

City of Barre, VT
Regular Meeting of the
Barre City Planning Commission – Regular Meeting
Thursday, June 12, 2025 AT 5:30 PM

Participation: Hybrid (in-person and remote)
Join Zoom Meeting

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

Meeting ID: 831 3294 4524

Passcode: 381609

AGENDA

Agenda Item #	Page #	Description
1		Call to Order
2		Adjustments to the Agenda
3		Public comment (for something not on the agenda)
4	2 - 4	Approval of Minutes for the March 13, 2025 meeting
5		Old Business
6		New Business
	5 - 15	Barre City Municipal Plan – planning process and expiration discussion
	16 - 20	Proposed Wobby Park Subdivision – zoning district revision discussion
7		Confirmation of next meeting date of July 10, 2025
8		Staff updates – as needed
9		Roundtable
10		Adjourn

Barre City Planning Commission

March 13, 2025 Meeting Minutes

Present: David Sichel (Chair), Becky Wigg* (Vice Chair), Joe Reil (Secretary), Caitlin Corkins**, Wendey Ducey, Raylene Meunier*

*Joined meeting during discussion of Item 5.

**Joined meeting during discussion of Item 6.

Absent: Rosemary Averill

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. January 23, 2025.

Meunier moved to approve, Ducey seconded, unanimous in favor.

5. Warned Public Hearing.

- a. Proposed Changed to the Unified Development Regulations

Changes include those revisions made under an Interim Zoning approval by the City Council on August 27, 2024, as well as changes to allowed uses for downtown housing in the UC-1 Zoning District to allow for ground floor housing.

Sichel noted an error in "2101.B Allowed Uses", where Subsection 3201 was referred to twice. Shatney indicated this was just a clerical error and this would be corrected prior to submitting to Council.

Shatney called out the Use Table on the conditional permissibles to ensure they matched with the Commission's intent in previous discussions.

Reil moved to approve submitting to City Council with noted correction, Ducey seconded, unanimous in favor.

6. Old Business.

a. Commission Charges: Information Regarding Commission Roles and Work

This discussion was regarding previous discussion of the City's Vacant Building Ordinance and whether the Planning Commission has authority to act on it. Shatney indicated that the Commission is in charge of bylaws and has the ability to work on studies, but ordinances fall to the City Council.

b. Municipal Plan – Review Economic Development Section

Continuing review of the existing City Plan. There was some discussion around a few specific categories, including the list of factors and key points that encourage economic development and how Barre is meeting them. There was some specific discussion about housing and renovating unused office space into housing and it was noted that there are both Federal and State Grants that can support that initiative, as well as the Neighborhood Designation that had been discussed previously, and that future plan's should consider remote workers and how to take advantage of that.

Issues and challenges were discussed next, including how Flood Hazard regulations were discussed as a challenge to downtown revitalization and improving building stock, as they can add to the costs of renovations, healthy food and whether or not to continue encouraging a new downtown grocery store, as well as the "Scary Barre" perception and how to address that, and issues with local infrastructure, notably the condition of local roads.

Strategies for meeting these goals and solving the City's problems were then discussed. These included investing into infrastructure, wireless internet downtown, land use policies, infrastructure improvement, walkability, retention of Barre's 'blue collar' heritage, encouraging investment and redevelopment into vacant or obsolete buildings, and attracting new and expanded business and the City. Walkability, specifically was broken out in more detail, with sidewalks, lighting, crosswalks, safe places to wait for buses, traffic calming, wintertime conditions, safety, all being considered.

There was some discussion around the validity of including items beyond the City's direct control and it was noted that some elements must be covered in a City Plan, by statute, and a City Plan is a wide roadmap that is a mission for the City as a whole and not just any one body, and is also aspirational, including hopes and dreams for the City.

Previous action items, implementing the TIF District, opening a grocery store, the Merchant Row project, and the North Main to Summer Street projects, with updates on the status of each, and how they should carry over into a new plan, considered.

7. New Business.

None.

8. Confirm Date of Next Meeting.

- a. April 10, 2025.

9. Staff Updates.

City Budget is in progress and several positions, e.g., Junior Planner, Engineering/Technician, cannot be funded at this time.

Residential Buyout Appraisals are starting to come in.

The Transportation/Planning Grant is moving again, the charette will be re-scheduled.

Assessors/Appraisers are out and working.

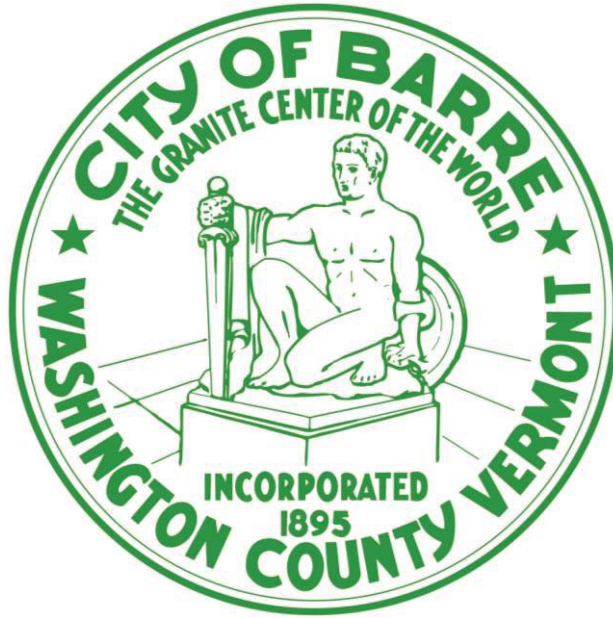
10. Round Table.

