



City of Barre, Vermont
Office of Planning, Permitting & Assessing
Services
6 N. Main Street, Suite 7
Barre, VT 05641
(802) 476-0245 ~ www.barrecity.org

BARRE CITY DEVELOPMENT REVIEW BOARD AGENDA
Regular Hearing held on Thursday, December 7, 2023 ~ 7:00 P.M.
City Hall Council Chambers

Hybrid Meeting (In-person and Virtual)

<https://us06web.zoom.us/j/84972830621?pwd=dzZCSnRZY3g4L1ZjOUVLYWsyUwQ0UwQT09>

Meeting ID: 849 7283 0621 ~ Passcode: 445631

Dial by your location: +1 929 205 6099 US (New York; long distance, charges may apply)

1. Call to Order 7:00 pm
2. Welcome New Member
3. Adjustments to the Agenda
4. Visitors and Communications
5. Old Business
 - Consideration of Minutes from October 5, 2023 Hearing
 - Consideration of Decision from October 5, 2023 Hearing
6. New Business

Tyler Guazzoni, 60 Circle Street. Seeks curb cut variance, R-4 Zoning District.

7. Deliberative Session
8. Nominations for Vice Chair
9. Roundtable – as needed
10. Executive Session – as needed
11. Adjourn

Participation Note: Under Chapter 117 Title 24 of the Vermont State Statutes, participation in these proceedings is a prerequisite to the right to make any subsequent appeal. You will lose the right to appeal the final decision unless you participate in the process by offering, through oral or written testimony, evidence or a statement of concern related to the application being reviewed. Oral testimony must be given at the public hearing. Written testimony must be submitted prior to the close of the public hearing.

Development Review Board hearings are open to the public.
For questions about accessibility or to request accommodation, please call (802) 476-0245.

**DEVELOPMENT REVIEW BOARD
MINUTES FOR THE REGULAR HEARING
THURSDAY, October 5, 2023
DRAFT**

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 Linda Shambo (Ward I) at 7:00 pm. In attendance, participating on video or in person, were Board Members Ward I member Linda Shambo; Ward II member Sarah Helman; Ward III members Katrina Pelkey and Colin Doolittle; and At-Large members; Jessica Egerton (who arrived at 7:06 pm) and Jayme Bauer. Also, in attendance were Janet Shatney, Planning Director and Michelle La Barge-Burke, Permit Administrator. The Chair determined a quorum was present.

Absent: Ward II Member David Hough.

1. **Welcome New Member:** Chair Linda Shambo welcomed new member Jayme Bauer for At-Large: Jayme Bauer
2. **Adjustments to Agenda:** Linda Shambo, Chair requested that the Nomination of Vice Chair be postponed until full board is available.
3. **Visitors and Communications:** None.
4. **Old Business:**

Consideration of August 3, 2023 Minutes:

- Motion to approve the minutes was made by Sarah Helman and seconded by Katrina Pelkey, **motion carried unanimously.**

Consideration of August 3, 2023 Decision:

- Motion to approve the decision for 240 North Main Street was made by Katrina Pelkey and seconded by Sarah Helman, **motion carried unanimously.**

5. **New Business:**

The Chair informed the applicant there was a quorum of the board and 6 of 7 members present, and they had the option to postpone to allow more members to be present for a better outcome. Michael & Sandra Thurston, the property owners chose to proceed, both were sworn in for testimony.

Michael & Sandra Thurston, 94 North Main Street. Seeks design review approval for façade: Design Review District, Historic Structure Overlay District, Special Flood Hazard Area, UC-1 Zoning District.

- Michael Thurston brought in a sample of the metal to be used for the façade and was passed around.
- Michael Thurston said the color is called City Scape Gray, a shade similar to granite, thus chosen.
- Jayme Bauer asked about the vinyl on the windows and Michael Thurston said their plans were to scrape it off and not replace the vinyl lettering as it no longer matches the color scheme.
- Katrina Pelkey asked about the orange that Michael Thurston mentioned currently under the façade when talking colors, and he stated it was the original color when they bought the building when it was a liquor store.

Chair Linda Shambo asked if there were any questions from the board members. Members had no further questions.

Chair Shambo informed the attendees that the Board will go into deliberative session after the hearing to make a decision. They can call the Permit Administrator, Michelle La Barge-Burke in the morning for the decision and they will receive a letter within the week.

