



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 23, 2024, at 6:00 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 23, 2024, will be read during the meeting. Send comments to City Manager Penny Thompson at pthompson@cariboumaine.org.

- | | | |
|-------|--|--------------|
| I. | Call Meeting to Order, Determine Quorum, disclosure of conflicts of interest | |
| II. | Approval of minutes | |
| III. | Public Hearing – Site Design Review Application | <u>Pages</u> |
| | a. 2-family residence, 20 Limestone St Map 11 Lot 24 | 02-19 |
| IV. | Review & approval of May 9, 2024, Planning Board Meeting Minutes | 20-21 |
| V. | City Council Liaison Updates | |
| VI. | New Business | |
| | a. Planning Board Workshop May 23, 2024 @ 5:00 pm | |
| | b. Public Hearing June 13, 2024 @ 6:00 pm | |
| VII. | Old Business | |
| VIII. | Staff Report | |
| IX. | Adjournment | |

2024 Planning Board Members:

Amanada Jandreau, Chair
James E. Belanger, Secretary
David Corriveau
Maura Bishop

Frank McElwain, Vice Chair
Eric Hitchcock
Steve Wentworth

**CARIBOU ADMINISTRATION
25 HIGH STREET
CARIBOU, ME. 04736**



MEMO

To: Planning Board Chair and Members
From: Penny Thompson, City Manager
Date: May 23, 2023
Re: 20 Limestone Street - Site Design Review application (Shoreland)

Troy Pelletier, owner of 20 Limestone Street, has submitted the following Site Design Review Application. Tony Michaud has asked that this be brought to the attention of the Planning Board.

For a 2-family home in the Shoreland zone, a public hearing is required. Tonight is the public hearing.

Suggested Action

Please open the public hearing.

Ask for any input (Mr. Pelletier plans to attend the meeting).

Please close the public hearing.

Please review and provide feedback. If you have a recommendation, please make a motion, second, have discussion and then vote.

Building Inspections & Code Enforcement Permit Fee Payments

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

Date:

4/26/24

Permit Number:

Customer Name:

Troy Pelletier

13 - Building Permit:	Flat \$50 fee (\$100 if apply after construction begins)	\$ _____
14 - Plumbing permit:	Internal: \$10 / fixture (\$40 minimum) External: Complete disposal system is \$250 Refer to Fee Schedule 3A for partial	75% Caribou \$ _____ 25% State \$ _____
Shellfish Surcharge:	\$15 (full system – external only)	100% State \$ _____
53 – Zoning Document fee:		\$ _____
54 – Site Design Application:	\$90 + \$10 / 2000 sq ft	\$ <u>100.00</u>
55 – Board of Appeals Application:	\$90	\$ _____
56 – Certificate of Occupancy:	\$25	\$ _____
57 – Demolition Permit:	\$250 (waived if apply in advance)	\$ _____
58 – Sign Permit:	\$50 / permit (<i>not per sign</i>)	\$ _____
59 – Subdivision Application:	\$180 (first three) + \$10/each additional lot	\$ _____
62 – Misc. Inspection Service:	\$40	\$ _____
68 – Rezoning Request:	\$100	\$ _____
69 – Code Amendment Request:	\$100	\$ _____
	TOTAL:	\$ <u>100.00</u>

Plumbing Inspections:	Please call Brandon Saucier	554-0654
Building Inspections:	Please call Tony Michaud	493-5966
Planning Board agenda items:	Please call Ken Murchison	493-5967

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



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: Troy Penner

Development Name: _____

Location of Property (Street Address): 20 LIMESTONE STREET, CARIBOU, ME. 04736

City of Caribou Tax Map: 11 Lot: 24 Zone: R-2

Applicant Information

Brief description of project:

WE WANT TO BUILD A HOUSE ON OUR LAND @ 20 LIMESTONE STREET.

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

Name: Troy Pelletier Phone: 207-944-0199

Address: 360 Access Highway APT 5 E-mail: Troy.A.Pelletier@gmail.com

City, State, Zip: CARIBOU, ME. 04736

If applicant is a corporation, check if licensed in Maine (Attach copy of Secretary of State Registration) Yes No N/A

Name of Land Surveyor, Engineer, Architect or other Design Professionals. (attach list if needed)

BLACKSTONE LANDSURVEYOR Phone: 498-3321

Phone: _____

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

Ownership of land @ 20 Limestone Street
(Attach supportive legal documentation)

General Information

Aroostook County Registry Deeds: Book # 11 Page # 24 (attach copy of deed)

What interest does the applicant have in any abutting property? None

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

Is any portion of the property within a Flood Hazard Zone? Yes No

Total area or acreage of parcel: 1.25 acres Total area or acreage to be developed: _____

Has this land been part of subdivision in the past five years? Yes No

Identify existing use(s) of land (farmland, woodlot, residential, etc.)