None.

11. Adjourn.

7:04 pm, **Ducey moved to adjourn, Meunier seconded, unanimous in favor.**

City of Barre, Vermont



2020 City Municipal Plan

Adopted by the
Barre City Council on September 15, 2020

www.barrecity.org

RESOLUTION

Whereas Title 24, VSA, Section §4350 requires that regional planning commissions, after public notice, shall review the planning process of member municipalities and shall so confirm when a municipality:

1. is engaged in a continuing planning process that, within a reasonable time, will result in a plan that is consistent with the goals contained in 24 V.S.A. § 4302;
2. is engaged in a process to implement its municipal plan, consistent with the program for implementation required under 24 V.S.A. § 4382; and
3. is maintaining its efforts to provide local funds for municipal and regional planning purposes;

Whereas as part of the consultation process, a regional planning commission shall consider whether a municipality has adopted a plan;

Whereas a regional planning commission shall review and approve plans of its member municipalities, when approval is requested and warranted, and a commission shall approve a plan if it finds that the plan:

1. is consistent with the goals established in 24 V.S.A. § 4302;
2. is compatible with its regional plan;
3. is compatible with approved plans of other municipalities in the region; and
4. contains all the elements included in 24 V.S.A. § 4382(a)(1)-(12);

Whereas the City of Barre prepared a municipal plan in accordance with 24 V.S.A Chapter 117;

Whereas the Central Vermont Regional Planning Commission concluded that the *City of Barre, Vermont 2020 City Municipal Plan* meets the requirements for approval; now, therefore, be it

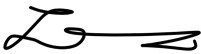
Resolved, that the Central Vermont Regional Planning Commission:

1. approves the *City of Barre, Vermont 2020 City Municipal Plan*, adopted September 15, 2020; and
2. consulted with and confirms the planning process of the City of Barre.

Under 24 V.S.A. § 4350, when an adopted municipal plan expires, its approval and confirmation of the municipality's planning process also expire. Recommendations made by the Central Vermont Regional Planning Commission are attached and should be considered when developing the next municipal plan.

A municipality that has adopted a plan may define and regulate land development in any manner that the municipality establishes in its bylaws, provided those bylaws are in conformance with the plan and are adopted for the purposes set forth in 24 V.S.A. § 4302.

ADOPTED by the Central Vermont Regional Planning Commission on November 10, 2020.



Laura Hill-Eubanks, Chair

Municipal Planning Process: Actors and Roles

The Planning Commission

The planning commission is responsible for preparing, updating, and distributing the plan, holding public hearings on the plan, and submitting it to the legislative body for consideration. [Specific requirements for preparation and adoption are listed in Appendix 1.](#)

As part of the process, the planning commission must solicit public input, weigh options, and recommend policy decisions that will chart the future of the community and which may eventually have the force and effect of law. For these reasons, planning commission members must always act in the public interest and put the general welfare of the community above any personal interests.

The Legislative Body

According to the statute, the legislative body (either the selectboard, city council or board of trustees) is responsible for reviewing the plan, holding public hearings on the plan, and adopting the plan. The legislative body may make [changes to the plan in accordance with statutory provisions.](#)

ETHICAL PRINCIPLES IN PLANNING

The American Planning Association has produced [a guide outlining ethical principles to guide participants in the planning process.](#)

Planning Commissioners should:

- Recognize the rights of citizens to participate in planning decisions;
- Strive to give citizens (including those who lack formal organization or influence) full, clear, and accurate information on planning issues and the opportunity to have a meaningful role in the development of plans and programs;
- Strive to expand choice and opportunity for all persons, recognizing a special responsibility to plan for the needs of disadvantaged groups and persons;
- Assist in the clarification of community goals, objectives, and policies in plan-making;
- Ensure that reports, records and any other non-confidential information that is, or will be, available to decision-makers is made available to the public in a convenient format and sufficiently in advance of any decision;
- Strive to protect the integrity of the natural environment and the heritage of the built environment;
- Pay special attention to the interrelatedness of decisions and the long-range consequences of present actions.

“When it comes to planning, if you’re not doing it with people, they think you are doing it to them.”

Roger Millar, PE, AICP, deputy secretary, Agency of Transportation, State of Washington

The Community

The community’s involvement throughout the planning process is essential in creating a plan that will have support for implementation. All members of your community have the right to participate in planning decisions and the creation of a municipal plan. Planning commissions and local legislative bodies must strive to give community members (including those who lack formal organization or influence) full, clear and accurate information on planning issues and the opportunity to have a meaningful role in the development of the municipal plan.

Key Elements of a Successful Planning Process

Even when all the actors involved in the planning process play their parts, plans can fail to deliver the expected results. There are four critical factors that will ensure your municipal plan is successfully implemented.

1. Diversity on the Planning Commission

Much of the “heavy lifting” involved in developing a plan that reflects the community’s values rests on the shoulders of the planning commission. The best way to build this into the process is to assure the makeup of the planning commission mirrors the values, concerns, and interests of various constituencies within the community. Members should represent all walks of life, including those in planning-related professions such as architects, developers, attorneys, and engineers, as well as general community and neighborhood representatives. Members should come from different parts of the community and from different economic backgrounds. Diverse membership helps ensure that all areas and points of view within the community receive ample representation.

