



Town Council Regular Meeting

Monday, September 8, 2025 at 7:00 PM

Town Hall Council Chambers
320 Ocean House Road

Live on CETV/Hybrid Meeting

Hybrid Meeting - Members of the Public May Participate Remotely During Public Comment Opportunities.

To view the meeting livestream: <https://cetv.capeelizabeth.org/> and push watch in the upper right hand corner.

Live broadcast on CETV, live stream and remote participation are offered as a convenience when the technology is available and operational in the given meeting space. If the technology is not available or in the event there is a disruption in service and the communication can't be restored the expectation is the meeting will continue.

Remote Access Instructions: A member of the public wishing to speak via remote access must click on the Zoom link or call and use the Raise Hand function. When connecting by phone, dial *9 to Raise Hand and the same to Lower Hand. Please mute the microphone and turn off the video until you are invited to speak. When recognized by the chair, the speaker shall give their name and address or local affiliation, if the affiliation is pertinent. After speaking, to view the remainder of the meeting exit Zoom and return to the CETV Livestream or CETV cable Channel 3.

Topic: Town Council Meeting Time: Sep 8, 2025 07:00 PM Eastern Time (US and Canada)

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Join

instructions https://zoom.us/join/99194837084/invitations?signature=XnU93iXzPOIYGC87_gG2c1KSuuNbgA2P

A. Convening of the Meeting

B. Roll Call by the Town Clerk

Penelope A. Jordan, Chair
Stephanie P. Anderson
Caitlin J. Harriman
Jonathan T. Sahrbeck
Elizabeth K. Scifres
Andrew B. Swayze
Timothy L. Thompson

C. The Pledge of Allegiance to the Flag

D. Citizen Opportunity for Discussion of Items Not on the Agenda

E. Town Council Reports and Correspondence

F. Finance Committee Report

- 1) Finance Committee Update -

G. Town Manager's Monthly Report

H. Review of Draft Minutes

I. Agenda Items

- 1) Climate Action Plan Acceptance
- 2) Fire Truck Purchase
- 3) Thomas Jordan Trust Policy Amendment
- 4) Miscellaneous Amendments to the Zoning and Subdivision Ordinances
- 5) Amendments to Chapter 13- Traffic Regulations
- 6) Spurwink Marsh/Sawyer Road Discontinuance
- 7) Motion to Enter into Executive Session

J. Executive Session

- 1) Labor Contract Negotiation Updates

K. Adjournment

Public Participation at Town Council Meetings

After an item has been introduced, any person wishing to address the council shall signify a desire to speak by raising their hand or by approaching the lectern. When recognized by the chair, the speaker shall give their name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments.

A member of the public wishing to speak via remote access must click on the Zoom link or call and follow the procedures stated at the top of the agenda. When recognized by the chair, the speaker shall give their name and address or name and local affiliation, if the affiliation is

relevant, prior to making other comments. After speaking, to view the remainder of the meeting exit Zoom and return to the CETV Livestream or CETV cable Channel 3.

All remarks should be addressed to the Town Council. Comments shall be limited to three minutes per person; however, the time may be extended by majority vote of councilors present. For agenda items that are not formally advertised public hearings, the time for public comments is limited to 15 minutes per agenda item. This time may be extended by a majority of the Town Council.

The chair may decline to recognize any person who has already spoken on the same agenda item and may call on speakers in a manner so as to balance debate. Once the Council has begun its deliberations on an item, no person shall be permitted to address the Council on such item.

Speaking at the meeting on topics not on the agenda at regular Council meetings

Persons wishing to address the Council on an issue or concern local in nature not appearing on the agenda may do so at a regular Town Council meeting before the town manager's report and/or after the disposition of all items appearing on the agenda.

Any person wishing to address the Council shall signify a desire to speak by raising their hand or by approaching the lectern. When recognized by the chair, the speaker shall give their name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments. A member of the public wishing to speak via remote access must click on the Zoom link or call and follow the procedures stated at the top of the agenda. When recognized by the chair, the speaker shall give their name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments. After speaking, to view the remainder of the meeting exit Zoom and return to the CETV Livestream or CETV cable Channel 3.

Comments in each comment period shall be limited to three minutes per person and 15 minutes total; however, the time may be extended by majority vote of councilors present.

Decorum

Persons present at Council meetings shall not applaud or otherwise express approval or disapproval of any statements made or actions taken at such meeting. Persons at Council meetings may only address the Town Council after being recognized by the chair.

Contact: Angela Frawley (angela.frawley@capeelizabeth.gov) (207-799-7665) | Agenda published on 00/00/2025 at 0:00 PM

Dashboard August 31, 2025

	<u>Previous Year</u>	<u>Previous Year</u>	<u>Previous Year</u>	<u>Current Year</u>	<u>Current Year</u>	<u>Current Year</u>	<u>\$ Change from</u>
	<u>Budget</u>	<u>\$ To Date</u>	<u>% of Budget</u>	<u>Budget</u>	<u>\$ To Date</u>	<u>% of Budget</u>	<u>Previous Year</u>
Key Revenues							
Excise Taxes	\$ 2,700,000	\$ 488,760	18.10%	\$ 2,700,000	\$ 527,751	19.55%	1.44%
Revenue Sharing	\$ 1,300,000	\$ 266,508	20.50%	\$ 1,300,000	\$ 234,496	18.04%	-2.46%
Building Permits	\$ 140,000	\$ 51,499	36.79%	\$ 160,000	\$ 46,965	29.35%	-7.43%
Cable Franchise Fee	\$ 160,000	\$ -	0.00%	\$ 140,000	\$ -	0.00%	0.00%
Other Funds							0.00%
Sewer Fees	\$ 2,387,025	\$ -	0.00%	\$ 2,392,993	\$ -	0.00%	0.00%
PHL Gift Shop Sales	\$ 800,500	\$ 269,488	33.66%	\$ 858,000	\$ 295,289	34.42%	0.75%
Ft Williams Pay and Display Revenue	\$ 700,000	\$ 122,453	17.49%	\$ 754,600	\$ 145,507	19.28%	1.79%
Key Expenditures							
Health Insurance	\$ 1,175,200	\$ 170,556	14.51%	\$ 1,438,803	\$ 188,133	13.08%	-1.44%
Public Works Overtime	\$ 120,000	\$ 4,857	4.05%	\$ 120,000	\$ 2,787	2.32%	-1.73%
Public Works Vehicle Maint.	\$ 119,000	\$ 38,452	32.31%	\$ 127,000	\$ 21,325	16.79%	-15.52%
Public Works Demo Disposal Fees	\$ 129,000	\$ 24,152	18.72%	\$ 129,000	\$ 8,921	6.92%	-11.81%
De-icing Materials	\$ 135,000	\$ -	0.00%	\$ 120,000	\$ -	0.00%	0.00%
Legal Services	\$ 66,000	\$ 5,167	7.83%	\$ 66,000	\$ 5,167	7.83%	0.00%

Town of Cape Elizabeth

Finance Report 08/31/25

To: Finance Chair, Elizabeth Scifres
From: Patrick W. Fox, Town Manager
CC: File

This month's financial reports include a revenue report and an expense report for Town operations and funds. We have completed the second month of the fiscal year and the Town's revenues and expenditures should be around 16.67%, respectively.

Some notable revenue items for August are as follows:

Interest Income: \$65,801, or 16.5% of anticipated. The Town is accruing interest at a rate of 4.2% and last year at this time the interest rate was 5.20%.

Excise Tax: \$527,751, or 19.55% anticipated. Excise tax revenue is important to monitor and the Town is tracking to meet the anticipated revenue. The revenue may vary due to citizens purchasing cars and the inventory available.

Building Permits: \$46,965, or 29.35% of anticipated. This revenue may also vary due to large building permits.

Some notable expenditure items for August are as follows:

Health Insurance: \$188,133 or 13.08% of anticipated. Health insurance rates change January 1 of every year.

PW Vehicle Maintenance: \$21,325, or 16.79% of anticipated. This is due to unplanned but essential repairs.



**Town Council Meeting
Monday, September 8, 2025**

AGENDA ITEM SUMMARY

Climate Action Plan Acceptance

Council Resource: Penny Jordan

Staff Resource: Patrick Fox, Town Manager
David Bagdasarian

Background:

In 2023 Cape Elizabeth contracted with Greater Portland Council of Governments (GPCOG) to lead the Climate Action Planning process and assist the Town in creating a Climate Action Plan that aligns with the State of Maine's "Maine Won't Wait" Climate initiative. GPCOG will be presenting the final draft Climate Action Plan for Council acceptance.

Exhibit: Draft Climate Action Plan

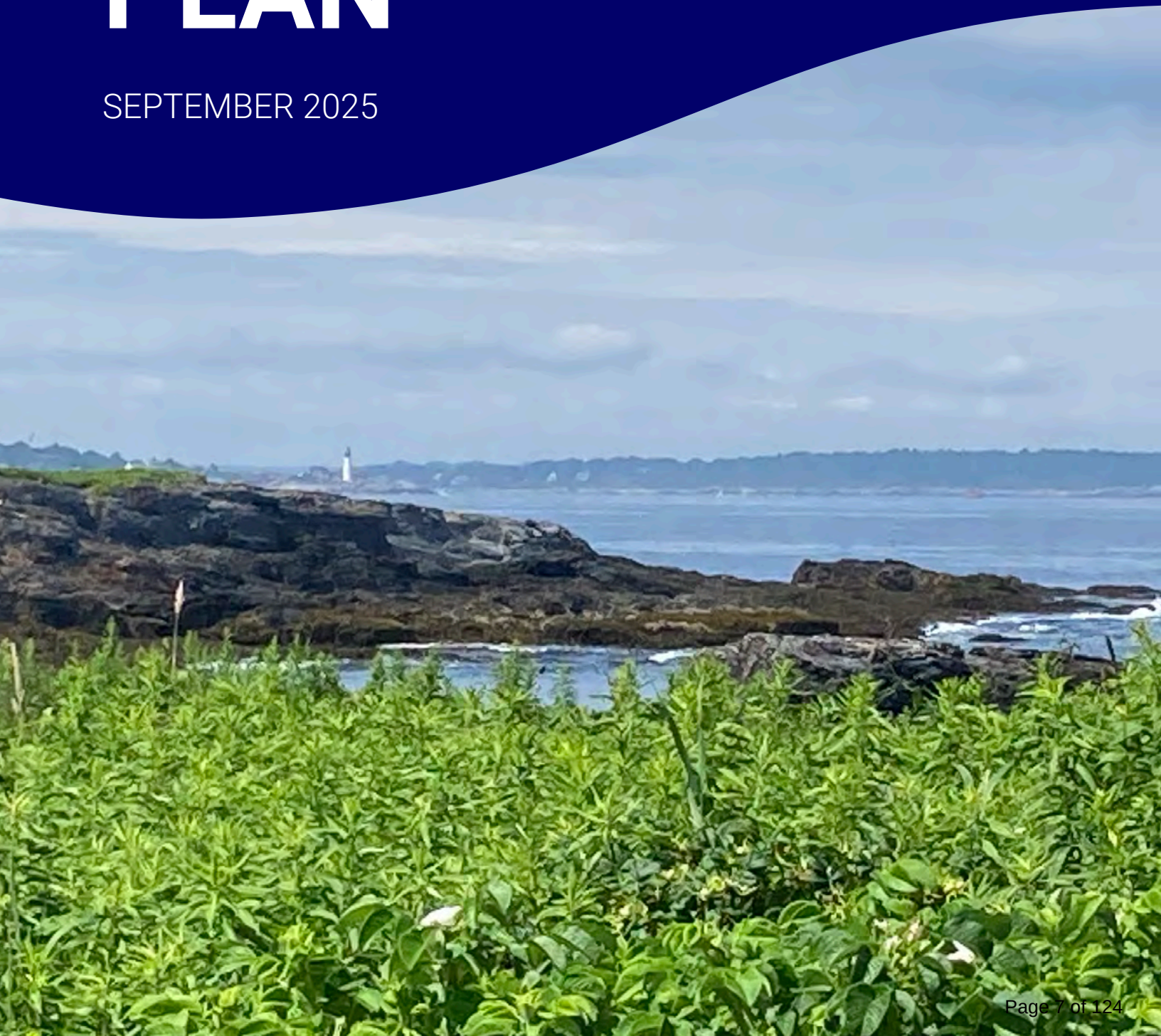
Draft Motion: ORDERED, the Cape Elizabeth Town Council accept the Cape Elizabeth Climate Action Plan as presented.



CAPE ELIZABETH

CLIMATE ACTION PLAN

SEPTEMBER 2025



Placeholder for letter from
Committee, Town Council, or
Town Manager

Acknowledgements

Cape Elizabeth's Climate Action Plan would not be possible without the support, dedication, and significant contribution of many involved. Thank you to all residents, local organizations, committees, and municipal staff who provided invaluable insights and feedback throughout the development of this plan. Your input helped insure this plan reflects the priorities and values of our community.

CAPE ELIZABETH

ENERGY COMMITTEE

Nikolaas Dietschi

David Kane

Sam Milton

Richard Parker

Ian Sample

Rosalie Blenkhorn

Vince Faherty

TOWN COUNCIL

Penelope A. Jordan - Chair

Stephanie P. Anderson

Caitlin Jordan Harriman

Jonathan Sahrbeck

Elizabeth K. Scifres

Andrew B. Swayze

Timothy L. Thompson

SPECIAL THANKS

Thomas Memorial Library for hosting events

Cape Elizabeth Students for participating in surveys and attending events

Gulf of Maine Research Institute for providing climate change presentations and materials

MUNICIPAL STAFF

Patric Fox – Town Manager

David Bagdasarian – Director of Facilities

Kristie Bradbury- Finance Director

Monica Cooke – CE Schools Director of Transportation

Rachel Davis – Library Director

Paul Fenton – Chief of Police

Jason Lund – Network Administrator

Benjamin McDougal – Code Enforcement

Maureen O'Meara - Town Planner

Kathleen Raftice – Director of Community Services and Fort Williams Park

Jay Reynolds – Public Works Director

Steve Young – Fire Chief

GREATER PORTLAND COUNCIL OF GOVERNMENTS

Kelly Rehberg

Sara Mills-Knapp

Anna Paddock

Caitlyn Hanley

Audrey Pyper

Photos provided by GPCOG

Contents

INTRODUCTION

CLIMATE CONTEXT

Climate Change	13
Cape Elizabeth's Climate	14
Risks and Impacts	15
Greenhouse Gas Emissions	17
Tracking Emissions	19

BUILDING THE PLAN

How the plan was developed	22
Community Outreach	24
Timeline	25
What we heard	26

TAKING ACTION

BUILDINGS & ENERGY	30
TRANSPORTATION & INFRASTRUCTURE	36
LAND USE & NATURAL RESOURCES	42
RESILIENCE & PUBLIC HEALTH	50
MUNICIPAL & SCHOOL OPERATIONS	58

THE PATH FORWARD

Implementation	67
How you can help	70
Funding Resources	72
Acronyms	74
Terms to Know	75

APPENDICES

The Plan presents 20 strategies across 5 sectors for how our town will reduce emissions and adapt to climate change. For each sector, we set out the goals, challenges, milestones, and actions for achieving those goals.

BUILDINGS AND ENERGY



Cape Elizabeth's buildings are energy efficient and powered by renewable sources. Our homes and businesses cost less to heat and maintain and are better for the environment.

- 1.1. Promote energy efficient buildings
- 1.2. Reduce community usage of fossil fuel heating sources
- 1.3. Expand usage of renewable energy sources
- 1.4. Prepare buildings for future climate hazards

TRANSPORTATION



Cape Elizabeth's transportation network is a robust, well-connected network of roads, sidewalks, bike lanes and EV infrastructure that allows emissions-free travel for everyday activities.

- 2.1. Expand accessible and safe active transportation infrastructure
- 2.2. Adapt infrastructure to climate impacts
- 2.3. Expand the usage of electric vehicles and EV infrastructure

Natural Resources



Cape Elizabeth's coastlines, beloved beaches, and natural ecosystems are protected through climate-resilient land use and adaptation policies that conserve important open spaces and guide thoughtful growth.

- 3.1. Protect wetlands and open space
- 3.2. Align land use policies and adaptation techniques
- 3.3. Prepare for sustainable growth

RESILIENCE AND PUBLIC HEALTH



Cape Elizabeth is a resilient community that adapts to risks, protects the vulnerable, and promotes sustainable resource use by investing in strong social networks, robust emergency preparedness, and a vibrant circular economy.

- 4.1. Promote healthy natural spaces
- 4.2. Adapt for extreme weather, power outages, and public health risks
- 4.3. Reduce waste volume and promote local resources
- 4.4. Protect local water and food supply
- 4.5. Update emergency management plans and techniques

MUNICIPAL AND SCHOOL OPERATIONS

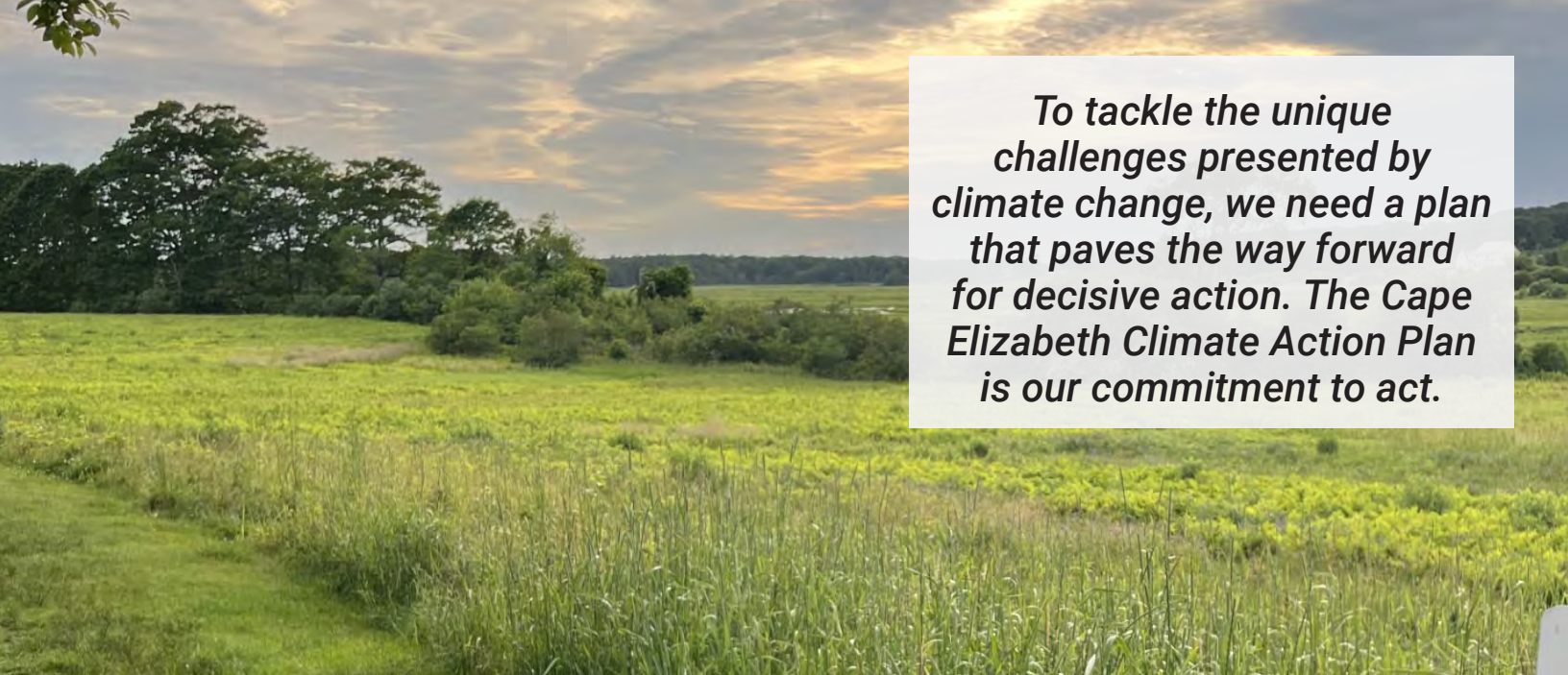


Cape Elizabeth's schools, Town buildings, and municipal fleet are energy efficient and powered by clean electricity. The Town serves as a leader of and model for climate resilience and adaptability in our community.

- 5.1. Improve energy efficiency of municipal and school buildings and facilities
- 5.2. Reduce fossil fuel use in government facilities
- 5.3. Ensure town leadership and support to enact Action Plan
- 5.4. Reduce GHG emission from the municipal vehicle fleet
- 5.5. Redevelop municipal procurement and discarding policies

INTRODUCTION





To tackle the unique challenges presented by climate change, we need a plan that paves the way forward for decisive action. The Cape Elizabeth Climate Action Plan is our commitment to act.

The Town of Cape Elizabeth is committed to taking action to reduce greenhouse gas emissions and enhance our ability to adapt to and recover from climate hazards. Our community is already feeling the impacts of climate change, with severe storms accelerating coastal erosion and flooding on coastal roads. Changing climatic conditions like these stress the community's infrastructure, ecosystem, and community resources.

Cape Elizabeth's Climate Action Plan draws from extensive data collection and community input. Over the last two years we have heard from residents, business owners, workers, and Town staff, whose combined voices helped shape the priorities and strategies emphasized in this plan.

By planning for climate change impacts and emissions reductions, we're investing in a resilient and sustainable future for our region. Through proactive action, Cape Elizabeth will safeguard its resources and foster a vibrant community for future generations.

WHAT IS A CLIMATE ACTION PLAN?

Cape Elizabeth's Climate Action Plan (CAP) is a strategic roadmap for the Town to reduce greenhouse gas emissions and adapt and prepare for climate impacts, with the aim of creating a more livable future for everyone.

This plan will serve as a(n):

- Assessment of Cape Elizabeth's existing greenhouse gas emissions and climate vulnerabilities
- Framework for shaping Town policies and implementation strategies that support a financially sustainable response to climate change.
- Resource that aligns with and enhances existing plans across all Town departments and committees
- Strategic roadmap for identifying and implementing actionable strategies and potential partnerships to improve climate resilience
- Engagement tool to inspire our community to take part in tackling climate change

Why act now?



Reduce risk.

Strategies outlined in this Plan help manage current climate impacts and lower future risks. Through immediate and planned action, we have the power to create a sustainable, resilient future while enhancing our ability to respond to challenges.



Protect our values.

Cape Elizabeth is a coastal community that protects and values its natural resources and open space, and supports local food, working farms, and commercial fisheries. Adopting the strategies outlined in this plan will advance Cape Elizabeth's vision for protecting the community's heritage, iconic scenery, and natural beauty.



Promote sustainable investments.

Developing this plan provides the Town with a guide for smart, long-term investments in infrastructure, energy, and resilience. By aligning sustainability goals with fiscal responsibility, it ensures that public resources are used efficiently to build a healthier, more economically stable future.



Strengthen the community.

We have the chance to come together as a community to shape our path forward. Developing an action plan equips the community with adaptive strategies that protect public health, safety, and economic stability.



Build local action.

When local communities commit to climate action, they create meaningful changes on a global scale. By adopting a climate action plan, Cape Elizabeth joins a global movement of communities looking to act boldly to reduce emissions, strengthen local resilience, and invest in a sustainable future.



The Cost of Doing Nothing

"The failure to act against the effects of climate change carries a great risk for Maine, as doing nothing will cause costly damage to Maine's buildings and infrastructure, vulnerable ecosystems, iconic species, and public health." - 2020 "Maine Won't Wait" Climate Action Plan

According to the State's 2020 "Cost of Doing Nothing" report:

- The cost of inaction could be in the **billions for the state**
- **Damages from climate hazards are by far the biggest projected cost** and will increase over time the more we delay
- Flooding from sea level rise could cause building losses valued anywhere from **\$512 million to \$1.2 billion dollars**
- Forecasted sea level rise by 2050 threatens more than **21,000 coastal jobs** in tourism, fishing, and real estate across Maine
- Job losses in sectors such as natural resources and winter tourism would result in Maine's GDP decreasing anywhere between **\$118 million to \$2.4 billion dollars**, depending on sea level rise scenario

Proactive Investments Pay Off

Acting for climate solutions is a smart investment into our shared future. We save money by investing in our resiliency today through renewable energy and climate-ready infrastructure—avoiding the more expensive costs of disaster repairs and economic downturn that will happen if we don't prepare and adapt. From the 2025 Maine Infrastructure Resilience Report:

Every \$1 invested in resilience avoids \$13 in damages and economic losses.

Total costs of storms in Maine over the past three years will likely be over \$100 million.

State and Regional Action

Cape Elizabeth is not alone in preparing for climate change. This plan aligns with regional and state initiatives that take bold steps towards a new future for Maine.

State Level Action

The Maine Climate Council released “Maine Won’t Wait,” the State’s Climate Action Plan in 2020, with an update in 2024. The State has committed to reducing greenhouse gas emissions by at least 80% by 2050 from 1990 base levels and reaching carbon neutrality by 2045. In addition, Maine is targeting 100% renewable energy sources for electricity by 2050.

Regional Level Action

By adopting this plan, Cape Elizabeth also joins more than 25 other communities across Maine that have adopted municipal climate action plans.

Funding for Climate Action

Carrying out the actions in this plan will involve substantial planning, resources, and funding. Some actions will be free or low-cost, while others will require significant financial investment. Although the up-front costs to mitigate and adapt may be high, the cost of inaction is far greater. The goal is to make climate action affordable and accessible, limiting the financial impact on the town and individual residents.

A variety of funding programs and mechanisms are already available to support the actions outlined in this plan which would not require increasing taxes. The State of Maine offers established funding opportunities that include grants and incentives that support local government action. Funding streams are continuously evolving, and new programs, technology, and collaborations may emerge in the upcoming years that could make actions more affordable. By creating this plan, Cape Elizabeth is best prepared to take advantage of these opportunities as they become available.

See pages 72-73 for more information on funding sources.



Navigating the Plan

The Climate Action Plan is developed through use of local data, shaped by community input, and driven by actionable strategies. The plan presents the challenges we are facing, the process we are developing, and the road we are taking to achieve our goals.



Climate Context

Learn how Cape Elizabeth is contributing to climate change through a variety of GHG emission sources and how climate change is affecting our community.



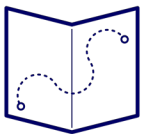
Building the Plan

Explore Cape Elizabeth's efforts to develop this plan into one that centers the needs and visions of the community.



Taking Action

Explore the 20 strategies and 88 specific actions developed for Buildings & Energy, Transportation & Infrastructure, Land Use & Natural Resources, Resilience & Public Health, and Municipal & School Operations.



Path Forward

Discover the steps, metrics, and ways the town can implement the action plan and how we can make our own contributions to creating a sustainable future.



Dive into the Details

This plan is followed by technical documents: an Implementation Table, which further details the actions we will follow to reach our goals; a Greenhouse Gas Inventory and Vulnerability Assessment which layout data to shape our baseline knowledge; and the complete results of the community engagement participation.

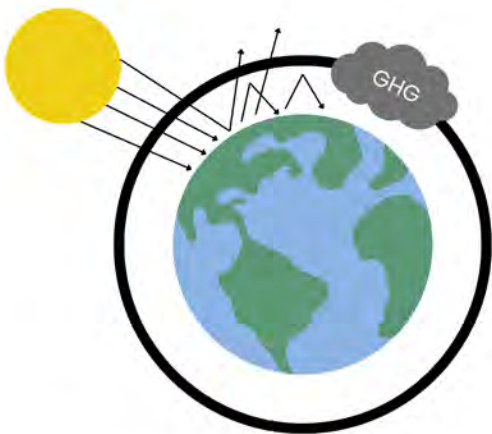
CLIMATE CONTEXT



How communities prepare for and adapt to climate change will help shape what the future will look like. Cape Elizabeth can drive positive change through climate action.

Climate Change

Greenhouse gases (GHGs) are gases that trap heat inside the Earth's atmosphere. GHGs regulate the planet's temperature through a "blanket" effect that keeps surface conditions on Earth suitable to support life. While greenhouse gases can occur naturally, human activity has driven up the amount of greenhouse gases in the atmosphere exponentially. When we burn fossil fuels such as coal, oil, or natural gas to heat our homes and power our vehicles, we produce GHG emissions. These emissions accumulate in our atmosphere, trapping heat and disrupting global climate patterns.



Our community already experiences the effects of climate change mainly through rising sea levels, coastal and inland flooding, and erosion of our shorelines. These challenges are only expected to intensify in the coming years, and the consequences of inaction are clear—costly repairs after severe storms, worsening health issues, and growing financial burdens on residents. By monitoring our emissions, assessing our vulnerabilities, and implementing proactive strategies, Cape Elizabeth charts a course toward a stronger, more resilient future.

Uncertain Climate Future

Climate modeling experts develop global climate projection scenarios to explore future emissions, related impacts and risks, and possible mitigation and adaptation strategies. These scenarios are based on a range of assumptions, such as carbon dioxide concentrations and socio-economic variables, and represent hypothetical situations that could unfold, depending on the presence or absence of climate policies. This makes planning for the future difficult, therefore we must prepare for a range of likely scenarios.

Cape Elizabeth's Climate

From our schools, homes, and businesses to our roads, parks, and beaches, climate change impacts all areas of our community. Climate hazards such as sea level rise and severe storms will exacerbate risks to the natural environment, economy, public health, and infrastructure of our community.

What we are seeing today

Over the last century Cape Elizabeth's climate has changed by:



+3°F

AVERAGE ANNUAL
TEMPERATURE



+3

EXTREME DROUGHTS
SINCE 2000



+6 INCHES

ANNUAL PRECIPITATION



+7.5 INCHES

SEA LEVEL RISE



-2 WEEKS

OF WINTER SINCE 1985



+2.5°F

CASCO BAY WATER
TEMPERATURES

What we will see in the future

By 2050, Cape Elizabeth's climate is expected to be



+2-4°F

AVERAGE ANNUAL
TEMPERATURE



4x

EXTREME HEAT DAYS
(>95F)



+5%

ANNUAL PRECIPITATION



-50%

ANNUAL SNOWPACK



+2 WEEKS

GROWING SEASON



+1.5 FEET

SEA LEVEL RISE

Risks and Impacts

To take meaningful climate action, we first need to understand where Cape Elizabeth is most at risk. As part of our Climate Action Plan, Cape Elizabeth has conducted a Vulnerability Assessment (Appendix C). The Vulnerability Assessment looks at the threats that climate hazards bring, both now and into the future. It identifies the climate hazards our community is likely to face, and what parts of our community—resources, infrastructure, and natural resources—are most vulnerable. By understanding the risks to our community, we can prepare to act, adapt, and create local solutions for a changing climate. See Appendix C for more information on climate vulnerabilities

"Since long before I was born, My Grandmother and Grandfather's house has been a perfect spot right on the ocean, but when a bad storm hit, it flooded their basement and came up on the lawn. And the water is just going to keep rising, so they have started to think about selling or renting it."

-Cape Student



Key roadways, including Shore Road, Sawyer Road, and Spurwink Ave, are at-risk of flooding, restricting access. The town needs to proactively ensure these roadways and surrounding culverts can handle the increase in water and manage emergency routes.



Heat-related illness, pest-borne diseases, food insecurity, and demand on social resources, will rise. Increasing resources and awareness on these public health and safety impacts will create a more resilient community.



Sea level rise, storm surge, and inland flooding can damage or strain the capacity of utility systems. The town will need to continue to inventory, monitor, and upgrade these systems to protect public infrastructure.



Vulnerable groups, such as elderly (25% of the population) low-income (4%), will have the hardest time adapting to climate change. Planning processes should work to address these inequalities and safeguard access to social resources.



Climate hazards could impact over 100 buildings and properties in town, decrease property values, and increase financial burdens for residents, businesses, and the municipality. Proactive planning for sea level rise and increased flooding can protect these resources and save money long-term.



The Town has over 200 acres of tidal marshes and 1,100 acres of conserved land which will be threatened by climate hazards. Conserving land and protecting natural systems will ensure both the ecosystem and residents can better adapt.