Residential House/Garage

Are there restrictive covenants in the deed, or to be placed in the deed (attach list) Yes No

Does the applicant propose to dedicate any recreation area, or common lands? Yes No

Recreation area(s) Estimated Area & Description: N/A

Common land(s) Estimated Area & Description: N/A

Anticipated start date for construction: Month / Year 06 / 24 Completion: 06 / 25

Does any portion of the proposal cross or abut an adjoining municipal line? Yes No

Does this development require extension of public services? Yes No

Roads: Storm Drainage: Sidewalks: Sewer Lines: Other:

Estimated cost for infrastructure improvements: \$ 600,000

Water Supply: Private Well: Public Water Supply: None:

Sewage Disposal: Private SSWD: Public Sewer: None:

Estimated sewage disposal gallons per day: (450 / day)

Do the plans require review by the State Fire Marshal Office? Yes No
(Attach Barrier Free and Construction Permits from SFMO)

Have the plans been reviewed & approved by the Caribou Fire Chief? Yes No

Does the building have an automatic sprinkler system? Yes No N/A

Does the building have an automatic fire detection system? Yes No N/A

Will the development require a hydrant or dry hydrant fire pond? Yes No

Concept Plan Review Requirements

At the request of the applicant, the Code Enforcement Officer or Planning Board may review the application first as a Concept Plan. Concept Plan Review is intended to ensure that the proposed plan is in conformance with the Caribou Comprehensive Plan and all City ordinances. If the application must be approved by the Planning Board, the completed application and Concept Plan must be delivered to the Code Enforcement Office no less than 21 days prior to the next scheduled meeting of the Planning Board, in order for it to be considered during that meeting. Concept Plan Review applications must include the following items:

- Name and address of the owner of record and applicant (if different).
- Name of the proposed development and location.
- Names and addresses of all property owners within 500 feet of the property.
- 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.
- Names and addresses of all consultants working on the project.

6. _____ 1 complete set of plans, delivered in Adobe Acrobat, high-resolution .pdf file(s)

Plans to be included:

- Boundary Survey
- Storm Water Management
- Erosion and Sediment Control
- Finish Grading Plan
- Site Improvement Detail
- Building Elevations and Structural Plans

7. _____ Plans to show the following elements for review:

- _____ a. Graphic scale and north arrow.
- _____ b. Location and dimensions of any existing or proposed easements and copies of existing covenants or deed restrictions.
- _____ c. Name, registration number, and seal of the land surveyor, architect, engineer, and/or similar professional who prepared the Plan.
- _____ d. All property boundaries, land area, and zoning designations of the site, regardless of whether all or part is being developed at this time.
- _____ e. Size, shape, and location of existing and proposed buildings on the site including dimensions of the buildings and setbacks from property lines.
- _____ f. Access for Emergency Vehicles, location and layout design of vehicular parking, circulation areas, loading areas, and walkways including curb cuts, driveways, parking space and vehicle turn around areas.
- _____ g. Location and names of streets and rights-of-way within 200' and adjacent to the proposed development.
- _____ h. Proposed finish grades and graphic arrows indicating the direction of storm water runoff.
- _____ i. Conceptual treatment of on and off site storm water management facilities.
- _____ j. Location and sizes of existing and proposed sewer and water services including connections.
- _____ k. Conceptual treatment of landscaping buffers, screens, and plantings.
- _____ l. Location of outdoor storage areas, fences, signage and accessory structures.
- _____ m. Context map illustrating the area surrounding the site that 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.
- _____ n. All proposed signage and exterior lighting, including the location, size and wording of all signs, type of exterior lights, radius of light, manufacturer's specifications sheet, and the ground level intensity in foot- candles of all exterior lights. If no signage or exterior lighting is proposed, state "n/a."

Final Plan Review Requirements

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.

Signature of Applicant:  Date: 4/26/24

Final Plan Review application was determined to be complete on: Date: _____

Final Plan Review	Date: _____	<u>Yes</u>	<u>No</u>	<u>N/A</u>
A. Conformance with Comprehensive Plan		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Traffic		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Site Access		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Parking & Vehicle Circulation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Pedestrian Circulation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
F. Site Conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G. Open Space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H. Sanitary Sewage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I. Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J. Emergency Vehicle Access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K. Waste Disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L. Buffering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
M. Natural Areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N. Exterior Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O. Stormwater Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P. Erosion & Sediment Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q. Buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
R. Existing Landscaping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S. Infrastructure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
T. Advertising Features	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
U. Design Relationship to Site & Surrounding Properties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
V. Scenic Vistas & Areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
W. Utilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
X. Mineral Exploration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Y. Phosphorus Export	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Z. General Requirements (ref 13-700)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AA. Access Management, Off-Street Parking, Loading, and Road Design and Construction (ref 13-710)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**City of Caribou, Maine
Site Design Review**

Site Design Review for: _____
Address: _____

Decision by the Caribou Code Enforcement Officer

On _____ (date) the Code Enforcement Officer conducted the Final Plan Review for the property or project referenced above.

The application was: Denied Approved Approved with Conditions

Signed: _____ Code Enforcement Officer

Decision by the Caribou Planning Board

On _____ (date) the members of the Caribou Planning Board conducted the Final Plan Review for the property or project referenced above.

The application was: Denied Approved Approved with Conditions

Signed: _____ Planning Board Chairman
_____ Planning Board Member
_____ Planning Board Member
_____ Planning Board Member
_____ Planning Board Member
_____ Planning Board Member
_____ Planning Board Member
_____ Planning Board Member

Condition(s) of Approval:

Reason(s) for Denial:

Work Sketch showing the 75 foot offsets from the apparent high water line of Otter Brook and the Aroostook River, as located on June 3, 2022, and the 5 foot offset from the adjoining property line and 30 foot offset from the southeasterly line of Limestone Street

for the
Property of Troy and Monica Pelletier
at 20 Limestone Street in
Caribou, Maine

Revised August 28, 2023 to show the edge of Otter Brook after it had been altered by Maine Department of Transportation in 2022 and wooden stakes reset on offset lines that were removed during the work on Otter Brook

Revised April 25, 2024 to show the location of proposed house and area of the existing garage, proposed house and proposed driveway

