

# Barre City Planning Commission

## April 28, 2022 Meeting Minutes

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**Present:** David Sichel (Chair), Jackie Calder (Vice Chair), Amanda Gustin, Becky Wigg, Rosemary Averill, Joe Reil

**Absent:** Michael Hellein (Secretary)

**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:** No public comment.
4. **Old Business**

- a. & b. Approval of meeting minutes for March 24, 2022 and April 14, 2022

**Motion: Gustin, seconded by Calder with any grammatical or spelling corrections by roll call vote, unanimously approved.**

5. **New Business**

- a. Sichel opened the public hearing at 5:33 pm. No presentation of the draft was needed, but questions by the Commission were entertained.

Gustin said to be clear on the draft, that the percentage of window covering is proposed at 40%, not at 30%. Commissioners agreed they understood the percentage. No other questions.

**Motion: adjourn the public hearing at 5:42 pm by Reil, seconded by Calder on a roll call vote, approved.**

**Motion: forward the proposed changes to the sign section of the Unified Development Ordinance to the City Council, made by Wigg and seconded by Calder.**

Discussion: Shatney said that Hellein suggested via email to have photo examples of signage, Sichel agreed for the Council presentation. Gustin asked about the timeline between Commission vote and first reading at Council, which is a 30-day waiting period. Reil asked about procedure at Council, which is a first reading, that

To be approved at the May 26, 2022 meeting

can repeat, or changes sent back to the Commission which will start the Commission timeline over again, and ultimately a Council second reading and public hearing, which is the final step.

**Motion approved unanimously via roll call vote.**

b. Future meeting format discussion

Format of meetings currently all virtual, Sichel asked if the Commission wanted to continue in this way, or was there a different format everyone was comfortable. Those present felt returning to a hybrid version is good, so that it allows attendance via virtual to continue, and Shatney will continue to be in City Hall present for in person attendance.

**Motion: move meeting format to the hybrid style (both in person and virtual) by Gustin, seconded by Reil, approved unanimously via roll call vote.**

6. Staff Updates

In addition to material in the packet, Shatney spoke to the property known as the TENCO property, owned by NELLA, that is being purchased by Buttura and Sons. Discussion around historic buildings ensued. Calder was interested in any drawings available regarding the Ward 5 School that Downstreet Housing has a grant in the works for, Shatney would share any drawings or renderings that she has.

7. Roundtable

Sichel noted next week's Council agenda regarding the junior planner position and if any members want to attend. He also noted that the May 12, 2022 Work Session will be about housing density; and the May 26, 2022 regular business meeting will be to finalize the Accessory Dwelling Unit revisions, with a cannabis discussion.

8. Adjourn

**Motion: Gustin, second Averill at 6:08 pm, approved unanimously via roll call vote.**