2. Community participation

Getting broad participation and “buy-in” is a challenge but is absolutely critical for the long-term success of any plan. Holding a few public meetings advertised in the local paper is not enough. Planning is a process and not an event: There must be a variety of different opportunities to involve individuals across the community and incorporate their ideas, thoughts, and concerns. When people feel like they are listened to and are part of the final product, their participation builds the consensus necessary to win political support for implementation. Be sure to involve municipal officials, such as those on conservation commissions, development review/zoning boards, and even the listers and town clerk. People representing local businesses and institutions like colleges, hospitals, and neighborhood and community groups may also be willing to offer assistance in reaching sectors of the community that generally don’t attend public meetings.

3. Communication and listening skills

There are many decisions that need to be made when mapping, customizing, and adopting the plan. The community will be asked to carefully balance what is in their best interest and what is in any given property owner’s best interest. Successfully striking the right balance between competing interests and building consensus around these often difficult decisions takes leaders who are good communicators and great listeners — sensitive to the moods, values, attitudes, and concerns of the community. They must communicate with clarity, value brevity, and understand the benefits of having open, frank discussions. They must be open-minded and trusted in the community, understand and acknowledge the concerns raised, and know how to adjust and align expectations.

4. Willingness to ask for help

If your community needs assistance in preparing the plan, your Regional Planning Commission (RPC) stands ready to help. RPCs have professional planning staff with experience in a variety of topics and understand what is required to get plans adopted and goals implemented in your community. They may be able to help you think through possible solutions or find the resources necessary to get started. Experienced private consultants are also available. The Department of Housing and Community Development (DHCD) [maintains a list of consultants](#) that have indicated an interest in working with Vermont municipalities on planning and planning-related projects. You may be able to obtain a [municipal planning grant from DHCD](#) to help pay for the work and should consider creating a local planning fund that can be used to hire the needed technical assistance or as a match for leveraging grant funds.

HOW CAN A PROFESSIONAL PLANNER HELP US?

Professional planners can:

- Provide technical expertise in mapping, data analysis, and modeling;
- Coordinate public outreach and communications;
- Support and organize the work of many groups and individuals;
- Draft goals, policies, and implementation strategies for local review;
- Research and help navigate through the more complicated areas of planning;
- Expedite implementation and enforcement.

Work Plans, Public Engagement and Budgets

As you have read, the process to develop a plan involves many participants, requires expertise, and often involves discussion of issues upon which not everyone agrees. A major plan overhaul can take a year or more to complete. To get the most out of the planning process — and not end up with a list of good ideas on a shelf — it is important that you give yourself time to prepare. “Planning to plan” is guaranteed to save you time, money, and other resources.

Getting Started

In Vermont, adopted plans have eight-year expiration dates, upon which your community needs to either adopt a new plan or readopt/amend the old plan. We recommend thinking about your game plan at least two years before a plan expires to make sure you have time to secure any necessary resources.

Begin by understanding what you already have: inventorying existing plans/ planning studies, reviewing the regional plan, and familiarizing yourself with the necessary plan requirements. Most communities are not starting from scratch and will build off existing work. Refer to the final chapter of this module, “Working with Existing Plans” to identify deficiencies or areas that need attention in your next plan. Remember that in most municipalities, your regional planning commission in its periodic consultations with your planning commission, has already reviewed the community’s plan and identified gaps and opportunities to improve the plan.

Your municipality should then determine the extent of the work ahead: Is this going to be a new plan or just a revision with some updates? With guidance from the regional planning commission, the local planning commission normally takes the lead in making this determination.

