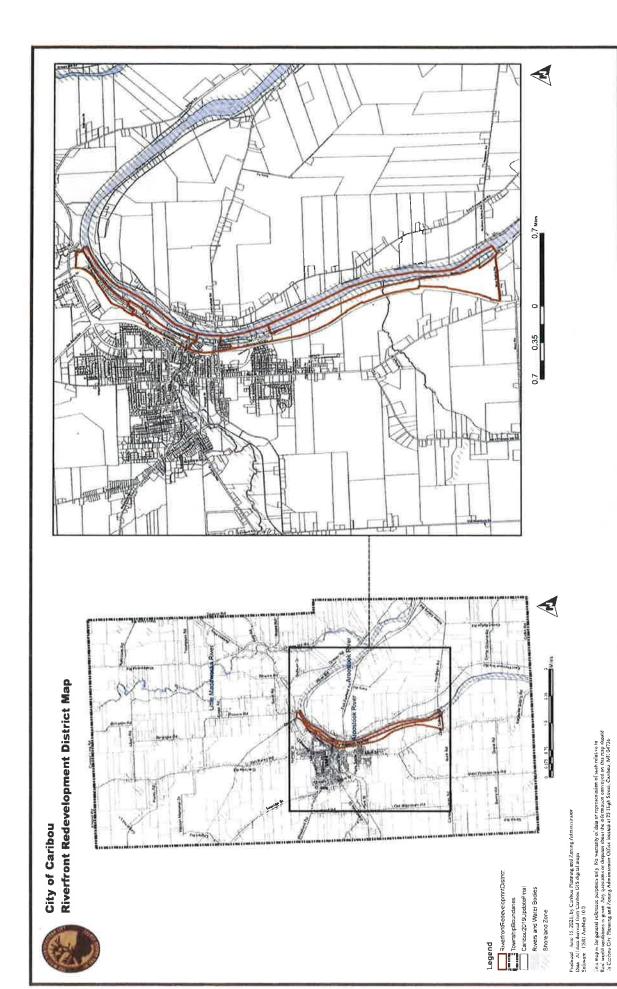
The CRRC has been working diligently to identify and prioritize riverfront assets, set goals, and ultimately restore interests of renewed commercial, residential, and recreational opportunities while celebrating the riverfront as vital part of our community and the CRRC, at the February 15, 2022, meeting voted to recommend to the Caribou Planning Board the formation and designation of a Riverfront Development Overlay District.

Work on a Land Use Table and Zoning unique to this district to be applied to the Riverside Development District is ongoing by the Caribou Planning Board and assisted by the Riverfront Renaissance Committee and will ultimately approved to Ordinance by the Caribou City Council.

The first step in defining the land use and proposed zoning for this area of the city is to agree on the area impacted by these refinements, and so, the actual designation of the Riverfront Development District.

Recommendation from the Riverfront Renaissance Committee,

At this time the Caribou Riverfront Renaissance Committee would like to introduce the Riverfront Development District as envisioned by the committee and to seek council input on the designation of the district. See the attached.



Kenneth Murchison, Jr.
On behalf of the Central Aroostook
Maine Northern Railroad Reuse Coalition
25 High Street,
Caribou, ME 04736
April 29, 2022

Bruce A. Van Note Maine Department of Transportation Commissioner 16 State House Station, Augusta, ME 04333-0016

Commissioner Van Note,

Several communities and an independent State authority in Central Aroostook County have joined into a coalition focused on the reuse potential for portions of the Maine Northern Railroad Corridor.

The railroad corridor currently leased from Maine Department of Transportation by Maine Northern Railway, an Irving Lands subsidiary, connects Presque Isle, Caribou, Fort Fairfield, and Limestone together via rail. Regular rail service, however, has not been offered past Maysville Street in Presque Isle for over two years, service to Caribou has not been offered for a decade and not since the mid 1990's to Fort Fairfield and Limestone.

This rail corridor that historically connected our communities has been largely abandoned in place, bridges have not been maintained and repairs have not been completed resulting in areas that are washed out, overgrown, or otherwise lost to time and elements, especially from Caribou north to Limestone and the former Loring Air Force Base.

As we contemplate potential reuses of this corridor, we envision the development of a Regional Multi-Use Recreation Corridor once again linking our communities together or possibly a coinhabited rail/multi use trail system connecting the communities in Central Aroostook County and beyond.

We respectfully request that the Maine Department of Transportation form a Rail Corridor Use Advisory Council, as defined by L.D. 1133, An Act to Amend the Transportation Laws that would, upon petition, review and make recommendations on the likelihood, benefits and cost of potential uses for portions of the Maine Northern Railroad Corridor in Central Aroostook County.

Letters of Support attached.

We thank you in advance for your time and your kind attention to this matter.

Sincerely,



City of Caribou

Office of the City Manager

Municipal Building
25 High Street
Caribou, ME 04736
Telephone (207) 493-5961
Fax (207 498-3954
pthompson@cariboumaine.org
www.cariboumaine.org

April 26, 2022

Bruce A. Van Note Maine Department of Transportation Commissioner 16 State House Station, Augusta, ME 04333-0016

Re: Maine Department of Transportation Rail Corridor Use Advisory Council

Dear Commissioner Van Note,

Caribou has had a long history with the rail corridor. The August 15, 1877 town meeting led to the commitment of funds to construct a rail connection. In the 2014 Comprehensive Plan, it was noted that "Caribou should support continued public and private investment in the railway and support the expansion of railway use as part of its economic development strategy". Most recently, at their April 11, 2022 meeting, the Caribou City Council voted in support of engaging Maine Department of Transportation in the formation of a Rail Corridor Use Advisory Council, as defined by L.D. 1133, An Act to Amend the Transportation Laws.