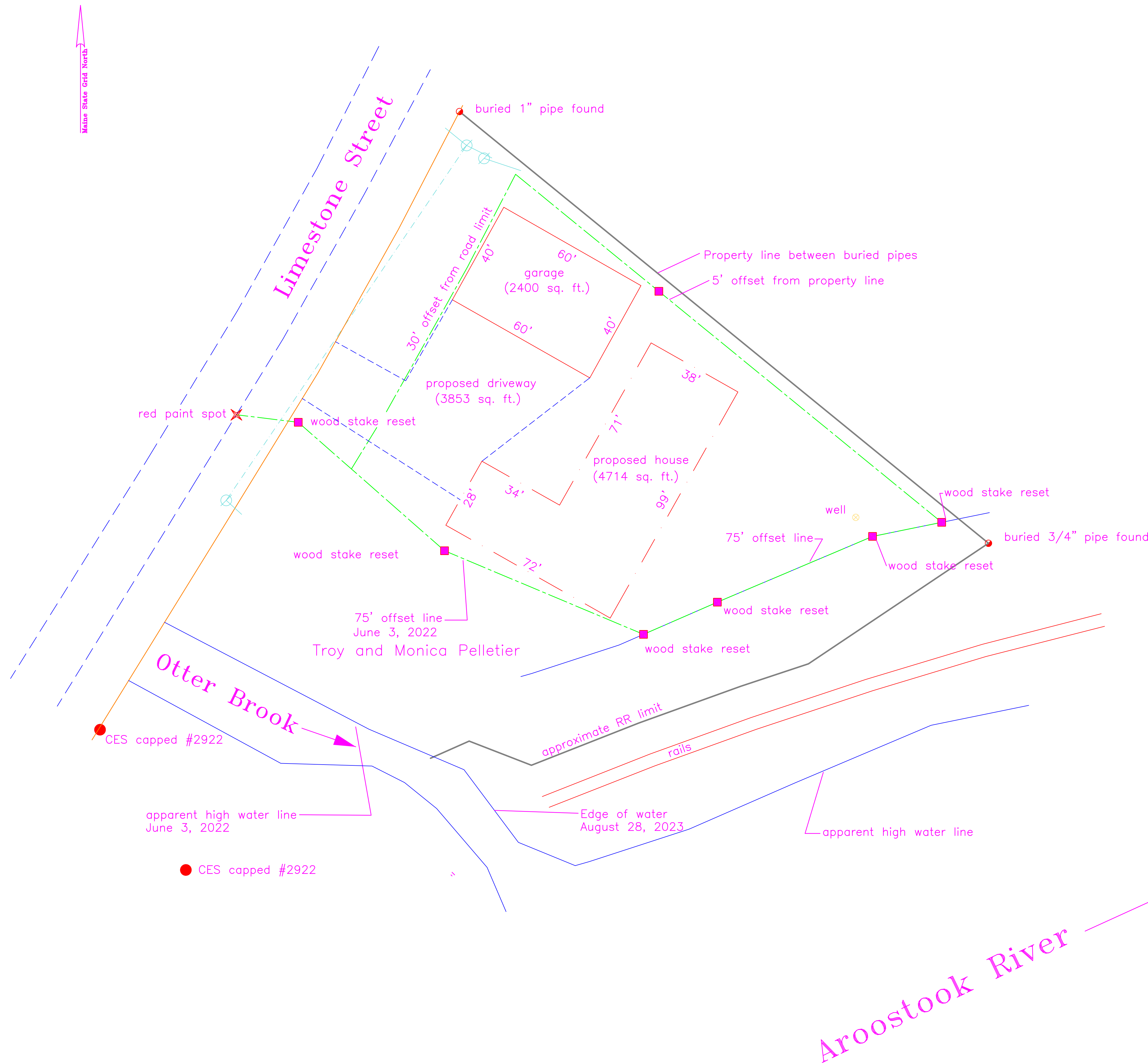
(Total area of proposed house, proposed driveway and existing garage = 10,967 sq.ft)

As Prepared by
Blackstone Land Surveying, P.A.
7 Hatch Drive, Suite 260
Caribou, Maine
1" = 20'

Job 8213

Note: I was not asked nor have I done a complete boundary survey of this property. I have identified two iron pipes that I found along the northerly property line that I believe to be original monuments. I located the section of existing railroad track and did my best to draw the limit lines as defined by the BARR track plan. I also located the edge of existing pavement and the edge of Otter Brook so that I could calculate and mark the proper offset lines from the stream and the road. I have since been asked to show the location of a proposed house and driveway and to provide the square footage of those along with the square footage of the existing garage.

Dale R. Blackstone, P.L.S. #1219





CITY OF CARIBOU

Code Enforcement Office
25 High Street
Caribou, Maine 04736

Phone: (207) 493 - 3324, option 3
Fax: (207) 498 - 3954

May 10, 2024

The City of Caribou has received the following:

A Site Design Review Application for a 2-family residence for Troy Pelletier, 20 Limestone Street, Map 11 Lot 24.