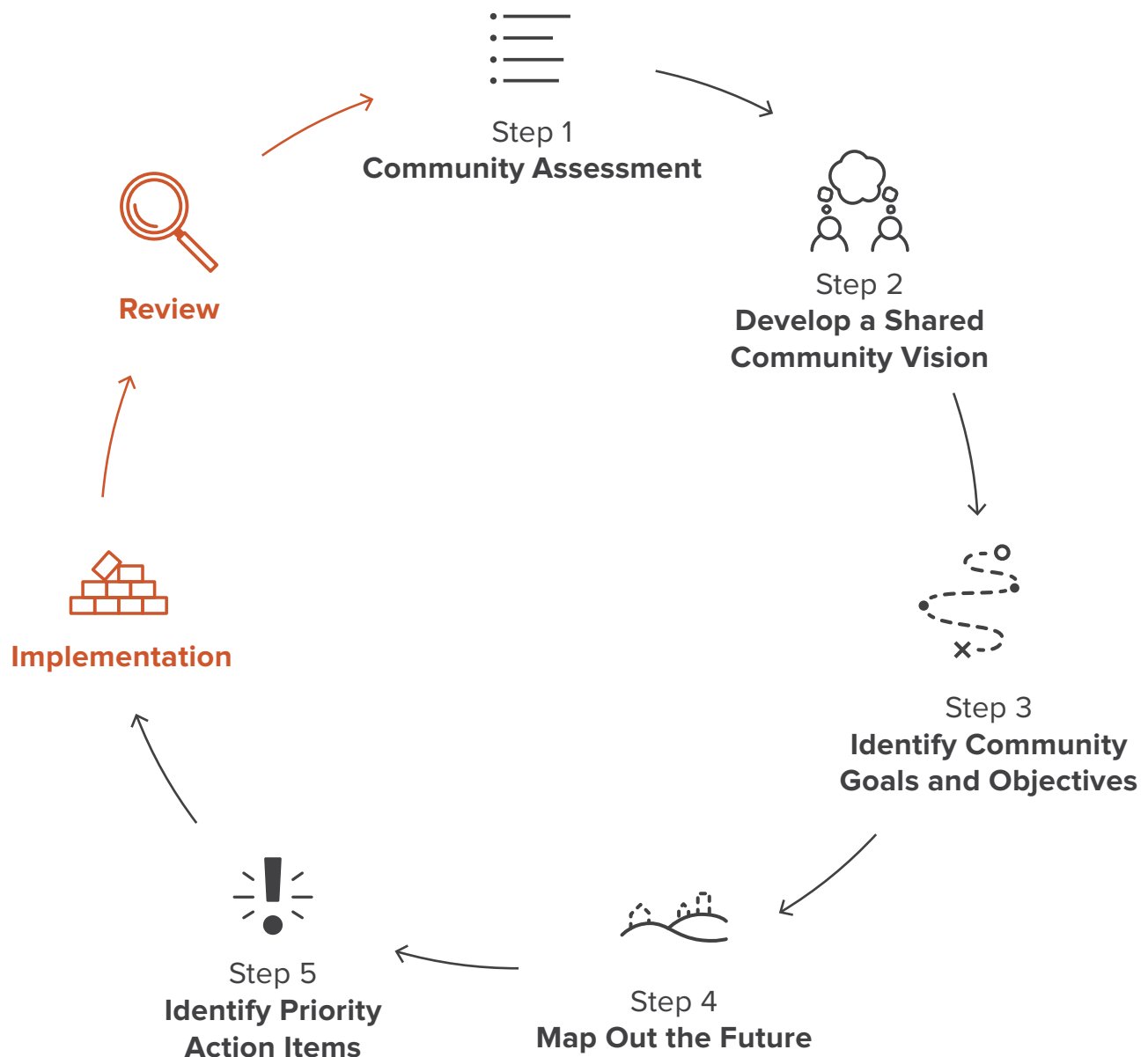
Outlining the Planning Process

Next, outline the process your community will follow to arrive at a plan. While this manual proposes 5 Steps, some communities may have good reasons to do things differently. For example, you may choose to launch an extensive public participation effort -- through public forums, community surveys, newspaper, and television -- at the beginning of the process, before collecting assessment data described in Step 1 of the manual.



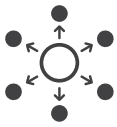
The Planning Process

The following outlines a 5-step planning process. The time each step takes will vary widely depending on the methods a community selects and on the hours being devoted to the work by volunteers and any staff or consultants.



Developing Strategies to Inform and Invite Engagement

As part-time volunteers, it's easy to short-change the importance of keeping community stakeholders informed. Devote some time to mapping out a communications strategy to engage the entire community in the planning process. The planning commission should use a variety of tools available to keep stakeholders informed. The following framework will help you consider what types of outreach may be needed to reach community stakeholders.



Inform

Keeping the town website up-to-date with meeting announcements and minutes is a basic requirement, but you must also provide the entire community with balanced and objective information to help them understand the challenges, opportunities, options, and costs. It's important to use a variety of other outlets and media formats to inform the community about your work. Examples: social media like Facebook and Front Porch Forum, newspaper articles and editorials, handouts, television/radio, and posters. Laying out the facts and options is especially important at the beginning, in Step 1, and end of the planning process, Step 5, and for special events.



Consult

Seek community feedback, inviting information and opinions from a wide range of groups, including nonprofit service providers, businesses, special interest groups, and other volunteer boards and town leaders. Examples: online or mail-out surveys, open houses, focus groups, participatory mapping, social gatherings, and walk-and-talk sessions. Use to obtain public input for Step 1 and Step 4.



Involve

Encourage a back-and-forth community conversation to identify concerns and issues where opinions are shared. Examples: workshops with stakeholder advisory groups, public forums, board meetings, neighborhood meetings, one-on-one meetings. This is especially important if the individual or group is likely to be affected by proposed changes. In most cases, this extra effort is appreciated and it can help avoid unnecessary opposition. Use for Step 3 and Step 5.



Collaborate

Identify preferred solutions and priorities and incorporate stakeholder recommendations into decisions as much as possible. Examples: scenario planning and charrettes — these are usually part of a multistage process that enables solutions to evolve while people discuss the issues and learn from each other. Use for Step 2.

Attracting busy community members to meetings is always a challenge, but providing food for all and activities for children helps remove barriers and creates a welcoming environment.

TOOLS TO GET THE WORD OUT AND GATHERING INPUT

A successful community participation process must go beyond hearing from “the usual suspects.” Get creative and reach out to all types of people.



Meeting notices

This traditional format works well in high-traffic, public places like schools, town offices, transfer stations, or stores.



Direct mail

Some people are overwhelmed by the amount of email they receive and may inadvertently overlook your message. Others don't check their email often or don't have Internet access. Thus, flyers and postcards are still a good way to get your message out. This is most effective when the message is clear and short — no more than a page. A low-cost approach that will work in some towns is to include your information in the utility bill.



Telephone

While it's easy to overlook an email, it's much harder to miss a phone call or message. The phone is a great tool to remind people about meetings, or to follow up on issues or concerns.



Partner with local restaurants

Print your educational materials on placemats or drink coasters.



Newspaper articles and editorials

Most Vermonters read print or online versions of their local newspaper, making them a terrific place to share your information.



Walk-and-talk sessions

Meeting around tables, seated in chairs, has its place, but walking and talking side by side is a good way to set people at ease and encourage a free exchange of ideas.



Front Porch Forum

Increasingly busy schedules mean that residents want convenient and quick ways to stay informed about your work and easily comment on your ideas. Front Porch Form, or another type of electronic bulletin board, is a quick and cost-effective way to distribute and gather information from the community.