It is the understanding of the City of Caribou that the advisory council would, upon petition, review and make recommendations on the likelihood, benefits and cost of potential uses for portions of the Maine Northern Railroad Corridor in Central Aroostook County. A portion of this trail runs along the City's riverfront area. Caribou is working to restore a historical and once vibrant riverfront area of our community concentrating on mixed land use, commercial and residential, and public use trails, and common spaces. The City of Caribou has long prioritized the rezoning, redevelopment, and preservation of the riverfront area. In the 2004 Recreational Trails Plan, it was recommended to add a "pedestrian trail connection from Lyndon Square to the riverfront". Part of the riverfront area in Caribou is in the Downtown Municipal Tax Increment Financing District. As part of the Downtown District Plan, approved in 2008, it was recognized that "opportunities such as the riverfront, South Main Street, and the Light Industrial Park are all important to tie into Downtown planning and improvements". The 2014 Comprehensive Plan recognizes the "decline in industrial use" and the need for a transition to a "residential or mixed-use area interlaced with open space and recreational facilities". We look forward to collaborating with all stakeholders on a path forward.

Sincerely,

Penny Thompson, Caribou City Manager

Ranny Thompson

	K.		



Caribou Riverfront Renaissance Committee

Municipal Building 25 High Street Caribou, ME 04736 Telephone (207) 493-3324 Fax (207) 493-4228 www.cariboumaine.org

April 29, 2022

Bruce A. Van Note Maine Department of Transportation Commissioner 16 State House Station, Augusta, ME 04333-0016

Commissioner Van Note,

Several Communities in Central Aroostook County have joined into a coalition focused on the reuse potential for portions of the Maine Northern Railroad Corridor.

The Caribou Riverfront Renaissance Committee strongly supports engaging Maine Department of Transportation in the formation of a Rail Corridor Use Advisory Council, as defined by L.D. 1133, An Act to Amend the Transportation Laws.

It is our understanding that the council would, upon petition, review and make recommendations on the likelihood, benefits and cost of potential uses for portions of the Maine Northern Railroad Corridor in Central Aroostook County.

We thank you in advance for your time and attention to this matter.

Sincerely,

Mark Draper

Chair, Caribou Riverfront Renaissance Committee

OWN OF LIMESTONE



93 Main Street • Limestone, ME 04750 • Phone (207) 325 4704 • Fax (207) 325 3330

April 13, 2022

Bruce A. Van Note Maine Department of Transportation Commissioner 16 State House Station, Augusta, ME 04333-0016

Commissioner Van Note,

Several Communities in Central Aroostook County have joined into a coalition focused on the reuse potential for portions of the Maine Northern Railroad Corridor.

The Town of Limestone supports engaging Maine Department of Transportation in the formation of a Rail Corridor Use Advisory Council, as defined by L.D. 1133, An Act to Amend the Transportation Laws.

It is our understanding that the council would, upon petition, review and make recommendations on the likelihood, benefits and cost of potential uses for portions of the Maine Northern Railroad Corridor in Central Aroostook County.

We thank you in advance for your time and attention to this matter.

Tara D. Henderson Town Manager

Town of Limestone

LORING COMMERCE CENTRE

March 31, 2019

Bruce A. Van Note Maine Department of Transportation Commissioner 16 State House Station, Augusta, ME 04333-0016

Commissioner Van Note,

Several Communities in Central Aroostook County have joined into a coalition focused on the reuse potential for portions of the Maine Northern Railroad Corridor.

The Loring Development Authority (LDA) supports engaging Maine Department of Transportation in the formation of a Rail Corridor Use Advisory Council, as defined by L.D. 1133, An Act to Amend the Transportation Laws.

It is our understanding that the council would, upon petition, review and make recommendations on the likelihood, benefits and cost of potential uses for portions of the Maine Northern Railroad Corridor in Central Aroostook County. I would anticipate that the LDA would be an active participant in such an Advisory Council and we would bring our own unique perspective to the table.

We thank you in advance for your time and attention to this matter.

Very truly yours,

Carlw-FR

Carl W. Flora

President & CEO



City of Presque Isle, Maine

The Office of City Manager

Martin Puckett

Email: mpuckett@presqueisleme.us

April 6th, 2022

Bruce A. Van Note Maine Department of Transportation Commissioner 16 State House Station, Augusta, ME 04333-0016

Commissioner Van Note,

Communities in Central Aroostook County have joined into a coalition focused on the reuse potential for portions of the Maine Northern Railroad Corridor.

The City of Presque Isle supports engaging Maine Department of Transportation in the formation of a Rail Corridor Use Advisory Council, as defined by L.D. 1133, An Act to Amend the Transportation Laws.

It is our understanding that the council would, upon petition, review and make recommendations on the likelihood, benefits and cost of potential uses for portions of the Maine Northern Railroad Corridor in Central Aroostook County.

We thank you in advance for your time and attention to this matter.

Sincerely,

Martin Puckett City Manager