

MEMORANDUM FOR THE RECORD
SHOW CAUSE HEARING – THURSDAY, DECEMBER 18, 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 November 21, 2025 I received a call from Jeff Phillips who indicated that he spoke with his Engineer who expects to have all Plans prepared and submitted to our office for presentation at the Planning & Zoning Commission meeting on December 9, 2025.
- No Plans have been received by our office to date.

STAFF RECOMMENDATIONS:

- The Commission continue this matter to the next regularly scheduled meeting on January 15, 2026 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 January 15, 2026 and continue to do so until this matter has been resolved to the satisfaction of this Commission.