Public forums

Providing food and refreshments — especially near mealtime — can help draw a bigger crowd to informal discussions. However, individuals who are more comfortable speaking in public can sometimes dominate these meetings.



Open houses

These gatherings are typically a more informal way to gather feedback using displays, handouts, a repeating slideshow, interactive maps, and other activities to educate or gather input.



Town websites

Post your meeting agendas, minutes, fact sheets, maps, reports, contact information, and other relevant information here. While websites are an excellent tool to share information, remember that not everyone in town has Internet access.

MORE TOOLS TO GET THE WORD OUT AND GATHERING INPUT



Social media

Platforms like Facebook and Twitter are all about engagement and participation. This makes it a particularly useful vehicle to both inform and gather feedback. However, beware: Social media done badly can work against you.



Photography contests

Invite residents to submit photos of special places in town and share the photos in a slideshow to help identify visual preferences shared by the community. Offering prizes can encourage participation and can help raise awareness for your planning effort.



Online surveys

These are a good way to gather citizen feedback and gauge public opinion. Questions should be simple and jargon-free. Online tools like SurveyMonkey or Zoomerang are easy to use and create attractive reports and graphics to share what you learned.



Focus groups

These small group meetings (usually from 6 to 10 people) are designed to gather the unique perspectives/opinions of a specific group. Participants often are selected based on their knowledge of a particular subject, but they can also involve a broader cross section of community members. The back-and-forth exchange of information can lead to creative ideas and solutions.



Webinars

These are a low-cost way to allow citizens to participate in meetings without leaving home.



Advisory committee

This option is usually used to provide input or recommendations on more challenging or controversial issues. The committee may represent a cross section of the community or may include special interests like local business owners, issue advocates, or residents of a neighborhood or village with knowledge or concerns about a particular issue.



Charrettes

This method helps expedite a planning process and focus community attention on a specific issue at hand rather than spreading the process out over a much longer period of time (see Step 1 for more details).



A Strengths, Weaknesses, Opportunities and Threats ("SWOT") Analysis

This approach offers a simple but effective way to get a group working together and responding to the community assessment by articulating community values and shared concerns. Once opinions about current conditions have been listed and discussed, and the main points of agreement identified, you will be better prepared to think about a vision for the future.

To learn more, check out these useful resources:

- [Participation Tools for Better Community Planning](#), Local Government Commission, 2013. This guidebook updates the original guide with the incredible array of new tools that have emerged in the 21st century to inform and engage with the public during the local planning process.
- [Communication and Citizen Participation Techniques](#), Washington State Municipal Research and Service Center, 2015. A short, helpful, easy-to-read overview including tips on running an effective meeting.
- [Vermont Digital Economy Project Guides](#), Vermont Council on Rural Development. Information and examples on using digital communication tools with an emphasis on guidance for local governments.

Creating a Timeline and Assigning Responsibility

Once a general process is outlined, it is time to create a schedule and timeline that outlines how the steps in the process will be accomplished, specifies who is responsible for them (whole commission, individual commissioners, staff, consultants), and how much time they will take. Before assignments are made, contact the regional planning commission to discuss what assistance is available.