6. **Deliberative Session:** Motion by Sarah Helman to go into deliberative session, seconded by Jessica Egerton at 7:08 pm, with Chair Shambo inviting Michelle La Barge-Burke and Janet Shatney into the session, **motion carried.**

Motion by Sara Helman and seconded by Katrina Pelkey to leave Deliberative Session at 7:11 pm, **motion carried.**

Motion by Sara Helman to approve application as presented and that the Zoning Administrator to approve any immaterial and non-substantial changes to the project without coming back to the DRB. Colin Doolittle seconded, motion carried unanimously 6-0-0.

7. **Roundtable-**

- Jessica Egerton asked since she arrived late if there was anything she missed from the applicant's presentation around the materials for 94 N Main and specifically around the time and safety of the project.
- Katrina Pelkey asked what the status was with the Board and the vacancies. It was verified that Jeffrey Tuper-Giles and Michael Hellein had resigned.
- Linda Shambo asked for an update on vacancy replacements and Janet Shatney shared that the City Manager's office was handling the process for appointment from City Council.
- Linda Shambo asked for clarification on DRB members having to be city residents, which Janet confirmed. Linda asked if there was any time limit on how long they need to be residents before being on the board and there is currently none.

9. **Executive Session:** None.

10. **Adjourn:** The meeting adjourned at 7:15 PM on motion from Sarah Helman seconded by Katrina Pelkey, **motion carried 6-0-0.**

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

Respectfully Submitted,

Michelle La Barge-Burke,
Permitting Administrator

**CITY OF BARRE, VERMONT
DEVELOPMENT REVIEW BOARD
HEARING: October 5, 2023
NOTICE OF DECISION FOR 94 NORTH MAIN STREET**

I. INTRODUCTION and PROCEDURAL HISTORY

1. This proceeding involves a request for design review approval of the façade from the Development Review Board (the DRB).
2. On August 31, 2023, Michael Thurston (the “Applicant”) filed a City of Barre zoning application (the “Application”) and supporting documentation seeking Design Review Approval for the proposed façade for the Design Review Overlay District criteria, at 94 N Main Street (the “Project”). The owner of the subject property (the “Property”) is Michael and Sandra Thurston (the “Owner”).
3. The property is located at 94 North Main Street, tax map ID# 1095-0094.0000, SPAN # 036-011-12935. It is currently a retail music store, in the Urban Center-1 Zoning District, on 0.07 acres. The property is bounded by city streets & commercial buildings.
4. On September 21, 2023, the Permit Administrator sent to adjoining property owners a copy of the agenda with memorandum notifying them of the public hearing on the Project’s request. A notice for posting of the October 5, 2023 hearing with memorandum was also sent to the Applicant and Owner on the same day.
5. A hearing of the DRB was held on October 5, 2023 in a hybrid format including in-person and digital participation. Present during the hearing were the following members of the DRB:

| | | |
|---------------------|-----------------|----------------|
| Linda Shambo, Chair | Sarah Helman | Jayme Bauer |
| Jessica Egerton | Colin Doolittle | Katrina Pelkey |

6. At the outset of the hearing, the DRB afforded those persons wishing to achieve status as an interested party an opportunity to participate as outlined in Vermont Statute 24 VSA §4465(b). The list of persons attending the hearing is included in the Application packet, and listed:

| | |
|------------------|-----------------|
| Michael Thurston | Owner/Applicant |
| Sandra Thurston | Owner |

7. A presentation of the Application was provided by the Owner. All application documentation, including a staff report prepared by the Permit Administrator in connection with the consideration of the Application, is on file in Barre City Hall.

II. FINDINGS and CONCLUSIONS

Based on the Application materials, testimony by the Owner, the DRB makes the following findings and conclusions.

1. The property is located in the UC-1 Zoning District as described on the City of Barre's official Zoning Map and included in the Unified Development Ordinance (the "UDO", effective January 7, 2020).
2. Section 4303 of the UDO requires development within the Design Review Overlay District involving exterior modifications to a structure will require design review within this section.
3. Figure 4-1 of the UDO is Development Review Criteria that the applicant must demonstrate the proposed development meets.
6. The Permit Administrator's Staff Report to the DRB identifies those standards for design review and design review overlay district standards, and describes the consistency of this request against those standards.
7. The DRB afforded those in attendance an opportunity to provide testimony or evidence during the public hearing to consider, prior to rendering a decision.
8. During the hearing, the following testimony was provided by the Owner/Applicant:
 - a. The proposed siding will be metal and a sample was brought to share with the DRB.
 - b. The metal color is similar to granite called City Scape Gray.
 - c. The current vinyl letters on the window will be removed as they have faded.
 - d. The current sign will be the same but refurbished.

