MEMORANDUM

TO: Cape Elizabeth Planning Board

FROM: Michael McGovern, Town Manager

DATE: December 16, 2014

SUBJECT: Special Event Facility Ordinance Amendment

At the December 8, 2014 meeting, the Town Council voted unanimously to refer the attached Draft Special Event Facility Ordinance Amendment to the Planning Board. The Planning Board's recommendation should be provided to the Town Council by March 30, 2015.