

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

August 18, 2020

7:00 p.m.

Remote meeting

As a result of the COVID-19 virus, the Planning Board will conduct the meeting via remote access as provided by Maine law. The Planning Board will use Zoom meeting to conduct the meeting and to allow the public to remotely attend and participate. Zoom will allow all Planning Board members, applicants, and members of the public to hear all discussion and hear votes, which will be taken by roll call, as required by law. Please use the following information to access the meeting by video/audio or audio only.

Please copy the link below to your internet browser to join the webinar:

<https://zoom.us/j/92087436745>

Or iPhone one-tap :

US: +19292056099,,92087436745# or +13017158592,,92087436745#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 920 8743 6745

International numbers available: <https://zoom.us/j/92087436745>

AGENDA

CALL TO ORDER

- 7:00 1. **Approval** of Minutes: July 21, 2020 meeting

OLD BUSINESS

- 7:05 2. **19 Fessenden Rd Private Accessway Permit** - Paul Stewart is requesting a Private Accessway Permit to create frontage for an existing lot located at 19 Fessenden Rd (U16-21), Sec. 19-7-9, Private Accessway Public Hearing.

NEW BUSINESS

- 7:50 3. **14 Hill Way Site Plan, Subdivision Amendment** - Two Penguin Properties LLC is requesting site plan review of a mixed use building with 1,920 sq. ft. of office on the first floor and one residential unit on the second/ third floors, and amendments to the previously approved Tarbox Triangle Subdivision, located at 14 Hill Way (U22-74-3), Sec. 19-9 Site Plan Completeness and Sec. 16-2-5, Amendment to a previously approved subdivision.

OTHER BUSINESS

8:20 4. **Planning Board digital/remote operations** - The Planning Board will review meeting logistics and upcoming items.

5. **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. **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.