III. DECISION and CONDITIONS

The DRB deliberated on the submission of the proposed façade changes. Based on the information presented in the application, at the hearing and discussed during deliberation, the DRB made the following motion:

Approve design review from Design Review Overlay District requirements for the proposed façade improvements.

In addition, the DRB authorizes the Permit Administrator be allowed to approve any immaterial or non-substantial changes to the Design Review without having to come back before the DRB for revision.

The motion passed by a vote of 6 – 0 – 0 and is therefore **APPROVED**.

Dated at Barre City, Vermont, this 16th day of October, 2023.



Linda Shambo, Chair

IV. APPEAL RIGHTS

The owner of the project property and interested persons have a right to appeal this decision, within 30 days of the date this decision is issued, to the Vermont Environmental Court, pursuant to 24 V.S.A. §4471 and Rule 5(b) of the Vermont Rules for Environmental Court Proceedings.

need for hear



City of Barre, Vermont

"Granite Center of the World"

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Barre City Assessing
Permitting & Planning Office

ds

COVER SHEET

Please provide all of the information requested in this application. Failure to provide all the required information may delay the process for obtaining a permit.

PHYSICAL LOCATION OF PROJECT (911 address): 60 CIRCLE ST

| APPLICANT | PROPERTY OWNER (if different than applicant) |
|---|--|
| Name: <u>TYLER GUAZZONI</u> | Name: _____ |
| Mailing Address: <u>60 CIRCLE ST</u> <u>BARRE VT 05641</u> | Mailing Address: _____ |
| Daytime Contact Phone: <u>802 498 3850</u> | Daytime Contact Phone: _____ |
| Email: <u>TYLER.GUAZZONI@VERMONT.GOV</u> | Email: _____ |

Mail all permit Materials to: **APPLICANT** or OWNER (circle one)

PRESENT USE(S) OF PROPERTY

Single Family
 Single Family w/ADU
 Duplex
 Triplex (3-unit)
 Quadplex (4-unit)
 Multi-Family (5 or more units)

Comm/Mixed Use
 Industrial
 Institutional
 Vacant Building
 National Register of Historic Building?
 Other:

PERMIT(S) BEING APPLIED FOR UNDER THIS PROJECT

Zoning Permit
 Flood Hazard Permit
 Building Permit
 Electrical Permit
 DRB Decision

PROPOSED USE(S) OF PROPERTY

Same as Existing
 Additional Bedrooms? Y N

New Principal Building
 Any work within the City right-of-way? N

Major Renovation to existing principal building
 Any change in water or sewer service? Y N

Accessory Structure >120 ft²
 Removing Fill <10 cy²

Construction Cost Estimate: \$ _____
 Adding Clean Fill <10 cy²

Parking Spaces added. How Many? _____
 Subdivision

Boundary Line Adjustment
 Other: DRIVEWAY ACCESS

PROJECT DESCRIPTION

BUILD NEW DRIVEWAY TO NEW ADDITION ON NICHOLS ST

For Office Use Only:

Zone Dist: R4
DRO? Y N
HRO? Y N
Flood Area Zone: X
Fees Rec'd: \$ 175.00

Code Enforcement Review
 Administrative Permit
 Referred to the VTANR for Floodplain Review
 Referred to the DRB

B _____
z 23 - 000061
F _____
E _____

SITE PLAN

Is a site plan attached showing existing and proposed conditions? Y N

The minimum requirements for a site plan are property lines, streets, existing and proposed structures, setbacks from property lines of proposed structures, scale, north arrow.

Does your project involve new construction, addition, alteration, renovation or repair to a structure? Y N

If yes, you may have to record a Vermont Residential/Commercial Energy Standards (RBES or CBES) Certificate in the Land Records prior to receiving your Building Certificate of Occupancy. Please contact Energy Code Assistance Center at (855) 887-0673 or on line at: <https://publicservice.vermont.gov/efficiency>.

