



City of Barre, Vermont
"Granite Center of the World"

Agenda for the Planning Commission

Meeting held on Thursday, October 28, 2021 ~ 6:30 PM

Hybrid Meeting (in-person and Virtual)

Council Chambers in City Hall and Zoom Virtual meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/87952296021?pwd=dnFXT3hqUkg3OXVHa1M0OG9LYzBIQT09>

Meeting ID: 879 5229 6021

Passcode: 469486

Phone: 1 (929) 205-6099 US (New York – Long distance rates will apply)

1. Call to Order
2. Adjustments to the Agenda
3. Public Comment (*for something that is not on the agenda*)
4. Old Business:
 - a. Approve meeting minutes from September 23, 2021
5. New Business
 - a. Diversity and Equity Committee Tool Presentation
 - b. All in for Barre – final updates
 - c. November and December meeting dates discussion
6. Staff Updates
7. Roundtable
8. Adjourn

Planning Commission meetings are open to the public.

For questions about accessibility or to request accommodation, please call (802) 477-1465.

Barre City Planning Commission

September 23, 2021 Meeting Minutes

Present: David Sichel (Chair), Jackie Calder (Vice Chair), Michael Hellein (Secretary), Amanda Gustin, Jim McWilliam

Staff: Janet Shatney (Director of Planning, Permitting & Assessing)

Visitors: Peter Anthony

1. Call to Order

6:30pm

2. Adjustments to the Agenda

None

3. Public Comment

No public comment.

4. Old business

A. Approve meeting minutes of August 26, 2021

Amend minutes to change "appalled" to "disappointed". Motion: Gustin, second Calder, approved.

5. New Business

A. Housing Density Discussion

Sichel introduced the topic of housing density limits in the current zoning ordinance. Shatney noted that there is interest in developing an area off of Prospect Street but their plans to not fit within the current R-4 zoning. Shatney also stated that several attempts to find funding to develop the Ward 5 School but did not lead to anything.

There was some discussion of what the problems facing developers are and whether any changes are needed. There was discussion of the

balance of infrastructure costs against property tax revenue. Shatney informed the Commission that a developer on Prospect Street was interested in pursuing a special assessment district and public bond financing to pay for infrastructure construction.

Gustin asked to follow up to get more information on the limitations for Ward 5 School development. Hellein said he would provide a motion at a future meeting recommending to remove minimum parking requirements and reform the winter parking ban.

6. Staff Updates

Shatney said 5-6 sales a week are being recorded. There's a development creating upper-story housing on Main Street.

Shatney mentioned that the Planning Commission is planning to meet with the TAC and PRC Committees in the future.

7. Roundtable

Hellein mentioned he noticed that vinyl does appear to be a permitted material for window signs in the current ordinance, and only pre-cut letters are prohibited.

Gustin noted that she and Sichel will be attending the upcoming Council meeting.

Anthony noted that it's not the Planning Commission's role to specify whether owner-occupied or renters are preferred, but would really like to see more people invested in the community through owning their homes.

8. Adjourn

7:49pm, **Motion Gustin, Second Calder, Adjourned**

BARRE CITY

EQUITY ASSESSMENT TOOL FOR POLICY & BUDGETS

Version 1, 2021-03-15

Barre City is committed to advancing equity for all those who live, work, play, and learn in the city. Through data-informed program design and careful consideration of compounded historical inequity, Barre City Council can craft budgetary and programmatic proposals and plans that align with the City and State's values and meet individual and shared goals. This tool can also be used to review existing policy where needed to meet the goals outlined above.

This guide was closely modeled after the State of Vermont Policy & Budget Equity Impact Assessment Tool developed in 2020, and customized to meet the needs of Barre City.

Instructions: Complete this form as thoroughly as possible and submit with the proposal (e.g policy, plan, budget) and any supporting documentation to the Barre City Diversity and Equity Committee for feedback and recommendations. For questions regarding this form, contact the Chair of the Barre City Diversity and Equity Committee. You may also contact the current State of Vermont Racial Equity Director or Policy and Legislative Affairs Director.