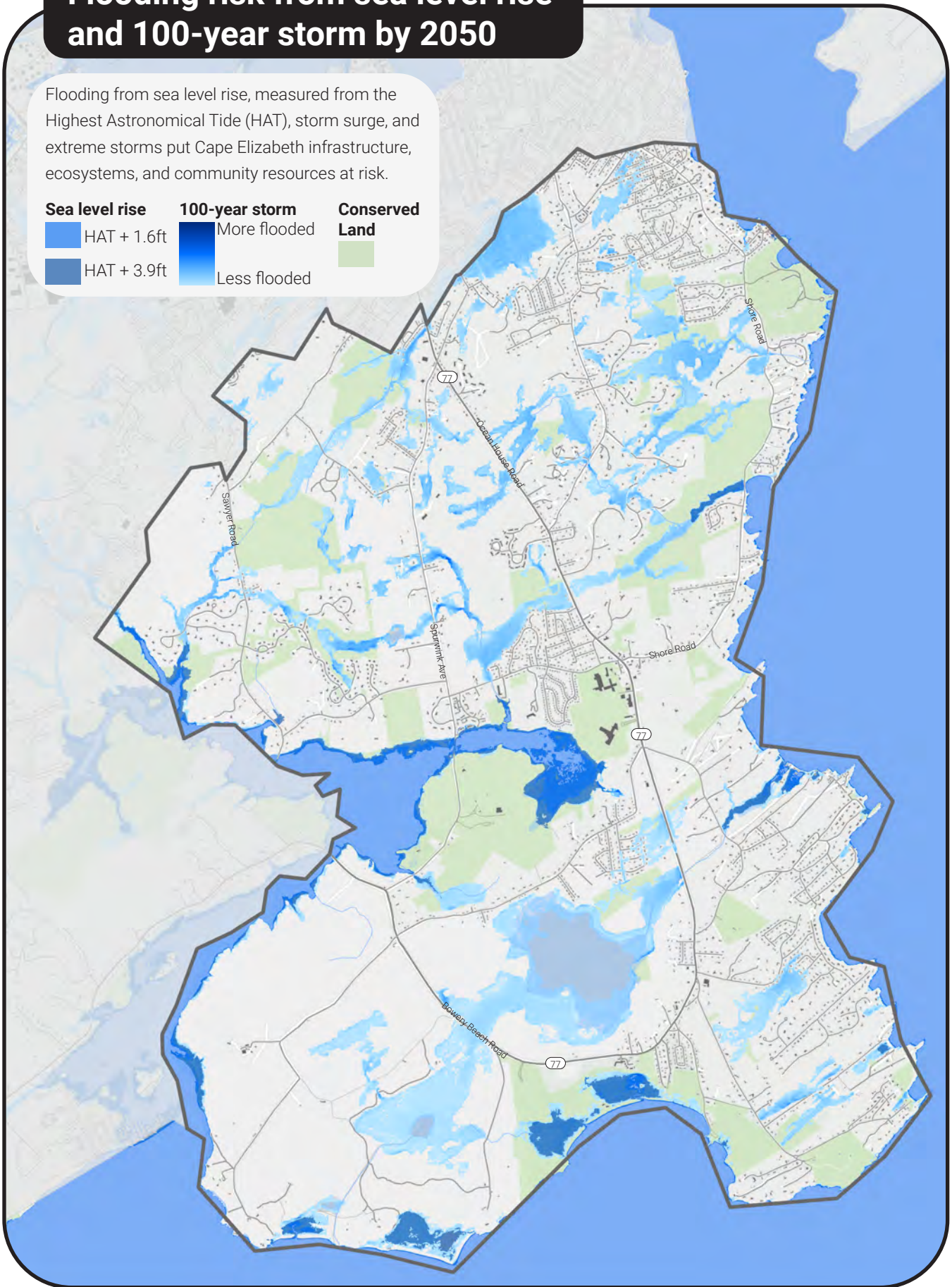
Extreme storms increase the risk of power outages – disrupting residential, commercial, and municipal operations. State and regional cooperation will be crucial to strengthen the grid, while residents can take action to maintain a backup system.



Coastal bluffs and low-lying areas, particularly sand dunes around Crescent Beach or Kettle Cover,, are at risk of erosion and overtopping by storm surge. These areas are strong candidates for reinforcement, restoration, and preservation.

Flooding risk from sea level rise and 100-year storm by 2050

Flooding from sea level rise, measured from the Highest Astronomical Tide (HAT), storm surge, and extreme storms put Cape Elizabeth infrastructure, ecosystems, and community resources at risk.



Greenhouse Gas Emissions

Driving, heating and cooling our homes and businesses, and processing waste all burn fossil fuels, creating greenhouse gas emissions that contribute to the already high levels of GHGs in our atmosphere. The more we can reduce our emissions, the better chance we have of reducing the pace of climate change.

To understand where our current emissions are coming from, and pinpoint opportunities for improvement, Cape Elizabeth conducted a Greenhouse Gas Inventory (Appendix B). The

inventory looks at municipal and community-wide emissions and includes emissions that resulted from activity within the Town's boundary for the baseline year 2022. By measuring the sources of our emissions, we can focus our efforts on where they'll make the biggest difference in emissions reduction. As we continue working toward a more sustainable future, measuring our annual emissions every few years—and continually tracking key metrics—will allow us to see our progress and adjust our strategies accordingly.

EMISSIONS AT A GLANCE

The biggest sources of community-wide emissions are **residential buildings**, **passenger vehicles**, and **commercial buildings**. These three sources combined account for 80% of total community wide emissions.

74,506 MT CO₂e
TOTAL COMMUNITY-WIDE EMISSIONS

41% COMMUNITY EMISSIONS PRODUCED BY
RESIDENTIAL BUILDINGS
THE HIGHEST SINGLE SOURCE OF EMISSIONS

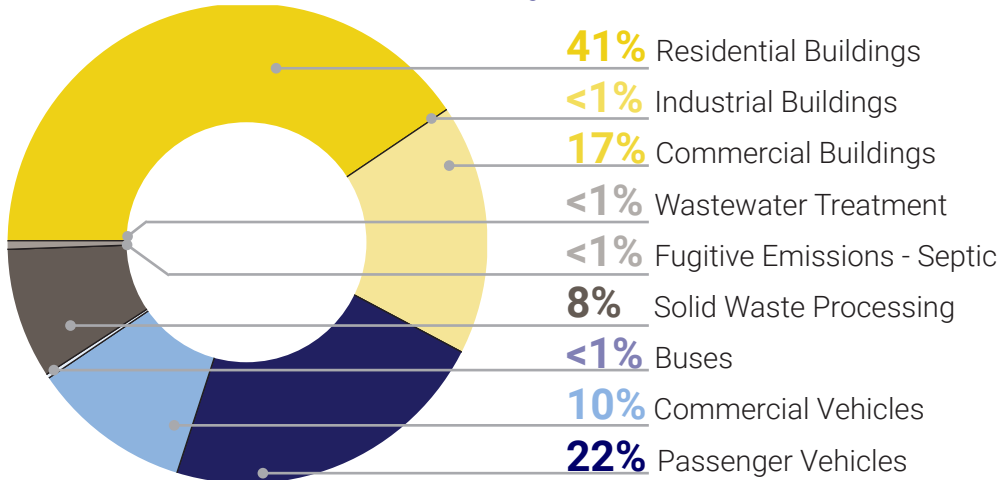
53% OF RESIDENTIAL
EMISSIONS ARE
FROM FUEL OIL

22% EMISSIONS PRODUCED
BY PASSENGER
VEHICLES

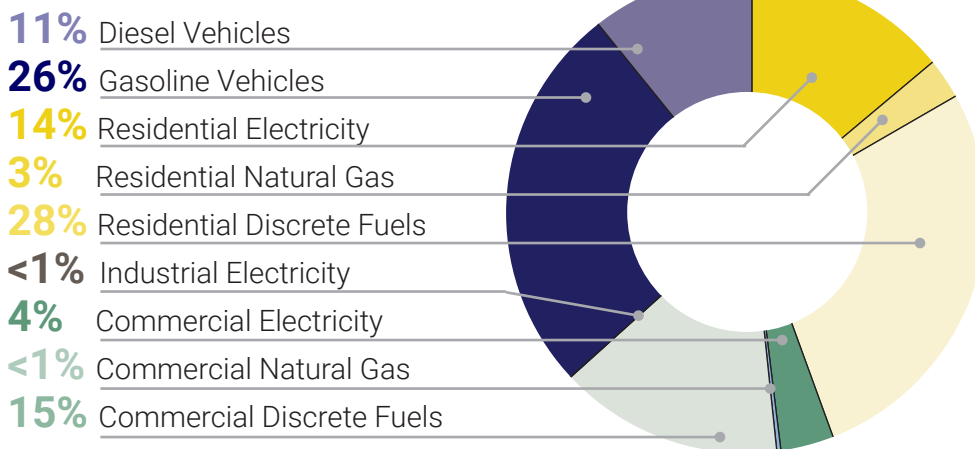
<5% CONTRIBUTION OF
MUNICIPAL + SCHOOL
EMISSIONS
TO TOTAL COMMUNITY EMISSION

FROM MUNICIPAL/SCHOOL EMISSIONS
ARE PRODUCED BY
67% SCHOOL BUILDINGS
AND FACILITIES

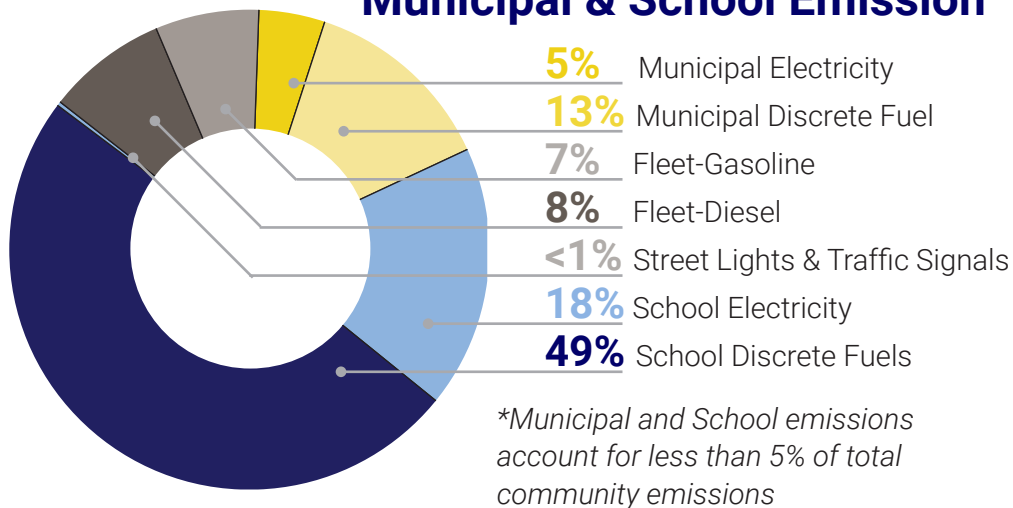
Community Emissions



Emissions by Energy Source



Municipal & School Emission



EMISSION SOURCES



Stationary

Emissions from homes, business, and industrial buildings from electricity use and burning of fossil fuels for lighting, heating, and cooling.



Transportation

Emissions from passenger, commercial, and municipal vehicles that at least begin or end within the town boundary.



WASTE

Emissions produced, and energy used, during the management of town waste.

WHAT ARE DISCRETE FUELS?

Discrete fuels include heating oil and propane, kerosene, and wood/biomass.

DID YOU KNOW?

Maine has the highest reliance on fuel oil to heat its homes out of all 50 states, resulting in higher than average emissions for heating homes.

EMISSIONS PER CAPITA

On a per capita basis, Cape Elizabeth emits approximately 7.8 MT CO₂e per resident. This is less than many surrounding communities in the region. However, this is not an accurate estimation of emissions per person since the inventory does not account for indirectly attributable emissions such as clothing, food, or air travel.

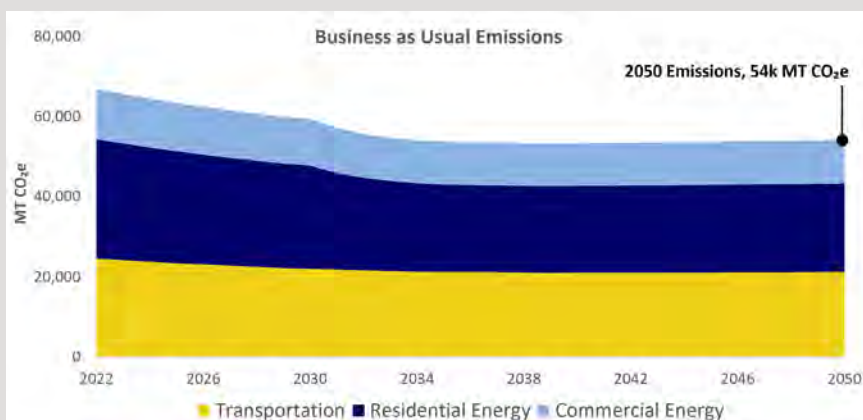
Tracking Emissions

Emission pathways show how different reduction strategies impact our emissions moving forward, compared to a baseline of “business as usual.” Setting clear emissions targets can help communities to establish measurable and actionable goals for reducing their greenhouse gas emissions.

As part of Cape Elizabeth’s Greenhouse Gas Inventory, Cape Elizabeth’s future emissions were forecasted out to 2050, using three scenarios: a baseline “business as usual” scenario, a Maine Won’t Wait targets scenario, and a Science-Based Targets scenario (See Appendix B for more information).

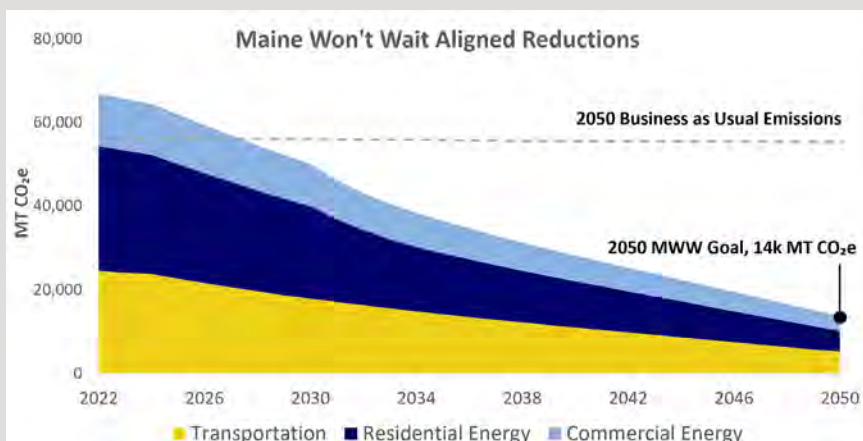
Business as Usual

Cape Elizabeth implements **no emission mitigation strategies** and continues to function without intentional reduction of fossil fuel use. By 2050, this would result in a 19% decrease in emissions from 2022 primarily due to the increased renewable energy in the regional grid.



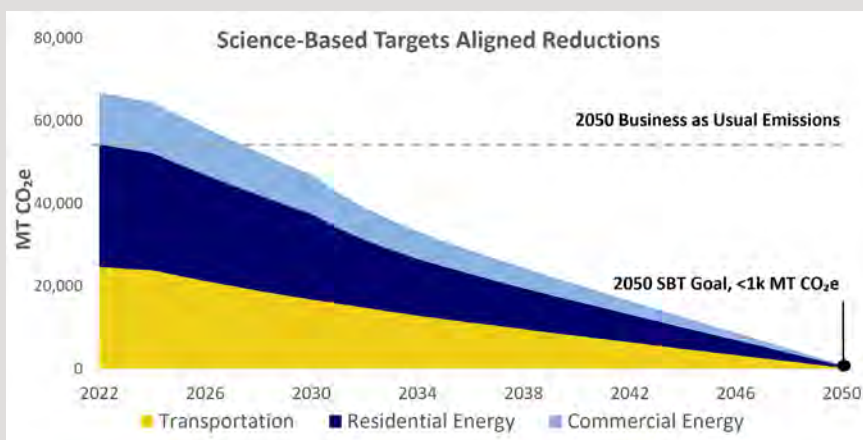
Maine Won’t Wait Targets

Align with the State’s “Maine Won’t Wait” Climate Action Plan of an **80% emission reduction by 2050**. By 2050, this would result in a goal of releasing only 14,000 MT CO₂e



Science Based Targets

Align with international climate goals to keep the global temperature increases below 1.5 C (2.7 F). This means achieving **net-zero emissions**, or less than 1,000 MT CO₂e by 2050



How do we get there?

There is an urgent need to address climate change on a local level, and Cape Elizabeth is committed to doing its part. Realistic and attainable goals will drive our progress in enacting this Plan and by tracking key metrics we can build momentum for scaling up our ambitions as we make progress. At a minimum, Cape Elizabeth will align with Maine Won't Wait targets, while aspiring to reach more ambitious, science-based targets.

Cape Elizabeth municipal and school operations also have the ability to lead by example by striving to reach more a more aggressive target of net zero by 2050 for town-owned buildings and vehicles.

The table below highlights the potential difference in metrics needed to go from Maine Won't Wait Targets (-80% emission reduction by 2050) to Science-Based Targets (net zero emissions by 2050).

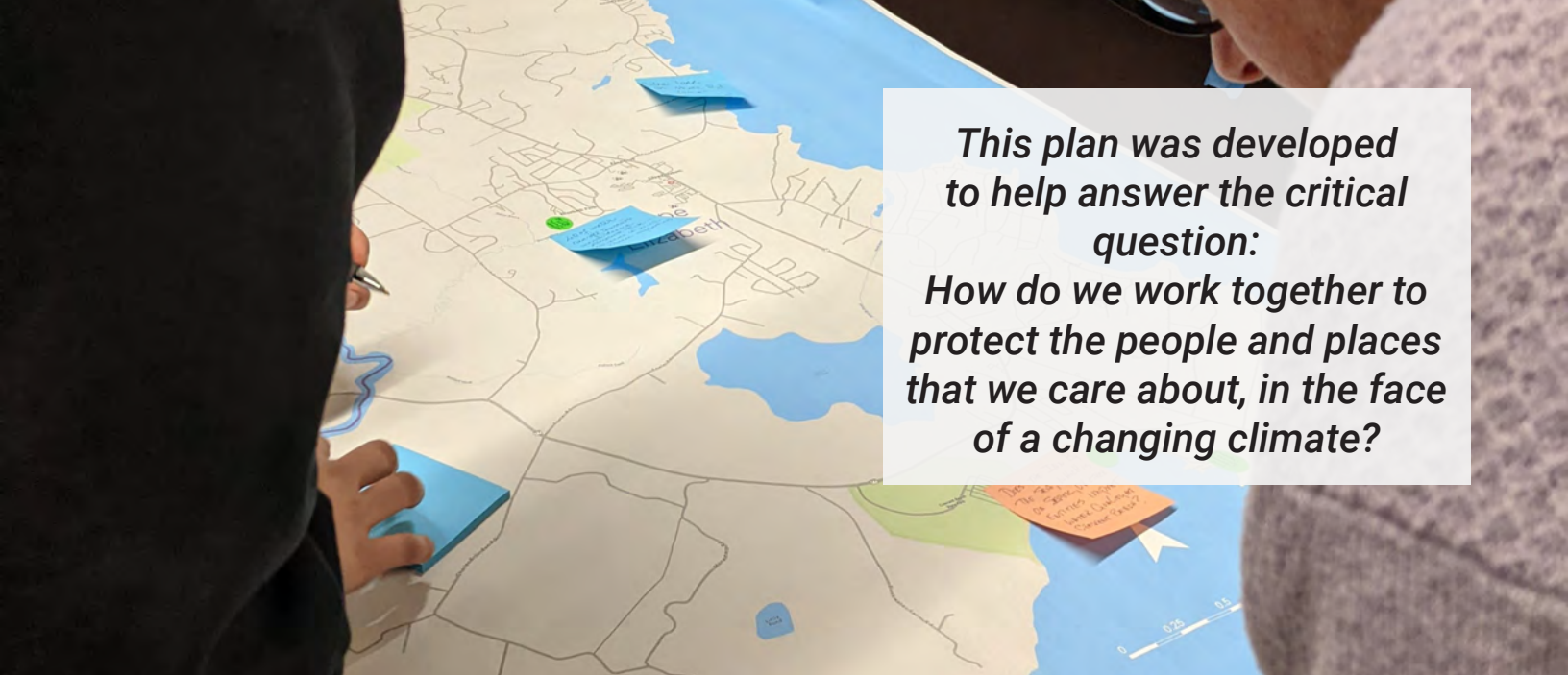
IMPORTANT: These numbers represent possible modeled pathways and are one suggested way to reach the targets, but are not absolute. More progress made in one sector can balance out less progress in another. The models also take into account potential future population growth projected by the Town.

Cape Elizabeth is targeting an 80% reduction of greenhouse gas emissions by 2050, in alignment with Maine Won't Wait. The town will aim to meet—and where possible, exceed—these benchmarks as we move forward.

METRIC	MAINE WON'T WAIT (80% REDUCTION)	SCIENCE BASED (NET-ZERO)	DIFFERENCE
Residential Heat Pumps	56% of homes	92% of homes	+36% of homes with heat pumps
Residential weatherization	78% of homes	130% of homes	+52% of homes weatherized
Residential Solar Energy	2,600 panels	3,000 panels	+400 panels installed
Commercial Heat Pumps	65% of businesses	92% of businesses	+27% of businesses with heat pumps
Commercial Weatherization	78% of businesses	104% of businesses	+26% of businesses weatherized
Electric Vehicles replace gasoline vehicles (% of total)	55% of vehicles	80% of vehicles	+25% of vehicles that are EVs instead of gas
Alternative Fuel Vehicles replace diesel vehicles (% of total)	25% of vehicles	50% of vehicles	+25% of vehicles that use alternative fuels
Vehicle Miles Traveled (VMTs) reduced	15% reduction	15% reduction	No change
Bus Electrification (% of total)	100%	100%	No change

BUILDING THE PLAN





This plan was developed to help answer the critical question:

How do we work together to protect the people and places that we care about, in the face of a changing climate?

How the plan was developed

Cape Elizabeth's Climate Action Plan was developed in response to growing community concern about the impacts of climate change in our community and a need to prepare for these challenges.

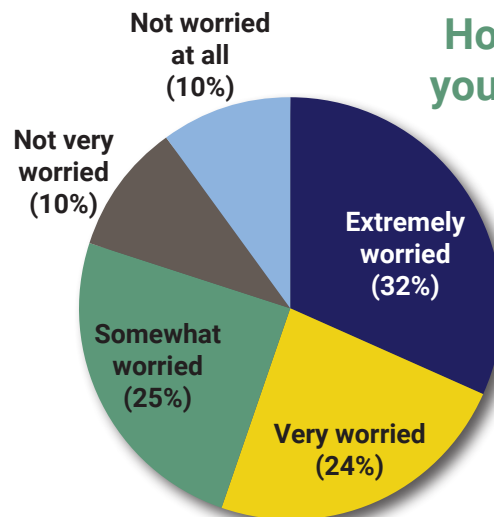
Effective local climate action starts with listening—combining data with the lived experiences and voices of the people who call our community home. That's why community engagement is essential to making this Climate Action Plan effective and actionable.

The Vulnerability Assessment and Greenhouse Gas Inventory provide important figures that guide our planning. Alongside this data, we also heard directly from the people who live, work, and learn in our community. Conversations with Cape Elizabeth residents, workers, students, business owners, and Town staff help us understand on a personal level how climate change is already affecting Cape Elizabeth. Feedback from community members helped shape the strategies and actions in this Climate Action Plan.

Getting Involved

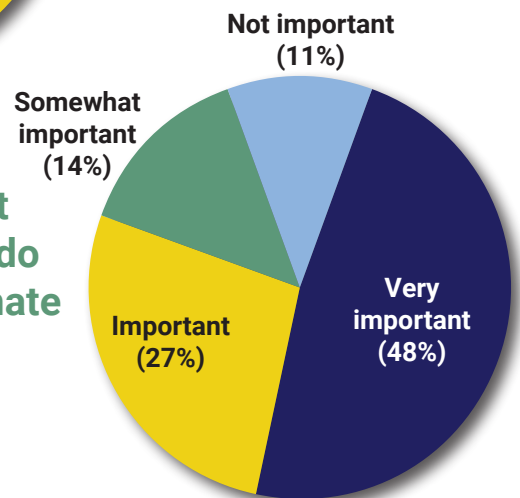
Throughout the planning process, there were many ways to stay informed and get involved. The project team:

- Created and maintained a website documenting the Climate Action Planning process
- Conducted two public outreach workshops
- Shared two surveys with the community
- Ensured all workshops and surveys were publicized through the Cape Climate Action website; in the Cape Courier; on the Town's website and social media pages; and Thomas Memorial Library's event page, posters, newsletters, and social media
- Presented to the Town Council and School Board on the progress of the Climate Action Plan



Results from "Climate Awareness & Concerns" Community Survey.
n=199

How important is it that Cape Elizabeth do something about climate change?

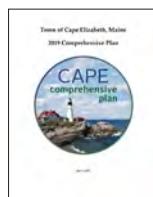


The Climate Action Plan builds on Cape Elizabeth's prior and existing efforts to assess climate-related risks and plan for a resilient future, such as:



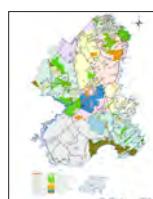
2015 Sea Level Rise Vulnerability Assessment

The Climate Action Plan supports progress on recommendations from the Sea Level Rise Vulnerability Assessment, which plotted next steps for protecting public safety and infrastructure from flooding.



2019 Town Comprehensive Plan

Strategies from this Climate Action Plan align with sustainability goals from the Town's 2019 Comprehensive Plan, which include evaluating public transit options, improving active commuting safety, and adding climate change and sea level rise considerations into transportation planning.



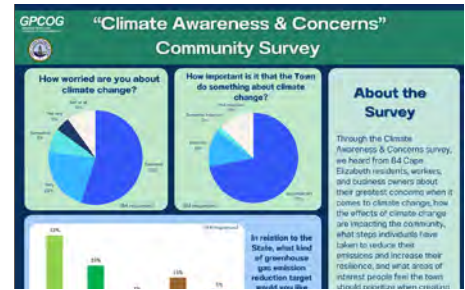
Open Space Planning

Open space protection and management is a priority for Cape Elizabeth. The Town has created several plans to reflect this value including the 2021 Fort Williams Master Plan, the Greenbelt Plan, and Open Space Inventory, among others.

Community Outreach

Community Survey 1: Climate Awareness & Concerns

The first survey aimed to better understand community attitudes and concerns related to climate change, identify common barriers to individual climate action, and begin identifying priority focus areas for the Climate Action Plan. A total of 84 Cape Elizabeth residents, workers, and business owners shared their insights, helping inform the planning process.

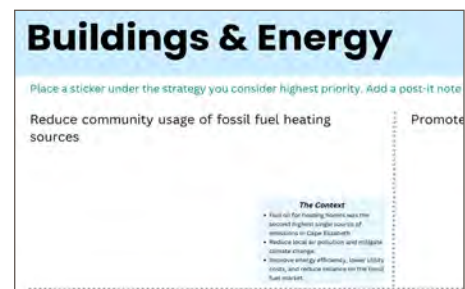


Climate Action Workshop 1: Baseline Setting

The first Climate Action Workshop brought community members together for collaborative conversation about climate change. Participants had the opportunity to share comments, raise concerns, and learn about the planning process. The workshop included an overview of Cape Elizabeth's climate vulnerabilities, an introduction to greenhouse gas inventories, and discussion of potential emissions reduction targets. The event drew more than 60 attendees.

Student Survey

To engage younger voices in the planning process, we surveyed Cape Elizabeth middle and high school students using the same questions from the "Climate Awareness & Concerns" community survey. A total of 115 students responded, sharing their thoughts, experiences, and concerns around climate and helping to build youth engagement in the broader community-wide dialogue.



Community Survey 2: Climate Actions and Priorities

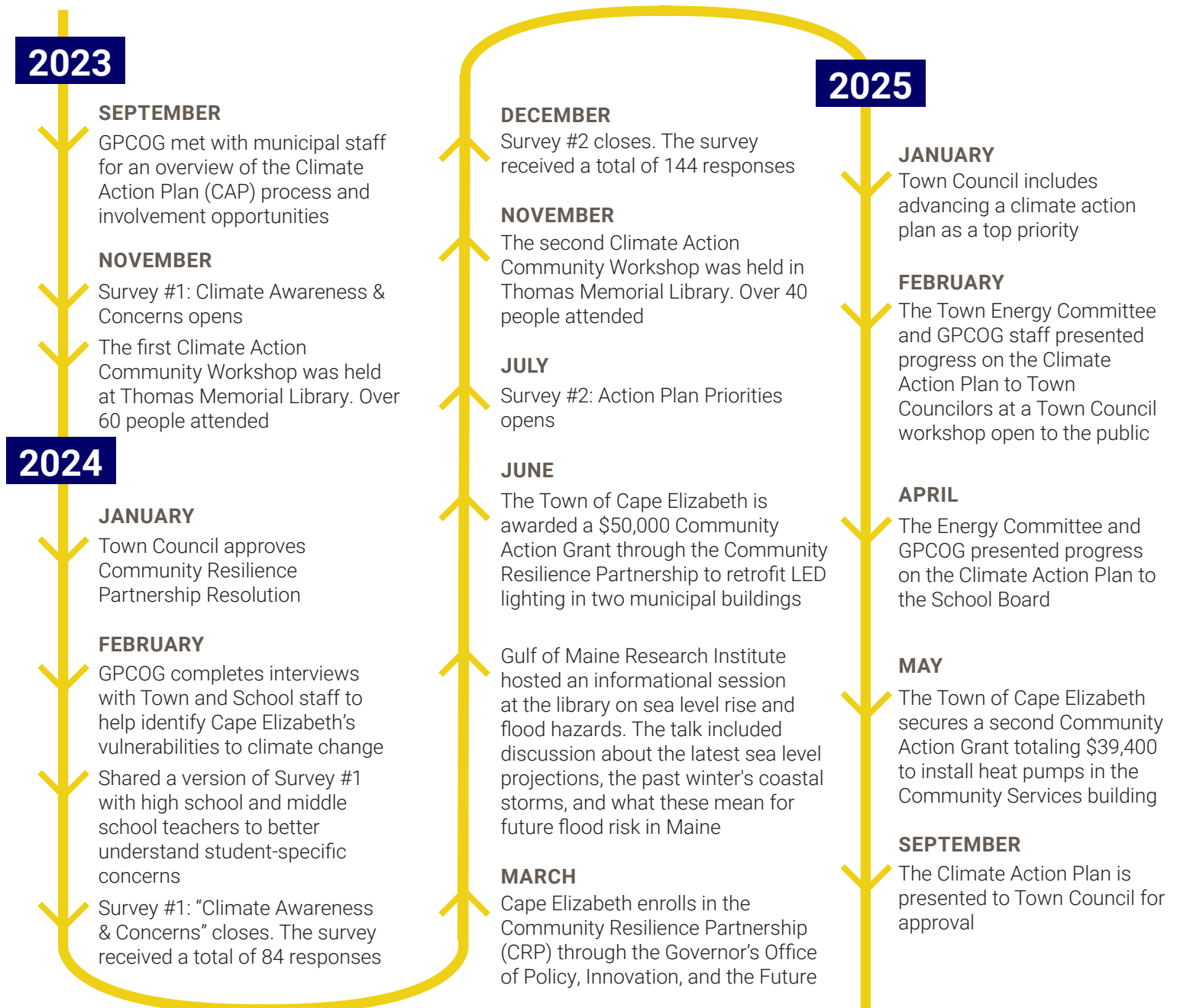
The second survey gathered community input to help identify the community's highest priority climate action strategies. A total of 144 community members responded, ranking proposed strategies across 5 key sectors from "high-priority" to "non-priority." Respondents also provide detailed comments and suggestions to help guide next steps.

Climate Action Workshop 2: Action Setting

The second Climate Action Workshop focused on priority setting, soliciting community feedback on a variety of potential strategies and actions Cape Elizabeth could adopt as part of its Climate Action Plan. Participants shared which sectors of the plan they felt were most important, asked questions, and provided feedback to help shape the Plan's direction. Over 40 people participated.



