

**Town of Cape Elizabeth
Draft Public Participation Outline
Comprehensive Plan**

Date(s)	Tasks
May	Develop Work Plan with committee
June	Develop website for community engagement Kick off at Strawberry Festival: have table with informative post cards about comp plan?
Duration of project	Post question every other week for community discussion, SA will derive questions from draft chapters. Committee should feel free identify topics they wish to add to the website. Discussion: moderating the site and answering questions Maps from chapters will be published on the Towns Online GIS site as they are completed
September	Public Meeting: Values & Vision
October	Stakeholder meeting (2) Discussion: Identify the groups or questions for these meetings Develop Community Meetings for committee to use with local groups Materials: <ul style="list-style-type: none"> • PowerPoint • Survey for Participants • Notecards for Suggestions • Presenter notes Discussion: Identifying and assigning community groups.
March 2017 (1 st week)	Public Meeting: Comp Plan Fair Focus: Chapter data and issues
May (2 nd week)	Public Meeting: Implementation & Actions Focus: Specific implementation policies
October (1 st week)	Public Meeting: Final Presentation of Plan Focus: Overall review of the plan before presenting it to Town Council Discussion: Have a final meeting reviewing the whole plan or extend the May meeting with some smaller meeting in the fall addressing particular implementation/action issues.