

**Town of Cape Elizabeth
Planning Board Meeting Agenda**

June 16, 2015

7:00 p.m.

Town Hall

CALL TO ORDER

- 7:00 1. **Approval** of Minutes of previous meeting: May 19, 2015

CONSENT AGENDA

- 7:05 2. **Mitchell Highlands Subdivision Amendment** - Eric Hilse is requesting an amendment to the previously approved Mitchell Highlands Subdivision to correct mathematical bearings and distances on a plan previously signed by the Planning Board and recorded April 17, 2014 for a lot located at 27 Killdeer Rd (U32-6-46), Sec. 16-2-5, Amendments to Previously approved subdivisions.

OLD BUSINESS

- 7:10 3. **Inn by the Sea 500 building Site Plan Amendment** - The Inn by the Sea is requesting amendments to the previously approved site plan for the Inn by the Sea located at 40 Bowery Beach Rd (U17-40) to replace the 12-unit "500 building" with a new 12-unit building, Sec. 19-9, Site Plan Public Hearing.

NEW BUSINESS

- 7:40 4. **C-Salt Market Site Plan Amendments** - KMC Properties, LLC is requesting amendments to the previously approved site plan located at 349 Ocean House Rd to remove a tree and change signage, Sec. 19-9 Site Plan Completeness and Public Hearing.
- 8:00 5. **1200 Shore Rd Private Accessway Permit** - Rudolf F. Haffenreffer IV Trust is requesting a Private Accessway Permit for a lot located at 1200 Shore Rd, Sec. 19-7-9, Private Accessway Permit Completeness.
- 8:30 6. **Cottage Brook Subdivision Amendment** - Cottage Brook LLC is requesting amendments to the previously approved Spurwink Woods Subdivision to change the design of the 19 condominium units, adjusted related drainage and change the project owner, Sec. 16-2-5, Amendments to Previously Approved Subdivisions, Completeness and Public Hearing.

OTHER BUSINESS

- 8:50 7. **Special Event Facility Overlay District Zoning Amendment and Zoning Map Amendment** - The Planning Board has drafted an amendment in response to a request from the Town Council creating a Special Event Facility Overlay District where land area of at least 15 acres may operate a special event facility. A Zoning Map amendment creating a Special Event Facility Overlay District in the area of Old Proprietor Rd, Winters Ln, and Lower River Rod is also proposed (Lots R8-1-1, R8-1-2, R8-1-3 and R8-1-4), Sec. 19-10-3, Zoning Amendment and Map Change Public Hearing.
- 9:10 8. **Paper Street Public Engagement Plan Recommendations** - The Town Council has referred to the Planning Board review of the 2015 Paper Street Report for recommendations as part of the Public Engagement Plan, Schedule Public Hearing.
- 9:15 9. **Public Comment**

NOTE: The times on this agenda are approximate and are intended for the convenience of the public; however, an item may begin earlier or later than the indicated time.

Public Participation at regular Planning Board meetings

The intent of this policy is to allow for public participation by interested parties and to provide for orderly Planning Board deliberation.

Speaking on topics on the regular Planning Board meeting agenda

The public hearing or public comment period will be opened after the applicant has made a presentation describing the project, or the Planning Board Chair has described the ordinance amendment or policy issue under consideration. When the Planning Board is considering the completeness of an application, public comments shall be limited to completeness and no comments on the merits of the application shall be made. If the Planning Board finds the application complete, the Planning Board may then open a second public comment period on the substance of the application and under the terms described below.

Members of the public wishing to address the Board concerning an agenda item shall wait until the Chair asks for public comment. When recognized by the Chair, the speaker shall state the speaker's name and address in an audible tone for the record. The speaker is strongly encouraged to focus his/her comments on the development standards of review, or, in the case of an ordinance amendment or policy discussion, the issue under discussion. Each member of the public shall be allowed three (3) minutes, and such time may be extended at the discretion of the Chair. The Chair may decline to recognize any person who has already spoken on the same agenda item.

Once the public hearing or public comment period is closed and the Planning Board has begun its deliberations on an item, no member of the public shall be permitted to address the Planning Board. The public hearing or public comment period may be reopened at the discretion of the Chair.

Speaking on topics not on the regular Planning Board meeting agenda

Persons wishing to address the Board on an item not appearing on the agenda may do so only after disposition of all items appearing on the agenda, and only at the discretion of the Chair.