

Town of Cape Elizabeth
Planning Board Meeting Agenda
May 16, 2023
7:00 p.m., Cape Elizabeth Town Hall

Hybrid meeting – Members of the public may participate remotely during public comment opportunities. Remote participation is offered as a convenience. In the event there is a disruption in service and communication cannot be restored, the expectation is that the meeting will continue. Please review the Public Participation Process below.

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To view the meeting livestream: <https://cetv.capeelizabeth.org/> and push watch in the upper right hand corner.

AGENDA

CALL TO ORDER

- 7:00 1. **Approval** of Minutes: April 18, 2023
May 2, 2023 Workshop

OLD BUSINESS

- 7:05 2. **Solar Array Cape Elizabeth Landfill** – ER Cape Elizabeth Solar, LLC is requesting a site plan amendment to install a 0.9 MW solar array at the Cape Elizabeth Landfill located at 21 Dennison Dr (R05-10), Sec. 19-9, Site Plan Public Hearing.

NEW BUSINESS

- 7:30 3. **LD 2003 Zoning Ordinance Amendments** – The Town Council has referred to the Planning Board for review and recommendation LD 2003 Amendments, Sec. 19-10-3, Amendments Public Hearing.

OTHER BUSINESS

- 7:50 4. **Project submission ordinance amendments** – The Planning Board will discuss seeking a referral from the Town Council to assemble a package of amendments that update submission requirements and deadlines,

including but not limited to adjusting deadlines in line with new town hall office hours and formalizing digital material submissions.

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 Process

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. The speaker is strongly encouraged to focus their 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.

In person participation: When recognized by the Chair, the speaker shall state the speaker's name and address in an audible tone for the record and speak for up to 3 minutes.

Remote Participation: When the Chair introduces the opportunity for public comment on the item you wish to speak to, please click the Zoom link or call and enter your first and last name. You will be placed in the Zoom waiting room and your name will appear in the list of attendees. When recognized by the Chair, each attendee will provide their name and address, and speak for up to 3 minutes. When you have completed your comments for an item, you may exit Zoom and resume the CETV Livestream to view the meeting.

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.