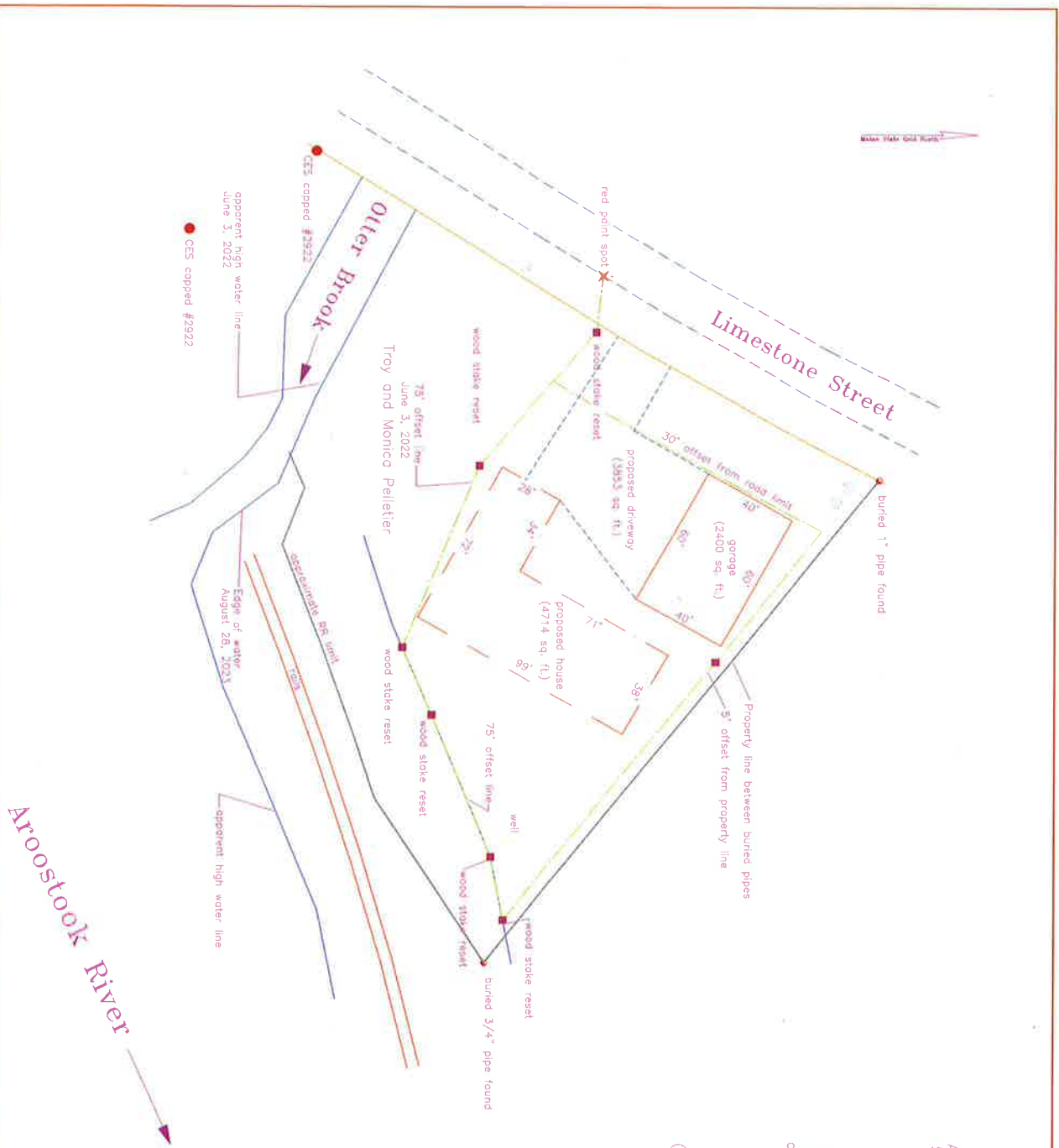
You are receiving this letter because you own a property within 500 feet of any portion of this location.

The Planning Board will hold a public hearing on these applications on Thursday May 23, 2024, at 6:00 pm in the City Council Chambers, 25 High Street, in Caribou. Interested parties are invited to attend the public hearing. Comments may also be submitted in writing until 4:00 pm on the day of the meeting by dropping off or mailing them to Penny Thompson, City Manager, 25 High St, Caribou, ME 04736 or sending them via email to citymanager@cariboumaine.org.

If you need more information before the meeting please contact Penny Thompson, City Manager, at 493-5961 or via email at citymanager@cariboumaine.org.

Warm Regards,

Penny Thompson
City Manager & Interim Code Enforcement Officer



Work Sketch showing the 75 foot offsets from the apparent high water line of Otter Brook and the Aroostook River, as located on June 3, 2022, and the 5 foot offset from the adjoining property line and 30 foot offset from the southeasterly line of Limestone Street

for the Property of Troy and Monica Pelletier at 20 Limestone Street in Carbou, Maine

Revised August 28, 2023 to show the edge of Otter Brook after it had been altered by Maine Department of Transportation in 2022 and wooden stakes reset on offset lines that were removed during the work on Otter Brook

Revised April 25, 2024 to show the location of proposed house and area of the existing garage, proposed house and proposed driveway

(Total area of proposed house, proposed driveway and existing garage = 10,967 sq.ft.)