Timeline

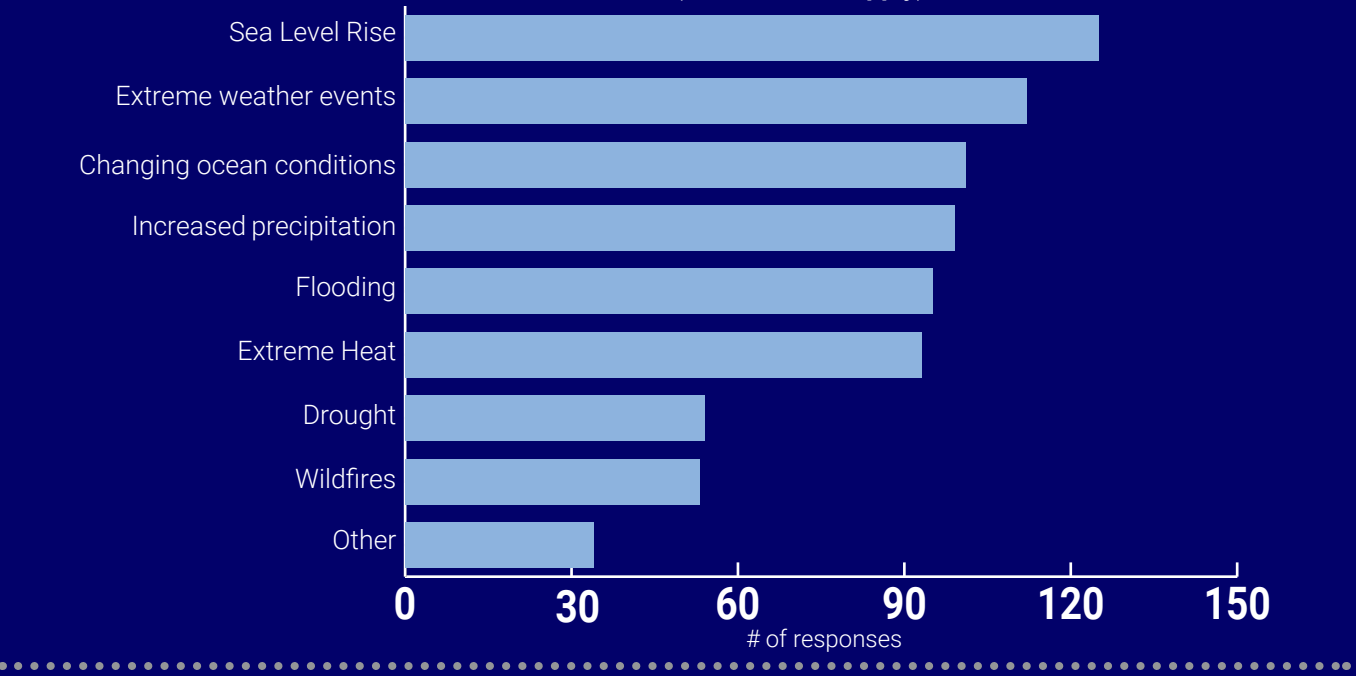


Cape Elizabeth Energy Committee

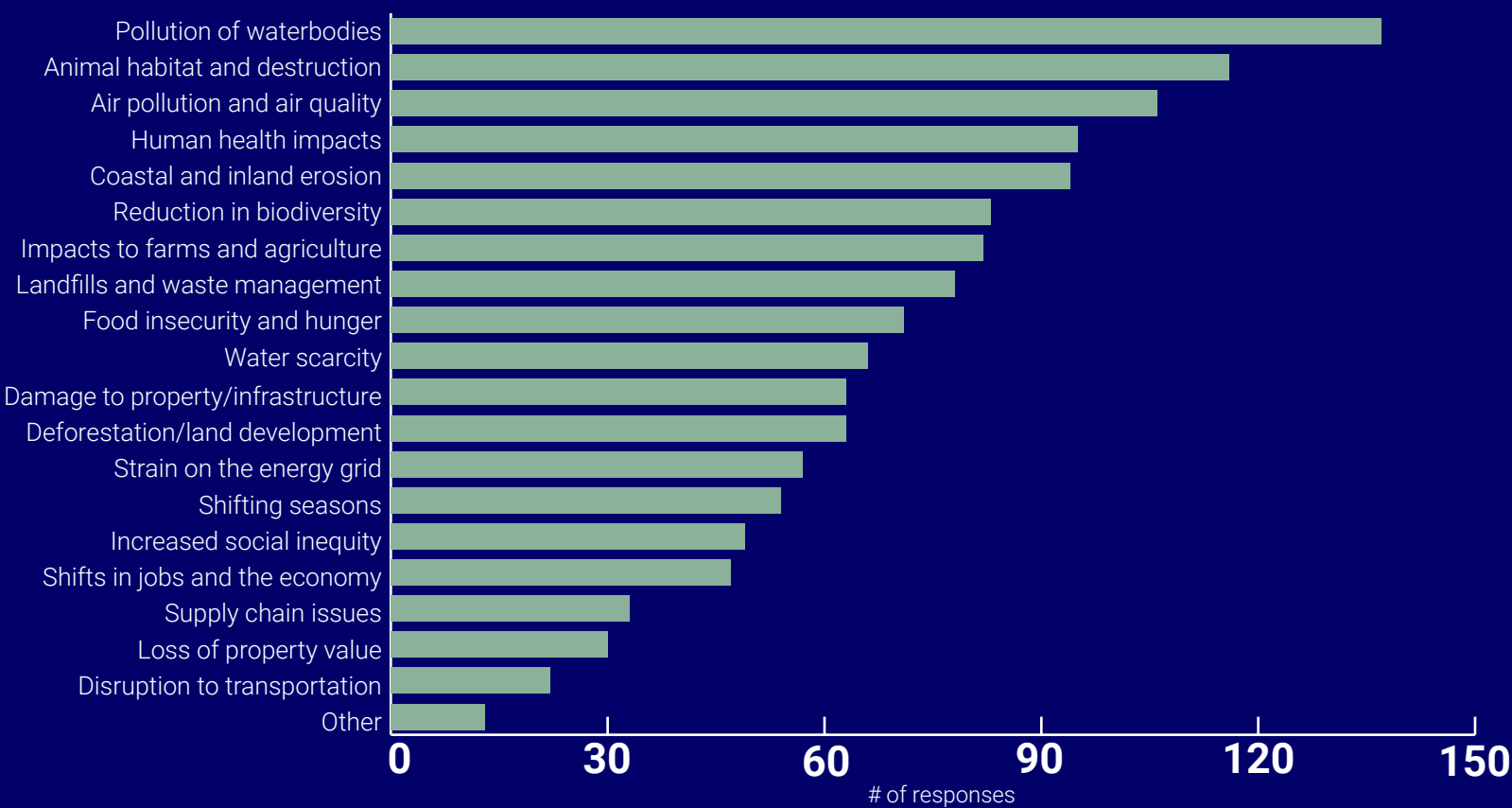
The Energy Committee served as the community's liaison for the plan's development. The committee's dedicated involvement ensured the plan was representative of the Cape Elizabeth community and reflected the town's goals and priorities. The committee members helped guide the plan's process, promoted community engagement, recommended and reviewed actions, and provided feedback on all plan materials. The Energy Committee is committed to climate action, energy efficiency, and sustainability across the town.

What we heard

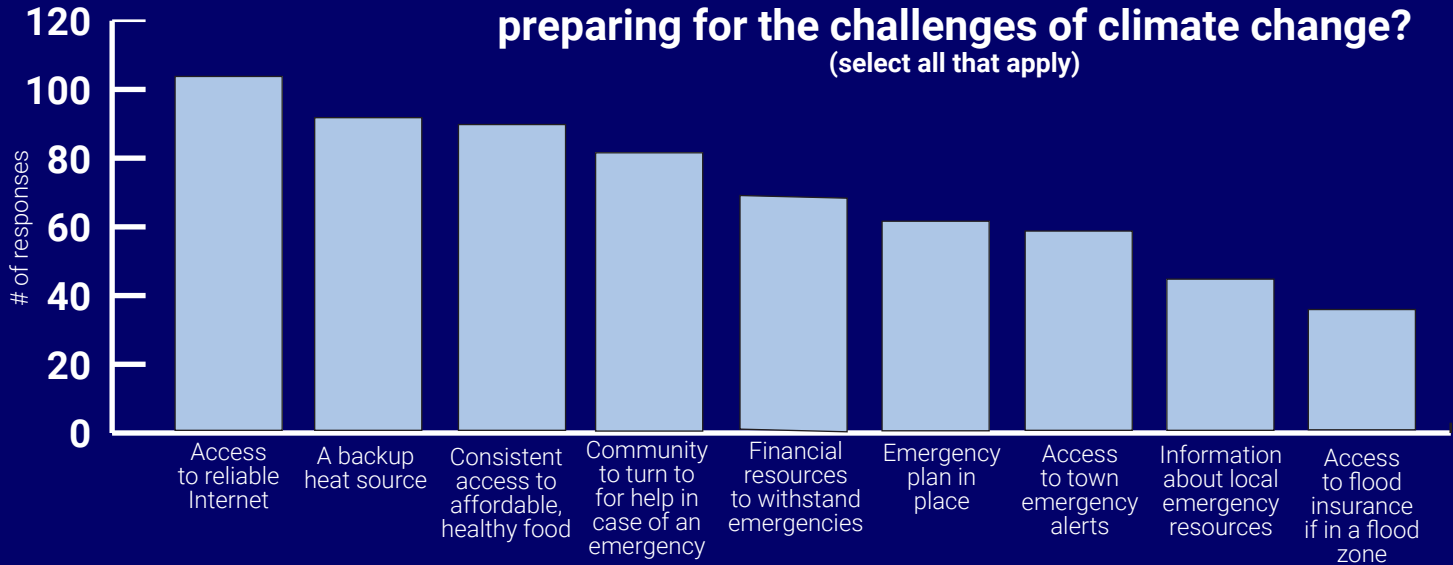
Which climate hazards are you most worried about? (select all that apply)



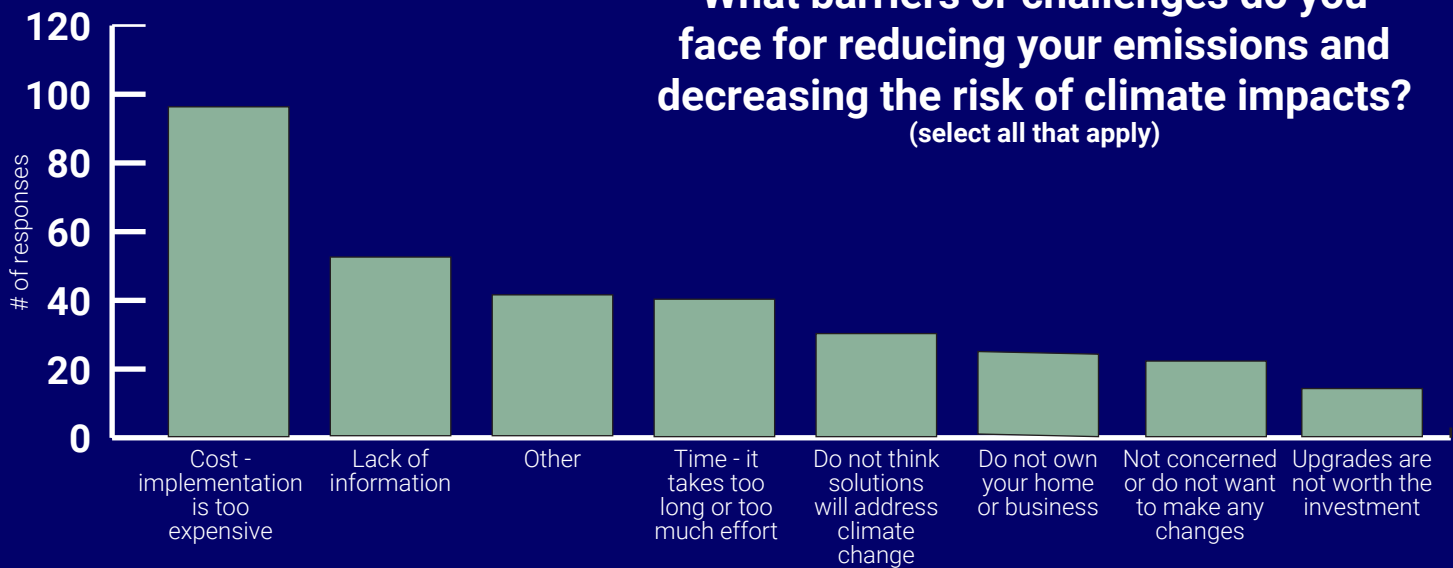
Which potential climate change impacts are you most concerned about? (select all that apply)



In which of these ways are you prepared or preparing for the challenges of climate change? (select all that apply)



What barriers or challenges do you face for reducing your emissions and decreasing the risk of climate impacts? (select all that apply)



What do students think?

The graphs above show the total responses from both the broader community survey and the student survey (see page 24 for more information on the surveys). Student responses were generally aligned with other Cape Elizabeth stakeholders, however, there were a few notable differences.

- Overall, the students were less concerned about climate change than the general public.
- Students were less inclined to support aggressive greenhouse gas emission reduction targets and more supported being aligned with state targets.
- Students were much less concerned about coastal and inland erosion.

"Work on reducing energy costs and taxes for everyone. Rising energy costs and taxes make Cape [Elizabeth] less livable."

Survey Respondent

Responses from the Climate Awareness and Concerns Survey. Total number of respondents = 199
For complete results, see Appendix D

TAKING ACTION





This Plan is divided into five sectors, each outlining specific actions to reduce greenhouse gas emissions and enhance climate resilience in Cape Elizabeth. These sectors are interconnected, meaning progress in one supports progress in others, and to be effective all strategies must be achieved. Each sector details goals, strategies, actions, and key metrics developed to be practical, achievable, and impactful—guiding Cape Elizabeth toward a thriving, sustainable future.

Draft strategies and actions were shared with the Energy Committee for initial review and then presented to the public and town staff for comment. Through this vetting process, actions were added, removed, or revised as needed, resulting in a final set of strategies that received full approval. The strategies for each sector are listed in priority based on community input.

Further details on each action, including relative cost, mitigation and adaptation potential, and responsibility is in Appendix A.

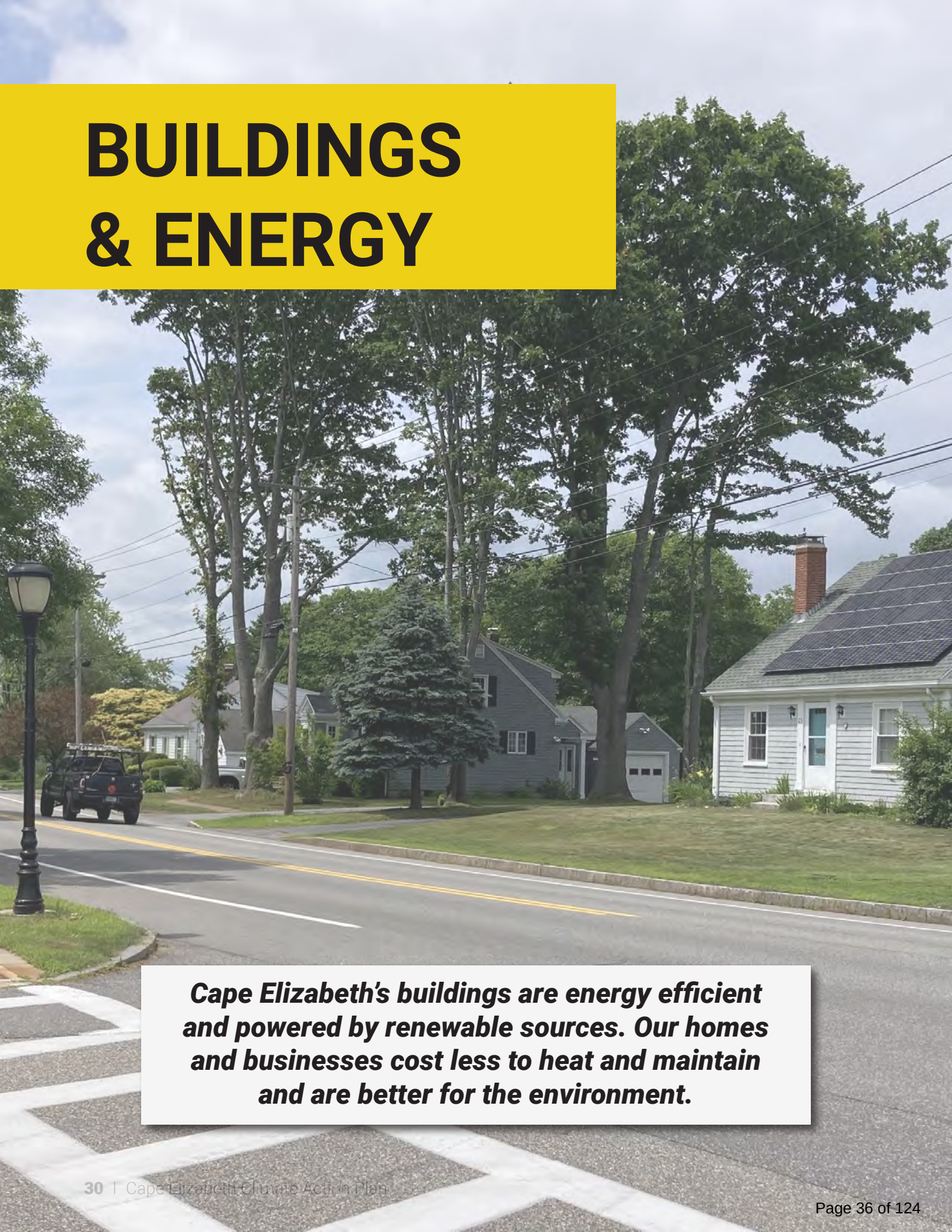


Community Top Priorities

1. Protect wetlands and open space
2. Expand accessible and safe active transportation infrastructure
3. Promote energy efficient buildings
4. Promote healthy natural spaces
5. Improve energy efficiency of municipal and school buildings and facilities

Ranking based on public input from workshops and surveys

BUILDINGS & ENERGY



Cape Elizabeth's buildings are energy efficient and powered by renewable sources. Our homes and businesses cost less to heat and maintain and are better for the environment.



Buildings & Energy

The Buildings & Energy sector outlines strategies to enhance building resilience and energy infrastructure, improve energy efficiency in homes and businesses, and prepare buildings for the impact of flooding and sea level rise. With heating oil as Cape Elizabeth's second-highest emissions source, promoting electrification and energy efficiency can reduce emissions, lower air pollution, cut energy costs, and reduce dependence on fossil fuels. Energy-efficient buildings ease pressure on infrastructure and improve resilience to extreme weather and power outages. By investing in clean energy and educating community members on climate risks, Cape Elizabeth will maximize efficiency, reduce recovery costs, and protect property. The actions in this sector build community resilience while creating a sustainable energy future.

GOALS

- Reduce community usage of fossil fuel heating sources.
- Promote energy efficient buildings
- Expand usage of renewable energy sources
- Prepare buildings for future climate hazards

"Please do not force people away from gas generators which protect our energy and heat sources when major storms hit...Give incentives rather than scare people with harsh penalties."
Survey Respondent

FAST FACTS

53% of residential energy usage in 2022 came from fuel oil

17% of community emissions in 2022 came from commercial buildings

56% of homes were built before 1970, providing ample opportunity for future energy upgrades (2022)

289 number of Efficiency Maine heat pump rebates in 2022

114 weatherization installation rebates from Efficiency Maine in 2022

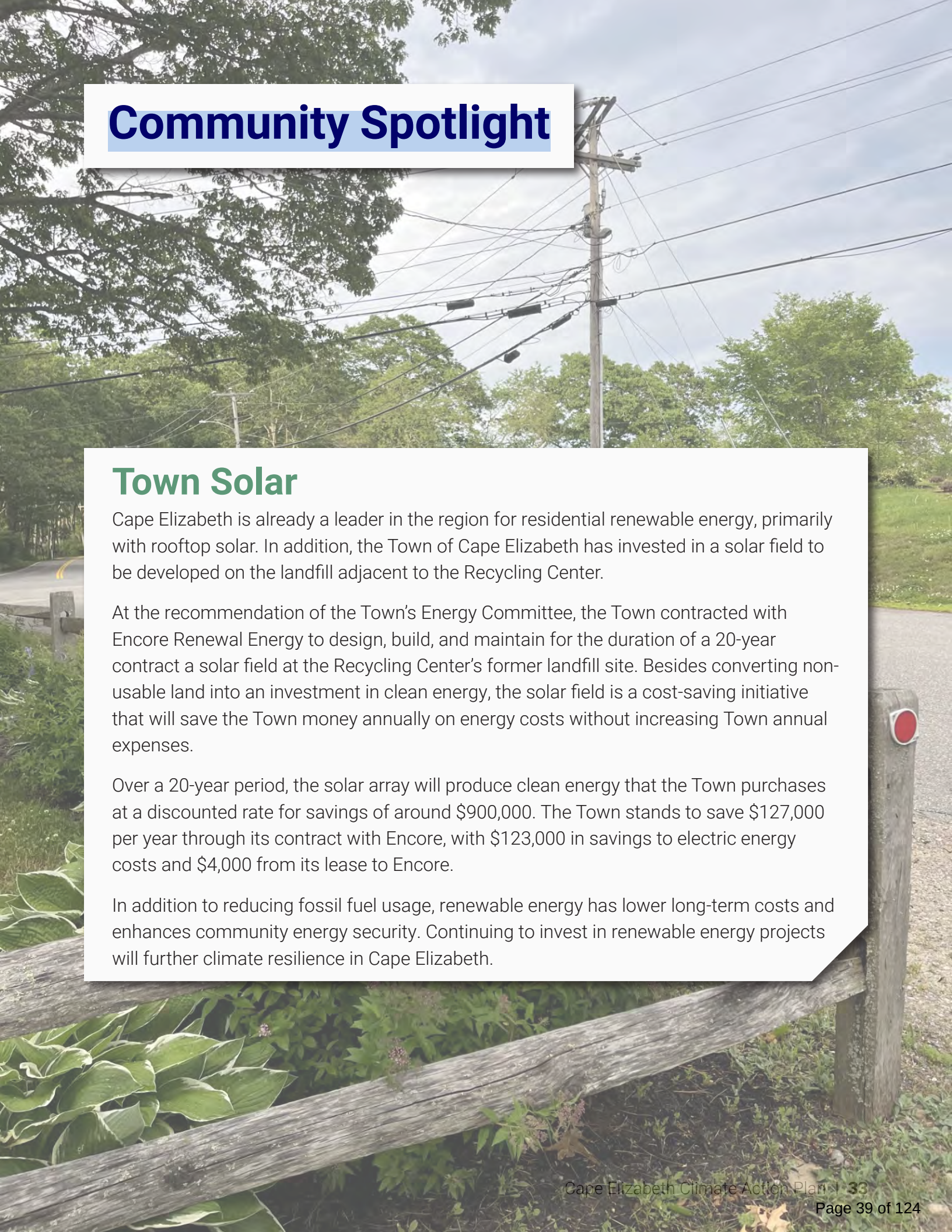
>100 buildings are at risk of flooding during a storm by 2050

TARGETS TO REACH

- 🎯 Electrify over 2% of each residential homes and commercial buildings every year
- 🎯 56% of residential homes and 65% of commercial buildings have heat pumps by 2050
- 🎯 Perform energy efficiency retrofits to 3% of homes and commercial buildings every year
- 🎯 78% of homes and commercial buildings are weatherized for energy efficiency by 2050
- 🎯 Install 400 KW renewable energy capacity per year

MONITOR PROGRESS

- ↑ Number of heat pumps installed (Efficiency Maine rebates)
- ↑ Number of weatherization installations (Efficiency Maine rebates)
- ↑ Number of buildings and total installed capacity of solar or renewable energy systems (permits issued)
- ↑ Number of homes using renewable energy sources or electricity
- ↓ Total annual community energy use
- ↓ Number/Percent of buildings using heating oil, natural gas, propane or coal
- ↓ Number and cost of properties damaged by flooding each year

A background photograph showing a paved road on the left, a wooden fence in the foreground, and a utility pole with many power lines stretching across the sky. Lush green trees are visible in the background under a cloudy sky.

Community Spotlight

Town Solar

Cape Elizabeth is already a leader in the region for residential renewable energy, primarily with rooftop solar. In addition, the Town of Cape Elizabeth has invested in a solar field to be developed on the landfill adjacent to the Recycling Center.

At the recommendation of the Town's Energy Committee, the Town contracted with Encore Renewal Energy to design, build, and maintain for the duration of a 20-year contract a solar field at the Recycling Center's former landfill site. Besides converting non-usable land into an investment in clean energy, the solar field is a cost-saving initiative that will save the Town money annually on energy costs without increasing Town annual expenses.

Over a 20-year period, the solar array will produce clean energy that the Town purchases at a discounted rate for savings of around \$900,000. The Town stands to save \$127,000 per year through its contract with Encore, with \$123,000 in savings to electric energy costs and \$4,000 from its lease to Encore.

In addition to reducing fossil fuel usage, renewable energy has lower long-term costs and enhances community energy security. Continuing to invest in renewable energy projects will further climate resilience in Cape Elizabeth.



Buildings and Energy Action Tables

STRATEGY 1.1

Promote energy efficient buildings

Improving the energy efficiency of residential and commercial buildings results in lower utility costs and greenhouse gas emissions. Energy efficient buildings ultimately decrease strain on local infrastructure and make the community more resilient to extreme temperatures and power outages.

#	ACTION
1.1.1	Continue to adopt the most recent IECC building code and consider adopting the stretch code
1.1.2	Conduct an outreach program on energy-efficient practices and upgrades for residents and businesses
1.1.3	Provide information on weatherization upgrades, local contractors, and financial incentives through the town website
1.1.4	Increase efficiency of large buildings (determined by zoning location) by implementing standards to increase efficiency over time and require programs to track and disclose energy consumption.
1.1.5	Establish a program to help residents and businesses increase energy efficiency. Program could include establishing energy coaches or providing incentives, with priority given to low-income residents

#	ACTION
1.2.1	Incentivize (or require) new buildings to use electric systems as a primary source of heating . Start with financial incentives and consider developing an ordinance or incorporate into the existing zoning ordinance.
1.2.2	Develop a Commercial Property Assessed Clean Energy (C-PACE) program
1.2.3	Launch an educational campaign for electrification, including financial resources and technical details of heat pumps
1.2.4	Provide information on heat pumps , local installers, and financial incentives through the town website

STRATEGY 1.2

Reduce community usage of fossil fuel heating sources

Fuel oil for heating homes is the second highest single source of emissions in Cape Elizabeth (see Greenhouse Gas Inventory in Appendix B). Transitioning from fossil fuel to electric heating/cooling systems will reduce local air pollution and mitigate climate change. Cleaner energy sources improve energy efficiency, lowers utility costs, and reduce reliance on the fossil fuel market.



Buildings and Energy Action Tables

STRATEGY 1.3

Expand usage of renewable energy sources

Cape Elizabeth is already a leader in the region for residential renewable energy, primarily with rooftop solar. In addition to reducing fossil fuel usage, renewable energy has lower long-term costs and enhances community energy security. Continuing to invest in renewable energy projects is key to making Cape Elizabeth climate resilient.

#	ACTION
1.3.1	Provide outreach and educational resources on financial incentives and benefits of renewable energy
1.3.2	Consider establishing a program to provide additional incentives to install renewable energy
1.3.3	Establish process to track progress of on-site renewable energy installation through existing permit applications (i.e. electrical)
1.3.4	Explore a community energy partnership , such as a solar power purchase agreement, for the town to benefit households that are less likely to incorporate renewable energy systems due to unfavorable location or burdensome cost

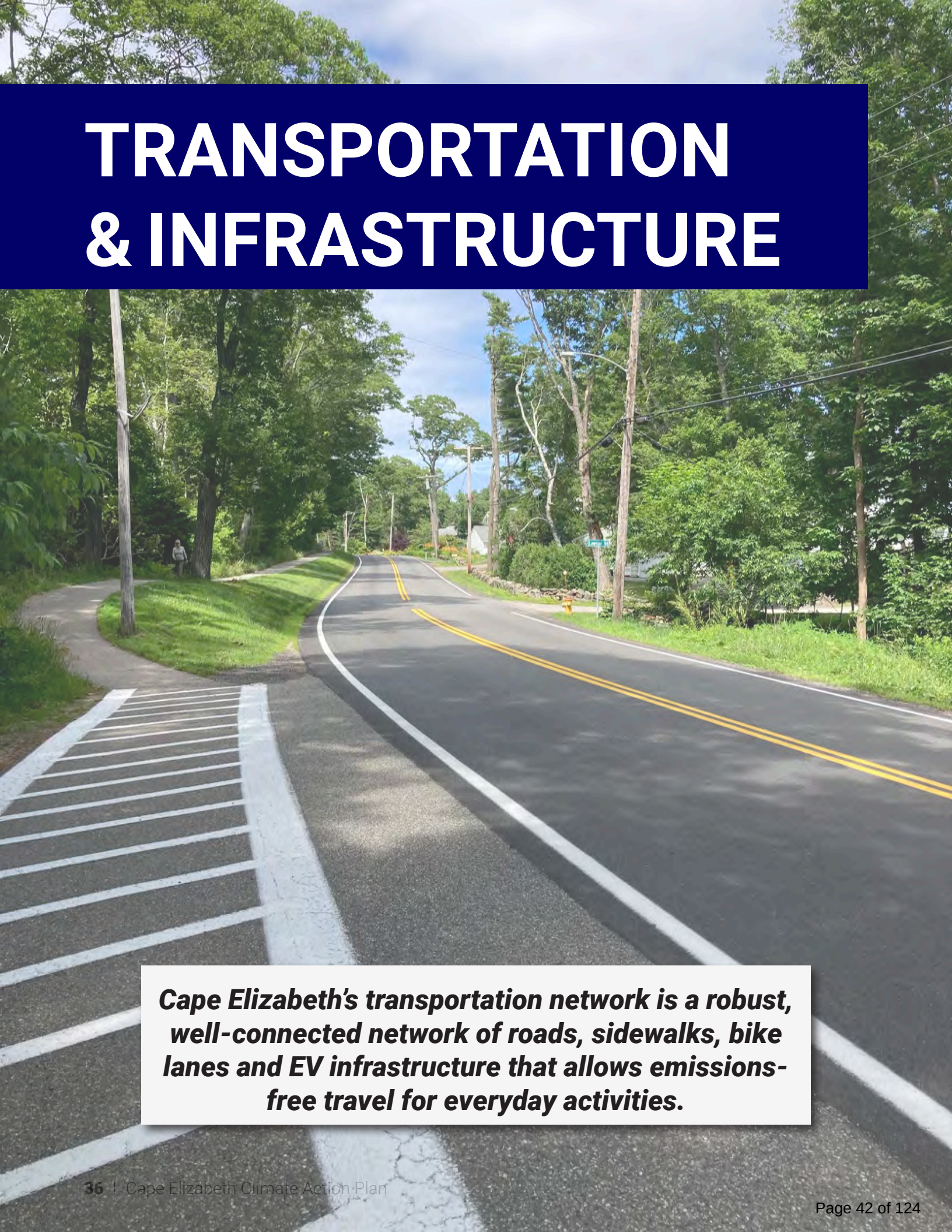
STRATEGY 1.4

Prepare buildings for future climate hazards

The impacts of climate hazards, such as storms, floods, and extreme temperatures, can be mitigated by collaborating with and providing education to building owners. The Town will work with property owners and the larger community to efficiently prepare neighborhoods. Proactive measures can reduce repair and recovery costs, safeguard the wellbeing of residents, and ensure that the community remains adaptable and secure in the face of climate challenges.

#	ACTION
1.4.1	Incorporate sea level rise and flooding projections into municipal planning documents to inform residents and developers of potential damage
1.4.2	Conduct a sustainability and resilience ordinance audit to identify potential policy updates that would increase resilience and reduce the impact of climate change
1.4.3	Limit reconstruction of buildings damaged by climate hazards in areas that are expected to recur
1.4.4	Encourage (or require) local contractors to utilize sustainable and resilient building practices for new or redeveloped buildings, particularly those in flood-prone areas
1.4.5	Work with power companies, and regional and state organizations to advocate for improved grid resilience and capacity to support the increase in electric demand
1.4.6	Develop and implement a plan for maintaining power at critical facilities during a power outage

TRANSPORTATION & INFRASTRUCTURE



Cape Elizabeth's transportation network is a robust, well-connected network of roads, sidewalks, bike lanes and EV infrastructure that allows emissions-free travel for everyday activities.



Transportation & Infrastructure



The Transportation & Infrastructure sector outlines strategies to promote alternatives to gasoline-powered passenger vehicles, Cape Elizabeth's largest single source of greenhouse gas emissions. The sector also addresses the need to build resilience into the transportation system in response to coastal flooding and other climate impacts. By enhancing walking, biking, and EV-charging infrastructure, the town will make electric vehicles, public transit, and active transportation safer and more accessible. These investments will reduce emissions, improve air quality, and strengthen community health and resilience.

GOALS

- Expand the usage of electric vehicles and EV infrastructure
- Expand accessible and safe active transportation infrastructure
- Adapt infrastructure to climate impacts

"We can help reduce carbon emissions by becoming a bike and walk friendly town. I live less than a half mile from the high school and NEVER walk to school because of the lack of sidewalks on busy roads with narrow to no shoulders. We can do better!"

