



City of Caribou, Maine

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Caribou Planning Board Meeting Minutes Thursday, April 13, 2023 @ 6:00 pm City Council Chambers

Members Present: Steve Wentworth, James Belanger, Amanda Jandreau, David Corriveau, Eric Hitchcock

Members Absent: Frank McElwain

Others in Attendance: Ken Murchison, Liaison Dan Bagley, Lewis Cousins and George Howe, Marc Lajoie

I. Call Meeting to Order, Determine Quorum

Chairperson Amanda Jandreau called the meeting to order at 6:00 pm, a quorum was present. Happy Birthday David Corriveau.

II. Public Hearings

- a. Rezoning Request from John Lajoie regarding Map 007 Lot 026, 201 York Street from I-2 Industrial to R-3 Rural Residential.
 - Public Hearing declared open at 6:02 pm. CEO Murchison presented the rezoning request, describe the lot in question and the proposed future residential use of the property. A letter was presented in response to the initial concerns of the Planning Board at the March Planning Board Meeting. Code Enforcement has no issues with this request.
 - Marc Lajoie was present on behalf of John Lajoie and explained the rezoning request and future plans to build a residence on a portion of the property.
 - Public Hearing closed at 6:06 pm.
 -

Motion by David Corriveau to approve the Rezoning Request from John Lajoie regarding Map 007 Lot 026, 201 York Street from I-2 Industrial to R-3 Rural Residential and forward the request to Caribou City Council for recommended change by act of ordinance. Second by Steve Wentworth.

Roll Call Vote:

Steve Wentworth – Yes; James Belanger – Yes; David Corriveau – Yes, Eric Hitchcock – Yes. Amanda Jandreau – Yes. Passed by majority vote.

III. Approval of minutes

Minutes were reviewed.

Motion by Eric Hitchcock to accept minutes as presented, seconded by David Corriveau

Roll Call Vote:

Steve Wentworth – Yes; James Belanger – Yes; David Corriveau – Yes, Eric Hitchcock – Yes. Amanda Jandreau – Yes. Passed by majority vote.

IV. Council Liaison Update

City Council Liaison update from Dan Bagley

- City Council approved the 2023 Municipal Budget pending RSU 39 Budget which includes \$17,000.00.
- Caribou Development Committee Ordinance (Chapter 22) was approved at the March 13 Council Meeting.
- March 27th voted to proceed with planning for the Police Department Project.
- Caribou Trailer Park redevelopment.

Caribou Community Garden

Short Term Rental Proposal in review by City Administration, Airport Committee, and the FAA

- Nylander Museum, new board created (amended Chapter 15).
- Façade Improvement Grant \$3500.00 awarded to Skin by Meagan Dinnie at 149 Bennet Drive.

V. New Business

- a. Joint Meeting with Caribou Planning Board and the Zoning Board of Appeals (ZBA)

CEO Murchison presented the Caribou Zoning Board of appeals and genesis of the regional approach for Caribou's ZBA. The ZBA Board Members present were George Howe and Lewis Cousins missing were Travis Michaud and Margaret Peirce.

Introductions were made, Planning Board and ZBA and discussion of the role of the Planning Board, the role of the Code Enforcement Officer and the role of the ZBA. The concept and definition of undue hardship was discussed as the proof of hardship in the appeals process. The City of Caribou has not had anyone avail themselves of the appeals process in many years, but we are fortunate to have a regional ZBA Board with experience and expertise demonstrated by this board.

The concept of Practical Difficulty was introduced to allow the Planning Board some flexibility in interpreting and applying Caribou's Land Use Code.

- b. Review of LD 2003, An Act to Implement the Recommendations of the Commission to Increase Housing opportunities in Maine by Studying Zoning and Land Use Restrictions,

"LD 2003 is an express preemption on municipal home rule authority. Therefore, any ordinance or regulation that is not consistent with the law may be challenged as invalid. Municipalities are encouraged to contact legal counsel to discuss how the law will affect the enforcement of existing ordinances and regulations."

The provisions of LD 2003 were originally stated to take effect in July 2023 but the rule making is not yet complete. There are several competing LDs in the current session.

This legislation will impact Caribou's Code and legal guidance is suggested.

- c. Scheduling for April Comprehensive Plan Required Section Meetings, Fiscal Capacity and Capital Investment Plan, Team Leader David Corriveau.

