

Comprehensive Plan Committee Meeting Notice

MEETING: 2019 Comprehensive Plan Committee
DATE: October 23, 2017
TIME: **6:30 p.m. - 10:00 p.m.**
PLACE: Public Works Department, 10 Cooper Dr, Cape Elizabeth

Agenda

(all times are approximate)

- 6:30 1. Public Works Facility Tour (optional)
- 7:00 2. Call Meeting to Order
- 7:00 3. Public Comment
- 7:15 4. Approval of minutes: September 25, 2017
- 7:16 5. Conversation with: Robert Malley, Public Works Director
- 7:40 6. Staff Process guidance - town planner
- 7:45 7. Economy Chapter second review
Online forum Economy Chapter Report
Research documents: Town Center Plan, Town Center Stormwater Plan
- 8:40 8. Housing Chapter first review
Online forum Housing Chapter Report
Research documents: Senior Citizen Advisory Commission Report
- 9:30 9. Public Participation
 - Committee meeting schedule (revised 9-26-2017)
 - Online forum - Schedule, Next questions, moderators
 - Community Group presentation
 - Other
- 9:50 10. Committee member items
- 11. Public Comment

12. Next meeting: The next meeting is scheduled for **Thursday, November 9, 2017**. Items on the agenda may include:

- Housing Chapter
- Community group presentation

cc: Town Manager
Town Council Chair

Public Participation at Comprehensive Plan Committee Meetings

The intent of this policy is to allow for public participation by interested parties and to provide for orderly committee deliberation.

Speaking at the Comprehensive Plan Committee meeting

After the public comment period has been opened, any person wishing to address the Comprehensive Plan Committee shall signify a desire to speak by raising his or her hand. When recognized by the chair, the speaker shall give his or her name and address or name and local affiliation, if the affiliation is relevant, prior to making other comments. All remarks should be addressed to the Comprehensive Plan Committee. Comments shall be limited to three minutes per person; however, the time may be extended by majority vote of the Comprehensive Plan Committee members present. The time for public comment **at the beginning of the meeting** is limited to 15 minutes. This time may be extended by a majority vote of the Comprehensive Plan Committee members present. **The time for public comment at the end of the meeting shall be sufficient for any member of the public to speak for 3 minutes.** 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 Comprehensive Plan Committee has begun its deliberations on an item, no person shall be permitted to address the Comprehensive Plan Committee on such item.

Written comments

Members of the public are encouraged to submit written comments to the Comprehensive Plan Committee. Comments, including those by email or regular mail, should be sent to the Town Planner, who will forward comments to the committee members and also place a copy in the comprehensive plan file, which is available for public review during normal office hours.

Decorum

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