Survey Respondent

"Focus energy and money much more on bikes/walking/public transport than on privately-owned motor vehicles. A huge percentage of trips are under 2 miles"

Survey Respondent

FAST FACTS

22% of community emissions were from on-road passenger vehicles in 2022

63% of commuters drove alone in a car, truck, or van (2022)

>4 miles of roadway are at risk of flooding during a storm by 2050

461 registered electric vehicles in Cape Elizabeth (2022)

11 EV charging ports (2022)

TARGETS TO REACH

- 🎯 55% of registered gasoline vehicles are electric vehicles by 2050
- 🎯 Reduce VMT by 15% by 2050

MONITOR PROGRESS

- ↑ Miles of sidewalks and bike lanes. Miles of “Complete Streets”
- ↑ Number of community members using active transportation
- ↑ Number of registered EV vehicles
- ↑ Number of EV chargers installed
- ↓ Vehicle Miles Traveled
- ↓ Number of collisions, injuries, and fatalities involving pedestrians and bikers each year
- ↓ Cost of infrastructure repairs due to flooding and climate hazards

Community Spotlight

Pedestrian Safety

Cape Elizabeth is taking steps to reduce crashes and improve pedestrian safety. In 2023, Cape Elizabeth was one of the towns included in Greater Portland Council of Governments Vision Zero Greater Portland plan. This plan aims to eliminate all fatalities and serious injuries resulting from crashes on roadways by 2045. The plan highlighted the Town Center Intersection – Ocean House Road (Route 77) and Sawyer Road—as a high crash location within town.

Then, in 2024, the Town Council voted to move forward with improvements to this location that squares up Scott Dyer Road, Ocean House Road, and Shore Road to provide greater separation centerline to centerline, shorten pedestrian crossings, and add pedestrian crosswalks with flashing crossing lights. This option eliminated the tax burden while still providing safety improvements, traffic calming, and added green space.



Transportation and Infrastructure Action Tables

STRATEGY 2.1

Expand accessible and safe active transportation infrastructure

Cape Elizabeth encourages active transportation by creating networks that complement the natural environment. Expanding safe, accessible sidewalks, trails, and bike paths encourages walking and biking for local trips, which reduces greenhouse gas emissions and strengthens connection to nature. The town can also support public transit and reduce vehicle miles traveled to further reduce emissions.

#	ACTION
2.1.1	Increase sidewalk and bike lane mileage in areas with high commuting populations, such as the town center or those identified through surveys and community workshops
2.1.2	Require sidewalks and bike lanes in future construction or re-design of roads, especially along major routes or roads in residential areas
2.1.3	Create a Vision Zero Plan. Incorporate safety features into town plans and ordinances, including protected pedestrian lanes and reduced vehicle speed limits
2.1.4	Discourage vehicle idling through education programs and ordinances
2.1.5	Collaborate with regional partners (e.g. PACTS, Bicycle Coalition of Maine) to plan ways to improve regional active and public transportation, decrease vehicle miles traveled, and improve the safety of the commuter workforce

STRATEGY 2.2

Adapt infrastructure to climate impacts

Being a Town with extensive coastline, Cape Elizabeth has a high risk of coastal and inland flooding- a hazard exacerbated by climate change. Flooding impacts roads, culverts, and other public infrastructure. The Town can proactively engage in measures to build resilience, such as raising roads or upsizing culvert, to avoid disruptions to the community and costly repairs

#	ACTION
2.2.1	Establish an order of prioritization for at-risk public works infrastructure, including at-risk roads, bridges, culverts, utilities, sewer, and stormwater.
2.2.2	Incorporate climate impacts for critical infrastructure into project design to ensure that the infrastructure has improved capacity and resilience. Modifications may include raising roads, upsizing culverts, adding drainage, and potentially removing/adding throughways as necessary
2.2.3	Collaborate with PACTS, municipal partners, and regional organizations to track regional infrastructure vulnerabilities to adjust plans to current conditions and coordinate future projects
2.2.4	Prioritize low-impact development and consider natural solutions for stormwater
2.2.5	Prioritize road connectivity and multiple routes of access for emergency services in planning



Transportation and Infrastructure Action Tables

STRATEGY 2.3

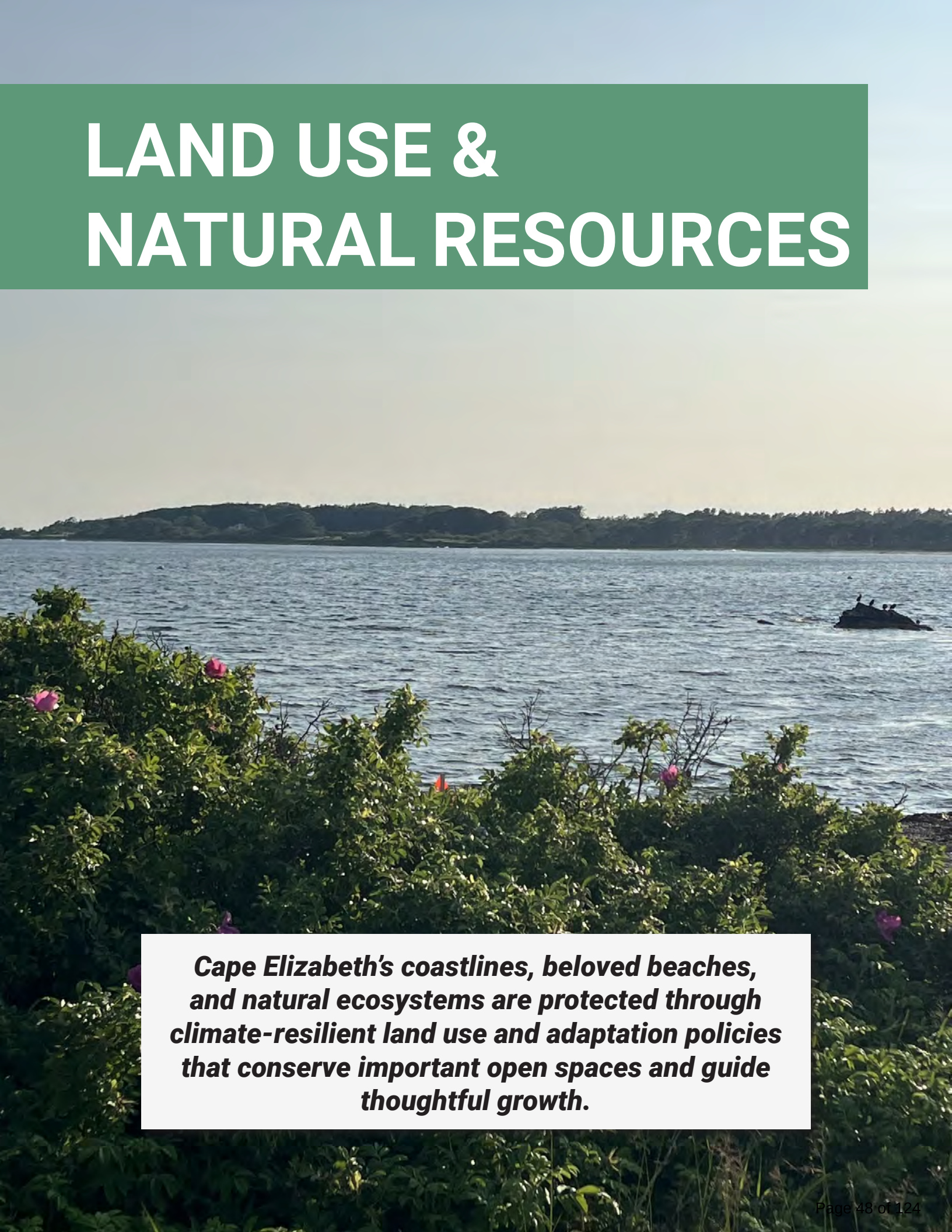
Expand the usage of electric vehicles and EV infrastructure

The highest emitting single source in Cape Elizabeth is gasoline passenger vehicles. By transitioning towards electric and public transportation options, the town can significantly reduce emissions and local air pollution. The Town can encourage the switch and ease barriers to clean transportation by educating residents on the benefits of EVs and investing in public charging infrastructure.

#	ACTION
2.3.1	Launch an education and outreach campaign on the benefits and financial incentives for electric vehicles
2.3.2	Consider reduced registration fees for electric vehicles
2.3.3	Create an ordinance requiring EV charging infrastructure in new construction
2.3.4	Explore partnerships with private installers to facilitate build out of EV charging infrastructure



LAND USE & NATURAL RESOURCES



Cape Elizabeth's coastlines, beloved beaches, and natural ecosystems are protected through climate-resilient land use and adaptation policies that conserve important open spaces and guide thoughtful growth.



Land Use & Natural Resources

The Land Use & Natural Resources sector outlines strategies to protect Cape Elizabeth's natural areas while preparing for climate impacts that will reshape our community and coastline. Known for iconic landscapes—Portland Head Light, beaches, parks, and over 1,100 acres of conserved land—the town faces climate risks to key habitats and recreation areas like Kettle Beach and Crescent Cove. The actions in this sector strive to preserve these valuable natural spaces that define our community identity, provide ecological value, and contribute as carbon sinks for climate mitigation. The sector also emphasizes responsible planning for future population growth, prioritizing both environmental and community resilience.

GOALS

- Protect wetlands and open space
- Align land use policies and adaptation techniques
- Prepare for population growth and climate migration

"Future land use should be denser in order to increase walkability and preserve forests and marshes, which will be critical for our resiliency"

Survey Respondent

"I want all marsh land protected because loss of that ecosystem will impact us all."

Survey Respondent

FAST FACTS

12% of Cape Elizabeth's land is in conserved areas (1,139 acres) (2023)

30% of the town is located in Resource Protection Districts (2019)

>200 acres of existing tidal marshes over 100 more acres will be needed to accommodate migration due to sea level rise (2023)

>100 acres will be needed to accommodate tidal marsh migration due to sea level rise (2023)

30% of Cape Elizabeth is in an area classified as an undeveloped block of habitat (2023)

TARGETS TO REACH

 30% conserved land by 2050

MONITOR PROGRESS

- ↑ Acres of conserved land
- ↑ Acres of preserved tidal marshes and wetlands
- ↑ Acres of farmland and forest land
- ↑ Percent of Town-wide tree canopy coverage
- ↓ Country-wide drought conditions and wildfire risks
- ↓ Number of affordable housing units created





Community Spotlight

Sawyer Road

Cape Elizabeth is taking action to mitigate risks and prevent future costs due to extreme flooding on Sawyer Road. The Town, in a cooperative agreement with the Town of Scarborough, secured \$1.6-million from the Maine Natural Resources Conservation Program to remove a low-lying section of Sawyer Road that runs through Spurwink Marsh.

Currently this section of Sawyer Road interrupts natural tidal flows and is vulnerable to flooding that poses a danger to drivers. The removal of this section will be a vital first step to restoring tidal flow in an important wetland habitat. In addition to being a defining part of community identity, Cape Elizabeth's open spaces and wetlands are important carbon sinks that can reduce the risk of flooding and other climate impacts while mitigating greenhouse gas emissions and other pollution.

By removing a small section of Sawyer Road, we can restore valuable saltwater marsh habitat and promote regional ecological resilience, while avoiding future exorbitant upkeep costs.



Land Use and Natural Resources Action Tables

STRATEGY 3.1

Protect wetlands and open space

Cape Elizabeth's natural areas, in addition to being a cornerstone of the community's identity, are also key to mitigating climate impacts. Wetlands and open space act as a natural barrier to flooding and are important carbon sinks. Protecting and expanding natural environments is crucial to ensuring long-term protection from flooding, erosion, and sea level rise.

#	ACTION
3.1.1	Promote restoration or enhancement of natural areas. Collaborate with regional partners to prevent net coastal wetland habitat loss and monitor changes in Casco Bay's marine systems
3.1.2	Facilitate conserving lands, through town ownership or local land trusts that are vulnerable to climate hazards and that can help mitigate impacts by providing coastal resilience, flood mitigation, critical habitat, and carbon sequestration. Focus on areas adjacent to tidal wetlands
3.1.3	Maintain guidelines for zero or reduced net forest loss in town boundaries

STRATEGY 3.2

Align land use policies and adaptation techniques

Flooding threatens human and environmental safety and creates inconvenient and expensive repairs. To avoid the worst impacts of climate change, Cape Elizabeth will pursue adaptation projects to protect residents and their homes. The Town will also evaluate if a managed retreat of municipal resources is appropriate for the most vulnerable areas.

#	ACTION
3.2.1	Launch an education and outreach program to provide information on smart, sustainable growth that maximizes open space and natural resource conservation
3.2.2	Identify growth zones to facilitate smart development and housing, and minimize vehicle miles traveled. Prioritize areas with existing density and access to public transportation, as well as high resilience to climate hazards
3.2.3	Explore opportunities for multi-family and affordable housing units in mixed-use areas through collaboration with residents and developers
3.2.4	Plan for upgrades to communications systems to increase service coverage and improve resilience in storms



Land Use and Natural Resources Action Tables

STRATEGY 3.3

Prepare for sustainable growth

The community can prepare for a growing regional population while maintaining its abundant open space and local character. Cape Elizabeth will incorporate factors like current density, proximity to public transportation, and resilience to flooding when determining appropriate growth areas. Accommodating controlled growth stimulates the local economy, attracts business.

#	ACTION
3.3.1	Launch an education and outreach program to provide information on smart, sustainable growth that maximizes open space and natural resource conservation
3.3.2	Identify growth zones to facilitate smart development and housing, and minimize vehicle miles traveled. Prioritize areas with existing density and access to public transportation, as well as high resilience to climate hazards
3.3.3	Explore opportunities for multi-family and affordable housing units in mixed-use areas through collaboration with residents and developers
3.3.4	Plan for upgrades to communications systems to increase service coverage and improve resilience in storms



There are already local organizations and services within town that are building climate resilience within the community. While those listed below are only a few examples, there are many additional partners that can be supportive for a sustainable future.

Cape Elizabeth Land Trust

The Cape Elizabeth Land Trust (CELT) is a nonprofit organization dedicated to preserving the natural beauty and rural character of Cape Elizabeth—from shorelands and marshes to farmlands and woodlands—for ecological benefit and for the enjoyment and education of all people. CELT partners with landowners, donors, the Town, and other conservation organization to focus on strategic land conservation, responsible land stewardship with climate resilience in mind, and educational programming to foster environmental awareness and community engagement.

How they can be involved:

CELT is a good partner to move forward actions that advance protecting and conserving natural resources (3.1.2) and those on outreach and education for responsible environmental stewardship (4.1.2).



Cape Farm Alliance

The Cape Farm Alliance is a cooperative of growers, gardeners, and community members committed to sustaining and promoting local agriculture in Cape Elizabeth through advocacy for farm-friendly policies, educational initiatives on the importance of local farming, and supporting food assistance programs. With nearly 20 member farms producing a diverse array of products—from fruits and vegetables to livestock and honey—the Cape Farm Alliance plays a vital role in maintaining the agricultural heritage and economy of Cape Elizabeth.

How they can be involved:

The Cape Farm Alliance will be helpful to advance the actions which support local agriculture (4.4.2), reduce waste (4.3.4), and increase community engagement to enhance the agricultural roots of the town



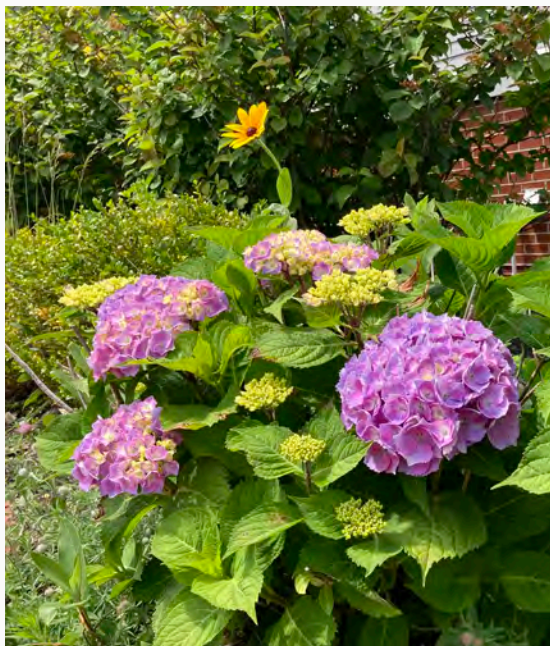


Thomas Memorial Library

Thomas Memorial Library is a vital part of the community that not only serves as a traditional library, but is also a community resource for digital accessibility, is a designated a heating/cooling center, offers home delivery for those unable to make it in person, and hosts many educational programming. The library is supported by the Thomas Memorial Library Foundation.

How they can be involved:

Thomas Memorial Library can help with a wide range of actions from advertising outreach materials (3.3.1, 4.2.2, 4.3.2) to hosting educational programming (4.2.4), to maintaining a tool library (4.1.4, 4.3.5), and continuing to serve as a heating and cooling center (4.2.1)

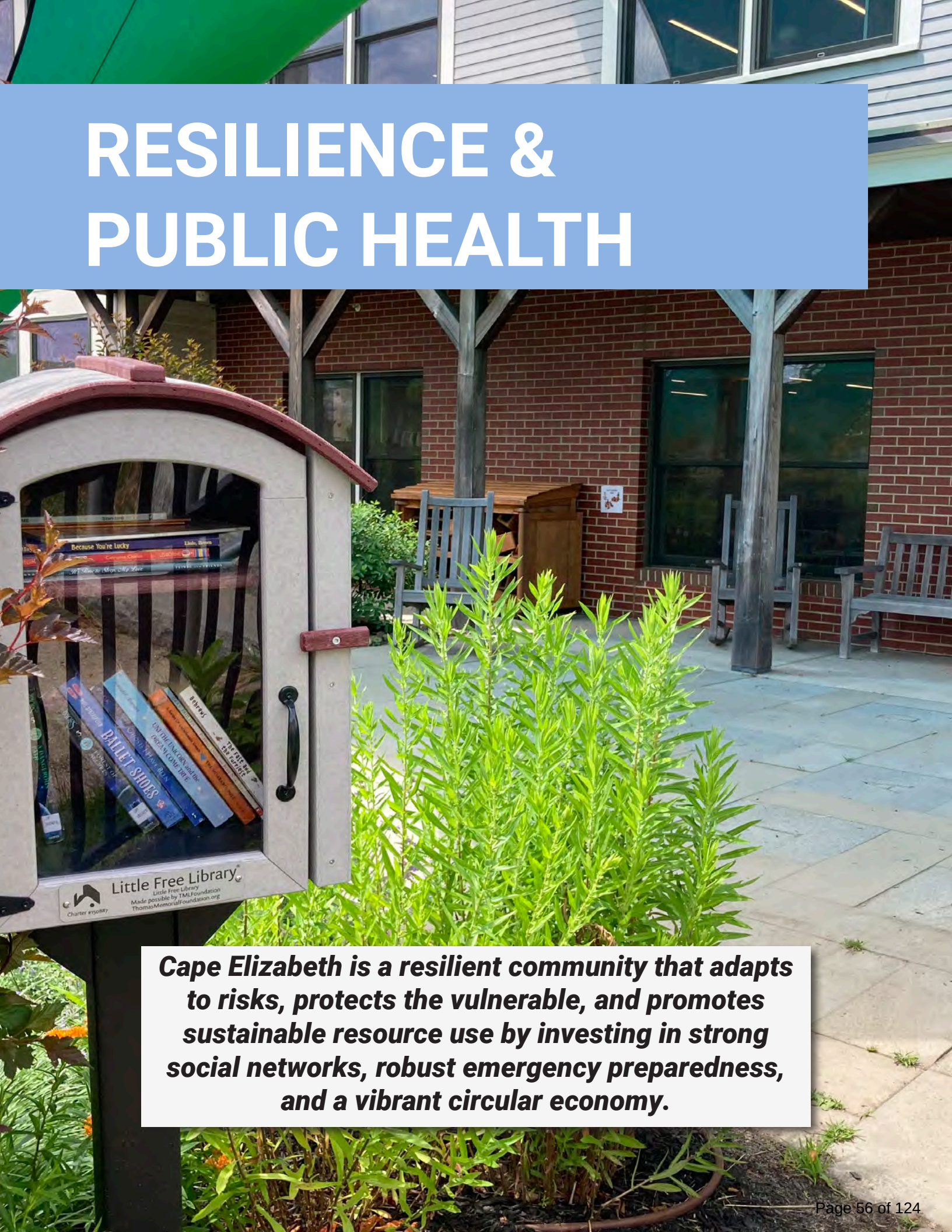


Friends of Fort Williams

Friends of Fort Williams Park is a nonprofit organization with a mission to preserve and enhance the natural and historic resources of Fort Williams Park. Through initiatives like the Ecology Project, they focus on ecological restoration, invasive species control, and environmental education to improve the park's sustainability and visitor experience. Their efforts ensure that Fort Williams Park remains a cherished space for both the community and wildlife

How they can be involved:

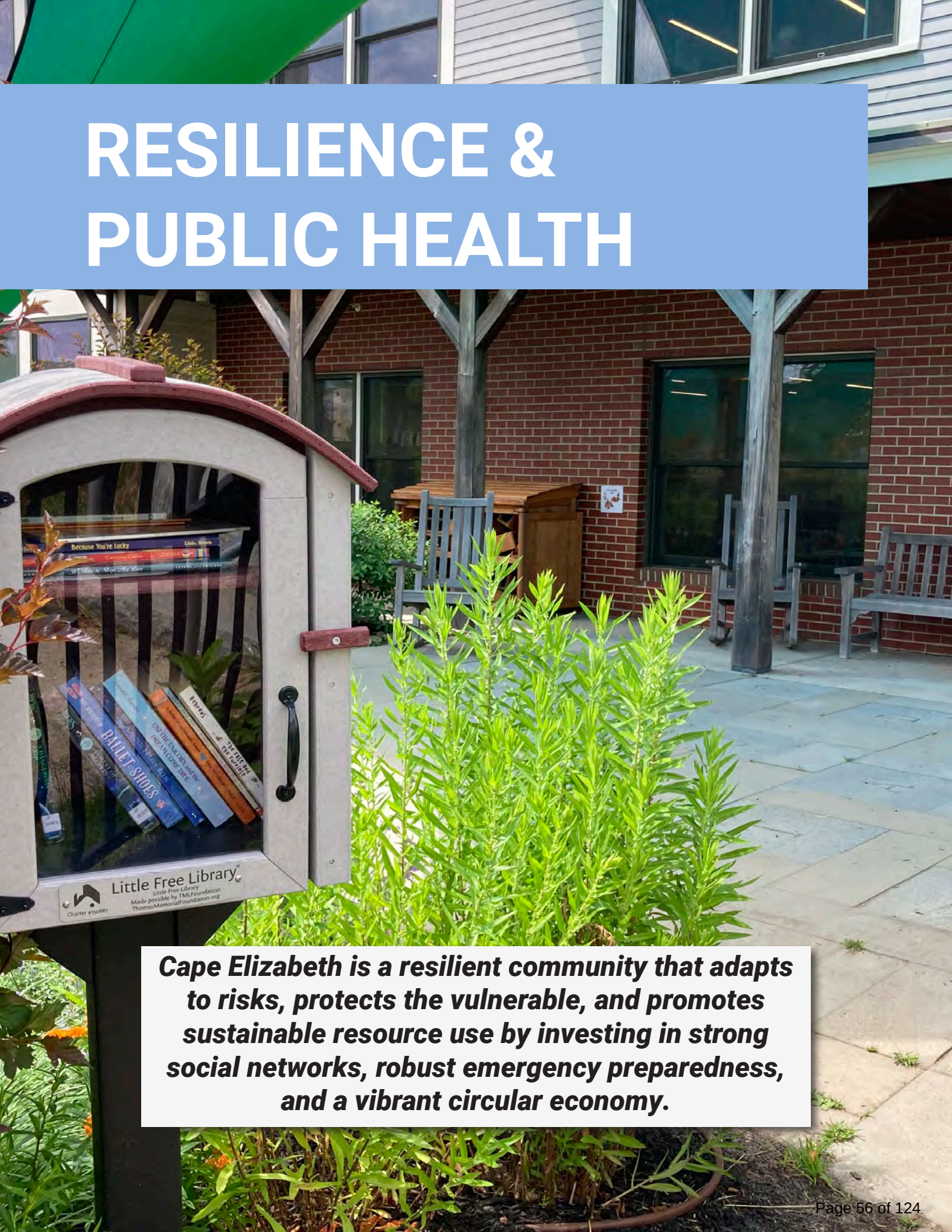
In addition to being good stewards of Fort Williams Park, the organization can help assist with many public education and outreach initiatives, especially those on native planting (4.1.2) and landscape management (4.1.1)



RESILIENCE & PUBLIC HEALTH

Cape Elizabeth is a resilient community that adapts to risks, protects the vulnerable, and promotes sustainable resource use by investing in strong social networks, robust emergency preparedness, and a vibrant circular economy.

Page 56 of 124



RESILIENCE & PUBLIC HEALTH

Cape Elizabeth is a resilient community that adapts to risks, protects the vulnerable, and promotes sustainable resource use by investing in strong social networks, robust emergency preparedness, and a vibrant circular economy.

Page 56 of 124



Resilience & Public Health

The Resilience & Public Health sector outlines strategies to strengthen Cape Elizabeth's climate resilience by protecting local resources, building community support networks, and improving preparedness for climate impacts. Well-informed communities are better equipped to respond effectively and efficiently to challenges. Cape Elizabeth has already experienced extreme temperatures, utility outages, and related health risks. To strengthen our ability to respond, Cape Elizabeth will enhance emergency management systems while expanding public outreach and education.

GOALS

- Update emergency management plans and techniques
- Adapt for extreme weather, power outages, and public health risks
- Promote healthy natural spaces
- Protect local water and food supply
- Reduce waste volume and promote local resource networks

"I also think anything we can do to support the viability and resilience of our local farms is important to climate action planning."

Survey Respondent

FAST FACTS

25% of Cape Elizabeth's population is 65 years old or older, 26% of which live alone (2023)

23% of Cape Elizabeth's population is 18 years old or younger (2023)

23% of homeowners are cost-burdened (spend more than 30% of income on housing costs) (2022)

9% of community emissions came from processing waste (2022)

24% Recycling rate (EcoMaine 2020)

TARGETS TO REACH

- 🎯 100% of households reachable with emergency communication alerts

MONITOR PROGRESS

- ↑ Number of residents enrolled in CodeRed alerts
- ↑ Number of private wells monitored and tested
- ↑ Number and type of non-native species removed
- ↑ Tons of recycled materials and compost
- ↓ Number of residents who are cost-burdened
- ↓ Landfill diversion rate & volume
- ↓ Annual waste generated per household (tons)



Community Spotlight

Keeping it local

Cape Elizabeth is already building the foundation for a more sustainable and resilient future through its strong sense of community and commitment to local resources. These efforts not only benefit the environment but also strengthen social bonds and local self-reliance. For example, the Cape Elizabeth Swap Shop is a vibrant hub where residents share usable goods, giving items a second life rather than sending them to the landfill.

In addition, Cape Elizabeth's two community gardens, with a total of 90 plots, empower residents to grow their own food, fostering food security, healthier lifestyles, and deeper connections to the land. Importantly, several plots are dedicated to supporting neighbors in need, supplying fresh produce to the Maine Hunger Prevention Program and Judy's Pantry, which serves Cape Elizabeth residents with limited resources.

These initiatives highlight how cutting down on waste, reducing greenhouse gas emissions, and building local resilience to climate change can arise on a local level.



Resilience and Public Health Action Tables

STRATEGY 4.1

Promote healthy natural spaces

Environmental health is directly tied to public health. Protecting the health of local ecosystems creates beautiful and biodiverse natural spaces and builds resilience to climate impacts. Cape Elizabeth will make local and regional efforts to reduce pollution and promote native species.

#	ACTION
4.1.1	Develop a management plan for invasive species on public land and native vegetation plan or ordinance to encourage use of native plants for landscaping on town lands
4.1.2	Promote native vegetation through educational programs
4.1.3	Pursue resilient lawn programs, such as “No Mow May” or “Mow Tall Til Fall”, to reduce water usage and encourage biodiverse landscapes
4.1.4	Encourage residents to use electric lawn care equipment through incentives, an electric tool library, or educational materials
4.1.5	Continue to create and enforce sustainable landscaping approaches, such as a fertilizer ordinance to reduce pollution from runoff

STRATEGY 4.2

Adapt for extreme weather, power outages, and public health risks

The community has already felt the impacts of climate hazards, through extreme temperatures, utility outages, and related health risks. Cape Elizabeth will continue to promote and expand public resources that serve the public during emergency events. In addition to risks to physical health, climate change threatens mental health, particularly in the youth. The Town will mobilize educational resources to raise awareness of health impacts and available resources.

#	ACTION
4.2.1	Spread awareness of the Library as the Town’s cooling/heating center and continue to expand community resources available during extreme weather. Develop plans for transportation to the facility for residents with limited mobility
4.2.2	Conduct an awareness campaign about the risks of high heat and access to the cooling center, with a focus on higher risk groups
4.2.3	Coordinate with relevant departments to plan for increased use of open spaces and waterways
4.2.4	Educate residents on the impacts of climate hazards, extreme weather, and power outages (i.e. water quality changes, dangerous food safety issues, flooding impacts)
4.2.5	Develop an accessible resource library for organizing public health information related to the risks of climate change
4.2.6	Partner with schools and local organizations to address public health challenges relating to climate change



Resilience and Public Health Action Tables

STRATEGY 4.3

Reduce waste volume and promote local resource networks

Waste disposal generates greenhouse gas emissions, as well as air, water and soil pollution. Recycling and composting divert volume from the waste stream and return organic material to natural systems. Adopting aspects of a circular economy also reduces waste and promotes community connection.

#	ACTION
4.3.1	Collaborate with businesses and neighboring towns to advocate for statewide restrictions on single-use plastics
4.3.2	Launch/expand public education on effective recycling and composting techniques
4.3.3	Identify business leaders and commercial facilities to discuss recycling opt-in. Encourage organics recycling for applicable businesses
4.3.4	Establish/expand community tool library, and pursue grants/funding to provide additional equipment through municipal facilities
4.3.5	Continue to create and enforce sustainable landscaping approaches, such as a fertilizer ordinance to reduce pollution from runoff
4.3.6	Continue to support the Swap Shop and promote the use of in-person and online forums for exchanging goods between community members such as "Buy Nothing" groups, clothing swaps, repair cafes

STRATEGY 4.4

Protect local water and food supply

Climate change will threaten the security of our local water supply and food production. Cape Elizabeth will collaborate with regional partners to track changing conditions that may impact water quality or local farms. Proactively protecting these resources can help to avoid human and ecosystem harm, as well as costs for emergency supplies.

#	ACTION
4.4.1	Work with regional partners to ensure protection of safe drinking water supply in the Sebago Watershed and to educate residents on water quality
4.4.2	Survey local farms to identify needs and challenges, in order to increase resilience and promote locally grown food
4.4.3	Provide information on monitoring and testing of wells and septic tanks. Focus should be on those at risk of saltwater intrusion and groundwater rise



Resilience and Public Health Action Tables

STRATEGY 4.5

Update emergency management plans and techniques

Cape Elizabeth has sophisticated emergency response personnel and systems capable of responding to a range of weather-related emergencies. The Town will continue to add protocols as needed to address emerging climate hazards.

#	ACTION
4.351	Develop or enhance early warning systems and community evacuation plans
4.5.2	Complete the Maine Flood Resilience Checklist
4.5.3	Launch an outreach campaign to increase enrollment in Code Red alerts
4.5.4	Incorporate sea level rise and severe weather projections when planning evacuation routes
4.5.5	Develop a storm debris management plan
4.5.6	Develop a heat wave management plan by 2030 to provide an organized list of actions to reduce community vulnerability during heat waves



Residents are excited to take action!

Responses from community surveys and workshops.
For full results and comments, see Appendix D.

Take a holistic approach to land use planning to incorporate climate. Steer development and density to appropriate places and enhance infrastructure around those places.

Improve the condition of natural areas by removing invasive plants and allowing native plants, birds and pollinators to thrive.

Expand accessible and safe active transportation infrastructure

Reduce greenhouse gas emissions from the municipal vehicle fleet

I would like to see town incentives for home builders to use green construction materials, methods and designs for both new buildings and renovation projects

Create high density, walkable downtown with public transportation and separated bike lanes to make moving around without a car easier.

Educate residents on benefits and savings from heat pumps. Provide financial incentives-particularly for lower income.

We could ban or limit the use of gas-powered lawn maintenance equipment because of their highly toxic emissions and damaging noise levels.

Replace at least one school building with a new building that meets or exceeds current energy code, is all electric, and powered with solar!

Opposition to Climate Action

While the majority of public input was in support of climate action, it is important to note that not everyone feels the same way. Some people were supportive of certain actions but very opposed to others while other respondents were critical of climate change and any action, especially those which would cost taxpayers.

What we heard:

- I'm concerned that too much money is being spent on climate change at the detriment of other programs
- We don't need affordable housing or further development
- EVs are probably the most polluting item. Too much focus on EVs
- There are many state programs to subsidize and help people make better choices, like heat pumps. We don't need to engage in this at the local level

MUNICIPAL & SCHOOL OPERATIONS

CAPE ELIZABETH TOWN HALL

Cape Elizabeth's schools, Town buildings, and municipal fleet are energy efficient and powered by clean electricity. The Town serves as a leader of and model for climate resilience and adaptability in our community.