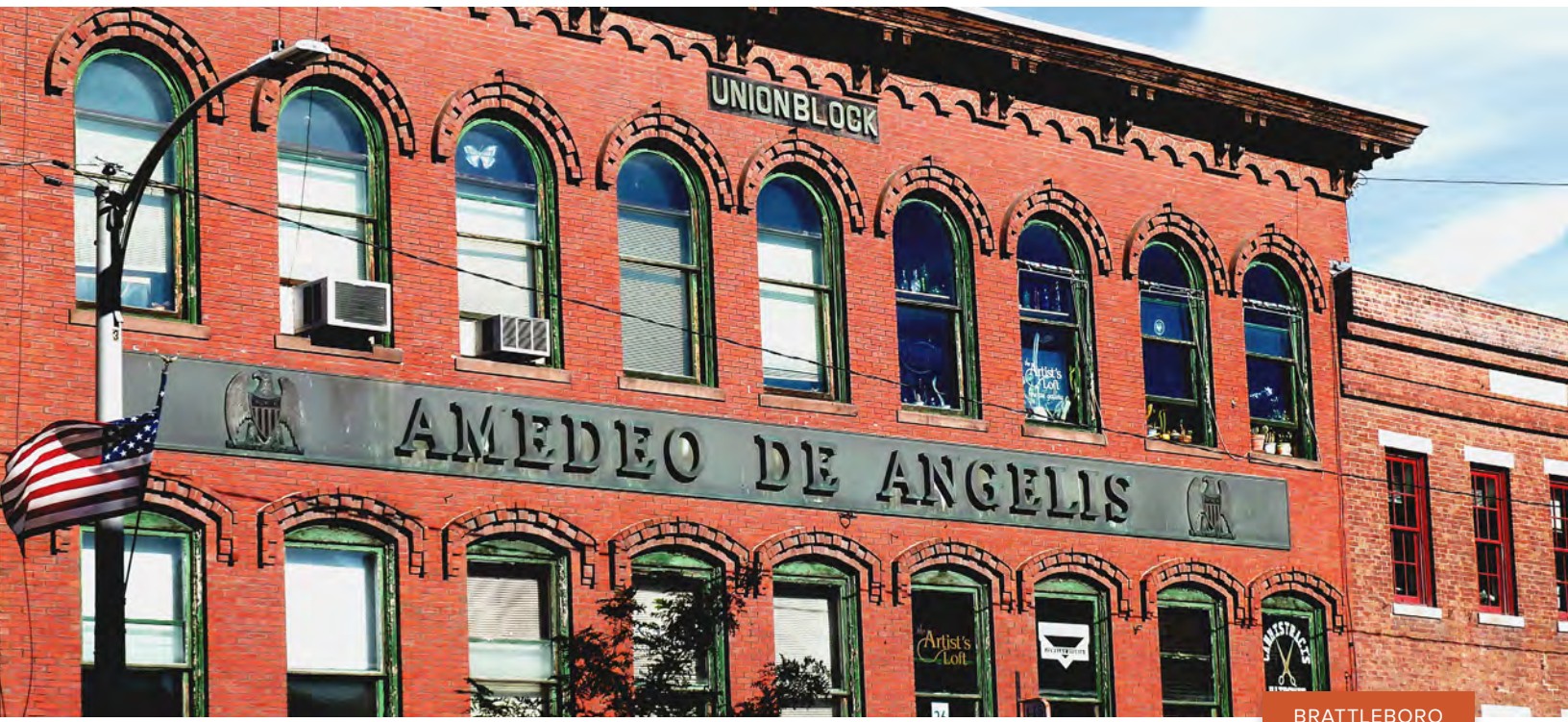
Creating a Budget

Establish a budget for the planning process that includes costs for all the items identified in the outline, including tasks and materials like mapping, hiring consultants, surveys, conducting workshops, and graphic design. Funding sources could include municipal budgets, contributions, or grant funds. Vermont's [municipal planning grant program](#) was specifically created to support municipal planning efforts. Additional technical assistance may be provided by RPCs, nonprofit organizations, and state agencies.

Anticipate planning expenses well in advance to accommodate municipal budgeting and state planning grant cycles. If seeking a grant, have a contingency plan in place in case the grant is not awarded. When you anticipate contracting for specific technical assistance, the planning commission should contact two or more consultants or contractors in the field and discuss the project with them for advice about how to structure the project and to obtain general cost estimates. In most cases, you will want to issue a more formal request for proposals or qualifications when the time comes to hire a consultant, but at the earlier budgeting stage you should reach out to likely consultants for their thoughts about the project, including the budget.

A WORKING GROUP TO STEER THE PLAN

Creating a plan steering committee made up of diverse members of local boards and commissions as well as other community leaders helps to keep various groups and citizens informed and engaged throughout the process. A separate steering committee can also be helpful if the planning commission has other pressing duties that draw attention away from the plan.



Contents and Format of the Plan

Vermont Law requires the inclusion of 12 elements in any adopted municipal plan. If these elements are missed, there is a chance that the plan, if challenged, might not be considered legally valid. If this determination were made in court, your municipality would not be able to use the plan to influence [Act 250](#) or [Public Service Board Section 248 Proceedings](#). It also could not be used as a basis for local zoning.

The required elements of the plan are all listed in a checklist provided in [Appendix 1](#), as well as outlined throughout the 5 steps of this manual. The elements have varying degrees of importance for different communities facing their own set of issues. Plans may cover issues beyond the required 12 elements (e.g., including a major topic like public health or climate change).

While a municipal plan must address all 12 required elements, the planning commission may decide how it will address each element. Most communities develop plans by the topic areas of the required elements such as “Land Use,” “Transportation,” “Housing,” or “Natural Resources.” Others may organize their plan around a few major goals. Review other plans to determine the layout most appropriate for your community. Strive to make your plan as clear and concise as possible so the plan will be used as a guide for the land owners, developers, investors, volunteers and officials in your community, most of whom have little time to read and understand lengthy, complex documents.

LOOK TO OTHER PLANS FOR INSPIRATION

No need to reinvent the wheel! Other communities have worked hard to make useful, attractive, informative action-oriented plans. You can search for examples of Vermont’s municipal plans [here](#), but don’t limit yourself to Vermont. Search the Web for “municipal plans,” “comprehensive plans” or “master plans,” or ask regional planning commission staff to recommended good examples. No matter how small your town, you can find bits and pieces of great ideas even in big city plans!

Recommendations for creating user-friendly plans include the following:

- **Focus on achieving the vision of the future, not documenting the past or the present.** A common fault of many plans is an overemphasis on documenting the current state of the community instead of providing a clear picture of the goals and vision for the future and implementation steps to realize that community vision. You should think of the community assessment outlined in [Step 1](#) as the documentation of facts and trends meant to help make informed decisions throughout the planning process. Consider keeping this information about the past and present in a “Fact Book” and including it as an appendix to your plan, while keeping the main body of the text focused on the vision and action steps.
- **Structure your plan around your big ideas.** Every plan has a few big ideas that are necessary to achieve the community vision. Make sure these ideas are highlighted and not buried or scattered in the document. Most of the required plan elements are likely to fit within these important themes and designing the plan content around the big ideas will help keep the plan concise.
- **Utilize maps, images, and graphics.** Information can be much more easily understood by relying on more than just the written word. Well thought out graphics can be effective communication tools that have the added benefit of being easily shared through social media. Many communities have artists, designers, and students who have graphic communication skills and may be willing to help.
- **Take out unnecessary information or unfeasible ideas.** Removing unnecessary information and actions that are too costly or politically impossible ensures the plan is user-friendly and credible.



