

# CALAIS PLANNING COMMISSION

Minutes – March 21, 2023

Members Present: Jan Ohlsson, Gary Root & Melanie Kehne

Guests: Noreen Bryan & Larry Bush

Chair Jan Ohlsson convened the meeting via ZOOM at approximately 7:00 p.m.

1. Election of Officers. Melanie Kehne nominated Jan Ohlsson for Chair, and Gary Root seconded. Melanie Kehne nominated Gary Root for Vice Chair and Jan Ohlsson seconded. Jan Ohlsson nominated Melanie Kehne for Clerk, and Gary Root seconded. With nominees recusing themselves, this will have to be continued to another meeting for lack of a quorum.
2. Jan Ohlsson reminded everyone of the CVRPC presentation, *Fundamentals of Land Use Planning and Regulation for Select Boards, Planning Commissions, and Development Review Boards*, on 3/29/23 from 6 – 7:30 p.m. It is for new and experienced members, covers a variety of topics, and would be good for any and all to attend. Zoom link:  
<https://us02web.zoom.us/j/89428995074?pwd=YkVYcWdLY2ozUU9nUWVta2U2QTJQZz09>  
Via Phone: +1 (929) 436-2866      Passcode: 051810
3. Review of the Shoreland Overlay District (SHROD), Natural Resources section, Design Advisory Board process, and other zoning changes in the draft prepared by Anne Winchester (document named “zoning draft 9A.B 2.24.23 jo review.docx”). The draft included suggestions made by Jan Ohlsson and Melanie Kehne, in discussion with Larry Bush, Anne Winchester, and Noreen Bryan, on February 21, 2023. Additional edits were made, and the draft is close to being done.
  - a. Jan will revise the draft with changes approved at this meeting and will circulate with proofreading assignments for each PC member.
  - b. Jan will also share the DAB provisions with the DAB and DRB to see if there are any comments or concerns, particularly on the proposed decision timeframes. Any concerns will be taken up at our next meeting.
  - c. Once the final draft is approved, Jan will finalize/format the zoning draft and report.
4. Zoning amendment approval process. Discussed options, including having another public hearing and waiting until next annual town meeting in March 2024, or having the Selectboard call a special town meeting so the changes can take effect sooner. Jan will follow up with the new Selectboard Chair, Anne Winchester, to see if the Selectboard has a preference.
5. Other business. Gary suggested that Planning Commission hold hybrid in-person/remote public meetings going forward. He will research tech options to make this more feasible. The goal is to make PC meetings more accessible to all. Larry Bush offered some very helpful information as well.
6. Meeting adjourned at approximately 8:30 p.m.