The Municipal & School Operations sector outlines strategies to strengthen public infrastructure against climate impacts, reduce municipal greenhouse gas emissions, and inspire community action. Heating Town-owned buildings with fuel oil is the largest source of municipal emissions. Through building efficiency improvements, fleet electrification, community outreach, and partnerships, these actions build resilience, reduce fossil fuel use, and create long-term cost savings through effective resource management. The necessary maintenance of critical infrastructure and public services will continue to support public health and safety.

GOALS

- Improve energy efficiency of municipal and school buildings and facilities
- Reduce fossil fuel use in government facilities
- Reduce greenhouse gas emissions from the municipal vehicle fleet
- Redevelop municipal procurement and discarding policies
- Ensure capacity to enact Climate Action Plan

FAST FACTS

5% of community wide emissions in 2022 came from municipal and school operations

49% of municipal and school emissions came from heating school buildings and facilities with fuel oil and propane in 2022

53% of of municipal and school transportation emissions were from diesel vehicles in 2022

"If we don't enact or implement the plan, then what good is it?! Ensuring capacity seems crucial so the plan isn't forgotten."
Survey Respondent

"We need leadership locally and nationally, education and incentives for people and municipalities to make changes."
Survey Respondent

"Town Hall, while it is an historical structure is very energy inefficient."
Survey Respondent

TARGETS TO REACH

- 🎯 Report annually to staff and Town Council on climate progress
- 🎯 100% clean-fuel municipal on-road fleet by 2050
- 🎯 100% electricity-based heating by 2050

MONITOR PROGRESS

- ↑ Number of municipal buildings and school buildings electrified
- ↑ Number of municipal and school buildings and total installed capacity of solar or renewable energy systems
- ↑ Number of municipal and school fleet electrified
- ↑ Number of EVs installed at municipal buildings
- ↑ Municipal and school buildings with composting and recycling options
- ↓ Total annual municipal and school energy use
- ↓ Cost of repairs for public buildings and infrastructure from climate hazards

Community Spotlight

Community Resilience Partnership

Cape Elizabeth has already begun to advance sustainability through municipal energy efficiency improvements. In March 2024, the Town enrolled in the State of Maine's Community Resilience Partnership (CRP), a program that supports municipal climate action. Since enrolling in the CRP, the Town has secured two Community Action Grants to support projects that reduce energy usage and emissions in Town buildings.

In June 2024, the Town secured \$50,000 to retrofit the Town Hall and Police Department with LED lighting. In April 2025, the Town was awarded \$39,400 to support heat pump installation in the Community Services Building. These upgrades boost municipal energy efficiency, provide long-term cost savings, and enhance our Town's resiliency in the face of severe storms that stress grid infrastructure.

Cape Elizabeth
Police Department



Municipal and School Operations Action Tables

STRATEGY 5.1

Improve energy efficiency of municipal and school buildings and facilities

Upgrading Town and School facilities to be more energy efficient is key to reducing fossil fuel consumption and creating work and community spaces resilient to extreme temperatures. There are long-term cost savings for upgrading to energy efficient insulation, windows, lighting fixtures, and appliances.

#	ACTION
5.1.1	Conduct an energy audit to determine municipal buildings most in need of energy efficiency upgrades
5.1.2	Update asset management plans to establish a timeline for implementing energy efficiency upgrades
5.1.3	Establish a process for encouraging (or requiring) energy-efficient alternatives for routine upgrades and repairs , such as high-efficiency water heaters or low-flow faucets and toilets.

STRATEGY 5.2

Reduce fossil fuel use in government facilities

Fuel oil used to heat Town-owned buildings is the single largest source of Cape Elizabeth's municipal emissions. As the electricity grid is increasing powered by renewable sources, it will reduce emissions significantly to transition to electric heating/cooling systems. Additionally, using on-site renewable energy projects makes the Town more resilient to power outages and changes in energy prices.

#	ACTION
5.2.1	Evaluate feasibility of on-site renewable energy for municipal facilities
5.2.2	Discontinue use of fossil fuel heating and cooling systems in newly constructed facilities
5.2.3	Transition municipal buildings to have electrical systems as the primary mode of heating and cooling
5.2.4	Explore power purchase agreements and new renewable energy sources to increase the use of renewable energy



Municipal and School Operations Action Tables

STRATEGY 5.3

Ensure town leadership and support to enact Climate Action Plan

Implementing this climate action plan will take collaboration between community members, Town staff, committees, and regional partners. Cape Elizabeth will seek support from community organizations to secure funding and effectively complete projects.

#	ACTION
5.3.1	Provide educational opportunities to municipal and school staff on best practices for climate action
5.3.2	Collaborate with neighboring communities and regional organizations for shared education and outreach programs
5.3.3	Establish funding mechanisms to support climate resilience programs and incorporate into annual budgets and capital plans. Explore opportunities to diversify revenue sources to decrease over-reliance on taxes from properties
5.3.4	Track municipal expenditure for response, recovery, and repair related to storm and flooding events to inform prioritization and capital plans
5.3.5	Work with existing committees and staff to support implementation by seeking and applying for funding, and mediating community outreach. Consider establishing new committee or staff position as appropriate

STRATEGY 5.4

Reduce greenhouse gas emissions from the municipal vehicle fleet

Diesel and gasoline-fueled vehicles release significant greenhouse gases and air pollution compared to their electric counterparts. Cape Elizabeth is supporting the national transition to sustainable transportation by seeking alternatives to a fossil fuel-powered fleet. EVs typically have lower maintenance and fueling costs- resulting in long-term cost-savings for the municipality. Cape Elizabeth will consider technological advancements, costs, and practicality of use when purchasing new fleet vehicles.

#	ACTION
5.2.1	Create a vehicle procurement plan to phase out the purchases of gasoline or diesel engine vehicles, as technology becomes available and accessible. Prioritize gasoline and sedan vehicle models as well as school buses
5.2.2	Apply for state and national incentives to transition to electric school buses
5.2.3	Install EV charging ports at strategic municipal buildings to accommodate electric fleet vehicles



Municipal and School Operations Action Tables

STRATEGY 5.5

Redevelop municipal procurement and discarding policies

The Town can be a model of sustainability in the region and reduce their contribution to the waste stream by prioritizing low-impact food and goods. Choosing compostable utensils and sourcing food from local farms are examples of sustainable practices that stimulate the local economy.

#	ACTION
5.3.1	Commit to purchasing compostable or recyclable materials for municipal and school operations
5.3.2	Establish composting and recycling in all school and municipal buildings
5.3.3	Ban single-use plastics for municipal and school operations
5.3.4	Prioritize locally sourced food for school lunches and town events



Leading the Way

The town is already committed to climate action through its policies and ordinances. For example:



Flood Resilience

The zoning ordinance goes beyond state minimum by requiring structures in high-risk flood zones be elevated to at least two feet above the base flood elevation, rather than the minimum one foot.



Complete Streets

In 2017, Cape Elizabeth adopted a Complete Streets Policy, which guides development of safe, efficient, and accessible streets for all transportation users of all ages and abilities, whether they are on foot, on bicycles, in motorized vehicles or in public transportation.



Street Trees

The Town has requirements in several zoning areas to plant street trees during improvements and sets requirements on the types of variety of species that can be used.



Flood Insurance

Cape Elizabeth is part of the voluntary Community Rating System (CRS) under the National Flood Insurance Program (NFIP). Being part of this program creates discounted flood insurance premium rates to reward community actions that meet the three goals of the CRS.



Pesticide Ordinance

In 2023, the town passed a pesticide ordinance to promote the health and safety of residents and to conserve and protect the Town's waterways and natural resources by restricting the use of toxic pesticides.

THE PATH FORWARD



Implementation

The success of this Climate Action Plan depends on all of us—town staff, local organizations, and community members—working together. Everyone has a role to play in building a more sustainable and resilient Cape Elizabeth.

As technologies improve, new funding becomes available, and our community’s needs and priorities evolve, this plan will be regularly reviewed and updated. It is a living document, designed to grow and adapt over time.

While it’s an important step, it’s just one part of Cape Elizabeth’s broader efforts to reduce emissions and prepare for climate impacts. That’s why coordination across departments, community groups, and related plans is essential to reaching our goals. By working together, we can turn this plan into meaningful progress – one where we meet our climate targets while building a stronger community for generations to come.

The full list of actions, including relative cost, responsibility, and tracking metrics are provided in the implementation table in Appendix A.

Suggested Quick Wins:

These are short-term actions that can kick-start action and have the potential to maintain implementation momentum

- Start creating or conducting outreach and engagement materials on any climate-related topic
 - Weatherization (1.1.2), electrification (1.2.3), heat pumps (1.2.4), renewable energy (1.3.1), Electric Vehicles (2.3.1), smart sustainable growth (3.3.1), native vegetation (4.1.2), climate hazards (4.2.4), recycling and composting (4.3.2), or CodeRed Alert system (4.5.4)
- Conduct a municipal building energy audit (5.1.1)
- Complete a sustainability and resilience ordinance audit (1.4.2)
- Configure our software to monitor different permit types and provide reports (1.3.3)
- Establish an order of prioritization for at-risk public works infrastructure (2.2.1)
- Develop a vehicle procurement plan to phase out gasoline or diesel vehicles (5.4.1)

Town Commitments and Next Steps

Tracking Progress and Reporting



Progress Report: Develop an annual Climate Action Plan progress report that can be shared publicly which provides updates on the metrics (i.e. heat pump rebates).

Annual Workplan: Each committee, staff, and the Town Council should review their assigned actions and create a workplan for the following year that prioritizes the actions and starts to develop a blueprint for implementation. This is recommended to be completed in January or align with the budgeting process.

Every 5 years the town will update the Greenhouse Gas Inventory.

Ensure Fiscal Responsibility



Thoughtful implementation: Prioritize actions that are both technologically and economically feasible, while considering the long-term costs of doing nothing.

Strategic Funding Approach: Seek out all available funding opportunities, including state and federal grants, private partnerships, and other external sources.

Transparent Financial Oversight: Clearly track metrics, regularly report investment outcomes, and review funding strategies.

Grow Partnerships



Strengthen local collaborations: Empower community organizations, support local businesses, and work with town committees to foster collaborative action.

Expand regional coordination: Participate in inter-municipal programs and projects to advance regional climate action priorities.

Advance state-level engagement: Support climate policies and share success stories with state policymakers .

Ensure Equity and Inclusion



Comprehensive stakeholder identification: Identify all potentially affected groups.

Meaningful engagement process: Ensure authentic participation.

Equity-Centered decision making: Rectify disparities and ensure that all stakeholders are involved throughout the process.

What are co-benefits?

Co-benefits are additional benefits and positive outcomes that arise from implementing climate actions and strategies. Many of the strategies and actions in this plan will have additional positive effects beyond their primary intended goals. From cleaner air and water, increased biodiversity, local economic growth, to cost savings for residents, and increased positive health outcomes, these are just a few examples of the positive effects that climate action strategies produce besides reducing GHG emissions.



Environmental Quality.

Enhances local water and air quality and ecosystem health, and/or increases biodiversity and wildlife habitat through emissions reduction, environmental remediation, pollution reduction or cleanup.



Local Economy.

Creates jobs, and/or generates economic activity and investment into local businesses and community.



Cost Savings.

Reduces costs or saves money for residents, community members, or the Town, both in the short-term and/or long-term.



Resilience.

Better prepares the community to navigate shocks and stressors related to extreme weather and other impacts through investment in infrastructure, adaptation, and community connectivity.



Public Health & Safety.

Protects, maintains, and/or improves the well-being of community members by safeguarding people and property, providing opportunities for health/wellness/outdoor recreation, and/or enhancing public safety/emergency preparedness.



Education & Awareness.

Raises public knowledge of issues related to climate and sustainability and empowers residents, business owners, staff, and community members to make informed decisions and act accordingly.



Equity.

Brings benefits to all community members, especially protections and benefits for populations most vulnerable to the effects and impacts of climate change.

How you can help

The Town understands the challenges this plan may present – recommended actions could affect daily routines and ask us to try new ways of doing things. The goal is to empower residents and businesses by offering helpful resources, guidance, and education to make these transitions smoother. When our community works together and supports these efforts, we can move forward more quickly and effectively. Therefore, here are a few things you can do to create a healthier, more sustainable Cape Elizabeth.

Buildings and Energy

- In hot months, close shades on the east side of the house in the morning to reduce heat coming in through the windows. Close shades on the west side of the house in the afternoon.
- Install energy efficiency appliances and lighting
- Get an energy audit for your home or business to identify areas for energy efficiency improvements
- Consider installing heat pumps, energy efficient insulation, solar panels, geothermal, or other energy efficient upgrades.

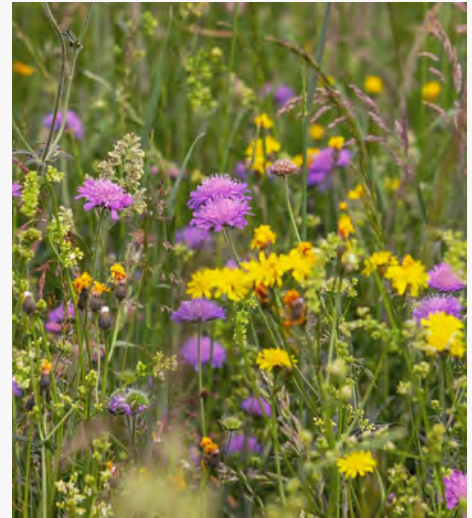


Transportation and Infrastructure

- Avoid unnecessary idling by turning your vehicle on immediately before driving in the summer, and 1 minute or less before driving in the winter.
- Combine and plan errands to reduce the number of trips and miles traveled, also saving your time and fuel!
- Choose walking or biking instead of driving for local trips, or consider carpooling.
- Choose an electric vehicle when considering a new vehicle.

Land Use and Natural Resources

- Limit mowing your lawn. Consider not mowing in May and mowing at a taller length until the end of Fall to support pollinators and reduces emissions from gasoline-powered lawn equipment.
- Research invasive species in your area and remove any from your property.
- Plant native species on your property and share cuttings or shoots of native plants from your garden with neighbors.
- When updating lawn care equipment, choose electric models over fossil fuel.
- For landowners, consider putting forest or wetlands into conservation or donating to a local land trust. Ensure that the open spaces of Cape Elizabeth exist for generations to come.



Resilience and Public Health



- Sign up for CodeRed Alerts to stay up to date on emergency notifications
- Ensure your homeowners or renters insurance is active and covers flooding,
- Maintain a back-up heat source such as a generator or pellet stove to ensure heating in case of power outages,
- Consider starting a personal emergency management plan – purchase emergency supply kits, learn your local evacuation routes, communicate with neighbors on potential concerns or needs.
- Support local food pantries with donations
- Choose thrift or resale shops for buying goods to reduce waste volume and long-range transportation emissions from new manufactured goods.

Community Support and Leadership

- Stay Informed and participate in town climate initiatives and events
- Volunteer your time, expertise, or resources to town committees and projects
- Encourage town leaders and decision-makers to prioritize climate action.



Funding Resources

Funding Mechanism	Description
Energy Efficiency Initiatives	Rebates and other incentives offered by a utility company or a state-designated entity for energy efficiency measures, such as heat pumps or home insulation, that result in quantifiable savings. In Maine, these are provided through Efficiency Maine.
Energy Performance Contracts	A way to partner with energy service companies to implement energy efficiency measures with guaranteed savings over time.
General Funds	A government's basic operating fund. Property taxes are a primary source of revenue for the general fund.
Grants	A public (federal or state) or private non-repayable funds allocated through programs to support specific goals.
Green Bonds	A type of bond that raises funds specifically for environmental, water, or clean energy projects. They often don't necessitate new legislation and are usually tax exempt.
Impact Investing	Attracting investments from individuals or organizations seeking both financial returns and positive environmental impact by investing in municipal climate projects.
PACE (Property Assessed Clean Energy)	PACE financing programs allow property owners to finance the upfront costs for sustainable energy investments and repay over time (usually 10-20 years) through property assessments, paid through their property tax bill. The clean energy loan can be attached to the property, and transfer to the new owner if a property is sold. There are Commercial PACE (C-PACE) programs for commercial, industrial, and multi-family property owners; residential PACE (R-PACE) programs for all other residential properties.
Power Purchase Agreements	An agreement between an individual or entity to purchase credits from a renewable energy product (e.g. a solar farm). The credits are applied against the energy bill, and the money is used to develop and expand renewable energy.
Public-Private Partnerships (PPP's)	Partnership leveraged by collaborating with private entities to jointly finance and implement climate projects.
Revolving Loan Funds	This is established funds that provide low-interest loans to support climate projects, with repayments recycled into future products.
Tax Credits	These are provided by federal, state, or local governments and allow residents or businesses to subtract a certain portion of tax owed in order to incentivize investments. An example is the purchase of an electric vehicle.
Tax Increment Financing (TIF)	These are employed to use tax revenues generated from increased property values within designated districts to fund economic development focused climate projects.

EXAMPLE STATE RESOURCES

Maine continues to provide a number of programs to assist municipalities in their sustainability and climate action initiatives. Many of these are available on a yearly basis.

- **Community Resilience Partnership (CRP)** assists communities to reduce carbon emissions, transition to clean energy and become more resilient to climate change effects such as extreme storms, flooding, rising sea levels, public health impacts, and more.
- **Coastal Community Grants (CCG)** is a competitive grant opportunity that provides funds to towns and regional organizations for projects in the areas of public access, water quality improvement, storm hazard resiliency, and marine-related economic development.
- **Community Development Block Grant Program (CDBG)** supports community development activities such as infrastructure, economic development projects, public facilities installation, community centers, housing rehabilitation, public services, clearance/ acquisition, code enforcement, homeowner assistance, and more.
- **Shore and Harbor Planning Grants** provides competitive resources for shoreline access planning, waterfront and harbor planning, identification and resolution of waterfront use conflicts and planning, feasibility, and design efforts for resilient waterfront infrastructure.
- **Maine Natural Resource Conservation Program** uses state and federal mitigation funds for projects that protect and restore natural resources across Maine. Maine Infrastructure Adaptation Grants supports the scoping, design, implementation, and construction of necessary projects.
- **Energy Efficiency and Conservation Block Grants (EECBG)** provides grants to communities for clean energy programs and projects.
- **Energy Efficiency Revolving Loan Fund Capitalization Grant** provides money to the state to support residential and commercial energy efficiency projects.
- **Efficiency Maine** is the primary distributor of energy efficiency, weatherization, and building electrification rebates and grants.

EXAMPLE FEDERAL RESOURCES

The federal funding landscape has shifted rapidly with the change in administrations in 2025, there is not yet a clear picture of funding sources in the future. Here we highlight some past agencies and programs that have invested in resilience building and emission reduction projects.

- **National Coastal Resilience Fund** from the National Fish and Wildlife Foundation has annual rounds of funding available for coastal and watershed resilience building projects.
- **FEMA** provides funding for mitigation measures that reduce disaster loss by working to decrease long-term risk to people and property from future disasters.
- **Department of Energy** grants for energy efficiency and renewable energy in municipal buildings.
- **Federal Highway Administration** – Low/No Emission Grant program for clean transportation vehicles and infrastructure upgrades.
- **Environmental Protection Agency** provides funding through their Diesel Emission Reduction Act program for replacing old diesel engines in fleet vehicles.

Acronyms

BMP	Best Management Practice
CAP	Climate Action Plan
CCG	Coastal Community Grant
CCSWCD	Cumberland County Soil and Water Conservation District
CDBG	Community Development Block Grant Program
CO ₂	Carbon Dioxide
CRP	Community Resilience Partnership
DMR	Department of Marine Resources
DOE	Department of Education
EMP	Emergency Management Plan
EPA	Environmental Protection Agency
EV	Electric Vehicle
FEMA	Federal Emergency Management Agency
GHG	Greenhouse Gas
GOPIF	Governor's Office of Policy Innovation and the Future
kWh	Kilowatt-hours
LID	Low Impact Development
MCP	Maine Coastal Program
MPAP	Municipal Planning Assistance Program
MT CO ₂ e	Metric tons of carbon dioxide equivalent
NOAA	National Oceanic and Atmospheric Administration
PACE (C-PACE)	Property Assessed Clean Energy (Commercial Property)
PFAS	Per- and polyfluoroalkyl substances
PPPs	Public-Private Partnerships
SLR	Sea Level Rise
TIF	Tax Increment Financing
VMT	Vehicles Miles Traveled

Terms to Know

Active Transportation is human-powered mobility, such as biking and walking, that replaces vehicle travel.

Adaptation refers to the process of adjusting to or preparing for the changing climate and its impacts. These actions reduce the harm caused by climate change.

Building energy codes are a cost-effective way for local governments to cut carbon emissions, eliminate energy waste, and contribute to improved health and safety of the community. Base codes set the minimum design and construction requirements for buildings. Optional, opt-in stretch codes are, by contrast, more demanding than base codes, requiring that buildings achieve higher energy savings.

Carbon Sequestration is the act of removing carbon dioxide (CO₂) from the air. Naturally occurs in plants.

A **Climate Hazard** is a physical process or event, exacerbated by climate change, that can bring harm to people, communities, or ecosystems.

A **Circular Economy** is a closed-loop system that keeps materials and products in circulation and out of landfills, through techniques such as reuse, refurbishment, maintenance, remanufacture, and composting.

Decarbonize refers to the transition from fossil fuel-based energy sources to renewables, such as wind, solar or geothermal

Discrete fuel refers to all heating oils used in stationary energy, including kerosene, propane, and fuel oil.

Emergency Management Plans outline how to mitigate, prepare for, respond to, and recover from the effects of an emergency or disaster. Organizations, municipalities, or individuals can create their own emergency management plans.

Equity is impartiality, fairness, and justice for all people in social policy. Social equity takes into account systemic inequalities to ensure everyone in a community has access to the same opportunities and outcomes. Equity of all kinds acknowledges that inequalities exist and works to eliminate them.

Fossil fuels are energy resources formed from the remains of ancient plants and animals, such as coal, oil, and natural gas, which are extracted for human use. When combusted to create energy, they emit greenhouse gas emissions.

Greenhouse Gases are the gases in the Earth's atmosphere, such as carbon dioxide (CO₂), methane (CH₄), and nitrous oxide (N₂O) responsible for trapping heat. These gases are crucial to regulating the temperature of the planet and are typically managed by natural cycles; however, these gases are also released from human activities, mainly burning fossil fuels for energy production and transportation.

Land conservation refers to setting aside parcels of land for permanent protection through fee acquisition or a conservation easement, a binding legal agreement with accompanying tax benefits that protects natural resources.

Low-impact development (LID) is an approach to wastewater management that prioritizes water quality and uses natural systems to process water.

Maine Won't Wait is the State's Climate Action Plan released in 2020 and updated in 2025. This plan lays out ambitious climate goals for the state of Maine.

Metric tons of carbon dioxide equivalent (MT CO₂e) are a measurement for greenhouse gas emissions. The tonnage of other greenhouse gases (e.g. methane, nitrous oxide) is adjusted to the equivalent tonnage of carbon dioxide necessary to produce the same warming effect so everything is reported in the same unit.

Mitigation are actions to reduce the sources of greenhouse gases. These actions slow the pace of climate change.

Nature-based solutions intentionally use natural or nature-based infrastructure, such as oyster reefs, to protect against climate hazards and provide economic, social, and environmental benefits.

Net Zero refers to cutting our total greenhouse gas emissions to as close to zero as possible, with any remaining emissions re-absorbed from the atmosphere through natural processes.

Renewable energy is energy from a source that is not depleted when used, such as wind or solar power.

Resilience is the capacity of communities or natural environments to adapt and/or recover quickly from impacts.

Vehicles Miles Traveled (VMT) are the total distance covered by all vehicles in a specific area over a set time. This measurement helps to assess our reliance on vehicles to get around.

Vulnerability is a measure of risk to a threat, incorporating the likelihood of the threat occurring and the severity of the impact if it occurs.

Weatherization means projects that reduce the amount of heat lost from a building by updating the building's infrastructure, such as adding insulation. Retaining heat for longer can save money and energy.



APPENDIX A

IMPLEMENTATION MATRIX



Reading the matrix

The implementation matrix on the following pages summarizes the strategies and actions, provides details on the actions, and provides implementation guidance, including relative cost, timeline, responsibility, and co-benefits. These estimates and assignments are suggestions and are based on current conditions and may change over time. As technology improves, availability of resources fluctuates, or staff capacity changes, the cost, impact, or responsibility of each action may change. Where applicable, the matrix also provides key metrics to track progress and measure success. Over time, even small incremental changes will make a big impact.

Cost—Represents the estimated capital required to implement the action, inclusive of external funding that can be used to offset direct costs. Costs can and will change as resource availability and technology change over time.

- \$** Low cost (free or <\$1,000)
- \$\$** Medium cost (\$1,000- \$100,000)
- \$\$\$** High cost (>\$100,000)

Timeline—Provides suggested timeframe for beginning implementation based on priority and feasibility. Some projects may start soon but will be ongoing or take a while to complete.

- Short** Begin within 5 years (2025-2030)
- Medium** 5-15 years (2030 - 2040)
- Long** 15-25 years (2040-2050)

Co-Benefits—Additional benefits and positive outcomes that arise from implementing climate actions and strategies. See page 69 of the Climate Action Plan for more details on co-benefits.

Responsibility—Provides suggested staff or committee who are responsible for initiating and seeing through the execution of the action, with collaboration and support.

Emission Reduction (Mitigation) – Represents the relative potential for the action to reduce greenhouse gas emissions.

- E** None or low emission reduction
- EE** Medium emission reduction
- EEE** High emission reduction

Builds Resilience Capacity (Adaptation)

–Represents the extent to which the action will improve community resilience. Community resilience covers physical and social infrastructure, environmental health, and general preparedness for climate hazards.

- R** None or low resilience improvement
- RR** Medium resilience improvement
- RRR** High resilience improvement

Measuring Success—Provides example guidance for staff, committees, and Town Council to address to evaluate whether progress has been made on the action.

Performance Indicators—Provides example metrics for the town to track to reach the goals listed in the Climate Action Plan.

Strategy	Action	Action	Details/description	Relative Cost	Emission Reduction (Mitigation)	Builds Resilience Capacity (Adaptation)
Buildings and Energy						
1.1 Promote Energy Efficient Buildings	1.1.1	Adopt the most recent IECC building code and consider adopting the stretch code	Municipalities can require new buildings be more energy efficient by adopting the Maine "Stretch" code. The base energy code (Maine Uniform Building and Energy Code, or MUBEC) must be adopted and enforced in communities with populations greater than 4,000. Municipalities can opt to enforce Maine's stretch code, the International Energy Conservation Code (IECC) 2021. This code's more rigorous standards help municipalities achieve greater energy efficiency, carbon emission reductions, and cost-savings on utility bills. Upfront costs to building more energy efficiency homes are higher, but compensated by lifetime savings in energy costs and emissions reduction. The stretch code applies to <i>new buildings</i> only, not existing buildings. Communities such as Portland, South Portland, and Freeport have adopted the stretch code.	\$	EE	RRR
	1.1.2	Conduct an outreach program on energy-efficient practices and upgrades for residents and businesses	Promoting awareness of the benefits of energy efficiency will help residents and businesses save money, while reducing community-wide emissions. An energy efficiency outreach program would educate residents and businesses on the best energy-efficient practices, increasing community buy-in and building community resilience. Examples of outreach could include tabling at community events, partnering with Cape Elizabeth schools, or social media.	\$	EE	RR
	1.1.3	Provide information on weatherization upgrades, local contractors, and financial incentives through the town website	Provide information on local resources and financial incentives for weatherization and a list of reputable local contractors will help residents implement energy efficiency upgrades in their homes. This is an easy, low-cost way for the town to promote local business and encourage climate-friendly energy practices in the community. Examples of financial incentives to share could include Maine Housing Weatherization Program or rebates and resources shared by Efficiency Maine (availability based on income and other criteria).	\$	E	RR
	1.1.4	Increase efficiency of large buildings (determined by zoning) by implementing standards to increase efficiency over time and require programs to track and disclose energy consumption.	Increase energy efficiency in large buildings by adopting building performance standards or energy disclosure requirements. A building performance standard sets energy use targets or GHG emission limits for large buildings, and typically includes a performance target and a timeframe for meeting the target. For example, Washington, D.C.'s building performance standard requires buildings ≥10,000 sq ft to perform better than the median ENERGY STAR score for their building type, adjusted every 5 years. Building performance standards can regulate energy use for <i>existing buildings</i> , unlike strategies like adopting the stretch code which only regulate new buildings. Another strategy is to require large buildings to track and disclose their energy consumption to increase energy efficiency. Boston's Building Emissions and Reduction Disclosure Ordinance is one example, and requires annual energy and water use reporting for residential buildings with ≥15 units or non-residential buildings ≥20,000 sq ft.	\$-\$	EEE	RR
	1.1.5	Establish a program to help residents and businesses increase energy efficiency. Program could include energy coaches or incentives and priority should be given to low-income residents	Examples of programming could include hands-on community workshops, partnerships with Efficiency Maine, WindowDressers or other regional orgs, workforce training for contractors, or an energy coaching program. Energy coaches provide technical assistance to help residents access financial incentives and rebates for energy efficiency upgrades. Examples of similar programs in the region include Southern Maine Development and Planning Commission's Energy Navigator Pilot, which pairs low-income homeowners with trained energy navigators who assist them with applying for and accessing financial incentives.	\$-\$	EEE	RRR
1.2 Reduce community usage of fossil fuel heating sources	1.2.1	Incentivize (or require) new buildings to use electric systems as a primary source of heating. Start with financial incentives and consider developing an ordinance or incorporate into the existing zoning ordinance.	Maine has the highest percent reliance on fuel oils as a primary heating source in the country. Incentivizing or requiring new buildings to use electric systems as a primary heating source will help reduce address this statewide issue and reduce our community GHG emissions, especially as the grid becomes cleaner. Incentives for new buildings to use electric systems for heating could include: rebates for heat pump installation, building permit fee waivers for electric systems, or temporary property tax abatement. Requirements could include changing building code to require electric systems in all new residential units or zoning amendments to require electrical systems for buildings over a certain size.	\$-\$-\$	EEE	R
	1.2.2	Develop a Commercial Property Assessed Clean Energy (C-PACE) program	C-PACE programs finances energy improvements on commercial property using borrowed capital that is repaid over ~20-30 yrs thru voluntary tax assessment. C-PACE can be organized by municipalities, and funded through bonds or private funds. Eligible improvements for the program could include energy efficiency, renewable energy, energy storage, or non-energy improvements such as storm hardening, depending on Town priorities.	\$	EE	RR
	1.2.3	Launch an educational campaign for electrification, including financial resources and technical details of heat pumps	The Town can encourage electrification by making available information about the benefits of electrification in the home, cost savings, and financial incentives.	\$	EE	RR
	1.2.4	Provide information on heat pumps, local installers, and financial incentives through the town website	Promoting awareness of heat pumps and related resources will help residents and businesses save money, while reducing community-wide emissions. Efficiency Maine also provides financial incentives for heat pump installation. The website could also direct residents to the Energy Coaches program if established.	\$	E	RR
1.3 Expand usage of renewable energy sources	1.3.1	Provide outreach and educational resources on financial incentives and benefits of renewable energy	Providing outreach and educational resources for renewable energy will help make residents and businesses aware of local, regional, and federal opportunities to finance renewable energy and build community resilience. Useful resources could include Efficiency Maine heat pump incentives, relevant tax rebates, and financing options. Consider tabling at community events, partnering with Cape Elizabeth schools, or hosting workshops or webinar series.	\$	E	RR
	1.3.2	Consider establishing a program to provide additional incentives to install renewable energy	Renewable energy installation on buildings and homes helps to decarbonize the grid with the added benefit of reducing utility costs for homeowners in the long term. Cape Elizabeth can encourage renewable energy installation through additional incentives such as a municipal recognition program for renewable energy installation, on-bill financing, or zoning/land use incentives that might offer relaxed zoning for projects with renewables. To support expansion of solar specifically, the Town can consider taking advantage of SolSmart, a DOE Solar Energy & Technologies Office program, that supports municipalities interested in solar through technical assistance and reducing barriers to solar permitting.	\$-\$	EE	RR
	1.3.3	Establish process to track progress of on-site renewable energy installation through existing permit applications (i.e. electrical)	By slightly modifying the permit application form process, municipalities can start collecting data on renewable energy installations without creating an entirely new system. Modification could look like adding a check box to the permit application asking if the permit is related to a renewable energy installation project, and then tracking this data.	\$	E	R
	1.3.4	Explore a community energy partnership, such as a solar power purchase agreement, for the town to benefit households that are less likely to incorporate renewable energy systems due to unfavorable location or burdensome cost	Community energy partnerships are collaborations between local government, utilities, nonprofits, developers, and/or residents to develop, manage, and promote clean energy where profits and energy often stay in the community. These partnerships can work to make energy more affordable, equitable, and sustainable, directly contributing to grid decarbonization.	\$	EEE	RR
1.4 Prepare buildings for future climate hazards	1.4.1	Incorporate sea level rise and flooding projections into municipal planning documents to inform residents and developers of potential damage	Sea level rise and flooding projections should be taken into consideration when evaluating potential for damage to buildings and infrastructure due to climate change. Towns can incorporate these projections into their planning documents to encourage education and awareness around flooding and storm threats, and help prevent future damage. Consider creating a coastal resiliency overlay to map areas that will be vulnerable to flooding accounting for sea level rise.	\$	E	RRR
	1.4.2	Conduct a sustainability and resilience ordinance audit to identify potential policy updates that would increase resilience and reduce the impact of climate change	A sustainability/resilience ordinance audit looks at all of a Town's ordinances to identify gaps in resiliency and ways to improve. Ordinance audits can help towns to identify ways they can change their planning processes, zoning, and codes to be more climate resilient. An audit can provide concrete, specific recommendations for changing specific language and sections in Town ordinances to allow for adaptation and preparation for future climate change.	\$-\$	E	RR
	1.4.3	Limit reconstruction of buildings damaged by climate hazards in areas that are expected to recur	Limiting construction on buildings and structures damaged by flood, severe storms, or other repeat climate impacts saves money on expensive repairs and safeguards buildings, resources, and people. Regulation can place limits in a tiered system that allows limited rebuilding (for example, rebuilding for a certain # of times), prohibits rebuilding completely, or allows conditional reconstruction if incorporating resilient building design.	\$	E	RRR
	1.4.4	Encourage (or require) local contractors to utilize sustainable and resilient building practices for new or redeveloped buildings, particularly those in flood-prone areas	Climate resilient and sustainable building practices are needed to help adapt and prepare for increasingly severe storms, flooding, and sea level rise. Require sustainability and resilience in new and redeveloped construction through policy tools such as zoning overlays that mandate green infrastructure or establish higher code standards in flood prone areas. Encourage resilient building practices through incentives such as grant funding or discounts for certified resilient construction. Examples: 1. Require flood-resilient practices in flood prone areas by raising the minimum freeboard requirements in the FEMA Special Flood Hazard Area (SFHA). Freeboard is the elevation above Base Flood Elevation that the lowest part of a building or structure is built at. The State requires at least 1 foot of freeboard, but Cape Elizabeth can consider requiring up to 3ft to account for the impact of sea level rise. 2. Establish a coastal flood resilience overlay that goes beyond the area included in FEMA's Flood Insurance Rate Map (FIRM). FEMA creates the FIRM using historical data that does not account for the impact of climate change on flooding. Municipalities can account for climate change's impact by creating resilience zoning overlays that account for the future impact of a certain level of sea level rise.	\$-\$	EE	RRR
	1.4.5	Work with power companies, and regional and state organizations to advocate for improved grid resilience and capacity to support the increase in electric demand	Prolonged power outages caused by extreme weather events present a significant threat to both residents and businesses. The municipality or the broader region could collaborate with Central Maine Power (CMP) and other relevant utilities or organizations to analyze the frequency, duration, location, and causes of outages, and work together to develop strategies that improve grid resilience.	\$	EE	RRR
	1.4.6	Develop and implement a plan for maintaining power at critical facilities during a power outage	Extreme weather events can create extended power outages that create substantial risk for communities by disrupting communication, public safety, and emergency services. Municipalities can plan to help prevent and/or alleviate these disruptions through a power resilience plan that partners with local utility, identifies critical community facilities ((i.e. hospitals and healthcare facilities, police, fire stations, community centers, water and wastewater facilities, and airports), assesses power loads, and identifies and implements energy efficiency measures and backup power solutions.	\$-\$	E	RR

