

**Town of Cape Elizabeth
Ordinance Committee Minutes**

September 22, 2025

4:00 p.m.

Town Hall

Members Present: Caitlin Jordan Harriman, Chair
Stephanie Anderson
Jonathan Sahrbeck

Staff: Maureen O'Meara, Town Planner
Ben McDougal, Code Enforcement Officer

Public Comment

Chair Harriman opened the meeting at 4:00 p.m. and invited public comment. Members of the public were there to speak on the Sign Ordinance.

Minutes

Councilor Sahrbeck made a motion to approve the July 21, 2025 meeting minutes, seconded by Councilor Anderson, and the motion passed 3-0.

Sign Ordinance Amendment

Chair Harriman noted the 2015 Reed v. Gilbert article included in the package, which she had seen in 2015 when the Ordinance Committee completely rewrote the Sign Ordinance.

Councilor Sahrbeck explained that the amendment would allow the ice rink to continue to fund raise through advertising.

Councilor Anderson asked why an amendment was needed when other facilities, [i.e. Lions Field] have advertising. Ms. O'Meara explained that those facilities were grandfathered under the current Sign Ordinance. Councilor Sahrbeck said that the ice arena advertising was not code compliant. It has been removed until the amendment is adopted.

Meaghan Connolly, CCAG – She asked why the Lions' field signage was grandfathered when they have larger signs than what CCAG wants?

Chair Harriman explained that the individual sign size does not matter because they are grandfathered. Councilor Sahrbeck suggested obtaining advice from legal counsel will be necessary, given the legal parameters from the Reed decision.

The committee discussed how the proposed amendment would allow any nonprofit entity to install signage on town property. Ms. O'Meara suggested we might be able to limit signage to those groups that held a license granted by the Town Council.

Mr. McDougal reviewed the definition of "sign" and "visible" in the current ordinance. Because signs erected at the ice arena cannot be seen from another property, he no longer considers the signs that were erected a violation.

The committee agreed that a Sign Ordinance amendment is not needed. Councilor Anderson made a motion to recommend no further action to the Town Council, seconded by Councilor Sahrbeck and the motion passed 3-0.

Fenway Rd Traffic Amendment

The committee discussed the recommendation from the Traffic Safety Working Group to limit on-street parking on Fenway Rd to one side, specifically the "in-bound" side.

The committee noted that the Traffic Safety Working Group picked the south side as no parking to minimize the three-point turns that folks will make, and instead use the cul-de-sac to reverse direction and then park.

Councilor Anderson asked what the problem was? Ms. O'Meara said there is on-street parking on both sides of the street, and when Great Pond is iced over, folks come to skate. The committee agreed to no parking on the south side of the road, and want a public notice mailed to the neighborhood when the Town Council public hearing is scheduled for the ordinance amendment.

Councilor Sahrbeck made a motion that the Ordinance Committee recommends the amendment as prescribed and edited with direction to town staff to notify the Fenway Road residents of the public hearing, seconded by Councilor Anderson and the motion passed 3-0.

Public comment

No one wished to speak.

Next meeting

The committee agreed to schedule the next meeting to fall after the Town Council October meeting, so that they could include any additional referrals, and agreed the next meeting would be held October 27th, starting at 5:00 p.m. The meeting adjourned at 4:47 p.m.