

**TOWN OF CAPE ELIZABETH
MEETING NOTICE**

MEETING: Ordinance Committee
DATE: Tuesday, June 19, 2011
TIME: 8:00 a.m. - 9:00 a.m.
PLACE: **ACP Conference Room**, Town Hall

AGENDA

1. **Public Comment.**
2. **Minutes:** June 7, 2012
3. **Survey Amendment.** The Ordinance Committee will review draft Zoning Ordinance Amendments that expand requirements for depicting property boundaries when applying for a building permit or a variance.
4. **Town Ways Ordinance.** The Town Council has referred to the Ordinance Committee a proposed amendment to Chapter 17 of the Code of Ordinances and also requests the committee to conduct a general review of Chapter 17.

Proposed Amendment:

Sec. 17-2-1. Entrance Permit Required. *No owner of property abutting upon any public way within the Town shall construct, cause or permit to be constructed, altered or relocated, any driveway, entrance, or approach or other improvement within the right-of-way of such road or extending from such road onto his property except in accordance with an entrance permit issued upon his*

application to the Director of Public Works and except for the bona fide purpose of securing access to his/her property and not for the purpose of parking or servicing vehicles within such right-of-way. Decisions of the Director of Public Works are appealable to the ~~Town Council~~. Zoning Board of Appeals. A permit fee established by the Town Council shall be paid for each permit. [Amended Eff. 1/11/95 and 01/07/09

5. **Next Meeting.**

6. **Public Comment.**

Public Participation at Ordinance Committee Meetings

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

Speaking on topics on the regular Ordinance Committee meeting agenda

After the public comment period has been opened, any person wishing to address the Ordinance Committee shall signify a desire to speak by raising his or her hand. When recognized by the chair, the speaker shall give his or her name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments. All remarks should be addressed to the Ordinance Committee. Comments shall be limited to three minutes per person; however, the time may be extended by majority vote of the Ordinance Committee members present. The time for public comments is limited to 15 minutes per agenda item. This time may be extended by a majority vote of the Ordinance Committee members present. The chair may decline to recognize any person who has already spoken on the same agenda item and may call on speakers in a manner so as to balance debate. Once the Ordinance Committee has begun its deliberations on an item, no person shall be permitted to address the Ordinance Committee on such item.

Speaking on topics not on the regular Ordinance Committee meeting agenda

Persons wishing to address the Ordinance Committee on an issue or concern local in nature, not appearing on the agenda, may do so at a regular Ordinance Committee meeting during any public comment period. Any person wishing to address the Ordinance Committee shall signify a desire to speak by raising his or her hand. When recognized by the chair, the speaker shall give his or her name and address or name and local affiliation. Comments in each comment period shall be limited to three minutes per person and 15 minutes total; however, the time may be extended by a majority vote of the Ordinance Committee members present.

Decorum

Persons present at Ordinance Committee meetings shall not applaud or otherwise express approval or disapproval of any statements made or actions taken at such meeting. Persons at Ordinance Committee meetings may only address the Ordinance Committee after being recognized by the chair.