

## MEMORANDUM

TO: Cape Elizabeth Planning Board  
FROM: Maureen O'Meara, Town Planner  
DATE: October 18, 2011  
SUBJECT: Fox Run Farm RP Permit

### Introduction

Stephen and Patricia Bothel and Robert Bothel are requesting a Resource Protection Permit to alter 7,100 sq. ft. of RP1 buffer to plant blueberries on land located at 90 Ocean House Rd. The application requires review under Sec. 19-8-3, Resource Protection Permit Regulations.

### Procedure

- The Board should begin by having the applicant introduce the project.
- The Board should ask for public comment.
- The Board should then make a finding of completeness. If the application is deemed incomplete, Board members should identify the information needed to make the application complete and no substantive discussion of the application should occur. If the application is deemed complete, review may begin.
- The Board should decide if a site walk and/or public hearing will be scheduled.
- The Board may begin substantive review at any time.
- At the close of discussion, the Board has the option to table, approve, approve with conditions, or deny the application.

### Completeness Summary

The comments of the Town Engineer and the completeness checklist are attached. Below is a summary of possible incomplete items:

2. The applicant has requested a waiver from submitting 1' contours in favor of 2' contours.
6. The applicant has requested a waiver from submitting a high intensity soil survey but has provided wetland mapping from a registered soils scientist.

### Motion for the Board to Consider

- A. Motion for Completeness

BE IT ORDERED that, based on the plans and materials submitted and the facts presented, the application of Stephen and Patricia Bothel and Robert Bothel for a Resource Protection Permit to alter 7,100 sq. ft. of RP1 buffer to plant blueberries on land located at 90 Ocean House Rd be deemed (complete/incomplete).

B. Motion to Table (with or without a public hearing)

BE IT ORDERED that the above application be tabled to the regular November 15, 2011 meeting of the Planning Board, at which time a public hearing will be held.