Co-Benefits							Timeline	Responsibility	Measuring Success	Performance Indicators
Environmental Quality	Local Economy	Cost Savings	Community Resilience	Public Health & Safety	Education & Awareness	Equity				
		X	X			X	Short	Town Council, Planning, Code Enforcement	Is the building code up-to-date?	Total annual community energy use
		X	X		X		Short	Energy Committee	Was information distributed? If yes, Describe efforts (what was provided, how was it distributed, and who received it)	Number of weatherization installations (Efficiency Maine rebates)
		X	X			X	Short	Public Communications Coordinator, Energy Committee	Was information distributed? If yes, Describe efforts (what was provided, how was it distributed, and who received it)	Number of buildings participating in energy efficiency programs and meeting energy efficiency standards
X							Medium	Town Council, Planning	Is there an established program to require buildings to track and disclose their energy consumption?	Outreach and education materials distributed, and number of residents who received materials Target: Perform energy efficiency retrofits to 3% of homes and commercial buildings every year 78% of homes and commercial buildings are weatherized for energy efficiency by 2050
		X			X	X	Short	Energy Committee	Was a program or incentives established? Describe	
X							Medium	Town Council, Code Enforcement, Finance, Energy Committee	Was an incentive program established or ordinance developed? If yes, describe results	Number/percent of buildings using heating oil, natural gas, propane or coal Number of heat pumps installed (Efficiency Maine rebates)
X	X		X				Short	Planning, Finance, Energy Committee	Was a C-PACE Program developed?	Number of commercial and residential buildings participating in PACE Outreach and education materials distributed, and number of residents who received materials
		X			X		Short	Energy Committee, Public Communications Coordinator	Was information distributed? If yes, Describe efforts (what was provided, how was it distributed, and who received it)	Target: Electrify over 2% of each residential homes and commercial buildings every year
		X			X		Short	Public Communications Coordinator, Energy Committee	Was information distributed? If yes, Describe efforts (what was provided, how was it distributed, and who received it)	56% of residential homes and 65% of commercial buildings have heat pumps by 2050
			X		X		Short	Energy Committee	Was information distributed? If yes, describe efforts (what was provided, how was it distributed, and who received it)	
X		X					Medium	Town Council, Code Enforcement, Energy Committee	Was a program established? If yes, how many incentives have been distributed	Number/percent of buildings using renewable energy sources Number of buildings and total installed capacity of solar or renewable energy systems (permits issued)
							Short	Code Enforcement	Was a process established? If yes, describe process and results	Programs, processes, or policies established and number of people reached
		X				X	Short	Energy Committee	Describe any partnerships that have been established	Target: Install 400 KW renewable energy capacity per year
			X	X	X		Medium	Planning	If any planning documents were published, do they include climate projections?	Ordinances, plans, or policies that were updated to include climate considerations Buildings with sustainable or resilient building practices # and cost of properties damaged by flooding each year Frequency, duration, location, and causes of power outages
			X				Short	Planning, Town Council	Was an audit conducted? If yes, is there a plan to incorporate recommendations	
		X	X	X			Medium	Planning	Were any new or reconstructed buildings in an expected flood zone?	
			X				Medium	Planning, Code Enforcement	Describe communication and partnership with contractors regarding sustainable building practices.	
			X				Medium	Town Manager, Planning, Energy Committee	Describe partnerships and advocacy towards grid resilience	
			X				Medium	Planning	Was a plan completed? Have power outages caused problems at any critical facilities	

Strategy	Action	Action	Details/description	Relative Cost	Emission Reduction (Mitigation)	Builds Resilience Capacity (Adaptation)
Transportation and Infrastructure						
2.1 Expand accessible and safe active transportation infrastructure	2.1.1	Increase sidewalk and bike lane mileage in areas with high commuting populations, such as the town center or those identified through surveys and community workshops	Introducing sidewalks and bike lanes into key high-commute areas will increase bikeability and walkability, contributing to positive health outcomes, increased pedestrian/biker safety, and reductions in Vehicle Miles Traveled (VMT).	\$\$\$	EE	RRR
	2.1.2	Require sidewalks and bike lanes in future construction or re-design of roads, especially along major routes or roads in residential areas	Requiring sidewalks and bike lanes in future reconstruction can increase the ability for pedestrians and bikers to safely navigate roadways. This has positive outcomes for health, safety, and emissions reduction through reducing total VMT. From an equity standpoint, requiring more bike lanes and sidewalks gives more opportunity for those without access to vehicles to safely travel.	\$\$	EE	RRR
	2.1.3	Create a Vision Zero Plan. Incorporate safety features into town plans and ordinances, including protected pedestrian lanes and reduced vehicle speed limits	Vision Zero a strategy for eliminating traffic fatalities and injuries while increasing health, safety, and equity. The strategy originated in Sweden in the 1990s and now is being adopted across many major U.S. cities. The Vision Zero model takes into account: that traffic deaths and severe injuries are preventable, human error is inevitable, policies and systems can be designed to reduce risk and prevent injury/death. A Vision Zero Plan requires making systemic and policy changes, such as: complete streets (incorporate multi-use and multimodal transportation), reducing speed limits when appropriate, expanding pedestrian and bike infrastructure, curb extensions, and high-vis crosswalk markings. In addition to street design and infrastructure improvements, towns should also include speed management strategies, policy and planning changes, community engagement and education, enforcement, and emergency response as part of their Vision Zero Plans.	\$-\$\$	E	RR
	2.1.4	Discourage vehicle idling through education programs and ordinances	Discouraging vehicle idling is a common strategy for climate action and air quality improvement. Cities and towns can improve air quality in their communities while furthering climate action initiatives by establishing idling limits. These limits could be Town-wide or limited to key protection areas such as school zones. They can also target specific vehicle types such as trucks and buses. Education is crucial to encouraging compliance with idling bans and raising community awareness. Consider signage in no-idling zones, education with stakeholders, and community outreach.	\$	E	R
	2.1.5	Collaborate with regional partners (e.g. PACTS, Bicycle Coalition of Maine) to plan ways to improve regional active and public transportation, decrease vehicle miles traveled, and improve the safety of the commuter workforce	Communities can collaborate with regional partners and agencies to improve public transportation and active transportation in the region. Improving the “bikeability” of our roadways and communities with safe, comfortable, and convenient bikeways makes it possible to convert more short trips to bicycling, reducing VMT. The strategy can include: Identify gaps in pedestrian and the bicycle networks and barriers to active modes of travel; Develop and implement a bicycle and pedestrian plan to improve connectivity in the community and beyond; collaborate with regional partners to connect on-and off-road bicycle facilities with existing and planned regional trail networks. It can also include programs and policies meant to increase access to bicycles, such as establishing a bikeshare program.	\$	E	RR
2.2 Adapt infrastructure to climate impacts	2.2.1	Establish an order of prioritization for at-risk public works infrastructure, including at-risk roads, bridges, culverts, utilities, sewer, and stormwater.	To better manage municipal and community resources, towns should identify priorities for at-risk public works infrastructure. Modifying and preparing infrastructure for the impacts of climate change is resource intensive and very expensive - though the cost of doing nothing is much higher. A 2024 study by the U.S. Chamber of Congress found that every 1 dollar a community invests in climate resilience saves it \$13 (preventing \$7 in economic losses and \$6 in costs to repair damages). To use resources efficiently and address the infrastructure most at risk of damage due to climate change, local communities should identify infrastructure most at-risk and most important to the community. This can be a first step toward a comprehensive strategy for adaptation.	\$	E	RRR
	2.2.2	Incorporate climate impacts for critical infrastructure into project design to ensure that the infrastructure has improved capacity and resilience. Modifications may include raising roads, upsizing culverts, adding drainage, and potentially removing/adding thoroughways as necessary	Critical infrastructure is essential for a community's social and economic function. It cannot be easily replaced and losing it significantly impacts everyday life and services, resulting in property damages and/or bodily harm. Examples might include roads, sewer and stormwater systems, power plants, and hospitals. By planning for and considering climate impacts like sea level rise and flooding into project design, towns and cities can build more resilient infrastructure that remains operational during climate hazards and emergencies. It's important to protect critical infrastructure because without capable, resilient critical infrastructure, communities are less able to recover during and after emergencies. Investing in climate considerations when designing critical infrastructure helps facilitate emergency response and is an investment in public health.	\$-\$\$\$	E	RRR
	2.2.3	Collaborate with PACTS, municipal partners, and regional organizations to track regional infrastructure vulnerabilities to adjust plans to current conditions and coordinate future projects	Working collaboratively to identify and address vulnerabilities in transportation infrastructure will be crucial today and moving forward. Cape Elizabeth and Scarborough's collaboration on the removal of the road running through Spurwink Marsh is one example of how municipal partners can join forces for transportation projects and prioritization that effectively manages limited Town resources in the face of increasingly climate vulnerable infrastructure. Continue collaboration through membership in regional collaboration like PACTS, providing feedback on regional efforts like Reimagining Route 1, and take advantage of regional tools like MaineDOT's asset vulnerability model to identify and track shared risk zones along transportation corridors and intermunicipal infrastructure.	\$	E	RR
	2.2.4	Prioritize low-impact development and consider natural solutions for stormwater	Climate change and development are contributing to more stormwater runoff that overwhelms existing systems meant to capture and divert stormwater. Without adequate management strategies, contaminated stormwater runoff can flood neighborhoods, pollute water supplies, knock out electricity, damage property, expose people to toxins and bacteria, and interrupt transportation, education, and healthcare services. To manage stormwater with sustainability and climate resilience in mind, municipalities should consider natural solutions and encourage (or require) low-impact development for new and substantial redevelopment. Consider incentivizing or requiring LID measures and pursuing alternatives to impervious surfaces and hardscapes as much as possible. Low-impact development (LID) reduces runoff through employing green infrastructure and design strategies that mimic natural systems such as: limiting impervious surfaces and soil disturbance, using groundwater sustainably, and maintaining natural landscapes with vegetation (especially native plants). The following list of strategies can be considered: Require or incentivize LID measures by establishing minimum requirements and procedures to minimize new development and redevelopment's impact on stormwater runoff; Encourage or require green building performance elements, including on-site retention, detention, and low impact development (LID) measures for the treatment of stormwater runoff; Encourage or require stormwater drainage on and off site that can accommodate the effects of sea level rise, severe storms, and other climate impacts.	\$-\$\$\$	E	RR
	2.2.5	Prioritize road connectivity and multiple routes of access for emergency services in planning	Coastal roads are experiencing more frequent flooding due to sea level rise and more severe storms. To facilitate emergency response and protect public health and safety, towns and cities should pursue high road connectivity in transportation planning and establish multiple routes of access for emergency services in their emergency management planning. High road connectivity facilitates direct and efficient travel. Roads that are linked together well allow for shorter travel distances and times, more route options, and decreased congestion for better access to services and improved emergency response times. Cape Elizabeth's current road connectivity is low to medium. The Town's geographic location sided by the ocean and Spurwink River on the west make it a destination rather than a through point to other towns in the region, limiting through traffic. The Town has 71 miles of public roads which are mostly classified as collector and local roads. Collectors like Sawyer, Mitchell, Spurwink, and Scott Dyer feed traffic to Route 77 but offer limited alternative routes. The Town's only classified arterial road is Route 77, which provides residents access to South Portland and services throughout greater Portland. The Town can consider road connectivity moving forward in its transportation planning to facilitate emergency response and reduce vulnerabilities to climate impacts in the transportation sector.	\$	E	RR
2.3 Expand the usage of electric vehicles and EV infrastructure	2.3.1	Launch an education and outreach campaign on the benefits and financial incentives for electric vehicles	Misinformation or lack of education is a big barrier to EV adoption. Providing information to residents about the benefits of EV and fact-checking common misconceptions can boost public awareness and understanding of EVs, accelerating EV adoption and lowering GHG emissions. Many residents may be unaware of financial incentives or hold misconceptions about EV cost, range, or performance. Increase EV adoption by informing people about cost savings, environmental benefits, and EV infrastructure.	\$	EE	R
	2.3.2	Consider reduced registration fees for electric vehicles	Lower registration fees can help offset the higher upfront cost of EVs and be another financial incentive to increase EV adoption. Since EVs do not produce tailpipe emissions and reduce our dependence on fossil fuels, this policy can align public policy with environmental and air quality benefits for a community, aligned with Cape Elizabeth's GHG reduction goals.	\$-\$\$	E	R
	2.3.3	Create an ordinance requiring EV charging infrastructure in new construction	Maine municipalities can shape the growth of electric vehicle (EV) infrastructure by either adopting a dedicated EV infrastructure ordinance or updating existing land use, zoning, parking, and street ordinances. These changes can be tailored to reflect the desired pace and scale of EV charging station deployment. For example, ordinances may mandate the installation of EV charging stations or require that parking spaces be "EV ready." Municipalities may also choose to support EV infrastructure through incentive-based programs rather than mandates.	\$\$	EEE	R
	2.3.4	Explore partnerships with private installers to facilitate build out of EV charging infrastructure	Municipalities can partner with private installers through public-private partnerships to expand EV charging infrastructure in privately owned lots. Two of the largest barriers to EV adoption are a lack of charging infrastructure and range anxiety (concern about running out of battery). Most charging occurs at home or work, however accessible public charging stations are essential for longer travel distances to more locations, offering charging for residents who lack convenient home charging access, and increasing consumer confidence by making EV infrastructure more visible and publicly available.	\$\$	EE	R

Co-Benefits							Timeline	Responsibility	Measuring Success	Performance Indicators
Environmental Quality	Local Economy	Cost Savings	Community Resilience	Public Health & Safety	Education & Awareness	Equity				
X				X		X	Medium	Planning, Public Works, Conservation Committee, DEI Committee	How many miles of sidewalk and bike lanes were installed?	Miles of sidewalks and bike lanes in town (or miles designated as complete streets) Number of community members using active transportation Ordinances created or amended to incorporate safety standards and active transportation Vehicle miles traveled Number of collisions, injuries, and fatalities involving pedestrians and bikers Target: 15% VMT reduction by 2050
X				X		X	Medium	Planning	Were policies changed or supported to require sidewalks and bike lanes?	
			X	X		X	Short	Planning, Fire-Rescue, Public Works, DEI Committee	Was a plan created and/or any changes to safety features in ordinances or plans?	
X				X	X		Medium	School, Library, Energy Committee	Was information distributed? If yes, Describe efforts (what was provided, how was it distributed, and who received it)	
X				X		X	Short	Town Manager, Planning	Describe communication and participation with partners, such as programs launched, committee participation, etc.	
		X	X				Short	Public Works, Planning, Finance, Fire-Rescue	Describe prioritization plan or report, and implementation progress	Cost of infrastructure repairs due to flooding and climate hazards Ordinances, policies, or plans created or amended that incorporate climate hazards and projections
		X	X				Medium	Public Works, Fire-Rescue, School, Planning, Finance	Did any projects incorporate climate projections, or were changed due to climate hazards?	
			X				Short	Planning, Fire-Rescue, Town Manager	Describe communication and participation with partners, such as programs launched, committee participation, etc.	
X			X				Medium	Public Works, Planning, Finance	Did you adopt a model LID stormwater ordinance and/or were there any stormwater improvements	
			X	X			Long	Planning, Fire-Rescue	For any new roads or emergency planning, was road connectivity and flooding considered?	
X		X			X		Short	Energy Committee	Was information distributed? If yes, Describe efforts (what was provided, how was it distributed, and who received it)	Number of registered Electric Vehicles (EVs) Number of EV chargers installed Outreach and education materials distributed, and number of residents who received materials Target: 55% of registered gasoline passenger vehicles are electric by 2050
X		X					Medium	Town Manager, Finance	Was a program established? If yes, how much reduction	
X							Medium	Town Council, Code Enforcement, Planning, Energy Committee, DEI Committee	Was an ordinance created? If yes, describe	
X							Medium	Planning, Energy Committee, School	Describe any communication or partnerships established	

Strategy	Action	Action	Details/description	Relative Cost	Emission Reduction (Mitigation)	Builds Resilience Capacity (Adaptation)
Land Use and Natural Resources						
3.1 Protect wetlands and open space	3.1.1	Promote restoration or enhancement of natural areas. Collaborate with regional partners to prevent net coastal wetland habitat loss and monitor changes in Casco Bay's marine systems	Due to shifting ocean currents and other geographic factors, the Gulf of Maine is one of the fastest-warming ocean regions in the world. The Casco Bay is part of this region and is being impacted, with warming temperatures causing shifts in marine ecosystems, changes to fish and lobster ranges, worsening ocean acidification, and reduced dissolve oxygen levels. Cape Elizabeth can collaborate with regional partners such as the Gulf of Maine Research Institute (GMRI), Casco Bay Estuary Partnership (CBEP), Friends of Casco Bay, UMaine and Maine DEP to monitor changes in the region's marine systems.	\$-\$\$\$	EE	RR
	3.1.2	Facilitate conserving lands, through town ownership or local land trusts that are vulnerable to climate hazards and that can help mitigate impacts by providing coastal resilience, flood mitigation, critical habitat, and carbon sequestration. Focus on areas adjacent to tidal wetlands	Conservation is an important tool for climate resilience that has the added benefit of protecting Cape Elizabeth's character as a community known and appreciated for its scenic, rugged coastlines, cherished beaches, and parks and nature spaces. Support the efforts of Cape Elizabeth Land Trust to manage existing conserved lands and expand areas of permanently protected land for public benefit. The Town can work to purchase or donate land that strategically limits development and conserves open space in areas determined to be most critical. The Town should support the protection and restoration of habitats that enhances climate resilience, land that is most vulnerable to flooding and erosion, land that will support migration of important habitats such as marshland and beaches, and forested land and other carbon sinks.	\$-\$\$\$	EEE	RRR
	3.1.3	Maintain guidelines for zero or reduced net forest loss in town boundaries	Forests are carbon sinks that take up carbon dioxide from the atmosphere and help counterbalance community emissions. Forested land should be protected and maintained for climate resilience as well as benefits to air quality, biodiversity, and public health. The Town can consider adopting a tree ordinance that requires planting of native trees and other native plants in areas determined to make a direct positive public impact.	\$	EE	RRR
3.2 Align land use policies and adaptation techniques	3.2.1	Promote living shoreline and other nature-based solutions, particularly along shorelines. Convene with community members and consultants to plan for coastal resilience projects in areas vulnerable to flooding and erosion	Living shorelines are a form of green infrastructure that stabilizes the shoreline, preventing coastal erosion and flooding by using native plants, vegetation, organic materials, and low-sills. Low-sills are made of organic materials like oyster shells or rock and create a low-profile barrier that reduces wave action while still allowing free-flow of water and aquatic life that supports habitat for wildlife and marsh growth. It's predicted that by 2100, 33% of shorelines will be hardened, threatening biodiversity and fishery habitats. Living shorelines and nature-based solutions (NBS) can be employed as an alternative to traditional "hard," "gray" infrastructure to support climate resilience in vulnerable coast lines, helping prepare for sea level rise and increasing severe storms, while protecting and enhancing biodiversity rather than reducing it. Nature-based solutions (NBS) rely on and learn from natural processes to construct, plan, design, and manage structures in the built environment to address climate change, water quality, and coastal property protection. Examples include wetland enhancement or restoration, dune restoration, riparian buffers, reforestation, geotextiles, and soft armoring. As an alternative to traditional 'hard' or 'gray' infrastructure approaches, nature-based solutions provide additional benefits like improved water quality, habitat conservation and restoration, and recreational value. Cape Elizabeth should ensure local land use regulations allow for/promote the use of NBS on public and private property. In addition to community projects, the Town can conduct educational outreach to property owners about the benefits of natural-based solutions for shoreline stabilization to promote its use in private property.	\$-\$\$\$	E	RR
	3.2.2	Amend zoning laws to restrict development in areas with high flood or erosion risk	Directing development away from areas of high risk for flooding and coastal erosion helps communities prepare for and reduce damages caused by sea level rise and severe storms. By amending its zoning laws to restrict development in these high risk areas, Cape Elizabeth can discourage development in growth and vulnerable zones and toward more suitable locations less at risk due to climate hazards. Cape Elizabeth can do this specifically by: 1) establishing a coastal resiliency overlay that maps areas vulnerable to future flooding from sea level rise and expands the application of its floodplain management ordinance; 2) revising the floodplain management ordinance to include more restrictive standards than Federal or State minimums; 3) prohibiting or limiting new or substantial redevelopment in the Special Flood Hazard Area or other areas subject to inundation or erosion as determined by the Town; 4) establishing erosion-based setbacks that prevent development within certain distance from eroding shorelines based on geological assessment or erosion rate data; 5) establishing development setbacks from hazard areas; development setbacks from hazard areas; 6) apply transfer of development rights (TDR) which create "sending" and "receiving" districts, where developers can sell rights in sending districts to be transferred to receiving districts, expanding development rights in the receiving district and restricting them in the sending district ; 7) rolling easements; and 8) incentivizing and encouraging development in low-risk areas appropriate for density.	\$-\$\$	E	RRR
	3.2.3	Consider adopting a managed realignment or retreat policy for the areas most vulnerable to flooding and sea level rise	Managed retreat is the process of moving away from areas vulnerable to climate change - generally coastal areas that will be inundated by sea level rise and impacted by flooding and storm surge. The effects of climate change area making areas once well-suited for development and habitation now vulnerable to natural hazards that put the health of people and property at risk. Managed retreat policies can be used to as a tool to encourage voluntary moving that transitions coastal flood prone zones into conserved or open space that benefits public recreation, coastal access, and biodiversity. Consider buyout programs to facilitate voluntary retreat for willing property owners. These programs compensate property owners, incentivize voluntary relocation away from hazard areas, with the co-benefit of conserving open space for public and ecological benefit.	\$	E	RRR
3.3 Prepare for sustainable growth	3.3.1	Launch an education and outreach program to provide information on smart, sustainable growth that maximizes open space and natural resource conservation	Some level of growth is inevitable, and while allowing for change can be contentious with some residents, creating a plan that facilitates growth that is smart and sustainable is essential. Growth will still occur in the absence of thoughtful planning, leading to sprawl, environmental harm, and missed chances for community benefit. Striking the right balance between protection of existing community values with growth can be tricky, but smart growth strategies can concentrate development in intentional areas of high-density, allowing for continued preservation of open space, conserved lands, and rural character. The Town can launch an educational outreach campaign to help raise awareness of these issues, meet residents and community members where they're at to hear their concerns, and get community involvement in the planning for growth process.	\$	EE	RR
	3.3.2	Identify growth zones to facilitate smart development and housing, and minimize vehicle miles traveled. Prioritize areas with existing density and access to public transportation, as well as high resilience to climate hazards	Given the rising popularity of Maine and demographic trends, Cape Elizabeth and the surrounding region will continue to grow in the coming years. This growth will occur whether or not planning occurs, so towns can take control of growth and prevent sprawl and loss of open space by designating growth zones. To encourage smart growth, the Town should encourage growth in areas that are already developed and have access to public services like water and sewer (in-fill development), and are low-risk for exposure to sea level rise and other climate hazards. The Town can encourage this growth through the use of incentives as well as zoning and ordinance changes. Infill development and redevelopment in areas already served by roads and utilities and cluster or conservation subdivisions that preserve open space can be considered as they align with Town priorities and comprehensive planning. Infill development in existing service centers and downtown areas helps limit transportation emissions by promoting walkable, mixed use neighborhoods and decreasing total vehicle miles traveled.	\$-\$\$	EE	RRR
	3.3.3	Explore opportunities for multi-family and affordable housing units in mixed-use areas through collaboration with residents and developers	Housing affordability is a challenge in Cape Elizabeth - the median home value in Cape is over \$600,000, greater than Maine's average. Rental options are also limited. Both these factors make it difficult for workers to live and work in the community, older residents on fixed incomes are being priced out, unable afford to live or stay in town, and create barriers for young families looking to move in to the community. Cape Elizabeth's 2019 Comprehensive Plan recognizes the need for more affordable and diverse housing, and the 2024 ADU ordinance update was one step toward addressing this issue. To continue this work, the Town can explore more opportunities to develop affordable and multi-family housing alongside developers and residents. In combination with this work, the Town could also consider additional regulation on short-term vacation rentals to ensure more housing stock is used for those looking to live in the community.	\$\$\$	E	RR
	3.3.4	Plan for upgrades to communications systems to increase service coverage and improve resilience in storms	Maintaining communications systems during storms and other severe weather and emergency events is important to protecting public health and safety and maintaining social and economic function during these increasingly common weather events. Cape Elizabeth can consider: 1) expanding fiber-optic networks and hardening its broadband infrastructure including underground installation to withstand and reduce risk caused by wind, ice, or falling trees; 2) improving cellular and wireless service coverage by identifying dead zones and installing additional towers; 3) upgrading emergency communications systems by investing in redundant radio networks for public safety; 4) promoting backup and redundant power systems; 5) expanding enrollment in public alerts and/or early warning systems.	\$-\$\$\$	E	RR

Co-Benefits							Timeline	Responsibility	Measuring Success	Performance Indicators
Environmental Quality	Local Economy	Cost Savings	Community Resilience	Public Health & Safety	Education & Awareness	Equity				
X	X		X	X			Short	Conservation Committee	Describe any communication or partnerships established	Acres of conserved land Acres of preserved tidal marshes and wetlands Acres of farmland and forest land Percent of town-wide tree canopy coverage Target: 30% conserved land by 2050
X			X	X			Medium	Planning, Finance, Conservation Committee	Were additional lands within town conserved? If yes, who is the owner, what was the mechanism for conservation, and how much land	
X				X			Medium	Town Council, Planning, Conservation Committee	Were any guidelines established?	
X	X		X				Short	Planning, Public Works, Conservation Committee	Describe any communication or partnerships established. Were any areas identified as particularly vulnerable?	Ordinances amended to reduce the impacts to climate hazards County-wide drought conditions and wildfire risks
			X	X			Medium	Town Council, Planning, Planning Board	Were zoning laws changed to incorporate climate hazards?	
			X	X			Long	Town Council, All Department Heads	Were any guidelines or policies established?	
			X		X	X	Short	Planning, Public Communications Coordinator, DEI Committee	Was information distributed? If yes, Describe efforts (what was provided, how was it distributed, and who received it)	Population, housing, and climate migration (as available) trends Number of affordable housing units created Outreach and education materials distributed, and number of residents who received materials
X			X			X	Medium	Planning, Planning Board, DEI Committee	Which areas are identified as growth zones? What changes have taken place in these areas?	
	X		X			X	Medium	Planning, DEI Committee	Describe efforts on advancing multi-family and workforce housing	
			X	X	X		Long	Planning, Network and Systems Administrator, DEI Committee	Were any upgrades made to the system? How did communication systems work during a severe storm? Recommendations for upgrades?	

