

## MEMORANDUM

TO: Cape Elizabeth Planning Board  
FROM: Maureen O'Meara, Town Planner  
DATE: June 16, 2015  
SUBJECT: Special Event Facility Overlay District Zoning Ordinance Amendment and Zoning Map Amendment

### Introduction

The Town Council referred to the Planning Board on December 8, 2014 a Special Event Facility Ordinance Amendment for its review. The Planning Board has worked on the amendment at the January 6th, February 3rd, April 27th and May 5th workshops and the May 19, 2015 meeting. For tonight's meeting, a public hearing has been scheduled in accordance with Sec. 19-10-3, Amendments.

### Procedure

- The Board may want the town planner to provide a summary of the proposed amendments.
- The Board should open the public hearing.
- At the close of the public hearing, the Board may begin discussion of the amendment.
- At the close of discussion, the Board has the option to vote on a recommendation to the Town Council or to table the amendment to a workshop for further work.

### Discussion

The Special Event Facility Zoning Amendment was forward to the Town Council with the following information provided by the town manager:

Town staff has met with representatives of the Sprague Corporation regarding the evolving use of the Wentworth Lodge as a special event facility. In order to bring this use of the property into alignment with town ordinance, a draft special event facility zoning ordinance amendment has been prepared in cooperation with the property owner.

The Planning Board recommendation creates an overlay district, similar to how commercial telecommunication towers are regulated. A definition of "special event facility" is proposed, special event facilities are a permitted use in the overlay district, and require a 15 acre minimum land area. The special event facility would also require site plan review by the Planning Board, which would include new performance standards. Highlights of the performance standards are a limit of 12 events per year,

restriction on amplified music to no later than 10 p.m, and a requirement that Site Plan approval must be renewed every three years.

The Planning Board is also considering a Zoning Map amendment that would create a Special Event Facility Overlay District located on 4 lots in the area of Winters Lane and Old Proprietor Rd (the area of the Wentworth Lodge.)

Motion for the Board to Consider

The following motion combines the text amendment and the map amendment in one recommendation. If desired, the Planning Board may also vote on the text amendment and map amendment in separate motions.

BE IT ORDERED that, based on the materials prepared and the facts presented, the Planning Board (recommends/ does not recommend) the Special Event Facility Overlay District Zoning Ordinance Amendment and Zoning Map Amendment to the Town Council.