

MEMORANDUM FOR THE RECORD
SHOW CAUSE HEARING – THURSDAY, NOVEMBER 20, 2025

Prepared by Stacy Radford, Zoning & Wetlands Officer

Property Owners: Jeffrey Phillips & Jennifer Michaels
Address: Noble Hill Road (Parcel ID: 061-002-000)
Meeting Date: August 21, 2025
Regarding: Cease & Correct order for unpermitted activities within the wetlands and 50' upland review area

UPDATED SUMMARY OF EVENTS:

- On October 30, 2025 I received a call from Attorney William McCoy on behalf of the property owners and he indicated that the Application for the Planning & Zoning Commission is about ready for submission.
- On November 17, 2025 I spoke with Jeff Phillips who indicated that he really needs to get the stockpile of fill, which he is currently holding on his property, spread before the pile freezes. I explained to him that we are still waiting for submission to the Planning & Zoning Commission.
- Additional telephone messages left for Jeff Phillips and Attorney McCoy have gone unanswered.

STAFF RECOMMENDATIONS:

- The Commission continue this matter to the next regularly scheduled meeting on December 18, 2025 and continue to do so until this matter has been resolved to the satisfaction of this Commission.

If the Commission is inclined to move forward with Staff's recommendations, the following language for a motion is suggested:

MOTION #1 (A Motion to Continue)

I make a Motion to continue this matter to the next regularly scheduled meeting on December 18, 2025 and continue to do so until this matter has been resolved to the satisfaction of this Commission.