Then Fiscal Capacity and Capital Investment required section workshop will take place on April 27, 2023 at 6:00 pm at the Caribou Wellness Center Activities Room.

Concept for May Comprehensive Plan Section Workshop is to conduct a "elective section" the Caribou Riverfront Renaissance Section due to the need for public input for the 2024 Comprehensive Plan, the Riverfront Renaissance Master Plan, and the Northern Border Regional Commission Catalyst Grant.

- d. Home Occupation Application by John Karst 461 Plante Road, Map 19 Lot 24-A, DBA Emery's Outpost, do retail sales of sporting goods.

CEO Murchison reviewed Mr. Karst's progress on his Home Occupation Application for a retail business for sporting supplies. The application is advancing nicely, and a Public Hearing will be required.

Motion by David Corriveau to conduct a Public Hearing for a Home Occupation Application from John Karst 461 Plante Road, Map 19 Lot 24-A, DBA Emery's Outpost on May 11th, 2023. Second by Steve Wentworth

Roll Call Vote:

Steve Wentworth – Yes; James Belanger – Yes; David Corriveau – Yes, Eric Hitchcock – Yes. Amanda Jandreau – Yes. Passed by majority vote.

- e. Rezoning request and nonconformance. Recently there have been several questions regarding rezoning, especially for residential applications adjacent to commercial properties.
- Request from Gary Gagnon regarding development at 658 Main Street, Map 31 Lot 267, Residential application in a commercial zone.
 - Potential rezoning of a portion of Solman Street for Residential development.
 - Utilize the Comprehensive Plan Process to further develop our Proposed Land Use and Zoning Maps and take advantage of our "Mixed Use" technique and designation to allow the historic land uses as they coexist from Commercial to Residential.

VI. Old Business

- a. The Home Occupation Permit Application by Patrick Enright 808 Madawaska Road Map 21 Lot 6-A in the R-3 District was not completed and The Site Design Review Permit Application by Saré Damboise 808 West Presque Isle Road Map 1 Lot 7-B in the R-3 District is not complete. We are at the point where the applicants will need to resubmit to move their projects forward.
- b. The short-term rental proposal for the Caribou Trailer Park reuse is under review by administration, the Airport Committee and the FAA

VII. Staff Report

- a. Caribou Trailer Park Closure the Tenant at Lot 87 will need to vacate by April 30, 2023. The City has a Writ of Forceable Entry and Detainment award from Court due to nonpayment of rent. The rest of the park must be vacated by July 1, 2023. There is a Community Garden Project slated to start this spring.
- b. 15 Prospect Street. The owner at 15 Prospect Street has been served a summons dated April 11, 2023, for the Complaint of Demolition of Dangerous Building. No Court date has been issued.
- c. Next Riverfront Renaissance Committee Meeting April 18, 2023, we will discuss our Northern Border Regional Commission (NBRC) Catalyst Grant Letter of Intent.
- d. City of Caribou Cannabis Policy City Council/ Planning Board combined meeting was postponed no further action is anticipated at this time.
- e. Chapter 22 Caribou Development Committee has been approved. By Ordinance our Planning Board position must be appointed by the Planning Board.

Motion by Eric Hitchcock to appoint David Corriveau to the Caribou Development Committee. Second by James Belanger

Roll Call Vote:

Steve Wentworth – Yes; James Belanger – Yes; David Corriveau – Abstain, Eric Hitchcock – Yes. Amanda Jandreau – Yes. Passed by majority vote.

VIII. Next Meeting

- a. May 11, 2023, at 6:00 pm at the Caribou City Council Chambers

IX. Adjournment

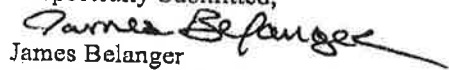
Motion by James Belanger to adjourn, seconded by Steve Wentworth

Roll Call Vote:

Steve Wentworth – Yes; James Belanger – Yes; David Corriveau – Yes, Eric Hitchcock – Yes. Amanda Jandreau – Yes. Passed by majority vote.

Steve Wentworth – Yes; David Corriveau – Yes, Eric Hitchcock – Yes. Amanda Jandreau – Yes. Passed by majority vote. Meeting Adjourned 7:40 pm.

Respectfully Submitted,


James Belanger
Planning Board Secretary

JRB/KM