

City of Barre, VT  
 Regular Meeting of the  
**Barre City Planning Commission – Special Meeting**  
**Thursday, September 12, 2024 AT 5:30 PM**

**Participation: Fully Remote for this meeting**  
**Join Zoom Meeting**

<https://us06web.zoom.us/j/83132944524?pwd=OY7bpA4Xp6W6PoMaXOCjgyinPLafJx.1>

**Meeting ID: 831 3294 4524**

**Passcode: 381609**

**AGENDA**

<b>Page No.</b>	<b>Agenda Item #</b>	<b>Description</b>
	1	Call to Order
	2	Adjustments to the Agenda
	3	Public comment (for something not on the agenda)
2	4	Approval of Minutes: for the July 25, 2024 meeting
	5	<b>Old Business</b>
		Any review or comments from the 2 public hearings for Zoning and Flood Hazard Rules work with the City Council
	6	<b>New Business</b>
5		TOD Raise Grant: New downtown planning area development plan introduction
	7	Confirmation of next meeting date of August 8, 2024
6	8	Staff updates – as needed
	9	Roundtable
	10	Adjourn

# Barre City Planning Commission

## July 25, 2024 Meeting Minutes

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Present: David Sichel (Chair), Becky Wigg (Vice Chair), Joe Reil (Secretary), Wendy Ducey, Raylene Meunier

Absent: Rosemary Averill, Caitlin Corkins

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

Visitors: None

1. Call to Order.

5:30pm.

2. Adjustments to the Agenda.

None.

3. Public comment (for something not on the agenda).

None.

4. Approval of Minutes.

a. June 13, 2024.

**Wigg moves to approve, Meunier seconds, unanimous in favor.**

Prior to Public Hearing, there was a round of introductions between new member Wendy Ducey and present members.

5. Warned Public Hearing

a. Proposed Flood Hazard Area Regulations.

There was a proposal to amend the Flood Hazard Area Regulations to include a definition of "substantial improvement" prior to sending on to City Council.

Consensus was that adding a definition would add clarity and would be more consistent with State and FEMA guidelines.

**Reil moves to make this revision, Ducey seconds, unanimous in favor.**

**Becky moves to close public hearing and recommend draft to City Council, Meunier seconds, unanimous in favor.**

Public Hearing closed.

6. Old Business.

- a. Hazard Mitigation Plan Actions Table & Hazard Mitigation Plan – Staffing & Funding Table – Commission review

Commission reviewed Shatney's data entry for various State-provided categories which will inform our priorities and aid in receipt of funds for various needs.

There was discussion around how this data will be used, this is a planning document, primarily to show they're being considered, and aids in grant applications as they're established priorities.

This discussion is a step in the public review of the plan, it will then go to City Council, and then to the public for review.

Some specific items were discussed:

Are these appropriate to include, due to costs or unforeseen circumstances, e.g., burying power lines, elevating roads with questions about whether they were appropriate to include at all, due to costs or unforeseen circumstances.

Some are already covered in our updates to Flood Hazard Regulations and may not need to be maintained, e.g., anchoring fuel tanks.

There are also some that could be added, e.g., hydrology studies to determine if river clean-up/maintenance is appropriate, creating/maintaining other floodplain areas, monitoring landslide areas (rather than a one-time study).

Shatney will review these items with the consultant and bring results back to the Commission.

- b. Municipal Plan – review Economic Development Section

There was some discussion around a few specific categories: landlord (residential and commercial) ordinances and how they could be revised, including dealing with building owners who are hesitant to rent due to problematic tenants; encouraging development of a downtown grocery store; better communication around zoning standards to encourage developers to review them ahead of time instead of failing during the permitting process.

7. New Business.

None.

8. Confirm Date of Next Meeting.

- a. August 8, 2024.

9. Staff Updates.

State officials are requiring structures to be elevated; City recently held a meeting for property owners on the buyout list, many want to elevate instead of selling, City is pursuing grants for this; Developmental Review Board approved a curb cut which will probably be appealed and Capital Candy is looking to demolish a granite shed that is a historic structure.

Other new developments in the City were reviewed, new businesses and apartment buildings planned.

Prospect Heights work continues, supported by a grant obtained by Senator Sanders, who also helped with grants for the Auditorium and a new Water Main.

10. Round Table.

Wigg asks about the Summer Street, the grant has been extended and Shatney is reaching out to the Consultants.

The Zoning Revision grant cannot be extended, Shatney is trying to find ways to maintain it so that it is not lost.

11. Adjourn.

07:08 pm, **Meunier moves to adjourn, Ducey seconds, unanimous in favor.**



STUDY AREA

## Staff Updates – Week ending September 6, 2024

- The Development Review Board met in July, August and September. A subdivision on N Main Street past the car wash was approved through its two-step process; the application from Capital Candy to demolish the historic round granite shed on Burnham Street next to their offices was denied. The other item was the second curbcut application on Circle Street was denied after a neighbor requested a reconsideration and the board reversed their decision from approval to denial.
- There is one applicant for the October DRB meeting for stair renovation on a historic property along the Currier Park historic district area.
- The school budget re-vote occurs Tuesday, September 17<sup>th</sup> from 7 am to 7 pm at the Municipal Auditorium.
- The assessors finished their work and got the interim grand list lodged with tax bills sent out – these were interim, due to the BUUSD school budget not passing; this should be rectified after a positive vote and the grand list is adjusted with final adjusted tax bills being sent out afterward.
- To date, I have 25 FEMA buyout applications that I am managing; in two weeks there will be Small Mammals ANR biologists visiting 14 locations to visit these structures to look for any sign of mammals on the state’s endangered species list (i.e., bats).
- 11 Property Owners have signed up for FEMA elevation grants. The City Manager and I are still formulating what that work may look like, and how to start communicating with these owners.
- There are multiple grants to be worked on throughout the city; we received Sanders funds for a water main replacement on Rte 302; grants I continue to manage for the old Ward 5 school, Bromur Street apartments, Turning Point Recovery Center, our bylaw modernization grant; our planning grant; Downstreet’s Recovery Residence, funding for the Mathewson Playground to plant trees on the property; the TOD Raise Grant (of which I am asking for help from the Planning Commission on) are just a few that are occurring.
- The City Council approved our request for Interim Zoning approval for the changes made to increase residential housing. I will get the changes in the newspaper so that it will be final.
- The City Council approved at the first reading the revisions made to the Flood Hazard Area Regulations, and Tuesday, Sep. 10 at Council is the 2<sup>nd</sup> and final reading for the proposed changes. Should all go through, I will be able to get it into the newspaper and 14 days later it will be a permanent change.

- City Council has asked for a short-term rental ordinance, of which the fire marshal and I are reviewing the draft provided by the city attorney currently, and is slated to come in front of the City Council on Sep. 24<sup>th</sup> for first review.
- City Council has on their agenda for the 10<sup>th</sup> changes to Chapter 7 Minimum Housing that were brought up by Councilors; has been in front of Council and the public to begin discussions back on Aug. 27<sup>th</sup>. It is slated for a first reading ordinance change on Sep. 10<sup>th</sup>, and affects landlords/rentals.
- The City has hired a Facilities Director to replace Jeff Bergeron after his retirement this spring – Tom Baker will start with the city on Sep. 16<sup>th</sup>.
- The City has hired an HR Administrator to replace Rikk Taft after his departure last month, and starts on Sep. 11<sup>th</sup>.