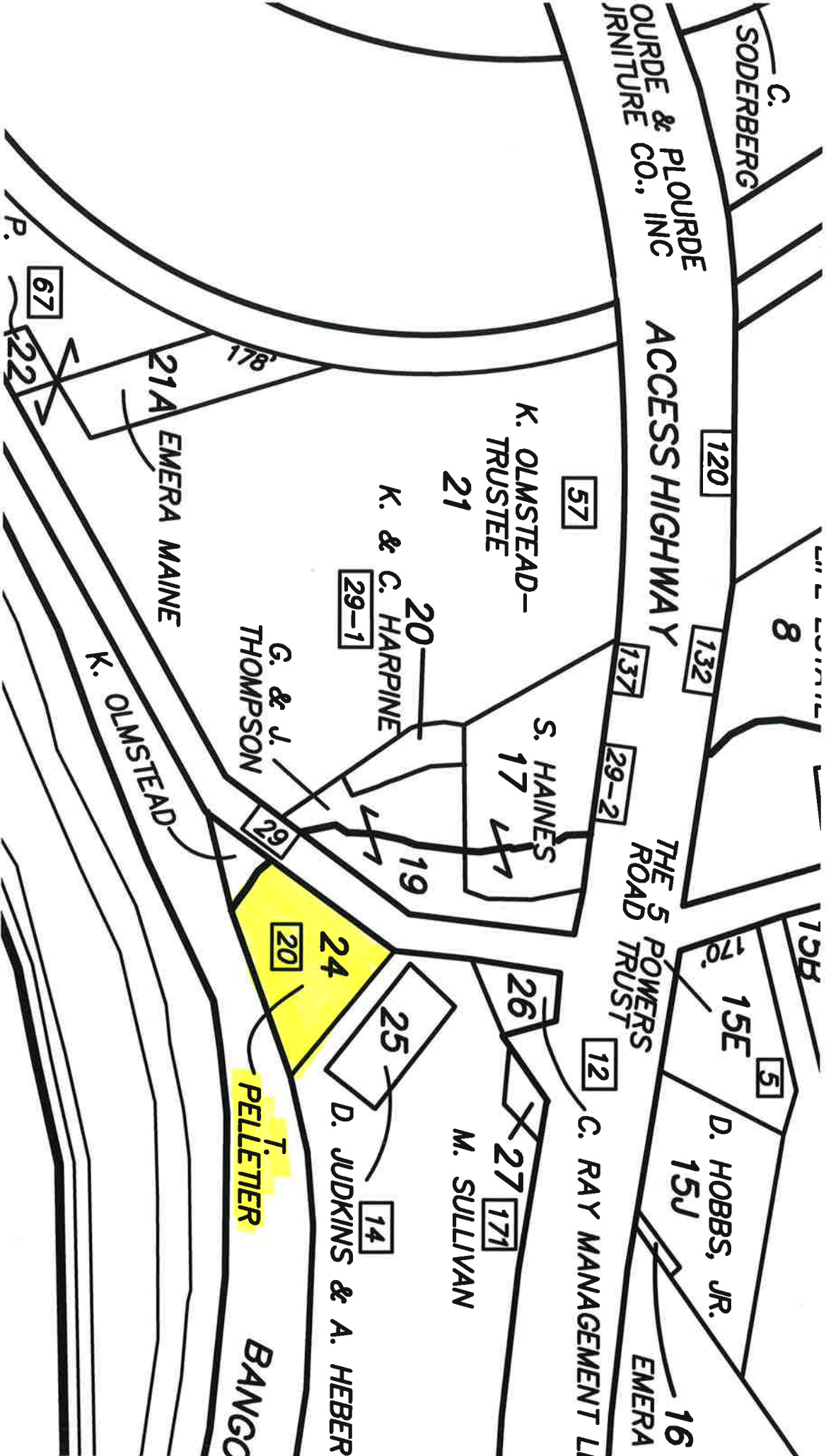
As Prepared by Backstone Land Surveying, P.A. 7 Hatch Drive, Suite 260 Carbou, Maine 1" = 20'

Job 8213

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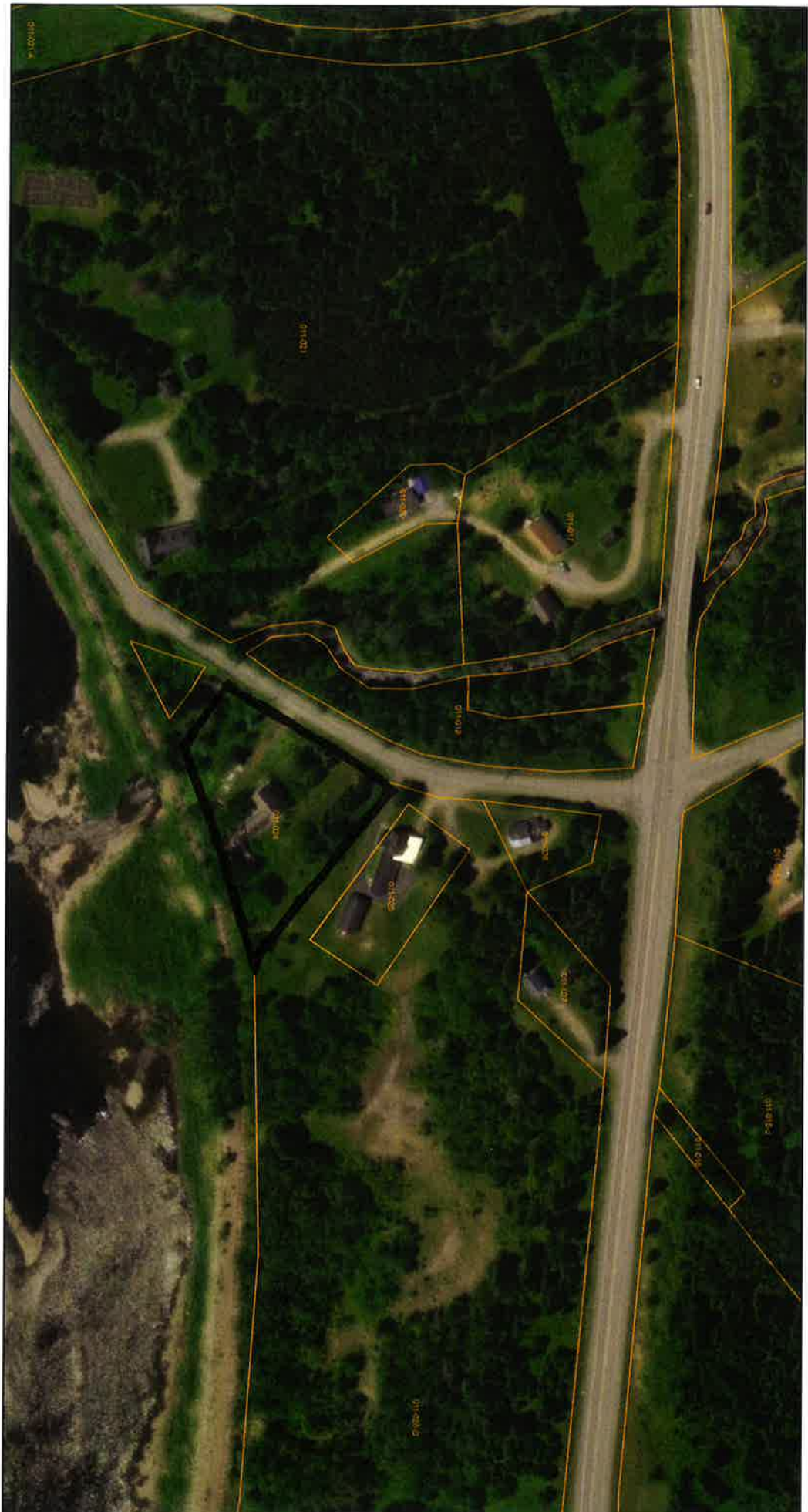
Dole R. Backstone, P.L.S. #1219

