

DRAFT MINUTES
DEVELOPMENT REVIEW BOARD
CALAIS TOWN CLERK
TOWN OF CALAIS, VERMONT
OCTOBER 27, 2022

MEMBERS PRESENT: Anne Winchester (Chair), Ryan Edwards (Vice Chair), Dot Helling (Clerk), Dennis Shaffer, Willa Farrell, Candi Smith (alternate). Quorum established.

MEMBERS NOT PRESENT: Stephanie Kaplan, Ashley Moore, Scott Bassage (alternate), Megan Sullivan (alternate).

Prior to the warned meeting, at 6:15 pm, members Winchester, Edwards, Helling, Shaffer and Farrell met at the home of Patty and Mike Macke, 154 Worcester Road, Calais, for a site visit with the Mackes' son, Tim Macke in preparing to consider Zoning Permit Application #2022-21. Zoning Administrator John McCullough was also present. Zoning Administrator John McCullough was also present for the site visit.

RE: Business Meeting

A business meeting was called to order by Chair Anne Winchester at 6:45pm. The first order of business was the approval of minutes. The minutes of the June 7, 2022 business meeting were approved by consensus. The minutes of the August 25, 2022 minutes taken by Dennis Shaffer were approved by majority (one abstention – Dot Helling was not present at that meeting).

The second order of business was a discussion about membership. Ashley Moore has tendered her resignation due to the pressures of a new job. Stephanie Kaplan expressed concern about her current inability to physically attend meetings. It was determined to ask Ashley if she would be willing to serve as an alternate. Candi Smith was later asked if she would be interested in becoming a full member, to which she said yes. We will pursue the reality of having Stephanie participate by hybrid Zoom when meetings take place at the Town Clerk's office, which the majority do.

Last, the board discussed holding a general administrative meeting to include all members, alternates and ZA John McCullough to address clarity and consistency of procedures. Members will write down issues to be discussed at such meeting in the future, once board composition is determined, and present those to Chair Winchester for a proposed agenda.

RE: Warned Meeting.

At 7:00 pm the Board commenced the duly noticed meeting to consider Zoning Permit Application #2022-21 filed by Patty and Mike Macke. The application requests a conditional use, ie. The conversion of an existing screened porch into a conditioned (heated) living space, without any increase in exterior dimensions. Their son, Tim Macke, appeared as their representative to testify regarding the application. Tim had also been present for the site visit.

The board reviewed the application and attached map of the proposed project. The property is in the Shoreland District on the shores of Curtis Pond. Based upon the testimony of Tim Macke and his

responses to Board questioning, the following information was collected:

1. The existing porch was built in 1968, and was fully screened with a metal seam (?) roof. It is attached to the back of the residence of Patty and Mike Macke which abuts Worcester Road. The rear of the porch sits approximately 1-2 feet from the edge of Curtis Pond. There is some existing vegetation between the rear of the porch and the pond edge. The porch was rotting and tipping backwards. The existing porch was unsafe and unusable.
2. The Mackes want to convert the porch into an enclosed living space with walls and four windows, a new roof and using the same ingress/egress. The conversion will not change the footprint and will require no excavation or digging. The roof will also not change dimensions.
3. The applicants began rebuilding the base of the porch on the same footprint prior to DRB review. No excavation, moving of soil, building of footings, or pouring of concrete was involved. Supporting posts were placed on crushed slate and the base of the porch, which was lattice, was replaced by plywood siding with two openings covered by hardware cloth. Gravel was placed around the base of the porch.
4. Patty and Mike Macke share a septic system with their son Tim Macke who lives next door. The mound system is located across the road and was installed 2-3 years ago to service both houses. The subject house has one bathroom and 1-2 bedrooms. The second bedroom is upstairs and is currently used for storage space. The converted porch will not be used as a bedroom.
5. There will be no changes to the plumbing, no changes to the soil, no footings or poured concrete. The structure will sit on the posts on the ground with crushed slate underneath already placed. Gravel has been spread around the exterior of the structure.
6. The main house is believed to have been built sometime in the 1960's, prior to zoning regulations in the Town of Calais.
7. Because of the dam, there has been no significant flooding onto the property as the water quickly ebbs back in the event of rising waters due to, for instance, heavy rains.

The open meeting was adjourned at 7:45 pm at which time the Board went into deliberative session.

There being no further business, the hearing adjourned upon motion, second and consensus at 8:00 pm.

Respectfully submitted, Dorothy (Dot) Helling, DRB Clerk