At a minimum you must answer the bolded questions: 1-8, 12, 14-16, 17, 21 -22, 24-26

PROPOSAL BACKGROUND

1. **Briefly describe the proposal. Include background information regarding the problem the proposal is intended to address.**
2. **Is the proposal related to COVID-19 response or recovery?**
 - a. **If so, is there federal or other COVID-19-related funding that may support the proposal?**
3. **What are the intended outcomes of the proposal?**
4. **What are the consequences of not implementing this proposal?**
5. **Are there fiscal implications of this proposal for the City of Barre? If yes, please describe.**
6. **Is the proposal evidence-informed?**

STRATEGIC PLAN, METRICS, GOALS, INDICATORS

7. **Does this proposal advance a strategic goal and/or key performance indicator of the Barre City municipal plan or strategic plan (when developed)? If yes, which?**
8. **Are the desired outcomes specific and measurable?**
9. Do you have sufficient population-level data to understand whether the proposal would address or create any racial disparities?
 - a. If not, what data would be needed?
10. If implemented, can you collect disaggregated demographic data, track it, and evaluate it to assess equity impacts?
11. Are there staff trained to analyze the data related to the proposal?

CITYWIDE COLLABORATION

12. Which other committees or local stakeholders may have an interest in this proposal or its outcomes?
13. Does the proposal encourage or prioritize contractors led by members of marginalized groups? This may include but is not limited to vendors designated as Minority- or Women-Owned Business Enterprises or Disadvantaged Business Enterprises.

STAKEHOLDERS AND IMPACTED POPULATIONS

14. Describe the proposal's target population. Include demographic information such as race, ethnicity, sexual orientation, gender identity or expression, age, religion, political affiliation etc.
15. How was this target population selected?
16. Did you meaningfully consult with community members in developing this proposal?
 - a. If so, how?
 - b. If so, did those community members include persons of color?
17. What geographic areas of the city will be most impacted by the proposal?
 - a. Is there a larger-than-average population of Vermonters of color in those areas?
18. How will the proposal incorporate cultural concerns of specific groups? (i.e. use of traditional healing practices, use of culturally appropriate diagnostic assessment tools, etc)?
19. Will public written materials generated through this proposal be translated?
 - a. If so, in which languages?
 - b. If not, why?
20. Does the proposal involve a social marketing strategy for the target population? Describe.

BENEFITS AND BURDENS

ADVANCING EQUITABLE IMPACTS

21. Does the proposal seek to reduce disparities for groups of people who are marginalized or underserved? If so, how?
22. What are the anticipated positive outcomes for the target population?
23. Can those positive outcomes be replicated or extended to other groups? If so, which groups may benefit?
24. Does the proposal enhance services to communities that are underrepresented or underserved?

MITIGATING ADVERSE IMPACTS

25. Could a disparate racial impact or other unintended consequence result from the proposal?
 - a. If yes, what steps are you taking to mitigate the disparate impact?
 - b. Beyond the steps described in part (a) of this question, what additional steps could any entity take to mitigate the disparate impact?

26. Is there a disparate impact for any other marginalized group (including but not limited to groups identified by national origin, religion, sexual orientation, gender identity or expression, age, etc.)?

- a. If yes, what steps are you taking to mitigate the disparate impact?**
- b. Beyond the steps described in part (a) of this question, what additional steps could be taken to mitigate the disparate impact?**

GLOSSARY

Minority- or Women-Owned Business Enterprise (M/WBE): Businesses that are at least 51% owned and substantially managed by people of color and/or people identifying as women

Disadvantaged Business Enterprise (DBE): As defined by the U.S. Department of Transportation, DBEs are “for-profit small business concerns where socially and economically disadvantaged individuals own at least a 51% interest and also control management and daily business operations. African Americans, Hispanics, Native Americans, Asian-Pacific and Subcontinent Asian Americans, and women are presumed to be socially and economically disadvantaged. Other individuals can also qualify as socially and economically disadvantaged[...].”

Marginalized population/group: Communities or groups that have historically experienced systemic barriers to access, resources and infrastructure investments. It may include communities of color, women, sexual orientation, transgender individuals who identify along the gender spectrum, immigrants and refugees, people with disabilities and others who have received limited access to benefits, services, investments and resources from public/private institutions, including the State of Vermont.

