

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

January 17, 2023

7:00 p.m.

Town Hall

**AGENDA**

**CALL TO ORDER**

- 7:00      **1. Election of Officers**
- 7:05      **2. Approval** of Minutes: December 20, 2022

**NEW BUSINESS**

- 7:10      **3. Carr Woods Major Subdivision and Resource Protection Permit –** Bill Gerrish, on behalf of Carr Woods, an 18-unit condominium and 1 single family lot development and Resource Protection Permit located at Deep Brook Drive, is requesting an extension to February, 2023 to submit the final approval application.
- 7:15      **4. Roots Academy Site Plan Amendment and Resource Protection Permit –** Jaclyn Gallo of Roots Academy is requesting a site plan amendment to change the use for the first floor of the building located at 2 Davis Point Lane (U18-13-1) from office to school and a Resource Protection Permit to create a nature trail in an RP1 buffer, Sec. 19-9, Site Plan completeness and public hearing, and Sec. 19-8-3 Resource Protection Permit completeness and public hearing.
- 7:50      **5. Lumberly Site Plan Amendments –** Michael Friedland is requesting site plan amendments to increase outdoor storage, increase signage and expand approved uses to add classroom instruction for the property located at 287 Ocean House Rd (U22-76), Sec. 19-9, Site Plan Completeness.

**OTHER BUSINESS**

**6. 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. **If the meeting is conducted via Zoom, meeting attendees should use the participant icon to "raise your hand" in order to be recognized to speak.** 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.