

MEMORANDUM FOR THE RECORD
SHOW CAUSE HEARING – THURSDAY, MARCH 19, 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 February 9, 2026 I spoke with Jeff Phillips who advised that he spoke with his P.E. and the Plans have been completed and are being forwarded to Attorney Bill McCoy for submission to the Planning & Zoning Commission.
- I spoke with Attorney Bill McCoy and reminded him of the next scheduled Planning & Zoning Commission meetings on February 24th and March 24th, 2026. Attorney McCoy indicated that he would be submitting an Application as soon as he received the completed Plans.
- 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 April 16, 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 April 16, 2026 and continue to do so until this matter has been resolved to the satisfaction of this Commission.