

DRAFT MINUTES
DEVELOPMENT REVIEW BOARD
CALAIS TOWN HALL
TOWN OF CALAIS, VERMONT
February 28, 2023

MEMBERS PRESENT: Anne Winchester (Chair), Ryan Edwards (Vice Chair), Willa Farrell, Candi Smith, Scott Bassage (alternate member and recorder). Quorum established.

MEMBERS NOT PRESENT: Dot Helling, Stephanie Kaplan, Ashley Moore (alternate), Megan Sullivan (alternate).

OTHERS PRESENT: Melissa Brough, Christopher Marshall.

RE: TOWN OF CALAIS NOTICE OF HEARING FOR A CONDITIONAL USE PERMIT for property located at 2714 Balentine Road in the Town of Calais.

Chair Anne Winchester called the hearing to order at 7:00pm, Chair Winchester confirmed that no Board members had conflicts of interest and no ex parte discussions regarding the case. She then swore in those intending to testify.

The applicants, Melissa Brough and Christopher Marshall have filed for a conditional use permit to establish a home industry in a Single family residence in the Rural Residential Zoning District.

Chair Winchester administered the oath to the applicants.

The DRB ascertained that the applicants needed a permit for a home industry (50% of total floor area) vs a home occupation (25% of total floor area). About 32% of the area will be needed for this projects

Chair Winchester moved on to consideration of the requirements of the Town of Calais Land Use & Development Regulations

- I. Article 4 Specific Use Regulations, 4.2(B) Home Industry, 1) – 11)
- II. Article 5.3 Conditional User Review 5.3 (D) 1-5 and (E), 1), - 5).

Melissa Brough presented the details of the project, as put forward in the application. And addressed each of the provisions of 4.2(B) and .5.3(D)

Members of the DRB asked questions, including

- how many coworking spaces would be used (2-5 per day)
- how many students would participate in the workshops (no more than 10)

At 7:16, Ryan Edwards moved to adjourn the hearing and move into deliberative session, Scott Bassage seconded. The motion was unanimously approved.

At 7:20 Candi Smith moved to come out of deliberative session and to approve the application. Ryan Edwards seconded. The motion was unanimously approved.

At 7:25 Ryan Edwards moved to adjourn the meeting. No second required.