Subject property = Map 11 lot 24, 20 Limestone Street
(highlighted below)



Part of municipal Map # 11
from 2022

Maine Geoparcels Map



5/10/2024, 11:29:16 AM

Maine Parcels Organized Towns

Subject property = Map11 Lot 24
22D Lime Stone Street
(outlined above)



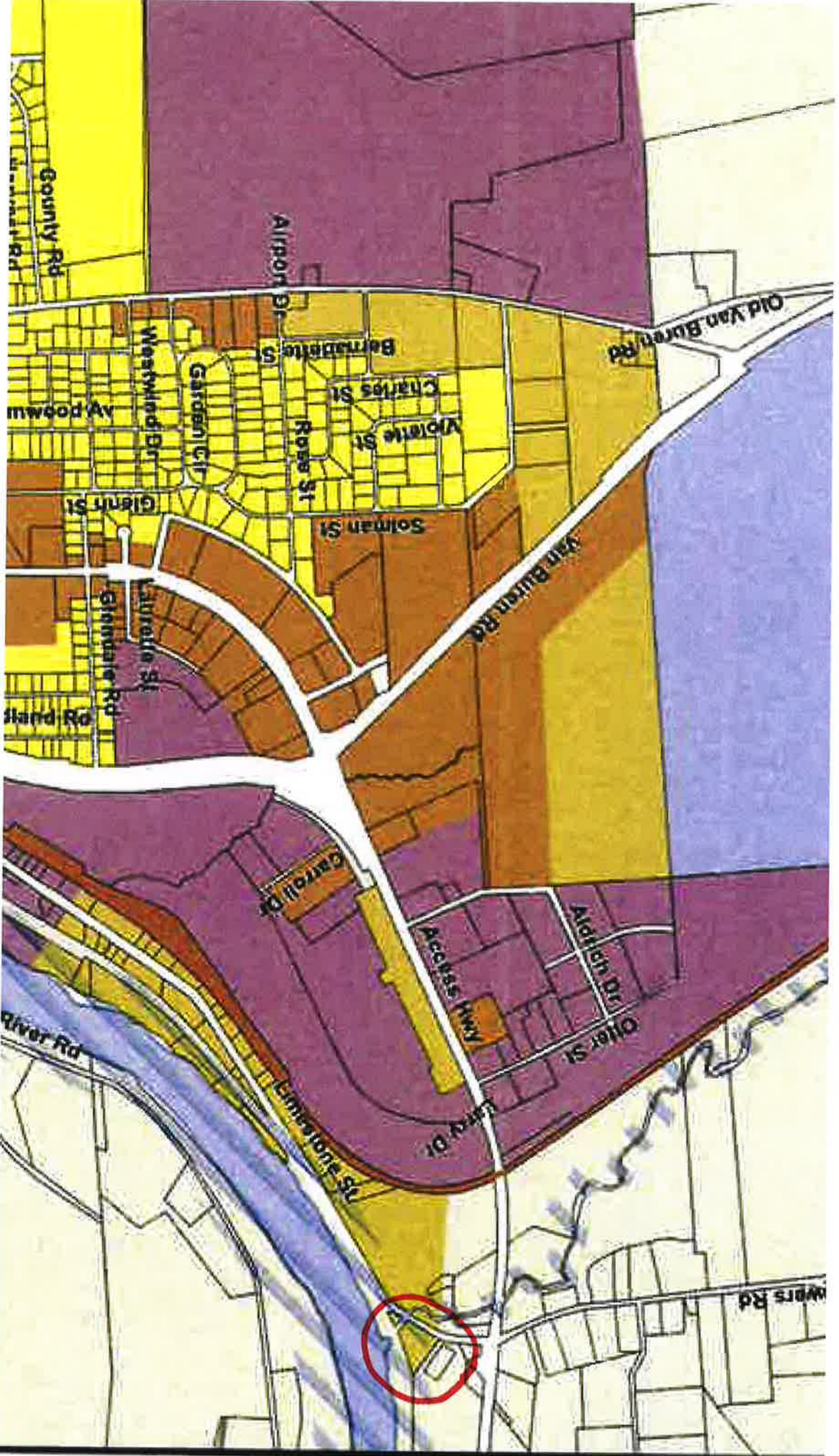
Maxar, Microsoft

Caribou Land Use Table

Zoning District

Principal Land Use Activity	R-1	R-2	RC-2	R-3	C-1	C-2	I-1	I-2	H-1
Abattoir	NO	NO	NO	PB	NO	NO	PB	PB	NO
Agricultural Product Storage	NO	NO	PB	CEO/YES	NO	NO	PB	PB	NO
Agricultural Product Processing	NO	NO	NO	PB	NO	NO	PB	PB	NO
Agriculture - Personal Use	CEO/YES	CEO/YES	CEO/YES	CEO/YES	NO	PB	PB	PB	NO
Agriculture - Commercial	NO	NO	PB	CEO/YES	NO	NO	NO	NO	NO
Airport	NO	NO	NO	PB	NO	NO	PB	PB	NO
Antique Sales	NO	NO	CEO/YES	CEO/YES	CEO/YES	CEO/YES	YES	YES	NO
Art Gallery or Crafts Studio	NO	NO	CEO/YES	PB	CEO/YES	CEO/YES	YES	CEO/YES	NO
Assembly and Packaging Facility	NO	NO	NO	NO	NO	NO	YES	YES	NO
Auction Barn	NO	NO	CEO/YES	CEO/YES	CEO/YES	CEO/YES	YES	YES	NO
Automobile (Vehicle) Body Shop	NO	NO	PB	PB	NO	PB	CEO/YES	CEO/YES	NO
Automobile (Vehicle) Car Wash	NO	NO	PB	PB	CEO/YES	CEO/YES	CEO/YES	CEO/YES	NO
Automobile (Vehicle) Graveyard	NO	NO	NO	PB	NO	NO	PB	PB	NO
Automobile (Vehicle) Repair	NO	NO	PB	PB	CEO/YES	CEO/YES	CEO/YES	CEO/YES	NO
Automobile (Vehicle) Sales	NO	NO	CEO/YES	PB	CEO/YES	CEO/YES	YES	YES	NO
Automobile (Vehicle) Service Station	NO	NO	CEO/YES	PB	CEO/YES	CEO/YES	CEO/YES	CEO/YES	NO
Automobile (Vehicle) Commercial Storage - Indoors	NO	NO	PB	PB	NO	YES	CEO/YES	YES	NO
Bank or Financial Service	NO	NO	PB	NO	CEO/YES	CEO/YES	YES	YES	NO
Bed and Breakfast	PB	CEO/YES	CEO/YES	CEO/YES	CEO/YES	CEO/YES	NO	NO	NO
Boarding House	NO	PB	PB	CEO/YES	PB	PB	NO	NO	NO
Building Materials - Storage and Sale	NO	NO	CEO/YES	PB	CEO/YES	CEO/YES	YES	CEO/YES	NO
Bulk Grain Storage	NO	NO	CEO/YES	CEO/YES	NO	NO	PB	PB	NO
Bulk Oil and/or Gas Terminal	NO	NO	PB	PB	NO	NO	PB	PB	NO
