

CALAIS PLANNING COMMISSION (PC)

March 19, 2024 Minutes

PC Members Present: Jarrod Weiss, Melanie Kehne, Gary Root, and John McCullough, Vicki Arthur, Rachel Seelig (recently appointed by Selectboard (SB)).

1. Convened 7:00 p.m.
2. Dessert brought by Gary: Cookies
3. Gary Root passed around meeting agenda
 - a. Election of officers
 - i. Chair = Jarrod Weise
 - ii. Vice Chair = Gary Root
 - iii. Clerk = John McCullough
 - b. Kathy Hentsy (vetted and approved by SB) accepted as PC member. Due to illness, Kathy was unable to attend this PC meeting.
 - c. PC Rules of Conduct = same as previous years except to reflect that the PC is now a seven-member board once again.
 - d. Melanie Kehne chosen to be alternate delegate to Central Vermont Regional Planning Commission (CVRPC).
4. Grant funding
 - a. Gary Root suggested that the PC engage the services of experienced grant-writer for TP Recreational Resource section where grant monies may be available for trails, etc.
5. Town Plan rewrite schedule
 - a. Jarrod Weiss will assemble public comments (transcribed post-it notes) for public posting (website?)
6. McCullough brought up the requirement from the state that any graphic data that goes along with the March 5th approved Calais Land Use and Development Regulations be submitted in specific formats with metadata. Items include:
 - a. new Shoreland Overlay Districts
 - b. new Rural Residential Districts
 - c. new Village Districts
 - d. possibly also file formats for East Calais Fire District and Protected Ridgelines
7. Reviewed who is responsible for drafts of TP sections and how this is managed:
 - a. Preparer sends an initial draft to PC members?
 - b. PC Members send comments back to sender who collects them in a track-change version of the initial document?
 - c. Track-change document brought to scheduled PC meeting?

- d. At some point, document is posted on website for public review?
- 8. Next PC meeting April 2.
 - a. McCullough to send out Historic Resources for April 2 meeting
 - b. Gary Root to send out Transportation for April 2 meeting
 - c. Jarrod Weiss to send out Economic Development for April 14 meeting
 - d. Submission of initial drafts to be sent out by the end of Friday before the regularly scheduled PC meeting (1st and 3rd Tuesday of the month)
- 9. Meeting adjourned 8:50 pm.