Zoning Districts

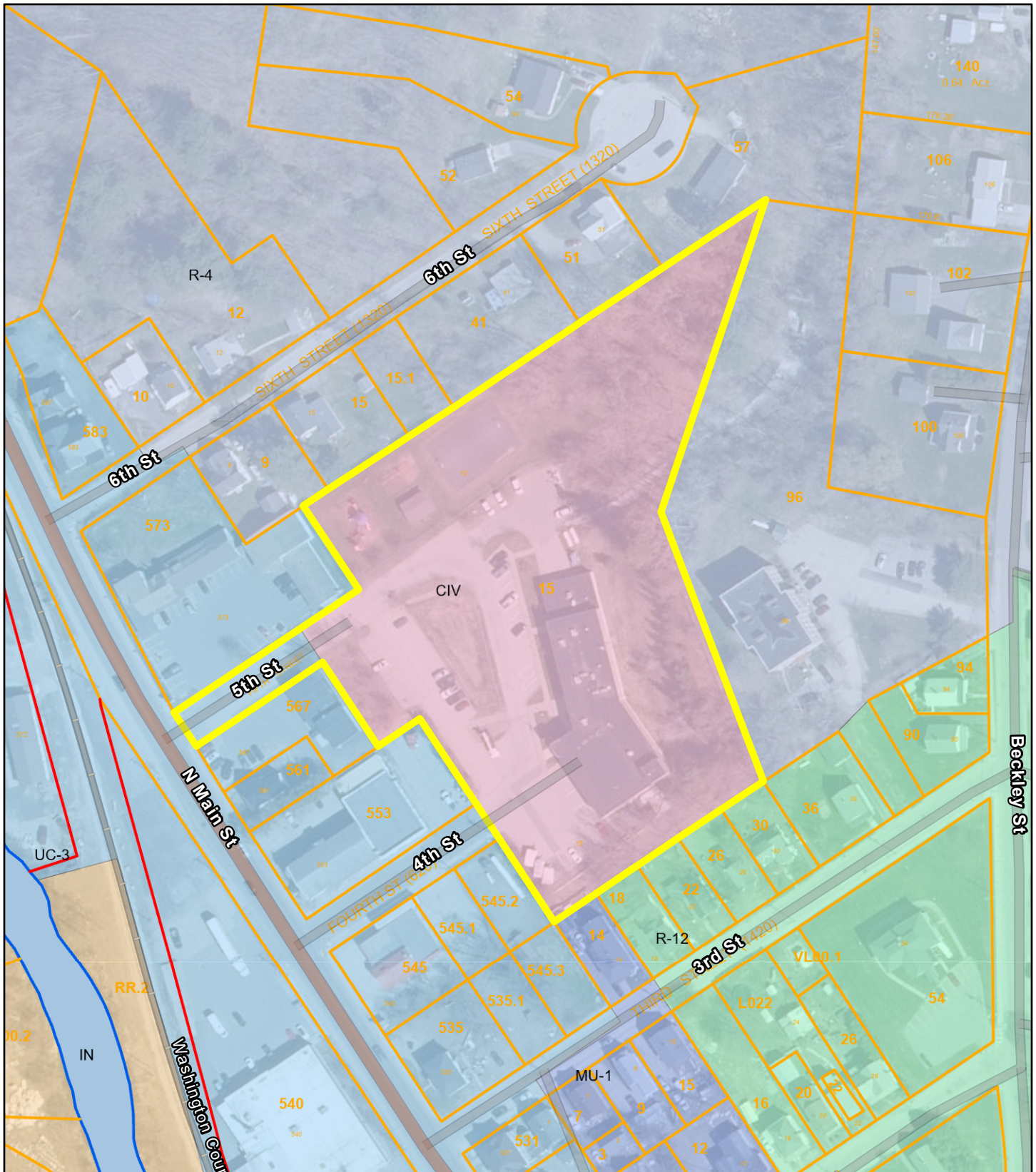
City of Barre, VT

1 inch = 136 Feet



www.cai-tech.com

June 10, 2025



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.



Wobby Park: Proposed 4-lot subdivision if zoned UC-3 (SFH currently not allowed)



BARRE CITY UNIFIED DEVELOPMENT ORDINANCE
ADOPTED August 27, 2024 / EFFECTIVE November 4, 2024

2115 Use Table

USE & DEFINITION	UC-1	UC-2	UC-3	MU-1	MU-2	MU-3	R-16	R-12	R-8	R-4
RESIDENTIAL										
Single-family dwelling Use of a structure for habitation by one household that provides complete independent living facilities including permanent provisions for living, sleeping, eating, cooking and sanitation.	X	X	P ¹	P	P	P	P	P	P	P
Two-family dwelling Use of a structure for habitation by two households each in a unit that provides complete independent living facilities including permanent provisions for living, sleeping, eating, cooking and sanitation, and with each unit having a separate entrance from the outside or through a common vestibule.	X	X	P ¹	P	P	P	P	P	P	P
Three- or four-family dwelling Use of a structure for habitation by 3 or 4 households each in a unit that provides complete independent living facilities including permanent provisions for living, sleeping, eating, cooking and sanitation, and with each unit having a separate entrance from the outside or through a common vestibule.	X	P	P	P	P	X	P	P	P	P
Multi-family dwelling (5+ units) Use of a structure or part of a structure for habitation by five or more households each in a unit that provides complete independent living facilities including permanent provisions for living, sleeping, eating, cooking and sanitation, or any dwelling unit in a mixed-use building. See Section 3201 .	P	P	P	P	C	X	P	C	C	C
Accessory dwelling Accessory use of single-family residential property for a second dwelling unit that provides complete independent living facilities including permanent provisions for living, sleeping, eating, cooking and sanitation. See Section 3202 .	X	X	P ¹	P	P	P	P	P	P	P

If we continue R-4 over from the Sixth Street area:

2110 Residential 4 (R-04)

2110.A **Intent.** The Residential 4 district provides areas for primarily low-density single-family residential uses with a limited amount of other compatible housing types, as well as agricultural, recreational and open space uses. The purpose of this district is to:

- (1) Promote compact neighborhoods comprised primarily of owner-occupied housing;
- (2) Encourage a suitable neighborhood environment for family life; and
- (3) Maintain minimum greenspace requirements to preserve neighborhood character.

