

MEMORANDUM

TO: Cape Elizabeth Planning Board
FROM: Maureen O'Meara, Town Planner
DATE: September 15, 2020
SUBJECT: Rosewood Subdivision Lot 4C amendment

Introduction

Joe Frustaci is requesting an amendment to the Rosewood Subdivision to split lot 4B to create a new lot and extend the private road right-of-way for Rosewood Drive to create frontage for the lot. The application will be reviewed for compliance with Sec. 16-2-5, Amendments to previously approved subdivisions.

Procedure

- The Planning Board should begin by having the applicant introduce the project.
- The Board should then allow public comment on completeness.
- The Board then makes a finding on completeness. If the application is deemed incomplete, Board members should identify the information needed to make the application complete and no substantive discussion of the application should occur. If the application is deemed complete, substantive review may begin.
- The Board should decide if a public hearing and/or site visit will be scheduled.
- At the close of discussion, the Board has the option to approve, approve with conditions, deny or table the application.

Summary of Completeness

The comments of the Town Engineer and the completeness checklist are attached. Below is a summary of possible incomplete items:

No items appear incomplete.

Discussion

Beyond the level of completeness, the Planning Board may want to discuss the following:

1. Water connection. Based on the Portland Water District communications, a connection to drinking water for the proposed lot will not be straightforward. The Planning Board may want to mandate that the lot shall be served by public water to avoid a lower-cost option to install a well.
2. Open Space Impact fee. Just to clarify, the open space impact fee set by the Town Council is \$6,729.

Motion for the Board to Consider

A. Motion for Completeness

BE IT ORDERED that, based on the plans and materials submitted and the facts presented, the application of Joe Frustaci for an amendment to the Rosewood Subdivision to split lot 4B (U34-22-4) to create a new lot and extend the private road right-of-way for Rosewood Drive to create frontage for the lot be deemed (complete/incomplete).

B. Motion for Public Hearing

BE IT ORDERED that, based on the plans and materials submitted and the facts presented, the application of Joe Frustaci for an amendment to the Rosewood Subdivision to split lot 4B (U34-22-4) to create a new lot and extend the private road right-of-way for Rosewood Drive to create frontage for the lot be tabled to the October 20, 2020 meeting of the Planning Board, at which time a public hearing will be held.

Project: Rosewood Subdivision Amendment
Applicant: Joe Frustaci
Location: Lot 4C Rosewood Drive

Date: September 15, 2020

**Minor Subdivision Review
Application Completeness Checklist
(Subdivision Ordinance, Appendix A)**

- | | | |
|------------|-----|--|
| <u>Y</u> | 1. | Right, Title or Interest |
| <u>Y</u> | 2. | Name of Subdivision/ Applicant |
| <u>Y</u> | 3. | Survey |
| <u>Y</u> | 4. | Water Pollution Evaluation: Topography, Surface drainage, Soils, Air |
| <u>Y</u> | 5. | Potable Water |
| <u>Y</u> | 6. | Erosion |
| <u>Y</u> | 7. | Traffic |
| <u>Y</u> | 8. | Sewage Disposal |
| <u>Y</u> | 9. | Solid Waste Disposal |
| <u>Y</u> | 10. | Aesthetic, cultural and natural information |
| <u>Y</u> | 11. | Local Regulations |
| <u>Y</u> | 12. | Financial and Technical Capability |
| <u>Y</u> | 13. | Surface Waters |
| <u>Y</u> | 14. | Ground Water |
| <u>Y</u> | 15. | Floodplain |
| <u>Y</u> | 16. | Wetlands |
| <u>Y</u> | 17. | Stormwater/Phosphorus |
| <u>Y</u> | 18. | Liquidation Harvesting |
| <u>Y</u> | 19. | Landscaping |
| <u>Y</u> | 20. | Open Space |
| <u>Y</u> | 21. | Utilities |
| <u>N/A</u> | 22. | Phasing |
| <u>N/A</u> | 23. | Related information |

Y = Yes, information has been provided

N = No, information has not been provided

P = Partial information has been provided

W = A waiver has been requested from submitting the information

N/A = Not applicable to this application