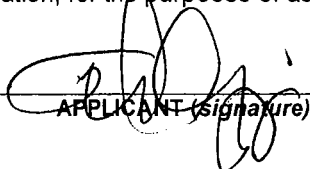
DISCLAIMER AND SIGNATURE

The undersigned hereby requests a permit for land development as described in the Project Description and certifies that the information presented is true and accurate to the best of my knowledge, and understands that if the application is approved, any permits issued, and any attached conditions will be binding on the property.

I understand that permits run with the land, and that the compliance is ultimately the property owner's responsibility. I understand that if more information becomes available to staff, additional review and fees may be required. I also understand that this permit, if issued, will be deemed null and void in the event any material information upon which it is based is found to be incorrect or misrepresented.

Further, the undersigned authorizes the Permit Administrator and/or the Building Inspector access, at reasonable times, to the property covered by the permit issued under this application, for the purposes of ascertaining compliance with said permit.

TYLER GUARZONI
APPLICANT (print)


APPLICANT (signature)

10/25/23
DATE

PROPERTY OWNER (if different than Applicant-print)

PROPERTY OWNER (signature)

DATE

This cover sheet is for a local City of Barre, VT permits only. Your project may also require State permits. You retain the obligation to identify, apply for, and obtain relevant State permits. For potential Dept. of Environmental Conservation permits, you are advised to visit the Permit Navigator Portal at <https://dec.vermont.gov/permitnavigator>; You are also advised that State construction permits may be needed, and to check with the Department of Public Safety, at (802) 479-4434 to determine what permits, if any must be obtained by that Agency; <https://firesafety.vermont.gov/buildingcode/permits>.



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Barre City Assessing
Permitting & Planning Office

ZONING PERMIT APPLICATION

Check all activities involved in this application:

| | | | |
|--------------------------|--|-------------------------------------|---|
| <input type="checkbox"/> | New Home or Garage Construction | <input type="checkbox"/> | Site Work |
| <input type="checkbox"/> | All other construction/addition/alteration | <input type="checkbox"/> | Pool (if greater than 20' wide or 5' in depth) |
| <input type="checkbox"/> | Accessory Structure, greater than 120 sq. ft. | <input type="checkbox"/> | Construction Job Trailer |
| <input type="checkbox"/> | Interior Renovation (adding a bedroom) | <input type="checkbox"/> | Permanent Sign |
| <input type="checkbox"/> | New apartment | <input type="checkbox"/> | Temporary Sign/Banner |
| <input type="checkbox"/> | Accessory apartment | <input type="checkbox"/> | Sandwich Board Sign |
| <input type="checkbox"/> | Deck - porch - steps - ramp - handicapped ramp | <input type="checkbox"/> | Home Occupation/Business |
| <input type="checkbox"/> | Change of Use | <input type="checkbox"/> | Boundary Line Adjustment/Subdivision |
| <input type="checkbox"/> | Demo in Historic District (needs DRB approval) | <input type="checkbox"/> | Parking Lot |
| <input type="checkbox"/> | Fence or Wall | <input type="checkbox"/> | Soil / Sand / Gravel Extraction |
| <input type="checkbox"/> | Temporary Structure | <input checked="" type="checkbox"/> | Dimensional Waiver/Appeal/Variance Request (DRB approval) |
| <input type="checkbox"/> | Temporary Certificate of Compliance | <input type="checkbox"/> | Certificate of Compliance |
| <input type="checkbox"/> | Other: _____ | | |

ESTIMATED COST OF PROJECT: \$ ~~1500~~ 800

Fee for starting work without a permit is \$150
If work has begun prior to applying for and receiving a permit(s), you are in violation of City Ordinance and are required to pay \$150 after-the-fact fee in addition to the subtotal fee calculated at bottom.

ZONING APPLICATION FEES (check all that apply)¹:

Cost of Residential Development:

| | | |
|--------------------------|-------|--|
| <input type="checkbox"/> | \$20 | Residential 1-4 Units (\$1 - \$5,000) |
| <input type="checkbox"/> | \$40 | Residential 1-4 Units (\$5,001 - \$10,000) |
| <input type="checkbox"/> | \$75 | Residential 1-4 Units (\$10,001 - \$25,000) |
| <input type="checkbox"/> | \$100 | Residential 1-4 Units (\$25,001 - \$150,000) |
| <input type="checkbox"/> | \$150 | Residential 1-4 Units (\$150,000 +) |

