

MEMORANDUM

TO: Cape Elizabeth Planning Board
FROM: Maureen O'Meara, Town Planner
DATE: July 15, 2014
SUBJECT: Cardinal Lane Private Rd Extension

Introduction

Suzanne Gabriel is requesting a Private Road extension and Resource Protection Permit to extend Cardinal Lane to a proposed new lot. The application will be reviewed for compliance with the Subdivision Ordinance, Chapter 16, Private Road standards and Sec. 19-8-3, Resource Protection Permit standards.

Procedure

- The Town Planner will provide a summary of the project within the context of town regulations.
- The applicant should then introduce 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 and no substantive discussion of the application should occur. 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, table or deny the application.

Summary of Completeness

The completeness checklists are attached. Below is a summary of potential incomplete items:

No Private Road review items appear incomplete.

6. The applicant has submitted a medium intensity soil survey instead of the high intensity survey. The Planning Board has routinely accepted medium intensity soil surveys.

Discussion

The following are items for Planning Board discussion beyond the completeness level.

1. Stormwater. The Town Engineer is requesting that the applicant more fully demonstrate that the small increase in stormwater due to road construction will not have downstream impacts.
2. Dead end road design. The proposed lot boundary line includes 25' of the fifty-foot right-of-way end of Cardinal Lane. The remaining land owned by the applicant is large enough to be divided into more than 2 lots. The Board may want to discuss leaving the full 50' width of the end of Cardinal Lane open for future extension, if needed.

Motions for the Board to consider

A. Motion for Completeness

BE IT ORDERED that, based on the plans and the materials submitted and the facts presented, the application of Suzanne Gabriel for a Private Road extension and Resource Protection Permit to extend Cardinal Lane to a proposed new lot be deemed (complete/incomplete).

B. Motion to Table (with Public Hearing)

BE IT ORDERED that, based on the plans and the materials submitted and the facts presented, the application of Suzanne Gabriel for a Private Road extension and Resource Protection Permit to extend Cardinal Lane to a proposed new lot be tabled to the August 19, 2014 Planning Board meeting, (at which time a public hearing will be held).