

**Regular Meeting of the Barre City Planning Commission  
Meeting Minutes for October 24, 2019 at 6:30 P.M.**

A regular meeting of the Barre City Planning Commission was called to order by Commission Chair Michael Hellein at 6:31 pm at City Hall. In attendance were Commissioners Rachel Rudi, David Sichel, Jacob Hemmerick, Jim Hart, Rick Badem and Jackie Calder. Also in attendance was Planning Director Janet Shatney. Chair Hellein determined that there was a quorum was present.

**Absent:** None.

**Adjustments to the Agenda:** None.

**Old Business:**

**September 26, 2019 Meeting Minutes:** The September 26, 2019 minutes were approved by a motion from Commissioner Hemmerick, seconded by Commissioner Rudi. **Motion carried.**

**Master Plan Work: Preliminary Review and Status Report**

Director Shatney gave an update on the edits being made to Section 3. In addition to what the Commission received for this meeting, she is up completing review of the Community Services and Amenities Section, with Natural Environment and Land Use Sections remaining. The energy section has been updated from the draft received from the Regional Planning Commission, and the Forest Integrity piece, also drafted by the Regional Planning Commission will be inserted into the Natural Environment portion. Commissioner Hemmerick noted in the Land Use section there are policies and recommendations that will need Commission attention.

**ACTION: The entire Section 3 shall be completed and sent to the Commissioners no later than Friday, November 1. Also, an email will be sent with an update on the schedule.**

**New Business:**

**Capital Plan in context of Municipal Pool:** Chair Hellein asked if there was any interest in a role by the Commissioners communicating to the Council and City Staff the lack of a Capital Plan as there have been historically large city projects with little advanced planning. Commissioner Calder asked about the Commission's role in the creation and/or assistance of a plan, and it was clarified that State Statute that a Planning Commission may work on a plan. Director Shatney updated the Commissioners about the City's Finance Director taking on the creation of this plan and is working it into her schedule. Commissioner Sichel said that a letter could say something to the effect that the Commission stands ready to help in any fashion. Commissioner Hemmerick stated that it will be very important that the Capital Plan be in compliance with the Municipal Plan.

**ACTION: Chair Hellein to draft a letter from the Commission to the Council stating this discussion.**

**C. Ford Lettering submittal of Zoning Issue in the Design Review Overlay:** Mr. Ford submitted a letter to the Commission having concern of the type of Window Sign lettering in the Zoning Ordinance. The Ordinance states that applied plastic or vinyl letters are prohibited, and therefore must be professionally painted on the inside of the glass. He informed the Commission that the paint required is extremely hazardous due to the leads and solvents in them, that this paint is hard to find, windows now are treated for heat and sunlight and make the paint hard to adhere to. The Commission acknowledges this mistake in the ordinance, and will address it with any other needed edits to the zoning as soon as is appropriate.

To be approved at the 11-14-19 Planning Commission meeting

1 **Staff Updates:**

2 Director Shatney updated the Commission on the following:

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- 4 • Temporary sign use appreciated with new hair salon on N. Main Street;
- 5 • Request for new added parking at the Barre Supervisory Building at 120 Ayers Street;
- 6 • Mobile Food Truck (Open Hearth Pizza) potential on the Ped-Way with VT Salumi;
- 7 • Update on the pool RFP being reissued mid-January or early February 2020, that the pool
- 8 will not reopen this coming summer so that the awarded contractor will have the site from the
- 9 beginning of the construction season to get the work done;
- 10 • City Council approved City Staff to move forward with a City-wide Reappraisal.

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12 **Roundtable:**

13 Commissioners Rudi and Hemmerick attended the Housing Forum on October 17, 2019 at the American

14 Legion. They stated that the turn-out was largely landlords, and most of the discussion was about the

15 eviction process and construction costs.

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17 Commissioner Hemmerick and Chair Hellein attended the City's Transportation Advisory Committee

18 meeting on October 16, 2019 - discussion was largely about the Merchant Street paving project.

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20 **Adjourn:** The Planning Commission meeting adjourned at 8:11 pm by a motion from Commissioner Hart,

21 seconded by Commissioner Calder. **Motion** carried.

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23 There is no audio recording of this meeting.

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Respectfully Submitted,  
Janet Shatney, Planning Director