

PLANNING BOARD WORKSHOP

TO: Cape Elizabeth Planning Board
FROM: Maureen O'Meara, Town Planner
DATE: August 27, 2025
SUBJECT: September 2, 2025 Planning Board Workshop

The Cape Elizabeth Planning Board will hold a workshop on **Tuesday, September 2, 2025**, beginning at 7:00 p.m. in the Jordan Conference Room, Town Hall.

WORKSHOP AGENDA

- 7:00 1. **Accessory Structures setback reduction Amendment.** The Planning Board will discuss a potential zoning amendment to make the setback for accessory structures consistent in all zones.
- 7:30 2. **Planning Board process/findings review.** The Planning Board will review and evaluate how findings of fact are structured and other development review procedures.
- 8:00 3. **Planning Board logistics.** The Planning Board will discuss meeting logistics, the work of related committees, and training.

Public Comment: Members of the public are strongly encouraged to submit written comments addressing workshop items. All written comments shall be submitted to the Town Planner for distribution to the Planning Board and placed in the public file. An opportunity for members of the public to speak at workshops is not available.

NOTE: The times on this agenda are approximate and are intended for the convenience of the applicants; however, your time could be called earlier or later than the indicated time.

Cc: Town Manager