Business, Medical or Professional Office	NO	NO	CEO/YES	CEO/YES	CEO/YES	CEO/YES	YES	YES	CEO/YES
Campground or RV Park	NO	NO	PB	PB	NO	NO	NO	NO	NO
Cemetery	NO	NO	PB	PB	NO	NO	NO	NO	NO
Church, Synagogue and/or Parish House	PB	PB	PB	PB	PB	PB	PB	PB	NO
Commercial Greenhouse or Garden Center	NO	NO	CEO/YES	CEO/YES	CEO/YES	CEO/YES	YES	CEO/YES	NO
Commercial Recreation, Amusement	NO	NO	CEO/YES	PB	CEO/YES	CEO/YES	YES	YES	NO
Commercial Recreation, Outdoor	NO	NO	PB	PB	NO	PB	PB	PB	NO
Community Center	NO	NO	CEO/YES	CEO/YES	CEO/YES	CEO/YES	CEO/YES	CEO/YES	NO
Condominiums	PB	PB	PB	NO	NO	NO	NO	NO	NO
Confined Animal Feeding Operation	NO	NO	NO	PB	NO	NO	NO	NO	NO
Congregate Housing	NO	PB	PB	PB	NO	NO	NO	NO	PB
Day Care/Night Care	PB	PB	CEO/YES	PB	CEO/YES	CEO/YES	NO	NO	CEO/YES
Demolition Waste Disposal	NO	NO	NO	PB	NO	NO	PB	PB	NO
Dwelling, Single-Family	CEO/YES	CEO/YES	CEO/YES	CEO/YES	NO	NO	NO	NO	NO
Dwelling, Two Family Housing	PB	PB	CEO/YES	CEO/YES	NO	PB	NO	NO	NO
Dwelling, Multi-Family	NO	CEO/YES	PB	YES	PB	PB	NO	NO	NO
Dwelling, Third Story Apartment	NO	PB	PB	PB	PB	PB	NO	NO	NO
Fire, Ambulance or Police Station	NO	NO	PB	NO	PB	PB	PB	PB	NO
Firewood Processing, Commercial	NO	NO	PB	PB	NO	NO	CEO/YES	CEO/YES	NO
Funeral Home	PB	PB	CEO/YES	PB	CEO/YES	CEO/YES	CEO/YES	CEO/YES	NO

Subject property = map 11 map 24, 20 Limestone Street
(circled below)



Section of the City of Caribou official zoning map



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



MELANIE LOYZIM
COMMISSIONER

May 16, 2024

Tony Michaud, CEO
Town of Caribou
25 High Street
Caribou, ME 04736

Subject: 20 Limestone Street, Map 11, Lot 24, Caribou, ME

Dear Mr. Michaud:

On May 9, 2024, Department staff visited the property located at 20 Limestone Street. Present at the on-site meeting were the property owners and yourself, as acting Code Enforcement of the Town of Caribou. The purpose of this letter is to provide you with a record of our findings.

