



City of Caribou, Maine

Meeting Minutes Caribou Planning Board Regular Meeting

Thursday November 9, 2023, at 6:00 p.m.

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

Members Present: Amanda Jandreau, Frank McElwain, James R. Belanger, David Corriveau, Eric Hitchcock, Steve Wentworth.

Others in attendance: Dan Bagley, City Council liaison, Penny Thompson, staff, Jay Kamm, NMDC, Shelly Richardson, Jamie Huston.

Absent: Justin Staples.

I. Call Meeting to Order, Determine Quorum, disclosure of conflicts of interest.

Chairperson Amanda Jandreau called the meeting to order at 6:00 pm, Justin Staples was absent. There were no conflicts of interest to disclose.

II. Public Hearings No public hearings

III. Approval of minutes

- a. Review and approval of October 12, 2023, Planning Board Meeting Minutes; Motion by Frank McElwain, seconded by Eric Hitchcock to approve the minutes of the October 12, 2023 Planning Board meeting. There was no discussion. Passed by unanimous vote.

IV. City Council Liaison Updates, provided by Dan Bagley, City Council liaison

LD 2003 – City Council is aware of that these changes are coming.

Budget season is upon us. If Planning Board has funding requirements let Penny know.

V. New Business

- a. Site Design Review Application – Riverside Kennels, LLC
Eric Hitchcock made a motion for a public hearing for Riverside Kennels, LLC. Dave Corriveau seconded. The vote was unanimous.
- b. Site Design Review Application – Brandy Brook Outfitters
Steve Wentworth made a motion for a public hearing for Brandy Brook Outfitters. Dave Corriveau seconded. The vote was unanimous.
- c. Brief discussion of the 2024 – 2034 Caribou Comprehensive Plan by Jay Kamm of NMDC.
- d. NMDC – discussion of LD 2003 / LD 1706
Jay Kamm said LD 2003 has caused a stir around the state.
Caribou is poised to take advantage of this because the city is going through the Comprehensive Plan process.
LD 2003 passed to provide more affordable housing.
Mandates communities to look for where density of homes is possible.

Three things to keep in mind:

1. Density bonus
2. Look at lot sizes to increase density
3. Where should rental properties go

What they are doing now:

*Looking at number of rentals and availability

*Housing affordability not as big an issue as rental affordability

Jay asked – do we tweak growth areas to increase density?

- Growth management laws are also changing

- e. Open discussion on streamlining approval process- Discussion: Site design review approval process
- f. Open discussion on city ordinance for abandoned/condemned or blighted buildings – Discussion: Blight. Why don't we have more teeth in our ordinance?
Action: staff to work on Vacant Building Ordinance & regarding 273 Sweden Street – ask the City Council to advance this property to dangerous building status

VI. Old Business

- a. Tabled from last meeting – Kip Griffin 960 Access Highway
Steve updated on what activities are taking place at the location.
Leaning on code enforcement training, the City ordinance does not include review criteria, and as such, the Planning Board should, at the very least, submit a letter of 'no contest' because the city does not have a permit process.
From the view of the Planning Board, the uses at the business are not changing and are in compliance.
Motion by Steve Wentworth, seconded by James Belanger to offer a letter of support restating that he is in compliance with the uses regulated by the City of Caribou. The vote was unanimous.
- b. Postponed from last meeting - Exchange ideas to boost housing in Caribou
There is a need for a large residential facility like Rose Acres project.
Government funding can be difficult to navigate and incorporate into a development.
Steve added that Maine State Housing Authority has additional specification codes so that the asset will still be very valuable after the mortgage is paid off.

VII. Staff Report

VIII. Adjournment

Motion by Frank McElwain to adjourn, seconded by James Belanger.
Passed by unanimous vote.

Meeting Adjourned 8:16 pm.

Respectfully Submitted,

James Belanger
Planning Board Secretary

JRB/JK