Cost of Commercial Development:

| | | |
|--------------------------|-------|--|
| <input type="checkbox"/> | \$50 | Comm., Indus., Mixed Use, Res 5+ Units (\$1 - \$10,000) |
| <input type="checkbox"/> | \$100 | Comm., Indus., Mixed Use, Res 5+ Units (\$10,001 - \$25,000) |
| <input type="checkbox"/> | \$200 | Comm., Indus., Mixed Use, Res 5+ Units (\$25,001 - \$150,000) |
| <input type="checkbox"/> | \$300 | Comm., Indus., Mixed Use, Res 5+ Units (\$150,001 - \$350,000) |
| <input type="checkbox"/> | \$400 | Comm., Indus., Mixed Use, Res 5+ Units (\$350,000 +) |

Specific Usage Costs (check in addition to above if they apply):

| | | | | | |
|-------------------------------------|------|----------------------------------|-------------------------------------|-------|---|
| <input checked="" type="checkbox"/> | \$40 | Site Work | <input type="checkbox"/> | \$50 | Subdivision Final Plat Approval |
| <input type="checkbox"/> | \$40 | Permanent Signs | <input type="checkbox"/> | \$40 | Boundary Line Adjustment |
| <input type="checkbox"/> | \$40 | Sandwich Board Sign | <input type="checkbox"/> | \$40 | Fences / Walls |
| <input type="checkbox"/> | \$30 | Temporary Sign/Banner | <input type="checkbox"/> | \$30 | Certificate of Compliance (project specific) |
| <input type="checkbox"/> | \$40 | Change of Use | <input type="checkbox"/> | \$15 | Temporary Certificate of Compliance (project specific; +\$10/mo up to an additional 12 mo.) |
| <input type="checkbox"/> | \$40 | Home Occupation/Home Business | <input type="checkbox"/> | \$20 | Temporary Structure |
| <input type="checkbox"/> | \$20 | Subdivision Sketch Plan Approval | <input checked="" type="checkbox"/> | \$175 | Development Review Board Fee ← |

¹ If more than one category applies, the higher fee is required of all checked.

FEE SUMMARY:

| | |
|---|-------------------------|
| Subtotal of Fees from above: | |
| After-the-fact Fee (if applicable, \$150) | |
| Required Land Record Recording Fee (DRB exempt from this recording fee) | \$ 15.00 * |
| Zoning Permit Application Fee Total: | 175⁰⁰ |

* Development Review Board Hearing Fee ONLY \$175 (no recording fee required)

City of Barre, Vermont
Receipt of Payment for Permitting and Inspection Fees

Name: Ronda Guazzoni Date: 11/2/23

Property Address: 60 Circle St

| | | |
|-----------------------|------------------|---|
| 028-001-4030-430.4033 | \$ <u>175.00</u> | Zoning, Flood, Building, Electrical Permits |
| 015-001-4030-430.4060 | \$ _____ | Vacant Building Account |
| 087-001-2000-250-0316 | \$ _____ | Prepaid Minimum Housing (May & June) |
| 081-001-4030-430.4051 | \$ _____ | Rental Inspections Annual Fee |
| 093-001-4030-430.4052 | \$ _____ | Delinquent Rental Inspections Annual Fee |
| 159-001-4030-430-4059 | \$ _____ | Time of Sale Inspection Fee |
| 132-001-4030-430-4056 | \$ _____ | Credit Card Fees |
| 020-001-4030-430.4042 | \$ _____ | Recording @ \$11.00 each |
| 021-048-4110-411.4109 | \$ _____ | Recording @ \$4.00 each |
| Total Due | \$ <u>175.00</u> | Received by: <u>MLB</u> CK# <u>0839</u> |

12
City of Barre
Date: 11/07/2023 Time: 14:58:05
Clerk: SLC
Account:
Name: GUZZONI RONDA
Comments: 60 CIRCLE ST
Description
BUILDING PERMITS
Amount
175.00
Check Number:
0839

CORNER ESTABLISHED FROM
 THE DATA FURNISHED BY THE
 CIVIL ENGINEERS OFFICE
 (SEE) FOR NICHOLS
 STREET LINE.