The property is in the shoreland zone of both Otter Brook and the Aroostook River, where the district designation is Limited Residential. At the time of the site visit, the lot was developed with a garage and gravel driveway. Future proposed development includes a residential dwelling structure. A survey of the lot was reviewed during the site visit, which included the location of the proposed residential structure and the applicable 75 foot setbacks measured from the high water line of both Otter Brook and Aroostook River. Physical stakes were present on site, indicating where this 75 foot setback was located. The proposed project is subject to the Town of Caribou Shoreland Zoning Ordinance (Ordinance).

The Ordinance of the Town of Caribou outlines standards for principal structures which include but are not limited to section 15(A) - minimum lot standards, section 15(B)(1) - principal and accessory structure setbacks, and section 15(B)(4) - non-vegetated surface limits. If the proposed project meets the Ordinance standards outlined above, it would be consistent with the shoreland zoning standards. Any deviation or changes to the survey should be reviewed again for consistency.

Municipalities must administer the ordinances as written; however, municipalities have the discretionary authority in applying this interpretation. The Department strongly recommends that municipalities be consistent in their administration of shoreland zoning standards. If you have any questions, feel free to contact me.

AUGUSTA
17 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0017
(207) 287-7688 FAX: (207) 287-7826

BANGOR
106 HOGAN ROAD, SUITE 6
BANGOR, MAINE 04401
(207) 941-4570 FAX: (207) 941-4584

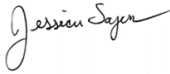
PORTLAND
312 CANCO ROAD
PORTLAND, MAINE 04103
(207) 822-6300 FAX: (207) 822-6303

PRESQUE ISLE
1235 CENTRAL DRIVE, SKYWAY PARK
PRESQUE ISLE, MAINE 04769
(207) 764-0477 FAX: (207) 760-3143

Concerning the NRPA requirements, the project, as presented, did not fall inside the 75' setback of the resources. Therefore, there is no Permit By Rule needed for the project as presented.

Please feel free to contact me at (207) 275-9836 or via email at jessica.sayers@maine.gov if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Jessica Sayers".

Jessica Sayers, Assistant Shoreland Zoning Coordinator
Bureau of Land Resources



City of Caribou, Maine

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

Meeting Minutes Caribou Planning Board Regular Meeting Thursday May 9, 2024, at 6:00 p.m.

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

Others in attendance: Jay Kamm, NMDC, Karen Gorman, Penny Thompson, staff.

Absent: James E. Belanger, Jr., Maura Bishop

- I. The meeting was called to order at 6:00 by Amanda Jandreau
It was determined that there was a quorum.
Conflict of interest: none.
- II. Review and Approval of minutes of April 11, 2024
A motion was made by David Corriveau to approve the minutes of April 11, 2024. The motion was seconded by Steve Wentworth. The vote was unanimous.
- III. City Council Liaison Updates – none, Jody Smith not in attendance
- IV. New Business
 - a. Presentation from Jay Kamm – LD 2003
 - b. 2024 – 2034 Comprehensive Plan Update – Jay Kamm & Karen Gorman
 - c. Workshop on LD2003 & Comprehensive Plan
 - d. Work Session Thursday May 23rd at 5:00 to get ready for a June 13 Public Hearing
 - i. Land Use and Zoning only
 - ii. Comprehensive Plan – provide copies of meeting notes for each section
 - iii. Hard copies of draft sections to 5/23 meeting
 - e. Troy Pelletier application (shoreland)
 - i. Public Hearing on May 23, 2023 at 6:00 pm
 - ii. Tony will be receiving a letter from DEP visit today
 - f. Zoning change request – 653 Main Street
 - i. 653 Main – would be going to mixed use with new zoning
 - ii. Steve Wentworth
City should have limits on how long people can live in a camper
Possible concerning time of year and number of days
 - g. Possibility of City LLC to purchase properties (using City of Brewer as case study)
 - i. “Land Bank” with tax-acquired property
 - ii. Brewer – Brownfield rehab (Jay Kamm comment)

- h. Consider an ordinance for homeless encampments.
 - i. Chief Gahagan presented on information he has about statewide efforts end of bus route adds to Caribou problem
now +/- 10 truly unhoused people
couch surfing also an issue
 - * Life safety may address the number of occupants per square foot
 - *Curfew at parks – closed dusk to dawn (no tents)
 - *no smoking in school zones and parks
 - i. Karen Gorman also presented on homelessness – Bangor ordinance
 - i. Keeping business in Caribou
- V. Old Business
Further discussion of zoning change on East Presque Isle Road.
- VI. Staff Report
CERCLA action at steam plant
Grant updates
Land Bank / Tax-Acquired property guidance
- VII. Adjournment
Motion by Eric Hitchcock to adjourn, seconded by Steve Wentworth.
- Passed by unanimous vote.
Meeting adjourned 7:55 pm.

Respectfully Submitted,
James E. Belanger, Jr.
Planning Board Secretary

JEB/JK