

MEMORANDUM

TO: Cape Elizabeth Planning Board
FROM: Maureen O'Meara, Town Planner
DATE: March 19, 2013
SUBJECT: CELT Robinson Woods II RP Permit

Introduction

The Cape Elizabeth Land Trust is requesting a Resource Protection Permit to install wetland/water crossings and improve and install trails in RP1, RP1 Buffer and RP2 wetlands located on Robinson Woods II (Shore Rd) and at the end of Morgan Lane. The application will be reviewed for compliance with Sec. 19-8-3, Resource Protection Permit standards.

Procedure

- The Board begins with an overview of the applicable ordinance provisions from the town planner.
- The applicant should then make a presentation introducing the project.
- 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. If the application is deemed complete, substantive review may begin.
- The Board should decide if a site walk and/or public hearing will be scheduled.
- At the close of discussion, the board has the option to approve, approve with conditions, deny or table the project.

Summary of Completeness

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

No items appear incomplete, although the applicant has requested waivers.

Motion for the Board to Consider

BE IT ORDERED that, based on the plans and materials submitted and the facts presented, the application of the Cape Elizabeth Land Trust for a Resource Protection Permit to construct wetland/water crossings and install/improve trails located in RP1, RP1 Buffer and RP2 wetlands

located on Robinson Woods II (Shore Rd) and at the end of Morgan Lane,
be deemed (complete/incomplete).