**MEMORANDUM**

TO: Conservation Commission

 FROM: Maureen O’Meara, Town Planner

 DATE: January 31, 2011

 SUBJECT: 2011 Great Pond Boat Storage Program

The Conservation Commission reviewed the first year of the Great Pond Boat Storage program at their December, 2010 meeting. Several adjustments were discussed and a few approved. Below is a proposal for 2011 based on that discussion.

Permit issuance

Unlike last year, the Conservation Commission decided to issue permits based on a lottery system. Beginning on February 28th, the Town will announce that they are taking applications for a boat storage permit. Letters will be mailed to all previous year’s permit holders and all those on the waiting list. In addition, the announcement will be posted on the website.

Applications will be due on March 14th and the lottery drawing will be held on March 15th at 9:00 a.m. in the Town Council Chambers. Winning applicants will be notified that they have been selected to receive a permit and have until March 25th to pay for their permit. (You need not be present to win!) After that date, any unclaimed permits will be distributed by another lottery drawing from the same lottery pool. Thirty-two permits will be issued, including “Spare A” and “Spare B.”

The same decal system will be used as last year, with new decals.

Boat Storage Season

Boats may be stored from March 26th through December 4, 2011.

During the season, town staff will periodically inventory the boats stored at Great Pond. This information will be provided to the Conservation Commission after the season has ended.

Summary of Dates

February 28th Applications for permits accepted

March 14th Applications for permits close

March 15th Lottery Drawing for permits

March 25th Deadline to pay for permit

March 26th First day of Boat storage season

March-December Boat storage monitoring

December 4th Last day of Boat storage season

February 28, 2011

Resident

Re: 2011 Great Pond Boat Storage Season

Dear Resident:

As you are aware, the Town of Cape Elizabeth now provides seasonal boat storage at Great Pond for town residents.

Last year, the boat storage program was very popular and demand for boat storage slots far exceeded supply. To more fairly assign boat storage slots, this year the Town Conservation Commission will be administering a lottery system. Any town resident who would like to store a boat at Great Pond should submit an application by March 14th to the Office Manager, ACP Office. Only 1 application per household may be submitted.

On March 15th, at 9:00 a.m., in the Town Council chambers, 32 applications will be drawn. Those residents will be notified and will have until March 25th to pay for their 2011 Boat Storage Permit ($20). Any permits remaining after that date will be distributed in a second lottery drawing from the same pool.

At the end of this boat storage season, the Conservation Commission will conduct their annual review. This review will include periodic monitoring reports of boat storage use at Great Pond. We ask that you apply for a boat storage permit only if you will be storing a boat at Great Pond.

Thank you for your interest in the boat storage program and your continued good stewardship efforts on all town open space. Please feel free to contact me with any questions.

Sincerely,

Maureen O’Meara

Town Planner

enclosed: Boat Storage lottery application

 Boat Storage Rules