CIRCLE ST

91.07
 67.73
 67.73

#62

N/TOWN

#60

CLAPPORT
 CLAPPORT
 CLAPPORT

GARAGE
 CLIPSE

0.8'

47.20'

GRAVEL

LOT # 2

VACANT LOT

54.9 S.W.

KI. 1.1

BK. 43, P. 17

TO BE CONVEYED

TO PORTA UT

42.34

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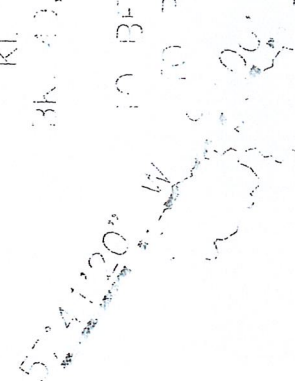
16'

16'

entrance to
 be go off
 to street of nichols st
 then rear
 towards house

NICHOLS STREET
 (2" ASPHALT)

ARE CONTIGUOUS
 PORTALUT







60 Circle Street

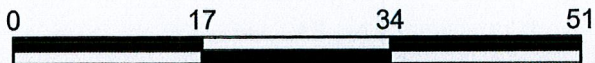
City of Barre, VT

1 inch = 17 Feet



www.cai-tech.com

November 15, 2023



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

Re: 60 Circle Street - Variance for additional Curb Cut

Guazzoni, Tyler <Tyler.Guazzoni@vermont.gov>

Mon 11/20/2023 8:31 PM

To:Michelle La Barge-Burke <PermitAdmin@barrecity.org>

Cc:Janet Shatney <PPADirector@barrecity.org>

Good evening Michelle, I am sorry for the delay on the answers to these questions. Here they are to the best of my ability.

Criteria 1: the character of the area will not change. There are accesses all along Nichols st. Plus there was a gate for access to the property that was existing, and used.

Criteria 2: there will be no impairments at all. As previously stated, there has been an access point there for many years. It will just have crushed stone on it to make it much more usable.

Criteria 3: the safety of other residents will not be affected at all.

Criteria 6: I did not create a hardship. The existing gate to the backyard was used heavily in the past, and was there when I bought the house.

Criteria 7: I believe this is the least deviation possible. No pavement, only crushed stone. Also, access isn't on the same road as my access. Many houses in the area have similar characteristics.

Criteria 8: this access needs to be built because where the addition was constructed is on a separate road. The way the property is it's impossible for my mom to access her house portion.

Thank you all so much, you have really been great throughout this whole process. I hope you have a very good thanksgiving!

Tyler

From: Michelle La Barge-Burke <PermitAdmin@barrecity.org>

Sent: Wednesday, November 15, 2023 9:54 AM

To: Guazzoni, Tyler <Tyler.Guazzoni@vermont.gov>

Cc: Barre City Planning Director <PPADirector@barrecity.org>

Subject: 60 Circle Street - Variance for additional Curb Cut

You don't often get email from permitadmin@barrecity.org. [Learn why this is important](#)

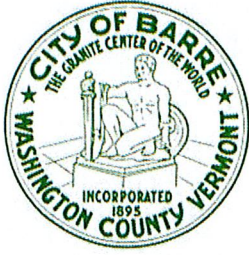
EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Tyler,

I am reaching out in preparation for the DRB Hearing scheduled for Thursday, December 7th at 7pm. The DRB will be looking for answers to the following criteria to grant a variance. I am attaching the variance criteria in hopes that you can answer these before November 21st so they can be included in the DRB packets to the members to review prior to the hearing. Please answer Variance Criteria #1 - 3 and 6 - 8 (page 182 - highlighted)

Kind Regards,
Michelle La Barge-Burke (she/her)
Permit Administrator - City of Barre
6 North Main St., Suite 7
Barre VT 05641
permitadmin@barrecity.org
Office: (802) 476-0245
www.barrecity.org

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City of Barre, Vermont

6 N. Main St., Suite 1
Barre, VT 05641
www.barrecity.org

Brian Baker
Director of Public Works
(802) 476-0250
PWDirector@barrecity.org

Office Memorandum Department of Public Works

To: Michelle La Barge-Burke
Date: November 30, 2023
Subject: 60 Circle Street drive to Nichols Street

Tyler Guazzoni of 60 Circle Street has proposed a second driveway from Nichols Street. The Department of Public Works concur that a 12-foot wide driveway with a 3-foot paved apron is sufficient. Any changes to these parameters will require an additional DPW review.

Any damage to City of Barre curb, sidewalk, or roadway will be repaired to City standards at the homeowner's expense.