2110.B **Allowed Uses.** [Section 2115](#) establishes the uses allowed in this district.

2103 Urban Center 3 (UC-3)

2103.A **Intent.** The Urban Center 3 district provides compact retail, service, office, upper floor housing and other compatible mixed uses in Barre City's downtown and along major thoroughfares. Urban design standards are required in order to maintain and enhance neighborhood commercial scale, pedestrian activity, architectural character and the traditional built pattern. The purpose of this district is to:

- (1) Provide economic development opportunities through clean industry, office and commercial uses;

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BARRE CITY UNIFIED DEVELOPMENT ORDINANCE
ADOPTED August 27, 2024 / EFFECTIVE November 4, 2024

2. Zoning Districts
210. Base Zoning Districts

- (2) Provide for the retail and service needs of the community and region, as well as travelers;
- (3) Provide housing opportunities within walking distance of employment, service and retail opportunities;
- (4) Encourage investment that increases the value of buildings and property in Barre City's downtown and along major thoroughfares;
- (5) Ensure that new buildings are compatible with Barre City's historic architectural framework, enhance the character of the city's gateways and major thoroughfares, and preserve a human scale; and
- (6) Promote a quality, urban streetscape and pedestrian-friendly environment.

2103.B **Allowed Uses.** [Section 2115](#) establishes the uses allowed in this district. In addition:

- (1) Existing single- and two-family dwellings will be considered a permitted use, but construction of new single- or two-family dwellings is prohibited. Uses associated with existing single- or two-family dwellings such as accessory dwellings, home occupations, group homes and bed-and-breakfasts will be allowed to the same extent as allowed within single- and two-family dwellings in other districts.
- (2) Drive-throughs may only be located at the rear or side of the building and will require conditional use approval.

2108 Residential 12 (R-12)

2108.A **Intent.** The Residential 12 district provides areas for moderate-density residential uses and a variety of housing types. The purpose of this district is to:

- (1) Accommodate a full range of housing options;
- (2) Encourage a suitable neighborhood environment for family life;
- (3) Provide housing opportunities within walking distance of employment, service and retail opportunities;
- (4) Accommodate more intensive development in areas close to downtown Barre City where adequate public facilities and services exist;
- (5) Encourage investment that increases the value of buildings and property in Barre City;

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BARRE CITY UNIFIED DEVELOPMENT ORDINANCE
ADOPTED August 27, 2024 / EFFECTIVE November 4, 2024

2. Zoning Districts
210. Base Zoning Districts

- (6) Promote a quality streetscape and pedestrian-friendly environment; and
- (7) Maintain minimum greenspace requirements to preserve neighborhood character.

2108.B **Allowed Uses.** [Section 2115](#) establishes the uses allowed in this district.

Staff Updates – Week ending June 6, 2025

- No DRB applications for June or July – DRB is up to 8 of 9 members now.
- Assessors completed the filing of the Abstract Grand List, and had issued changes of appraisal notices, the lion share of them being changes in homestead declarations. The date to file a grievance notice was June 10 by 8:30 am, and we received a total of 8 appeals, and the Assessors held the hearings on June 10 between 9 am and 3:00 pm. They've made their determinations and the assessing clerk is now working on issuing the result of grievance letters, which then will get them to finalize the grand list, and present the city council with their information so that a tax rate can get set and tax bills can be printed.
- FEMA buyout status: 24 of 27 projects are granted, and in various stages of waiting, supplying paperwork, getting appraisals completed, etc; no purchase from the City has been completed yet.
- Elevations: The City Council has chosen the 3 structures that are to be elevated, working on RFP and homeowner agreements now.
- Turning Point Center acquisition of 18 S Main Street and grant: on hold as they still have a funding gap of \$380,000; we had a VCDP (Vermont Community Development Program) Board meeting last week with an enhancement request for an additional \$300,000 to add to the existing \$300,000 grant we have currently.
- The reappraisal firm continues to make headway with review of properties and building the new software we will use after the grand list is set in June o 2026.
- The Friends of the Winooski River is applying for a grant to remove 3 dams in Barre City and Barre Town, of which the City is serving as the pass-through for the work. The Friends are working on the dam that is located in Barre Town, behind the old Jockey Hollow Restaurant, as well as a small dam located in the river behind Trow and Holden on S. Main Street. The 3rd dam is located behind the Quality Inn. Permitting continues.
- The 3 HMGP applications completed by SLR Consultants and the Regional Planning Commission were submitted and the response is that the Berlin St Mitigation Project and the Willey Street Mitigation Project where considered high priority projects by review of VT Emergency Management and have been elevated for further review. The Harrington St Mitigation project was considered a medium priority and not advanced, and our consultants are in the process of trying to get it reviewed again for further attention.
- Rentals were audited and the invoicing was completed and mailed out, and my office has started receiving payments for their registrations of their rentals for the FY26 year. We estimate approx. \$110,000 in revenue from this work, which is all completed by the Code Enforcement staff.

- Permitting continues to be very busy. There are between 10 and 20 applications for various forms of permitting in the office on a weekly basis, and the flood hazard permitting continues to be the one that gets the most attention.