Strategy	Action	Action	Details/description	Relative Cost	Emission Reduction (Mitigation)	Builds Resilience Capacity (Adaptation)
Resilience and Public Health						
4.1 Promote healthy natural spaces	4.1.1	Develop a management plan for invasive species on public land and native vegetation plan or ordinance to encourage use of native plants for landscaping on town lands.	Managing invasive species helps protect local ecosystems and biodiversity. Creating a plan to address invasive species would align with the Town's open space and conservation priorities and help save costs long-term as invasive species removal becomes more expensive over time as infestations become more advanced and pervasive. A management plan for invasive species could involve inventorying and mapping invasive plant infestations and creating a priority list for removal and treatment; establishing time-based measurable goals; planning for treatment methods; establishing a system for tracking progress. An ordinance to encourage native plants could require native plants in new town projects or encourage or require native plants in major site plan reviews.	\$\$	E	RRR
	4.1.2	Promote native vegetation through educational programs	Native plants are particularly well suited to the local environment because they've evolved with the landscapes and adapted to local conditions to not need added resources like nutrient-rich fertilizer or additional watering. They're often used in nature-based solutions, green infrastructure, and projects such as rain gardens, vegetative buffers, and resilient yards because of their resilience, role in stormwater absorption and erosion reduction, and benefits to local ecosystems. Connect residents to information about best practices and recommended plants for a variety of landscaping projects.	\$	E	RR
	4.1.3	Pursue resilient lawn programs, such as “No Mow May” or “Mow Tall Til Fall”, to reduce water usage and encourage biodiverse landscapes	Traditional lawns are resource and cost intensive and contribute little to stormwater management and biodiverse landscapes. Resilient lawn programs are one solution to these issues, helping bolster biodiversity, pollinators, and reducing water and fertilizer use. There are many existing local and regional resources for resilient landscaping strategies that utilize native plants and alternative landscaping strategies to reduce stormwater runoff, cut down on watering, and promote biodiverse, resilient yards. Look to successful programs such as South Portland's "Resilient Yards" program for inspiration or utilize and promote Cumberland County Soil & Water Conservation District's yardscaping tools and resources, which include consultations on landscaping and free yardscaping workshops.	\$	E	RR
	4.1.4	Encourage residents to use electric lawn care equipment through incentives, an electric tool library, or educational materials.	Gas-powered lawncare produces emissions and noise pollution that harms air quality and the local environment. Cape Elizabeth can consider incentives and education for promoting the use of electric lawn care equipment. An electric tool library could increase access to lawncare tools for all residents. Look to South Portland's electric tool library which gives residents the ability to access electric lawncare equipment for free as a potential model for Cape Elizabeth.	\$\$	EE	RR
	4.1.5	Continue to create and enforce sustainable landscaping approaches, such a fertilizer ordinance to reduce pollution from runoff	Synthetic fertilizers commonly used in landscaping contain nutrients such as nitrogen and phosphorus. In excess, these added nutrients disrupt ecological balance and harm water quality, contributing to disruptive and toxic algal blooms. Nearby communities like Portland and South Portland have enacted fertilizer and land care management ordinances that are more restrictive than Cape Elizabeth's, prohibiting synthetic fertilizers and pesticides with limited exceptions. Cape Elizabeth should continue to monitor the impact of its residential pesticide ordinance and consider adopting a fertilizer ordinance in line with regional efforts.	\$\$\$	E	RR
4.2 Adapt for extreme weather, power outages, and public health risks	4.2.1	Spread awareness of the Library as the Town's cooling/heating center and continue to expand community resources available during extreme weather. Develop plans for transportation to the facility for residents with limited mobility	Extreme temperatures pose a public health risk. Maine homes are not built to accommodate extreme heat in the summer, and AC adoption is not common. Promote and spread awareness of the Library's role as a heating/cooling center during extreme temperatures to help reduce public health risk.	\$\$\$	E	RRR
	4.2.2	Conduct an awareness campaign about the risks of high heat and access to the cooling center, with a focus on higher risk groups	Promote awareness and access to the Town's cooling center(s), particularly for higher risk groups such as seniors, young children, people with existing health conditions, and lower-income households. Public messaging on the Town website, newsletter and social media channels combined with flyers at strategic community locations can help get the word out about this important resource and protect public health. Educate residents about the signs of heat-related illness and how to respond combined with resources and information on how to get to the center.	\$	E	RR
	4.2.3	Coordinate with relevant departments to plan for increased use of open spaces and waterways	As open spaces and waterways are increasingly used alongside tourism, warming temperatures, and longer summers, Cape Elizabeth can expect increased use of its public open spaces, coastal access points, parks, and waterways. Interdepartmental coordination with public works, parks & recreation, public responders, and other identified relevant stakeholders such as conservation orgs can help to track and respond to the pressures of increased use, from tracking annual visitation, monitoring parking, trash and recycling capacity, to increasing community engagement and programing, encouraging low-impact use and conservation of critical habitats, and managing projects such as updating signage and maps to encourage rule following.	\$	EE	RR
	4.2.4	Educate residents on the impacts of climate hazards, extreme weather, and power outages (i.e. water quality changes, dangerous food safety issues, flooding impacts)	Education to residents on the impact of hazards can help establish community understanding of risks to their health and well-being caused by or related to climate hazards. Pursue community-based programing to educate community members about the public health impacts of climate change, including mosquito and tick-borne diseases, low quality air days, and heat-related illnesses. Identify audiences especially vulnerable to certain impacts for targeting specific public health information and partner with existing networks to get the word out to these groups. In addition, ensure that public health advisories for climate related health and weather events (air quality advisories, extreme heat or cold events, storms, power outages, boil water advisories, vector-borne diseases) are shared out on Town channels such as the website, social media, neighborhood forums, and direct contact as needed.	\$	E	RR
	4.2.5	Develop an accessible resource library for organizing public health information related to the risks of climate change	Climate change is a public health issue. Equip residents and community members with the knowledge needed to protect their health and safety by developing a resource library for public health concerns. The resource library can serve as a centralized, accessible source for local information and resources to navigate public health risks and challenges related to extreme weather, disease, and temperatures. Provide resources for managing and dealing with extreme heat, flooding, power outages, and disease prevention. Consider making available emergency kits for residents who are more socially vulnerable to these risks such as low-income or older residents.	\$\$	E	RR
	4.2.6	Partner with schools and local organizations to address public health challenges relating to climate change	Educate, prepare, and protect the community, especially youth, seniors, and vulnerable populations, by partnering with Cape Elizabeth schools and local organizations. Focus on education, preparedness, community health and resilience through hands-on projects and collaborations, shared resources, and targeted outreach. Work with schools and teachers to integrate climate-related public health topics into curriculum and offer opportunities for students to engage in planning and preparedness actions and contribute to educational outreach. Collaborate with local partners such as Cape Elizabeth Land Trust (e.g. nature-based programming) Southern Maine Agency on Aging (e.g. outreach to seniors), Cape Elizabeth Community Services (e.g. hosting workshops), and Thomas Memorial Library (e.g. climate book displays, educational kits, speaker series, and publicizing information).	\$	E	RR
4.3 Reduce waste volume and promote local resource networks	4.3.1	Collaborate with businesses and neighboring towns to advocate for statewide restrictions on single-use plastics	Single-use plastic is a petroleum-based product that contributes to higher GHG emissions and does not biodegrade in the environment on a human timescale, creating hazardous microplastics that persist in soils, wildlife, and our bodies, staying in the environment for hundreds to thousands of years. Advocacy for restrictions on single-use plastics will help protect the health of our region, and reduce waste. Advocacy could include: inviting neighboring towns to form coalitions for plastic reduction, passing a Town resolution, advocating for sustainable local business practices, or joining or supporting local campaigns.	\$	E	RR
	4.3.2	Launch/expand public education on effective recycling and composting techniques	Public education is one of the most effective ways to encourage recycling and composting. People are more likely to compost correctly and consistently when they know what materials are accepted, how to prepare them, and why it matters for themselves and their community. To increase participation and reduce contamination that increases costs and sends more recyclables to landfill, create public education campaigns on waste management. Consider coordinating with ecomaine, Garbage to Garden, and other regional waste management stakeholders in the campaign. Look to regional leaders like South Portland and Portland who have improved their recycling quality and compost participation through sustained outreach and new innovative programing such as Portland's free composting drop-off sites.	\$	EE	RR
	4.3.3	Identify business leaders and commercial facilities to discuss recycling opt-in. Encourage organics recycling for applicable businesses	Businesses that don't recycle send materials that could be recycled and reused to landfill, increasing waste costs and emissions. Organics recycling through composting is a key part of responsible, sustainable waste management, and businesses in Cape Elizabeth that deal with lots of food waste have the opportunity to divert waste and cut emissions. Cape Elizabeth can work collaboratively with leaders and facilities to encourage businesses to opt-in to recycling and organics recycling if applicable. Use the town's business license list or chamber of commerce network to identify high-waste sectors, conduct outreach to understand barriers and introduce solutions. Recognize and incentivize participation and consider creating a recycling toolkit for businesses to reduce barriers to entry and expand awareness.	\$	E	RR
	4.3.4	Collaborate with local farms and organizations to organize compost drop-off sites	Compost drop-off sites can make composting more accessible to more residents who otherwise would not participate in these programs. Diverting food waste from landfill helps to cut down emissions from the waste stream, as food waste is a large source of methane, a potent greenhouse gas. Compost prevents methane generation by allowing for aerobic decomposition, and conserves resources - from land needed for landfill to the costs of transporting and processing trash. Cape Elizabeth should work with local farms, restaurants, hotels, and organizations to divert food waste, and organize compost drop-off sites that residents and businesses could access.	\$	EE	RR

Co-Benefits							Timeline	Responsibility	Measuring Success	Performance Indicators
Environmental Quality	Local Economy	Cost Savings	Community Resilience	Public Health & Safety	Education & Awareness	Equity				
X			X		X		Short	Town Council, Public Works, Planning, Finance, School, Library Conservation Committee	Was a plan created? If yes, describe	Amount and type of invasive species removed Number of native trees planted and monitored Number of community garden plots Vector borne disease rate Outreach and education materials distributed, and number of residents who received materials
X			X		X		Short	Library, School, Conservation Committee	Was information distributed? If yes, Describe efforts (what was provided, how was it distributed, and who received it)	
X			X		X		Short	Library, School, Conservation Committee	Was a program created or information distributed? If yes, describe	
X		X		X	X	X	Medium	Library, Planning, Finance, Conservation Commission	Describe outreach, program established, or steps taken	
X			X	X			Short	Planning, Public Works, Conservation Committee	Were new ordinances created or amended to incorporate sustainable landscaping?	
			X	X	X	X	Medium	Library, Fire-Rescue, Planning, DEI Committee, School	Describe information distributed and efforts taken to ensure people had access to the center	Number of people who utilized designated heating/cooling centers during emergencies Outreach and education materials distributed, and number of residents who received materials Programs or processes established that assist community members in adapting to climate hazards
				X	X	X	Short	Library, DEI Committee, School	Was information distributed? If yes, Describe efforts (what was provided, how was it distributed, and who received it)	
X			X		X		Medium	Planning, Public Works, Community Services & Fort Williams, Conservation Committee	Describe coordination or steps taken to ensure maintenance of open space and waterways	
			X	X	X	X	Short	Library, School, DEI Committee	Was information distributed? If yes, Describe efforts (what was provided, how was it distributed, and who received it)	
			X	X	X	X	Medium	Library, Finance, DEI Committee	As a program been established? How are programs being tracked?	
			X	X	X	X	Short	School Department, DEI Committee	Describe partnership and steps taken	Tons of recycled materials Recycling rate Landfill diversion rate and volume Annual waste generated per household (tons) Number of compost drop-off sites Outreach and education materials distributed, and number of residents who received materials
X					X		Medium	Recycling Committee	Describe any communication, information distributed, or advocacy taken	
X			X		X		Short	Recycling Committee	Was information distributed? If yes, Describe efforts (what was provided, how was it distributed, and who received it)	
X	X		X		X		Medium	Recycling Committee	Who has been identified and have materials been distributed?	
X	X		X		X		Medium	Recycling Committee	Describe collaboration and compost sites established	

Strategy	Action	Action	Details/description	Relative Cost	Emission Reduction (Mitigation)	Builds Resilience Capacity (Adaptation)
	4.3.5	Establish/expand community tool library, and pursue grants/funding to provide additional equipment through municipal facilities	Tools can be very expensive and often only needed for a few specialized projects. Community tool libraries make tools and equipment more affordable and accessible for residents. They are places where community members can come together to borrow tools and equipment for free or low-cost. They encourage community interaction, make tools and equipment more accessible and affordable for all, and encourage reuse and repair. The Town can establish and expand a community tool library through a lending-library model that allows residents to check out tools for a period of time. Consider partnering with Thomas Memorial Library, the Transfer Station, or other community sites where residents frequent to establish a tool library pilot that focuses on tools such as yard, garden, home prep, and DIY tools. Consider merging the community tool library effort with other recommended strategies such as the electric lawncare equipment loan program (4.1.4) and climate hazard public health resources (4.2.5).	\$\$	EE	RR
	4.3.6	Continue to support the Swap Shop and promote the use of in-person and online forums for exchanging goods between community members such as “Buy Nothing” groups, clothing swaps, repair cafes	A circular economy reduces waste and emissions by keeping products and materials in circulation for as long as possible. Circular economy promotes repair and reuse through programs and strategies, such as repair cafes where residents come together to share strategies for repair and mend their clothes and household items, "Buy Nothing" groups which share resources and items between neighbors for free, clothing swaps, and Swap Shops that facilitate the exchange of goods in the community and divert useful items from landfill. Cape Elizabeth should continue to support the Swap Shop and circular economy to encourage sustainability, waste reduction, and connections in the community.	\$	EE	RR
4.4 Protect local water and food supply	4.4.1	Work with regional partners to ensure protection of safe drinking water supply in the Sebago Watershed and to educate residents on water quality	Collaborate with regional partners such as Portland Water District which manages the Sebago Lake Watershed, Sebago Clean Waters, Maine DEP, and Cumberland County Soil and Water Conservation District to protect safe drinking water and partner on outreach and education efforts.	\$-\$\$	E	RRR
	4.4.2	Survey local farms to identify needs and challenges, in order to increase resilience and promote locally grown food	Cape Elizabeth can survey local farms to understand their operations and barriers they face to succeed, including barriers to sustainability and resiliency. Surveys should aim to increase understanding of what challenges local farms face from labor to land access and profitability and move toward action to improve conditions. Identify barriers to improvement and make a plan to reduce these barriers and improve support. Consider partnering with regional organizations that represent or are already connected with local agriculture, such as Maine Farmland Trust. Efforts to support local food systems can and should be combined with promotion of regenerative agriculture, reduction of food waste, and education on plant-based diets to maximize emissions reductions.	\$	E	RR
	4.4.3	Provide information on monitoring and testing of wells and septic tanks. Focus should be on those at risk of saltwater intrusion and groundwater rise	Saltwater intrusion occurs when saltwater from the ocean moves inland into freshwater aquifers, contaminating wells and making water not safe for drinking. Intrusion can occur from over-pumping as well as sea level rise, storm surge, and coastal flooding. Groundwater rise is the rising elevation of the water table to due sea level rise and increased precipitation, which can harm infrastructure and overwhelm stormwater systems. The Town can provide information on monitoring and testing of wells and septic systems to encourage assessment and management of the impacts of saltwater intrusion and groundwater rise on the health of septic systems and wells. Septic system failure can have negative impacts in the form of pollution of the environment, groundwater, and public health, and septic systems are expensive to replace. Remind and educate residents about the importance of monitoring their septic alongside regularly pumping and inspections.	\$-\$\$	E	RR
4.5 Update emergency management plans and techniques	4.5.1	Develop or enhance early warning systems and community evacuation plans	Early warning systems can safeguard public health and property during extreme weather events and other disasters. Update and expand evacuation plans, identifying and mapping at risk zones for flood and coastal surge. Update and maintain evacuation routes, including alternate routes in case roads are blocked. Address the needs of vulnerable populations including seniors and disabled people. Coordinate with regional partners to align evacuation protocols.	\$\$	E	RRR
	4.5.2	Complete the Maine Flood Resilience Checklist	The Maine Flood Resilience Checklist is a non-regulatory self-assessment tool for Maine's coastal communities to evaluate their vulnerability to hazards and increase resilience. The checklist asks towns to evaluate their level of preparedness for climate hazards and assess how they can become more prepared. It's designed to be completed through a community-based facilitated discussion process that involves planning staff, code enforcement, public works, and other relevant stakeholders with the Town such as community representatives from councils and neighborhood associations. The checklist contains 5 sections: 1) Risk & Vulnerability, 2) Critical infrastructure & Facilities, 3) Community Planning, 4) Social & Economic Vulnerability, and 5) Natural Environment.	\$	E	RR
	4.5.3	Launch an outreach campaign to increase enrollment in Code Red alerts	Code Red alerts send out alerts to residents about critical emergencies. Cape Elizabeth's public outreach campaign should use multiple channels, including emails, newsletter, social media, and the Town website homepage. The messaging could be included alongside tax mailings or other Town mailings broadcasted to residents. Make it easy to sign up with a direct, simple link and QR code and consider partnering with local community centers such as the Library to provide direct assistance.	\$	E	RRR
	4.5.4	Incorporate sea level rise and severe weather projections when planning evacuation routes	Plans can and should consider the impact of sea level rise, flooding, and storm surge on emergency evacuation routes. Consider partnering with Cumberland County Emergency Management Agency and/or Maine Emergency Management Agency to evaluate evacuation routes in relation to flood and storm hazard areas and change routes as needed.	\$	E	RRR
	4.5.5	Develop a storm debris management plan	A storm debris management plan outlines how to manage and dispose of debris after a severe weather event. The plan identifies types of likely debris, delegates roles and responsibilities amongst municipal departments and contractors, establishes temporary debris storage and staging areas, sorting protocols, and communication for residents and cleanup crew. Cape Elizabeth is vulnerable to storm debris, so a management plan would help the town be prepared to restore road and resource access more quickly, reduce public confusion by providing clear outline and instructions for cleanup, and protect the local environment from polluted debris. Cape Elizabeth should make sure the plan aligns with FEMA guidelines to enable federal reimbursement for cleanup cost, and incorporate rules from the Maine DEP for managing and staging debris.	\$\$	E	RR
	4.5.6	Develop a heat wave management plan by 2030 to provide an organized list of actions to reduce community vulnerability during heat waves	Heat waves are becoming more frequent, longer, and more dangerous due to climate change, creating risks for the community from heat exhaustion to heat stroke. Cape Elizabeth's Heat Wave Management Plan would help prevent heat-related illness and death and protect public health by mapping high-risk groups and neighborhoods, identifying locations of buildings and parks that could serve as additional cooling centers besides the library, planning for investments in shaded public space and tree canopy expansion, preparing communications and messaging, and establishing emergency response procedures and checklist for public safety during heat waves.	\$\$	E	RRR

Co-Benefits							Timeline	Responsibility	Measuring Success	Performance Indicators
Environmental Quality	Local Economy	Cost Savings	Community Resilience	Public Health & Safety	Education & Awareness	Equity				
			X			X	Medium	Thomas Memorial Library Director/ Committee	Describe status of tool library - expansion, investments, etc.	
			X		X	X	Short	Recycling Committee	What is the status of the swap shop, or other circular economy efforts	
X					X		Medium	Conservation Committee	Describe collaboration and if materials were distributed	Number of wells monitored and tested
	X		X				Medium	Planning, DEI Committee	Describe collaboration and survey results, if any	
X				X	X		Short	Public Works, Conservation Committee, Library	Was information distributed? How many tests were distributed?	
			X	X		X	Long	Fire-Rescue, Town Manager Fire-Rescue, Town Manager	Was a plan established? Describe	Number of households enrolled in CodeRed Alerts Number/percent of cost-burdened residents Programs or plans created that incorporate climate hazards and adaptation measures Target: 100% of households receiving emergency communication alerts
			X				Short	Town Manager, Planning	Was the checklist completed? Describe next steps needed	
				X	X		Short	Fire-Rescue, Public Communications Coordinator, Library, School	Was information distributed? If yes, Describe efforts (what was provided, how was it distributed, and who received it)	
			X	X			Medium	Fire-Rescue	Were climate projections considered during updates to the plan and routes?	
X		X	X	X			Medium	Public Works, Fire-Rescue, Finance	Was a plan created? Describe efforts	
			X	X		X	Medium	Planning, Fire-Rescue, DEI Committee	Was a plan completed? Describe efforts and results	

Strategy	Action	Action	Details/description	Relative Cost	Emission Reduction (Mitigation)	Builds Resilience Capacity (Adaptation)
Municipal and School Operations						
5.1 Improve energy efficiency of municipal and school buildings and facilities	5.1.1	Conduct an energy audit to determine municipal buildings most in need of energy efficiency upgrades	Energy efficiency upgrades in municipal buildings will cut down operational costs and emissions, helping Cape Elizabeth lead by example for the community. Conducting an energy audit will provide the Town with a roadmap to reduce its energy use, lower costs, and align with climate and sustainability goals. The audit would produce a ranked list of buildings and systems to upgrade based on factors such as: energy use intensity, cost effectiveness, potential for emissions reductions, and eligibility for rebates or grant funding (such as Community Resilience Partnership funding)	\$	E	RR
	5.1.2	Update asset management plans to establish a timeline for implementing energy efficiency upgrades	Incorporating energy efficiency upgrades into long-range planning helps the Town avoid emergency repairs and control long-term expenses, and a plan in place positions to the Town to apply for federal and state funding as it becomes available.	\$\$	EEE	RR
	5.1.3	Establish a process for encouraging (or requiring) energy-efficient alternatives for routine upgrades and repairs, such as high-efficiency water heaters or low-flow faucets and toilets.	Instead of defaulting to replacing equipment with the same model, Cape Elizabeth can establish a process to upgrades that are more energy efficient and sustainable. The Town could consider establishing a checklist or policy directive to guide staff toward more efficient options. This action helps bolster resource use and utility savings over time and prevents missed opportunities for increased efficiency and sustainability.	\$	EE	RR
5.2 Reduce fossil fuel use in government facilities	5.2.1	Evaluate feasibility of on-site renewable energy for municipal facilities	Establishing on-site renewable energy could be one solution to help electrify municipal operations and save costs long-term. Cape Elizabeth should evaluate the feasibility of on-site renewable energy for buildings like the Town office, public works, and public safety buildings.	\$-\$\$\$	EEE	R
	5.2.2	Discontinue use of fossil fuel heating and cooling systems in newly constructed facilities	Establish a policy of electrification for heating and cooling of new facilities, including heat pump installation. Continue to investigate how Community Resilience Partnership grants might be used to invest in energy efficiency and electrification upgrades in municipal buildings and facilities.	\$\$	EEE	RR
	5.2.3	Transition municipal buildings to have electrical systems as the primary mode of heating and cooling	Maintaining older municipal buildings is a challenge for municipalities in Maine that often navigate budget pressures and high costs of operation. Buildings are often heated using fuel oil, propane, and kerosene, contributing to higher costs and emissions. Transition municipal buildings to electrification for heating and cooling. Consider grant funding from Efficiency Maine, federal sources as they arise, and the Community Resilience Partnership grants.	\$\$\$	EEE	R
	5.2.4	Explore power purchase agreements and new renewable energy sources to increase the use of renewable energy	Power purchase agreements are contracts between a power producer and a buyer outlining the terms for sale and purchase of electricity. Power purchase agreements can be used to stabilize electricity costs by determining a fixed rate for electricity that lasts for the duration of the contract (5-20 years). Stabilizing energy costs through long-term fixed pricing will shield the Town from market volatility, enhancing budget predictability and financial planning. Additionally investigating PPA and new renewable energy sources will help Cape Elizabeth become more energy resilient during the shocks and stressors of storm events that can destabilize the traditional grid.	\$\$	EEE	RR
5.3 Ensure town leadership and support to enact Climate Action Plan	5.3.1	Provide educational opportunities to municipal and school staff on best practices for climate action	Municipal departments and schools should be provided with the appropriate staff, resources, and training needed to adjust day-to-day operations in ways that align with Cape Elizabeth's long-term goals on climate and sustainability. Consider trainings and educational opportunities for municipal board members as well as staff to encourage climate as part of board decision making processes.	\$	E	RR
	5.3.2	Collaborate with neighboring communities and regional organizations for shared education and outreach programs	Cape Elizabeth can learn from and share resources with neighboring communities and regional orgs that are working to promote resiliency and sustainability in the region. Consider collaborations with communities like South Portland, Portland, Yarmouth, and other nearby coastal communities that are actively engaged in climate action work and outreach.	\$	E	RR
	5.3.3	Establish funding mechanisms to support climate resilience programs and incorporate into annual budgets and capital plans. Explore opportunities to diversify revenue sources to decrease over-reliance on taxes from properties	To fund essential community operations, services, and programs, municipal budgets In coastal depend heavily on property tax revenue. This reliance can become an issue for communities where high-value properties are concentrated in areas most vulnerable to damage from storms, sea level rise, flooding and other climate hazards. An over-reliance on property tax can become a liability when coastal property values decline from flood exposure and development continues in flood-prone areas. To protect long-term financial stability, communities should assess their dependence on tax revenue from vulnerable coastal properties and explore strategies to diversify revenue sources or guide development away from high-risk zones.	\$\$	E	RRR
	5.3.4	Track municipal expenditure for response, recovery, and repair related to storm and flooding events to inform prioritization and capital plans	Tracking municipal expenditure for the response, recovery, and repair after storm and flooding events is important to inform decision-making. By consistently tracking costs based on event, location, and related assets, the Town can identify patterns of repeat damage and create more accurate estimates for the financial impact of climate hazards. Tracking expenses will give the Town a better idea of where its resources are being used, identify vulnerable infrastructure, and evaluate the effectiveness of upgrades to prevent future climate-related damages.	\$	E	RR
	5.3.5	Work with existing committees and staff to support implementation by seeking and applying for funding, and mediating community outreach. Consider establishing new committee or staff position as appropriate	Ensuring capacity for implementation of the Climate Action Plan is crucial to advance every strategy and action outlined in the plan. Without staff and committee capacity and support, progress will not be made.	\$-\$\$	E	RR
5.4 Reduce greenhouse gas emissions from the municipal vehicle fleet	5.4.1	Create a vehicle procurement plan to phase out the purchases of gasoline or diesel engine vehicles, as technology becomes available and accessible. Prioritize gasoline and sedan vehicle models as well as school buses	A vehicle procurement plan poises the Town to be ready and prepared to replace vehicles as needed with more sustainable, electric options that cut down on emissions and costs over the lifetime of the vehicle. The Town should phase out purchasing of gasoline and diesel engine vehicles as possible and feasible, including consideration of biodiesel alternatives.	\$-\$\$\$	EEE	R
	5.4.2	Apply for state and national incentives to transition to electric school buses	Funding from the EPA Clean School Bus Program may be available,. Monitor federal and state programs and incentives to see if additional funding for electric school buses becomes available in the coming years. Electric school buses reduce greenhouse gas emissions and can lower fuel and maintenance costs and improve air quality and public health by reducing student exposure to diesel exhaust.	\$\$\$	EEE	R
	5.4.3	Install EV charging ports at strategic municipal buildings to accommodate electric fleet vehicles	Install EV charging ports to prepare for electrification of the municipal fleet, which has the added benefit of allowing charging for visitors with EVs.	\$\$	EEE	R
5.5 Redevelop municipal procurement and discarding policies	5.5.1	Commit to purchasing compostable or recyclable materials for municipal and school operations	Reduce greenhouse gas emissions by sourcing compostable items that can break down naturally in the environment and diverting materials from landfill. As possible pair responsible sourcing of compostable and recyclable materials with establishing composting and recycling programs at municipal and school buildings and providing education to municipal and school staff and students around recycling and composting to decrease contamination and increase participation.	\$-\$\$	EE	RR
	5.5.2	Establish composting and recycling in all school and municipal buildings	Diverting food waste from landfill helps to cut down emissions from the waste stream, as food waste is a large source of methane, a potent greenhouse gas. Compost allows for aerobic decomposition, preventing methane from being generated, and conserves resources - from land needed for landfill to the costs of transporting and processing trash. Cape Elizabeth can establish composting and recycling in its schools and municipal buildings to promote sustainable waste management and cut down on emissions in the waste stream.	\$-\$\$	EE	RR
	5.5.3	Ban single-use plastics for municipal and school operations	Single-use plastic is a petroleum-based product that contributes to higher GHG emissions and does not biodegrade in the environment on a human timescale, creating hazardous microplastics that persist in soils, wildlife, and our bodies, staying in the environment for hundreds to thousands of years. Banning the use of single-use plastics in municipal/school operations is one way that Cape Elizabeth can make a positive change and impact with a relatively small change to purchasing and sourcing.	\$	EE	RR
	5.5.4	Prioritize locally sourced food for school lunches and town events	Sourcing local food for school lunches and town events helps to support local economy and farmers, and can often be healthier and more nutritious than non-local alternatives. Prioritize food that is local, organic, and consider plant-based options when possible.	\$-\$\$	EE	RR

Co-Benefits							Timeline	Responsibility	Measuring Success	Performance Indicators
Environmental Quality	Local Economy	Cost Savings	Community Resilience	Public Health & Safety	Education & Awareness	Equity				
		X					Short	All Department Heads	Was an audit conducted? If yes, is there a plan to incorporate recommendations	Total annual municipal and school energy use Number of municipal/school buildings that received energy efficiency upgrades
							Short	All Department Heads	Has the plan been updated and does it include energy efficient upgrades?	
		X					Medium	All Department Heads	What process is in place and how will you ensure it is followed?	
X		X	X				Medium	All Department Heads	Has the study been conducted? If yes, what is the results and plan for implementation	Number of municipal buildings and school buildings electrified Number of municipal and school buildings and total installed capacity of solar or renewable energy systems Target: 100% electricity-based heating by 2050
X		X	X				Medium	All Department Heads	Are there any new buildings planned and do they include fossil fuels?	
X		X	X				Medium	All Department Heads	Which facilities can be upgraded? Is there a plan to ensure non-fossil fuel use?	
X		X	X				Short	All Department Heads	Describe any new agreements or partnerships	
					X		Short	All Department Heads	What materials, resources, or trainings were provided and who attended?	Number of municipal and school staff, and committee members engaged in climate-related trainings Number of teachers who incorporate climate and sustainability issues into lesson plans Cost of repairs for public buildings and infrastructure from climate hazards Amount of funding received for climate action implementation from federal, state, or private sources Annual town investment for climate-related capital improvements
					X		Short	All Department Heads	Describe collaboration and materials distributed	
			X				Medium	All Department Heads	Describe how climate action implementation is considered/incorporated into the capital budget planning process. How were actions funded	
			X				Medium	All Department Heads	How much was spent on climate-related expenses? Can we take proactive measures to reduce this future cost?	
							Medium	All Department Heads	Do all committees and staff feel they have the capacity to complete tasks? What funding sources did we apply for?	
X							Short	All Department Heads	Was the plan created? If yes, describe process for implementation	Number of municipal and school fleet electrified Number of EVs installed at municipal buildings Total milage and cost of gasoline from fleet Target: 100% clean-fuel municipal on-road fleet by 2050
X		X		X			Medium	All Department Heads	What funding was considered and received?	
X							Long	All Department Heads	How many charging ports were installed and where?	
X							Medium	All Department Heads	Was a new policy or ordinance created for sustainable procurement?	Number of municipal and school buildings with composting and recycling options Locally sourced food locations used
X							Short	All Department Heads	Which buildings have composting and recycling? Which still need them?	
X							Medium	All Department Heads	Was a new policy or ordinance created regarding single-use plastics?	
	X						Medium	All Department Heads	Where do the schools get their food? Who catered town events? Do we have a locally sourced list we can pull from?	



**Town Council Meeting
Monday, September 8, 2025**

AGENDA ITEM SUMMARY

Fire Truck Purchase

Council Resource: Penny Jordan

Staff Resource: Steve Young
Patrick Fox, Town Manager

Background:

In an effort to avoid the rapidly rising costs of emergency response vehicles and the effect on future annual budgets, the Fire Chief is proposing to utilize dedicated funds donated to the Fire Department for equipment purchases for an immediate purchase of a Mini-Pumper. The attached request letter highlights the long-term savings and benefits of this approach.

Exhibit: Memo from Fire Chief Young to Town Council

Draft Motion: ORDERED, the Cape Elizabeth Town Council authorize the Town Manager to utilize donated funds towards the purchase of a Mini-Pumper Fire Truck with a total purchase price of \$400,000.



CAPE ELIZABETH FIRE DEPARTMENT

2 Jordan Way
Cape Elizabeth, Maine 04107

STEVE YOUNG
Fire Chief

Tel. 207-799-6409
Fax: 207-767-0681
E-mail: steve.young@capeelizabeth.org

Councilors,

The Fire Department was not planning on being in the market to replace a fire truck for another year or so. Due to the high price and long delivery times, I have spent some time looking at used trucks to get an idea on pricing and availability. Recently I was made aware of a new demo "Mini Pumper" that Greenwood Emergency Vehicles currently has for sale. They have brought it to the station several times for the members to look at and do some pumping.

It is a 2025 CET Mini –Pumper and has a couple of features that impresses me about the truck.

* The Mini-Pumper is about 3 feet shorter than the truck currently stationed at Cape Cottage. It is difficult to walk around the existing truck due to the size of the old station. A truck of this size would be a lot easier to navigate through the dense neighborhoods in the shorefront including Birch Knolls and Delano Park.

*The CET Mini-Pumper has the same Class A rating as the conventional full size trucks, a 1500 gallon per minute pump thus not affecting our ISO rating. The trade of being a smaller water tank and less capacity to carry as much hose.

The cost of the Mini-Pumper is \$400,000.00 and Greenwood has agreed to do some minor modifications we would want at no additional charge. To order the same truck in the future it would take 14-16 months to build and cost approximately \$50,000 more. By comparison to purchase the same specified truck the Town purchased in 2023 for \$630,000 would cost over \$900,000 today.

If purchased the new CET MINI- Pumper would be stationed in Cape Cottage Station operated by volunteer on-call members. Currently the truck assigned there, a 2022 E-ONE pumper responds to around 200 calls for service per year. The 2022 E-ONE would be relocated to Town Center replacing the current staffed everyday truck, a 2004 E-ONE. The 2004 truck would move to "Spare Status" replacing the 1999 E-One which would be sold for approximate value of \$45,000.

The Fire Department was the beneficiary of \$250,000 in 2021 from the Anderson Estate and \$150,000 from the family of Robert Preti in 2021. These funds were set aside for future purchasing of Fire Department apparatus. The expenditure of this truck should not require any additional taxpayer funding.

Thank you for consideration,

Chief Steve Young



**Town Council Meeting
Monday, September 8, 2025**

AGENDA ITEM SUMMARY

Thomas Jordan Trust Policy Amendment

Council Resource: Penny Jordan

Staff Resource: Kristie Bradbury
Patrick Fox, Town Manager

Background:

Currently, the Town Manager has the authority to authorize individual grants of up to \$500 per household per year for assistance. In 2024 the Grants Subcommittee proposed adding a provision for the Town Manager to authorize grants of up to \$2,000 in case of emergencies (e.g. furnace, broken pipes).

