

**DEVELOPMENT REVIEW BOARD  
MINUTES FOR THE REGULAR HEARING  
Thursday March 6, 2025**

A regular meeting of the Barre City Development Review Board was held in person and video conference. The hearing was called to order by Chair Sarah Helman (Ward II) at 7:01 pm., noting quorum was met.

**Present:** Ward I members Vice Chair Chrysta Murray; Ward II member Chair Sarah Helman; Ward III members Katrina Pelkey and Colin Doolittle, and At-Large members Liz Turner.

**Absent:** 1-Ward I Vacant Seat, 2 - At Large Vacant Seats and Ward II Jayme Bauer

**Staff Present:** Michelle La Barge-Burke, Permit Administrator

**Public Present** (from presentations and sign-in sheet): In-person: Thom & Karen Lauzon and Trym Chouinard

2. **Adjustments to Agenda:** None

3. **Visitors and Communications:** None

4. **Old Business:**

a. **Consideration of December 5, 2024 Minutes:** Motion to approve the minutes made by K. Pelkey and seconded by C. Murray, **motion carried unanimously 5-0-0.**

b. **Consideration of December 5, 2024 Decision:**  
**59 Summer Street-** Motion to approve by L. Turner, seconded by K. Pelkey, **motion carried unanimously 5-0-0.**

**10 Brook Street-** Motion to approve by C. Murray, seconded by K. Pelkey, **motion carried unanimously 5-0-0**

5. **New Business:**

**75 North LLC, 75 North Main Street:**

Chair Helman read the brief overview of the matter before the board for the evening; Chair Helman asked if there was any ex parte communication among the board members that needed to be disclosed and the response was there was none. Lastly, she noted to the applicant that the board is currently comprised of 6 members out of 9, and that in order to receive approval of their application that there must be 5 votes in the affirmative to pass, and that they are down one member and can postpone the hearing if they choose – the applicant chose to proceed.

To be approved at the 5/01/2025 Hearing

**75 North LLC, 75 North Main Street.** Seeks design review approval for façade: Design Review Overlay, Historic Structure Overlay, Special Flood Hazard Area, UC-1 Zoning District.

Motion to open hearing by C. Murray, seconded by K. Pelkey at 7:06 pm, **motion carried unanimously 5-0-0.**

Present for the application was Thom Lauzon, Karen Lauzon & Trym Chounaird. The Oath was administered by Chair Helman.

Chair Helman asked if there was anything to add from the application and staff report that was already received and they were invited to speak.

- T. Chounaird stated that the big over hang will be removed so the plain will match the second floor. The bay window to the right will be removed and will be replaced to match the window openings upstairs.
- T. Lauzon shared they found that the 1890 roof line was new at that time as it clasped. The front will have a symmetrical look on the front and left.
- T. Lauzon shared that the bump out is resting on the ground in the dirt and is now sagging as well as the sign board.
- T. Lauzon stated it is the oldest surviving building in Barre city. They plan to restore it back to the 1890 appearance and restore the clap boards.
- The upstairs windows will maintain their location at the same height but elevated from the floor by 30” and replaced with more efficient windows.
- T. Lauzon wanted to shout out his appreciation for all the help from Caitlyn Corkins, Janet Shatney & Michelle La Barge-Burke during the project thus far.

Chair Helman asked each of the Board members if they had any comments or questions:

- K. Pelkey asked for clarification on raising the second floor windows and the two large windows on the driveway side.
- L. Turner asked about the entry way on Exhibit B. The first floor has residential in the rear and upstairs. Retail in the front but people will need to use the ramp going towards the back for entry? T. Lauzon shared that there is an interior door in the front and it will have stairs to enter from the front and if necessary someone can use the ADA ramp and enter from the side from the interior.
- K. Pelkey asked about the second floor exit and if there was only one. It was discovered that a door was missing from the plans showing both egresses.
- L. Turner asked if there was any architectural drawings or rendering. T. Chounaird shared that they are still working on those and they are coming.

Chair Helman asked if there was anything to be read into record or anything from the Design Review Committee, which M La Barge-Burke stated no not at this time.

With no further comments from the Board or the public, Chair Helman stated that the Board would go into deliberative session after the hearings to make a decision, and the applicant

To be approved at the 5/01/2025 Hearing

could call the Permitting office tomorrow morning for the decision if rendered, and will receive a letter within two weeks.

Motion to close the hearing by C. Murray and seconded by L. Turner at 7:20 pm, **motion carried unanimously 5-0-0.**

## 6. Deliberative Session

Motion made by L. Turner and seconded by K. Pelkey to enter into deliberative session with the Permit Administrator at 7:20 pm, **motion carried unanimously 5-0-0.**

Motion by L. Turner and seconded by K. Pelkey to exit deliberative session at 7:37 pm, **motion carried unanimously 5-0-0.**

- **75 North LLC/75 North Main Street:** Motion made by C. Murray and seconded by L. Turner to approve the application for façade change with the following 3 conditions: The Permit Administrator be allowed to approve any immaterial or non-substantial changes without having to come back before the DRB for revision. An approved (stamped) architectural drawing/rendering of the Façade change be submitted before permits are issued. And lastly, to continue to collaborate and work with the Department of Housing and Community Development to meet Historic Preservation Standards. **Motion carried unanimously 5-0-0.**

**Next Meeting** –April 3, 2025 at 7pm in-person and via zoom.

7. **Roundtable** – Shout out for the warmer weather and a thank you for coming out for the hearing.
8. **Executive Session:** - None
9. **Adjourn:** The meeting adjourned at 7:39 pm on motion from C. Murray seconded by K. Turner, **motion carried 5-0-0.**

The open portions of this hearing were recorded on the video meeting platform.

Respectfully Submitted,

Michelle La Barge-Burke,  
Permit Administrator/DRB Clerk