Equity: The condition that would be achieved when a person’s race or other demographic group membership is no longer predictive of that person’s life outcome.

Staff Updates for week ending October 25, 2021:

1. Masks continue to be required to enter any city building (City Hall, Alumni Hall, Aud, etc.)
2. VCRD (Vermont Council on Rural Development) Step 3 occurred virtually and in person on October 20. Commissioner Sichel will give an update under the agenda item, and speak about the Housing Task Force, one of the 3 priority projects that were chosen at the September Step 2 meeting.
3. The Assessing Clerk processed 21 PTTR's (Property Transfer Tax Returns) in the last 2 weeks. Remember, PTTR's come in not only for sales of homes, but transfers into life estates, etc.
4. Development applications these last two weeks included electrical applications, and permit applications for a kitchen replacement, installation of a mobile home on vacant property on Foster Street, a replacement sign for Central Vermont Adult Basic Education, and the required zoning permit for the Recovery Residence project on Keith Avenue that accompanies the DRB Decision, were issued.
5. FEMA hosted a mapping project for the Winooski Watershed that I participated in.
6. Habitat for Humanity's Project at 11 Highland Avenue is under way, and there is a work party Saturday, October 23 which people can volunteer to help.
7. St. Monica's has called regarding their 10 West Street property, that they want to remove the remaining foundational supports and continue to use as a parking lot for the school.
8. Washington County Mental Health Services purchased the former Fortier Care Home at 127 Bailey Street at the end of September, and they are applying to re-certify the home and get it back open under their ownership.
9. I intend to work on the zoning sign work next week to have something for review in November – my bandwidth remains minimal, and those items daily that require immediate attention become my priority.
10. We have 3 holidays in November and December, and need to discuss meeting dates. Chair Sichel will address under the agenda item, and a calendar showing city meetings is attached. Thursday November 11 (Veterans Day – City Hall is closed) and Thursday November 25 (Thanksgiving – City Hall is closed) are our standing November meeting dates. Thursday December 23 is our standing meeting date, and city hall is closed Friday the 24th.

November 2021

November 2021							December 2021						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	5	6	7	1	2	3	4
14	8	9	10	11	12	13	12	13	14	8	9	10	11
21	15	16	17	18	19	20	19	20	21	15	16	17	18
28	22	23	24	25	26	27	26	27	28	22	23	24	25
	29	30								29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 31	Nov 1 5:00pm Recreation Committee (Alumni Hall)	2 7:00pm City Council Meeting (CC/Zoom)	3 7:00pm Homelessness Task Force (Council Chambers)	4 7:00pm Development Review Board (Council Chambers)	5	6
7	8 6:00pm Police Advisory Committee (TBD)	9 8:00am Civic Ctr Advisory Committee (Alumni Hall) 7:00pm City Council Meeting (CC/Zoom)	10 4:00pm Community Garden Committee 5:00pm PRT Committee (Council Chambers) 5:30pm Tree Stewardship	11 CITY HALL CLOSED - VETERANS DAY 5:30pm Planning Commission (CC/Zoom)	12	13
14	15 6:00pm Diversity/Equity Committee (Council Chambers)	16 7:00pm City Council Meeting (CC/Zoom)	17 6:30pm Transportation Advise Committee (Council Chambers)	18 10:00am ADA Committee Meeting (Council Chambers) 5:30pm Cow Pasture Committee (Council Chambers)	19 3:00pm Trash Task Force (Conference Room)	20
21	22 5:30pm Energy Committee (CC/Zoom)	23 7:00pm City Council Meeting (CC/Zoom)	24	25 CITY HALL CLOSED - THANKSGIVING 5:30pm Planning Commission (CC/Zoom)	26	27
28	29	30 7:00pm City Council Meeting (CC/Zoom)	Dec 1	2	3	4

December 2021

December 2021							January 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30	31					

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26	27 5:30pm Energy Committee (CC/Zoom)	28 7:00pm City Council Meeting (CC/Zoom)	29	30	31	Jan 1, 22