Exhibit: Thomas Jordan Trust Policies and Standards- Draft edits 9.8.25

Draft Motion: ORDERED, the Cape Elizabeth Town Council approve authorizing the Town Manager to approve emergency expenditures of up to \$2,000 for emergency assistance under the Thomas Jordan Trust Policies and Standards.

THOMAS JORDAN TRUST POLICIES AND STANDARDS

The following policies and standards for the administration, distribution and investment of the Thomas Jordan Trust are adopted effective September 12, 1994, subject to amendment from time to time by the Town Council.

1. Residency

In order to be eligible for benefits under the Thomas Jordan Trust, a person must be a resident of the Town of Cape Elizabeth. A "resident" of the Town of Cape Elizabeth is a person who has established a domicile in Cape Elizabeth and has no other residence.

2. Standard for Eligibility

The maximum household income of any household benefited from the Trust initially shall be no higher than 150% of the most recent U.S. Department of Health and Human Services poverty income guideline. Priority shall be given to those at the lowest percentage of the poverty level. The above percentage and the resulting number of beneficiaries eligible for benefits under the Trust shall be reviewed from time to time by the Town Council.

1. Types of Programs

- a. It is intended that the benefits of the Trust be made available to qualified residents of Cape Elizabeth. Benefits under this program may not duplicate or displace benefits available as a matter of right under federal, state or local law.
- b. Benefits may be given to supplement otherwise available benefits where it can be shown that the otherwise available benefit only partly meets a demonstrated need.
- c. Priority shall be given to grants that would enable recipients to help lift themselves out of poverty so that in the long-term they would be ineligible for assistance. For illustration only, and not by way of limitation, grants might buy tools for a trade, day care for someone receiving job training or formal education, tuition for course work, a used vehicle to commute to work, etc.
- d. Grants may be given for the relief of emergencies not covered by other programs.
- e. Grants shall not be utilized to assist with property taxes.

- f. There may also be a need to provide some grants to those who have long-term needs. This was likely recognized by Thomas Jordan in his time and there are still residents today who, even with their best efforts, earn only very limited income.

4. Trust Administration

- a. The Town Council shall establish a three-member committee consisting of Town Council members serving staggered three-year terms. This standing committee shall be designated the **Thomas Jordan Trust Subcommittee**.
- ~~b.~~ The Town Manager shall have the authority to authorize individual grants of up to \$500.00 per household per year.
- ~~b.c.~~ The Town Manager shall have the authority to authorize individual grants of up to \$2,000 per household per year for time sensitive emergencies.
- ~~e.d.~~ The Thomas Jordan Trust Subcommittee shall meet quarterly to review all disbursements and investments and meet as needed to review requests over \$500.00. Quarterly summary reports of disbursements and investments shall be provided to the Town Council.

5. Confidentiality

Out of respect for the privacy of individuals applying for benefits, individual case file information and any meetings concerning individual cases shall be confidential. A summary of general information concerning investments and dispositions of cases without individually identifiable case data shall be reported to the Council periodically, but not less often than quarterly.

6. Investment of Trust Principal

The Town Council shall retain an investment firm to advise the Subcommittee and the Town Council as to investment of the principal and undistributed income of the Trust. The Town Council shall review specific investment guidelines for the fund after discussions or recommendations from the selected investment manager and recommendations from the Subcommittee.

It is recognized that of paramount importance for the Trust to continue indefinitely, is that it be as financially effective for those yet unborn as it is for current beneficiaries, and that one generation not benefit at the expense of another. To this end, the portfolio of investments should seek to maximize income consistent with both safety of principal and long-term capital growth.



Town Council Meeting
Monday, September 8, 2025

AGENDA ITEM SUMMARY

Miscellaneous Amendments to the Zoning and Subdivision Ordinances

Council Resource: Penny Jordan

Staff Resource: Maureen O'Meara, Town Planner

Background:

The Planning Board has assembled amendments to the Subdivision and Zoning Ordinance and have voted 7-0 to recommend them to the Town Council for consideration. A memorandum explaining each amendment and the amendments text are provided.

Exhibit: Miscellaneous Amendments memo 8.20.25
Miscellaneous Amendments 8.20.25

Draft Motion: ORDERED, the Town Council refer the Planning Board's recommended changes to the Zoning and Subdivision Ordinances to the Ordinance Committee for review.

MEMORANDUM

TO: Cape Elizabeth Town Council
FROM: Planning Board
DATE: August 21, 2025
SUBJECT: Miscellaneous Amendments

Introduction

The Planning Board has assembled amendments to the Subdivision and Zoning Ordinance. The Town Council has been provided a courtesy notice of the Planning Board effort.

Process

The Planning Board is authorized in the Zoning Ordinance, under Sec. 19-10-3 (A)(2), as follows: "Amendments may be initiated by the Planning Board, the Town Council, ..." It has been town practice to periodically assemble a package of amendments to update and clarify existing ordinance provisions. The Planning Board discussed the amendments at the June 3, 2025 and August 5, 2025 workshops and held a Public Hearing on held August 19, 2025. Suggestions were also solicited from town staff.

Proposed Miscellaneous Amendments

A summary of proposed amendments follows:

<i>Page/line</i>	<i>Description</i>
1/11	The Planning Board is recommending that the amount of time that a subdivision approval is valid for recording in the Cumberland County Registry of Deeds be extended from 90 days to 180 days. It is a frequent occurrence that a developer will need to request an extension of the 90 days in order to comply with conditions on the approval (extensions are routinely granted by the Planning Board) and 180 days is common in other communities. Other related 90-day deadlines in the ordinance are also proposed for updating.
1/15	See 1/11 above.
1/25	With the increase in private equity financing development, the town should explicitly reference an FDIC insured bank as the acceptable source for letters of credit to protect town taxpayers. Private equity financing is also influencing the type of performance guarantees submitted, resulting in performance guarantees that would typically be posted as a letter of credit and instead offered as an escrow accounts. Escrow accounts for small projects have been well received and greatly improve site development compliance with the approved plan, and with

minimal burden on town staff to release funds. For larger projects, the result is that town staff are filling the role of de facto banker. This amendment would cap the escrow account option at \$300,000 dollars for future performance guarantees.

- 2/3 The Code Enforcement Office is suggesting that the setback for 150 sq. ft. tool sheds be applied to slightly larger, 200 sq. ft. sheds, which fall under the category: “accessory structures.” The setbacks that currently apply to a 150 sq. ft. accessory structure are the same setback requirements for pools, and 200 sq. ft. is the minimum size for building code construction standards to apply. This change would apply to every district.
- 2/5 The Cape Community Arena Group has asked that the height limit for a recreational structure be increased to 50’. This would allow the proposed arena to accommodate sports such as soccer. As drafted, the proposed amendment would only apply to structures that are setback at least 300’ from a property line and only in the RA District.
- 2/15 This is the “tool shed” setback change. (See 2/3)
- 3/1 This is the “tool shed” setback change. (See 2/3)
- 3/8 This is the “tool shed” setback change. (See 2/3)
- 3/15 This is the “tool shed” setback change. (See 2/3)
- 4/7 This is the “tool shed” setback change. (See 2/3)
- 5/2 The Maine Department of Environmental Protection is treating removal of invasive species separately from traditional vegetation removal. This amendment aligns local regulations with that practice by allowing removal of invasives in Resource Protection Districts, as long as performance requirements are met, which are located on page 8/line 20 of the amendments package.
- 5/9 In 2015, the Zoning Ordinance was amended to establish a TDR density bonus for agricultural land. The density bonus creates a financial incentive for preserving agricultural land, which is a public policy goal in successive Comprehensive Plans and the Future Open Space Preservation Plan. Other portions of the TDR provisions were not updated to allow the agricultural bonus to be available for farms located in the RB District. Several amendments to the TDR provisions are proposed to correct this omission. This section adds the Residence B District to land that is eligible to receive TDRs.

- 6/2 Subsection B establishes the maximum density for development that includes TDRs. This amendment creates a new category for maximum density when transferring TDRs from agricultural land to be accepted into the RB District. All of the existing TDR transfers in the RA District allow a density that is greater than the existing 80,000 sq. ft. density, providing the benefit for use of a TDR. The RB Density for new development, located in Sec. 19-7-2, Open Space Zoning, is 1 unit per 60,000 sq. ft. with on-site sewage disposal and 1 unit per 20,000 sq. ft. with public sewerage. As a minimum, the maximum density for on-site sewage disposal should not be a lower density than 20,000 sq. ft./unit to create an effective incentive and 1 lot/unit per 10,000 sq. ft. is proposed.
- 7/7 This amendment allows transfer of rights from the RB District, and limits it to agricultural land. [Note: The same reference definition for “farmland” used in the Open Space Zoning provisions is repeated here.]
- 7/22 This amendment expands the limitation that only land in the RA District may be preserved. This amendment would then allow preservation of *agricultural* land in the RB District. (See definition, 7/7)
- 7/32 The deadline that an easement be recorded to preserve land has been extended from 90 to 180 days, mirroring the Subdivision Ordinance change proposed (See 1/11).
- 8/10 The deadline to require recording of a private accessway approval has been extended from 90 to 180 days, mirroring the Subdivision Ordinance change proposed (See 1/11).
- 8/20 Allowing removal of invasive plants has environmental benefits if done properly. This provision creates standards to be implemented by the Code Enforcement Department. The Invasive plant list is the same reference used in the Pesticide Ordinance, and also allows some flexibility if alternative reputable sources are provided to the Code Enforcement Office. The second provision preserves the natural landscape post invasive removal. The Code Enforcement Office has reviewed, revised and endorsed these provisions.
- 9/13 Special event facilities are subject to Site Plan Review and this amendment removes the requirement that site plan review must be renewed every 3 years. Site Plan approval currently includes an enforcement mechanism.

Recommendation

At the August 19, 2025 meeting, the Cape Elizabeth Planning Board voted 7-0 to approve the following motion:

BE IT ORDERED that, based on the materials prepared and the facts presented, the Planning Board recommends the Miscellaneous Amendments to the Town Council for consideration.

Attachments:

- Performance guarantee comparison
- Code Enforcement Officer comments on toolsheds
- CCAG height increase request

Performance Guarantee Questions

Question	Town	
What type of financial instrument?		
	Falmouth	Letter or Escrow
	Yarmouth	Letter or Escrow
steer toward letter of credit 125% of cost	York	Letter or Escrow
	Scarborough	Letter or Escrow
	Cumberland	Letter or Escrow
125%	Gorham	Escrow, Letter, or Bond
Where in ordinance are accounts discussed		
	Falmouth	Site Plan & Subdiv
	Yarmouth	601 Subdiv
	York	Site Plan & Subdiv Regulations
	Scarborough	Subdiv Ordinance
	Cumberland	Minor Subdiv and Major Subdiv
	Gorham	Subdiv Ordinance
Does the town have a cap on the amount in account?		
	Falmouth	No
	Yarmouth	No
	York	No
	Scarborough	No
	Cumberland	No
	Gorham	No
What is the minimum amount for disbursement?		
	Falmouth	No
	Yarmouth	No schedule, typically monthly
	York	No
	Scarborough	Yes
	Cumberland	No
	Gorham	No
Are they interest bearing accounts?		
	Falmouth	No
	Yarmouth	No
	York	NO
	Scarborough	Yes and town retains
	Cumberland	Yes, town retains
	Gorham	No

	Ordinance	
Falmouth	CH.11-7 Sec 7-11	Land Subdivision Ordinance Falmouth
Yarmouth	CH. 601 ART VI A pg 39 (44)	Subdivision Ordinance Yarmouth
York	1.2.10 Inspection Fees - 3.7 pg (25) PG 6.4.A pg (39)	Site Plan & Subdiv Reg
Scarborough	Sec 9	Subdivision Ordinance
Cumberland	CH. 250-16 (D) & Ch. 250-17 (E)	Minor & Major Subdiv
Gorham	Sec.3-5 A	Chapter 3 Subdivision

Scarborough: Section 9.1

The performance guarantee may allow for, but shall not require, periodic reductions of the State Amount as portions of the specified improvements are determined by the Town Engineer to be complete, provided that each such reduction shall be limited to 85 percent of the cost of the improvements for which the reduction is allowed. In no event shall the performance guarantee be reduced to less than 15 percent of the Stated Amount until all the specified improvements have been completed and inspected and all fees due under Section 11 below or pursuant to any conditions of

June 9, 2025

Cape Elizabeth Planning Board
320 Ocean House Road
Cape Elizabeth, ME 04107

**RE: Cape Community Arena
Gull Crest Drive**

Dear Board Members,

It has come to my attention that the planning board is in the process of discussing miscellaneous zoning amendments for consideration.

The Cape Community Arena Group (CCAG), a volunteer-run 501(c) 3 non-profit, is proposing the construction to upgrade the existing seasonal ice rink into a multi-purpose covered open-air structure at 1 Gull Crest Drive. The structure would generally be located in the same area as the existing ice rink.

On behalf of CCAG, Mitchell & Associates would like you to consider increasing the maximum height limit from 35 feet to 50 feet for "recreational facilities on public property." This increased building height would allow greater opportunities for other sporting events in the arena such as soccer.

Sincerely,
Mitchell & Associates



John D. Mitchell
Maine Licensed Landscape Architect

cc: Julie Furt



Maureen O'Meara <maureen.omeara@capeelizabeth.gov>

Small accessory structures

1 message

Benjamin McDougal <benjamin.mcdougal@capeelizabeth.gov>

Wed, Aug 6, 2025 at 12:16 PM

To: Maureen O'Meara <maureen.omeara@capeelizabeth.org>

Cc: Jake Deslandes <jake.deslandes@capeelizabeth.gov>

Hi Maureen,

Regarding our discussions about storage sheds. It seems reasonable to provide a reduced setback for sheds up to 200 sq ft. I'd also like to add a height limit of 15' so they can't be 2 stories. Here are some reasons to support this:

1. To be consistent with the setback for Outdoor Recreation Facilities.
2. To be consistent with the building code requirements, which does not require a formal inspection process for non-habitable accessory structures less than 200 sq ft.
3. People have more stuff to store than they did 20 years ago. Some people who can't have a shed store stuff outside, which is sometimes unsightly.

Another thing: for sheds 100 sq ft or less, in my opinion, the 8.5 foot height limit is too low. If a shed is a foot off the ground with a 7 foot wall height, it's already 8 feet tall, so it would need a flat roof. I feel like 10 feet is reasonable.

Thank you for your consideration.

Regards,
Ben

Benjamin McDougal
Code Enforcement Officer
Town of Cape Elizabeth
320 Ocean House Road
Cape Elizabeth, ME 04107
(207) 799-1619
benjamin.mcdougal@capeelizabeth.gov

TOWN HALL HOURS*Monday 7:30 am to 5 pm**Tuesday 7:30 am to 4:30 pm**Wednesday 7:30 am to 4:30 pm**Thursday 7:30 am to 4:30 pm***Friday - CLOSED**

Miscellaneous Amendments
(8-20-2025)

Subdivision Ordinance

Sec. 16-2-6. Post Approval Requirements

(b) **Plan Recording.** Once the plans are determined to be in compliance with the Planning Board approval, the recording plan shall be properly signed by a majority of the Planning Board, and shall be recorded by the subdivider in the Cumberland County Registry of Deeds. If the subdivision approval includes phasing of the subdivision, the recording plan shall depict all phases of the subdivision. Any final plans not so recorded within ~~ninety (90)~~ one hundred eighty (180) days following the date of Planning Board Decision shall become null and void. The applicant may request, prior to the expiration date, that the Planning Board grant an extension due to particular circumstances of the applicant which extension shall not exceed an additional period of ~~ninety (90)~~ one hundred eighty (180) days. Once recorded, the subdivider shall provide the Planner with three (3) paper copies of the subdivision plat with the Planning Board signatures and the book and page recording information from the Registry of Deeds.

(c) **Performance Guarantee.** There shall be no sale of lots, nor building permits issued, nor site work commenced until a Performance Guarantee has been approved by and posted with the Town of Cape Elizabeth Town Manager.

1. Form. The Performance Guarantee shall be in the form of an irrevocable letter of credit issued by an FDIC (Federal Deposit Insurance Corporation) insured bank in good standing or escrow account in favor of the Town. When the performance guarantee amount exceeds three hundred thousand dollars (\$300,000), the Town shall only accept an irrevocable letter of credit. Such Performance Guarantee shall be satisfactory to the Town Manager and to the Town Attorney as to the issuer, substantive sufficiency, surety and manner of execution. All performance guarantees shall contain a provision requiring the issuer to notify the Town Manager in writing of the scheduled expiration date at least thirty (30) days and not more than ninety (90) days in advance of its scheduled expiration date. Extensions of the Performance Guarantee may be granted by the Town Manager for up to three (3) years from the initial expiration date at the request of the applicant for good cause.

Zoning Ordinance

ARTICLE VI. DISTRICT REGULATIONS

SEC. 19-6-1. RESIDENCE A DISTRICT (RA)

E. Standards

2. The following Space and Bulk Standards shall apply:

MINIMUM SETBACKS

(9) Accessory building having less than two one hundred fifty (200150) square feet of floor area <u>and no more than fifteen feet (15') in height</u>	
a. Side yard setback	15 ft.
b. Rear yard setback	15 ft.

MAXIMUM BUILDING HEIGHT

(1) All uses	35 ft.
--------------	--------

(2) Recreational structure located a 50 ft.
minimum of three-hundred feet (300')
from a property line

SEC. 19-6-2. RESIDENCE B DISTRICT (RB)

E. Standards

b. For all other lots, the following Space and Bulk Standards shall apply:

MINIMUM SETBACKS

(8) Accessory building having less than two one hundred fifty (200150) square feet of floor area <u>and no more than fifteen feet (15') in height</u>	
a. Side yard setback	15 ft.
b. Rear yard setback	15 ft.

SEC. 19-6-3. RESIDENCE C DISTRICT (RC)

E. Standards

2. The following Space and Bulk Standards shall apply:

MINIMUM SETBACKS

(9) Accessory building having less than two one hundred fifty (200150) square feet of floor area <u>and no more than fifteen feet (15') in height</u>	
a. Side yard setback	10 ft.
b. Rear yard setback	10 ft.

SEC. 19-6-4. TOWN CENTER DISTRICT (TC)

D. Standards

2. The following Space and Bulk Standards shall apply:

MINIMUM SETBACKS

(8) Accessory building having less than two one hundred fifty (200150) square feet of floor area <u>and no more than fifteen feet (15') in height</u>	
a. Side yard setback	10 ft.
b. Rear yard setback	10 ft.

SEC. 19-6-5. BUSINESS DISTRICT A (BA)

D. Standards

2. The following Space and bulk Standards shall apply:

MINIMUM SETBACKS

(6) Accessory building having less than two one hundred fifty (200150) square feet of floor area <u>and no more than fifteen feet (15') in height</u>	5 ft.
a. Side yard setback	20 ft. if the lot line abuts a Residence District (Effective July 8, 2009)

b. Rear yard setback	20 ft. the lot line abuts a Residence District (Effective July 8, 2009) if
----------------------	--

SEC. 19-6-6 BUSINESS DISTRICT B (BB)

E. Standards

2. The following Space and Bulk Standards shall apply:

MINIMUM SETBACKS

(8) Accessory building having less than two one hundred fifty (200150) square feet of floor area <u>and no more than fifteen feet (15') in height</u>	
a. Side yard setback	12.5 ft.
b. Rear yard setback	12.5 ft.

SEC. 19-6-9. RESOURCE PROTECTION DISTRICTS (RP1-CW, RP1-CW Buffer Overlay, RP2-WP, and RP3-F)

TABLE 19-6-9 USES PERMITTED, ALLOWED WITH A RESOURCE PROTECTION PERMIT, AND PROHIBITED IN THE RESOURCE PROTECTION DISTRICTS.

Use, Activity, Structure	RP1-CW and RP1-CW Buffer Overlay	RP2-WP	RP3-F
1. Expansion of nonconforming structure subject to the provisions of Sec. 19-4-5, Nonconformance within the Resource Protection Districts	Permitted	Permitted	Permitted
1.a. Expansion or change of a nonconforming use where the activity is permitted in an abutting district and is located in an existing building or paved area.	RPP	RPP	RPP
2. Forest management activities	Permitted	Permitted	Permitted

3. Timber harvesting	Permitted	Permitted	Permitted
4. Conservation of soil, water, vegetation, fish, shellfish, and wildlife	Permitted	Permitted	Permitted

<u>4.a Invasive plant removal in compliance</u>	<u>Permitted</u>	<u>Permitted</u>	<u>Permitted</u>
<u>With Sec. 19-8-3 I, Invasive Plant Removal</u>			

SEC. 19-7-3 TRANSFER OF DEVELOPMENT RIGHTS

A. Applicability

The Planning Board may approve residential developments in the Residence A and Residence B Districts that exceed the density standards of Sec. 19-6-1. E, Standards, due to the transfer of development rights, provided that the development conforms to all of the following criteria:

1. The development is consistent with the comprehensive plan;
2. The development conforms to the requirements set forth in Sec. 19-7-3.B, Standards;
3. The parcel proposed for development is not designated as a TDR sending zone on the Transfer of Development Rights map. (Effective November 14, 2015)
4. Development rights equal to the increase in density will be transferred from a lot or lots within the Transfer Zone through conservation easements on land meeting the requirements of Sec. 19-7-3. D, Easement Reservation, that have been approved by the Planning Board.
5. The proposed development will be a clustered development in accordance with Sec. 19-7-2, Open Space Zoning.

B. Standards

The Planning Board may approve residential developments utilizing transferred development rights that conform with the following requirements provided that the applicant has transferred the appropriate number of development rights to support the increased density from land located within a transfer zone in accordance with Sec. 19-7-3.D., Easement Reservation.

MINIMUM RECEIVING LOT AREA	5 acres
MAXIMUM DENSITY OF A RESIDENTIAL DEVELOPMENT UTILIZING TRANSFER OF DEVELOPMENT RIGHTS	

(1) Developments in the RA District connected to the public sewage system	1 lot/unit per 20,000 sq. ft. of net residential area
(2) Developments in the RA District served by on-site sewage disposal when the development rights are transferred from an abutting parcel	1 lot/unit per 40,000 sq. ft. of net residential area
(3) Developments in the RA District served by on-site sewage disposal when the development rights are transferred from a parcel in the same ownership as the development parcel	1 lot/unit per 40,000 sq. ft. of net residential area
(4) Developments in the RA District served by on-site sewage disposal when the development rights are transferred from a parcel located within two thousand feet of the perimeter of the development parcel	1 lot/unit per 50,000 sq. ft. of net residential area
(5) Developments in the RA District served by on-site sewage disposal when the development rights are transferred from a parcel located more than two thousand feet from the perimeter of the development parcel	1 lot/unit per 60,000 sq. ft. of net residential area

(6) Developments in the RB District connected to the public sewer system receiving a TDR transfer from agricultural land

1 lot/unit
per 10,000 sq. ft. net residential area

C. TDR Sending Zone

Development rights may be transferred from any parcel designated as a TDR sending zone on the official Transfer of Development Rights map. The Transfer of Development Rights (TDR) Map shall be part of the ordinance. The Map shall designate parcels or tracts of land within the RA District that are appropriate for conservation by reason of one or more of the following attributes:

1. The land is used for agricultural purposes.

2. The land is identified as having greenbelt and/or recreation area value in the most recent town Greenbelt Plan.
3. The land is identified as having significant wildlife habitat value.
4. The land has significant scenic, cultural and/or unique properties identified by the Town Council using a public process.

The map may also include land in the RB District that meets the definition of “farmland” as that term is defined in the Farm and Open Space Tax Law, 36 M.R.S.A. Sections 1102-1121, but does not need to be registered under this state program. The agricultural land may be deemed to meet the requirements of “farmland” if it is part of a parcel or parcels that meet the farmland definition referenced above, even though the agricultural land to be preserved does not independently meet all the criteria in the definition.

[NOTE: The “farmland” reference above is from Sec. 19-7-2.E.6(b)(i) Agricultural Land Density Bonus for Open Space Zoning Subdivisions (p.169)]

D. Easement Reservation

The Planning Board may approve a development that exceeds the base density only if the applicant provides a conservation easement(s) on land located within a TDR sending zone as depicted on the Transfer of Development Rights (TDR) map. For each unit in the proposed development in excess of that allowed by the base ~~RA~~-density, a conservation easement shall be provided on at least sixty-four thousand (64,000) square feet of net residential area within a designated TDR sending zone, except as provided in subsection F. Agricultural Transfer of Development Bonus. The conservation easement(s) shall be perpetual subject to the terms of Sec. 19-7-3.E, Easement Provisions.

E. Easement Provisions

The form and conditions of each easement shall be determined by the Planning Board, and approved by the Town Council. The easement shall be recorded in the Cumberland County Registry of Deeds within ~~ninety (90)~~one hundred eighty (180) days of the vote of approval of the development by the Planning Board and a copy provided to the Town Planner.

F. Agricultural Transfer of Development Bonus

Land that has been designated a TDR sending area because it is used for agricultural purposes may transfer up to 33% more development rights than the density allowed on the agricultural land. For each 1.34 development right transferred, a conservation easement shall be provided on at least sixty-four thousand (64,000) square feet of net residential area within a designated TDR sending zone. The conservation easement(s) shall be perpetual subject to the terms of Sec. 19-7-3.E, Easement Provisions.

1 **SEC. 19-7-9. PRIVATE ACCESS PROVISIONS**

2
3 **D. Private Accessway Procedures**

4
5 5. Post Approval Procedures

6
7 b. Recording of the Approved Plan:

8
9 The original plan(s) and maintenance agreement shall be recorded in the
10 Cumberland County Registry of Deeds within one hundred eighty ninety (18090)
11 days of approval by the Planning Board and prior to the issuance of building
12 permits on any lots served by the private access. If the plan and agreement are
13 not recorded within this period, the approval of the Planning Board shall be void.
14

15 **SEC. 19-8-3. RESOURCE PROTECTION PERFORMANCE STANDARDS**

16
17 All activities in the Resource Protection Districts shall comply with the following performance
18 standards as applicable:

19
20 **I. Invasive Plant Removal**

21
22 Removal of invasive plant material may be allowed with the permission of the Code
23 Enforcement Officer, and in accordance with the following standards:

- 24
25 1. Plants that are considered “invasive” and eligible for removal under this provision are
26 listed in the Maine Department of Agriculture, Conservation and Forestry’s Natural
27 Areas Program Advisory List of Invasive Plants 2019 or as updated (e.g. knotweed,
28 bittersweet, beech leaf disease, oak wilt). The Code Enforcement Officer may also
29 consider plants that are considered “invasive” in the natural Maine environment from
30 reputable alternative sources. An invasive plant is “a plant that is not native to a
31 particular ecosystem, and whose introduction does or is likely to cause economic or
32 environmental harm or harm to human health.”

33
34 [NOTE: Invasive plan definition is consistent with definitions in the Pesticide Ordinance.]

- 35
36 2. A plan or written description of the location and plants to be removed shall be provided
37 to the Code Enforcement Officer. The plan must address native revegetation, which may
38 be accomplished by the growth of remaining vegetation (if sufficient native vegetation
39 remains post-invasive plant removal) or replanting of native vegetation. The removal of
40 invasive plants shall not result in the expansion of groomed areas and the revegetation
41 plan shall promote a naturalized landscape.
42

1 **SEC. 19-8-15. SPECIAL EVENT FACILITY STANDARDS**

2
3 1. Procedure

- 4
5 b. Review. A special event facility shall be reviewed in accordance with the Site Plan
6 review procedures, Sec. 19-9-4.B, ~~except that Site Plan approval shall be valid for~~
7 ~~three (3) years from the date of the Planning Board vote and expire if the~~
8 ~~applicant does not apply for a new approval prior to the expiration date.~~
9



**Town Council Meeting
Monday, September 8, 2025**

AGENDA ITEM SUMMARY

Amendments to Chapter 13- Traffic Regulations

Council Resource: Andrew Swayze

Staff Resource: Patrick Fox, Town Manager

Background:

The Traffic Safety Working Group is forwarding a recommendation to Council to address parking safety issues on Fenway Road. On-street parking increases significantly at times of the year from public access and use of Great Pond. The committee recommends no parking at any time along the "inbound" or right side of Fenway Road. This would be added to section 13-2-3 of the Town's Traffic Ordinance.

Exhibit:

Draft Motion: ORDERED, the Town Council refer the suggested changes to Chapter 13- Traffic Regulations, to the Ordinance Committee for review.



**Town Council Meeting
Monday, September 8, 2025**

AGENDA ITEM SUMMARY

Spurwink Marsh/Sawyer Road Discontinuance

Council Resource: Penny Jordan

Staff Resource: Maureen O'Meara, Town Planner

Background:

The Towns of Cape Elizabeth and Scarborough have been engaged in a project, funded by the Maine Natural Resource Conservation Program (MNRCP) with a 1.9 million dollar grant, to restore Spurwink Marsh and remove Sawyer St/Rd. The next step in this multi-component project is the formal discontinuance of the portion of Sawyer Rd located in the Spurwink Marsh, which requires scheduling a public hearing.

Exhibit: Memo: Mary E. Costigan, re: Discontinuance of Sawyer Road

Draft Motion: ORDERED, the Cape Elizabeth Town Council schedules a public hearing for October 15, 2025, to discuss the proposed discontinuance of the portion of Sawyer Rd in the Spurwink Marsh.

Memorandum

To: Maureen O'Meara, Town Planner
From: Mary E. Costigan
Date: August 28, 2025
Re: Discontinuance of Sawyer Road

This memo addresses the process for discontinuing a portion of Sawyer Road. For your reference, the process is established in 23 M.R.S.A. §3026-A.

1. Determine whose property abuts the portion of the road that will be discontinued.
2. Determine whether those property owners are entitled to compensation due to the discontinuance. The damages contemplated by the statute are intended to compensate landowners for a decrease in property value if the land is no longer located on a public road. In this case, the abutting properties will still have access to a public road and may therefore not suffer any damages. If there is potential for damages, the Town should hire an appraiser to apply the statutory compensation calculation. [Title 23, §154: Condemnation proceedings](#)
3. Provide “best practicable notice” of the proposed discontinuance to all abutting property owners. “Best practicable notice” means, “at a minimum, mailing the notice through the U.S. Postal Service, postage prepaid, first class mail to abutting property owners whose addresses appear in the assessment records of the town.” The notice must contain information regarding the potential discontinuance or retention of a public easement, including maintenance obligations for and the right of access to the way depending on retention or discontinuance of the public easement along with discontinuance of the road. The notice also must contain information regarding the rights of abutting property owners to enter into agreements regarding maintenance and access to the discontinued way. The notice can also provide the date, time and place that the Town Council will meet to consider the discontinuance.

-
4. The Town Council meets to discuss the proposed discontinuance at a public meeting and finalize damages, if any, to be paid to abutters. If they determine to proceed with the discontinuance, they will order the discontinuance. The actual order of discontinuance should be prepared before the meeting, and the motion to discontinue should track the language of the order. If the motion to discontinue passes, a second motion should be made to file the order with the Clerk and notify abutters.
 5. The Council should sign the order of discontinuance. The order must specify: (1) the location of the town way or public easement, (2) the names of abutting property owners, (3) the amount of damages, if any, to be paid to each abutting property owner, and (4) the location of any bridge as defined in 23 M.R.S. § 562 and the status of negotiations with MDOT regarding disposition of the bridge after discontinuance, (5) whether or not a public easement is retained, (6) that the notice requirements of 23 M.R.S. § 3026-A have been complied with.
 6. File the order of discontinuance with the Town Clerk and mail the order to the abutting property owners, along with a notice of discontinuance and notice of the public hearing to be held by the Town Council.
 7. The Town Council must hold a public hearing on the order of discontinuance.
 8. The Council votes on the discontinuance order and amount of damages, if any. Under the statute, the vote may not occur until at least 10 business days after the public hearing.
 9. If the discontinuance is approved, the clerk will record an attested certificate of road discontinuance in the registry of deeds. The date that the certificate of discontinuance is filed in the registry is the date the discontinuance becomes effective. The clerk is also required to provide a copy of the certificate of discontinuance to the Maine DOT.

I can assist with the drafting of documents at each stage.



**Town Council Meeting
Monday, September 8, 2025**

AGENDA ITEM SUMMARY

Motion to Enter into Executive Session

Council Resource: Penny Jordan

Staff Resource: Patrick Fox, Town Manager

Background:

The Council will enter into Executive Session to discuss Labor Contract Negotiations Updates.

Exhibit:

Draft Motion: ORDERED, the Cape Elizabeth Town Council enters into executive session pursuant to 1 M.R.S. § 405 6. A & D. to discuss Labor Contract Negotiation Updates.