

MEMORANDUM FOR THE RECORD
SHOW CAUSE HEARING – THURSDAY, JANUARY 15, 2026

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 December 29, 2025 I contacted Jeff Phillips who advised that he has not heard anything from his Engineer to date. He would follow up with him and his Attorney for an update.
- To date no Application or Plan has been received by our office.

STAFF RECOMMENDATIONS:

- The Commission continue this matter to the next regularly scheduled meeting on February 19, 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 February 19, 2026 and continue to do so until this matter has been resolved to the satisfaction of this Commission.