

MEMORANDUM

TO: Cape Elizabeth Planning Board
FROM: Maureen O'Meara, Town Planner
DATE: May 19, 2015
SUBJECT: Inn by the Sea "500 Building" replacement Site Plan

Introduction

The Inn by the Sea LLC is requesting Site Plan approval for the replacement of the 13-unit "500 building" with a new 12-unit building, located at 40 Bowery Beach Rd. The application will be reviewed for compliance with Sec. 19-9, Site Plan Regulations.

Procedure

- The Town Planner will introduce the project within the context of town regulations.
- The applicant will present the project.
- The Planning Board will 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 should discuss any items the applicant should be prepared to address at a following meeting.
- At the close of discussion, the Board has the option to table, approve, approve with conditions or deny.

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. The applicant has requested waivers from submitting information of topographical features beyond the property line, from a full stormwater management report, and from a photometric plan showing light levels at the property line.

Motions for the Board to Consider

BE IT ORDERED that, based on the plans and materials submitted and the facts presented, the application of the Inn by the Sea LLC to replace the 12-unit "500

building" with a new, 12-unit building located at 40 Bowery Beach Rd be deemed (complete/incomplete).

BE IT ORDERED that the above application be tabled to the regular June 16, 2015 meeting of the Planning Board, at which time a public hearing will be held.