

City of Barre, VT

**Special Meeting of the
Barre City Planning Commission
Thursday, January 22, 2026 at 5:30 PM**

<https://us06web.zoom.us/j/81805760255?pwd=Jp7mxjmNtcx89bBN4bTS6el7t0e9eg.1>

**Hybrid Participation (in person and remote)
Meeting ID: 818 0576 0255
Passcode: 334900**

AGENDA

Agenda Item #	Page No.	Description
1	-	Call to Order
2	-	Adjustments to the Agenda
3	-	Public comment (for something not on the agenda)
4	2	Approval of Minutes: for the November 13, 2025 meeting
5		Old Business
	4	Map Change Request for 4 Blackwell Street – zoning change discussion
6		New Business
		Municipal Plan Renewal/Rewrite RFP Discussion: Expiration 9/15/2028
7		Confirmation of next meeting date of February 12, 2026
8	9	Staff updates – as needed
9		Roundtable
10		Adjourn

Barre City Planning Commission

November 13, 2025 Meeting Minutes

Present: David Sichel (Chair), Joe Reil (Secretary),
Rosemary Averill, Wendy Ducey, Raylene Meunier

Absent: 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 12, 2025.

Averill noted that she was not listed as present in the draft minutes and moved to approve with that amendment, Meunier seconded, unanimous in favor.

5. Old Business.

a. TOD Raise Grant – Downtown Final Master Plan Product Discussion.

Shatney indicated that there was good turnout, and good input from the participants. There are scans of material that she hopes to have posted to the City website and that many possibilities were discussed.

Consensus is that this was more a 'vision' than a final set of proposals and that there aren't a lot of directly actionable items in the final report and that some of the ideas may be too ambitious, but that it includes good information that can be gleaned to inform future discussions and actions, and there are some specific projects in progress already are inline with the conclusions.

6. New Business.

- a. Map Change Request for 4 Blackwell Street – zoning change discussion.

The owner of a building on Blackwell Street is requesting a change of use to allow it to be used for housing. Consensus was that housing is important and this change could be achieved, but we need more information before proceeding, including how the building was used previously, how they got to this point, and if they will be able to meet requirements for additional renovations to meet the flood mitigation standards if their request is approved.

Shatney will reach out to invite them to a future Planning Commission Meeting so that we can get more detail on their plans and answers to these questions.

- b. Officers Elections – Chair, Vice Chair, Secretary

Averill moved to nominate Sichel as Chair and Reil as Secretary, Meunier seconded, unanimous in favor.

Ducey expressed willingness to take the Vice Chair position, Meunier moved to nominate, Reil seconded, unanimous in favor.

7. Confirm Date of Next Meeting.

December 11, 2025.

8. Staff Updates.

Updates were included in the packet. There was no further discussion or questions.

9. Round Table.

None.

10. Adjourn.

6:15 pm, **Meunier moved to adjourn, Reil seconded, unanimous in favor.**



October 23, 2025

Re: 4 Blackwell St- Illegal Use of Building

To Whom It May Concern:

We are writing in response to a letter concerning the property located at 4 Blackwell St. The letter stated that the building is currently being unlawfully utilized as a two-unit residential apartment dwelling in a district designated exclusively for commercial use.

Prior to our ownership, this building comprised a residential unit and a retail office space. Upon acquiring the property, we continued to utilize the space in the same manner as the previous owners, with our office and an additional residential unit.

The location of the property is beside other multi-family mixed-use used are arguably within walking distance of downtown Barre, making it an ideal location for working professionals. We are committed to making housing accessible and affordable in the area. Given the number of housing units affected by the 2023 flood, our objective is to establish more housing. Re-zoning this building to permit residential use will significantly contribute to alleviating the housing crisis in the area.

We respectfully request that the Planning Commission approve a change of use to allow this building to be utilized for residential housing. Granting this change will facilitate the presence of more workforce housing in the area, thereby helping to vitalize Barre.

We look forward to hearing from you

Sincerely,

Boardman Holdings LLC



Zoning Districts

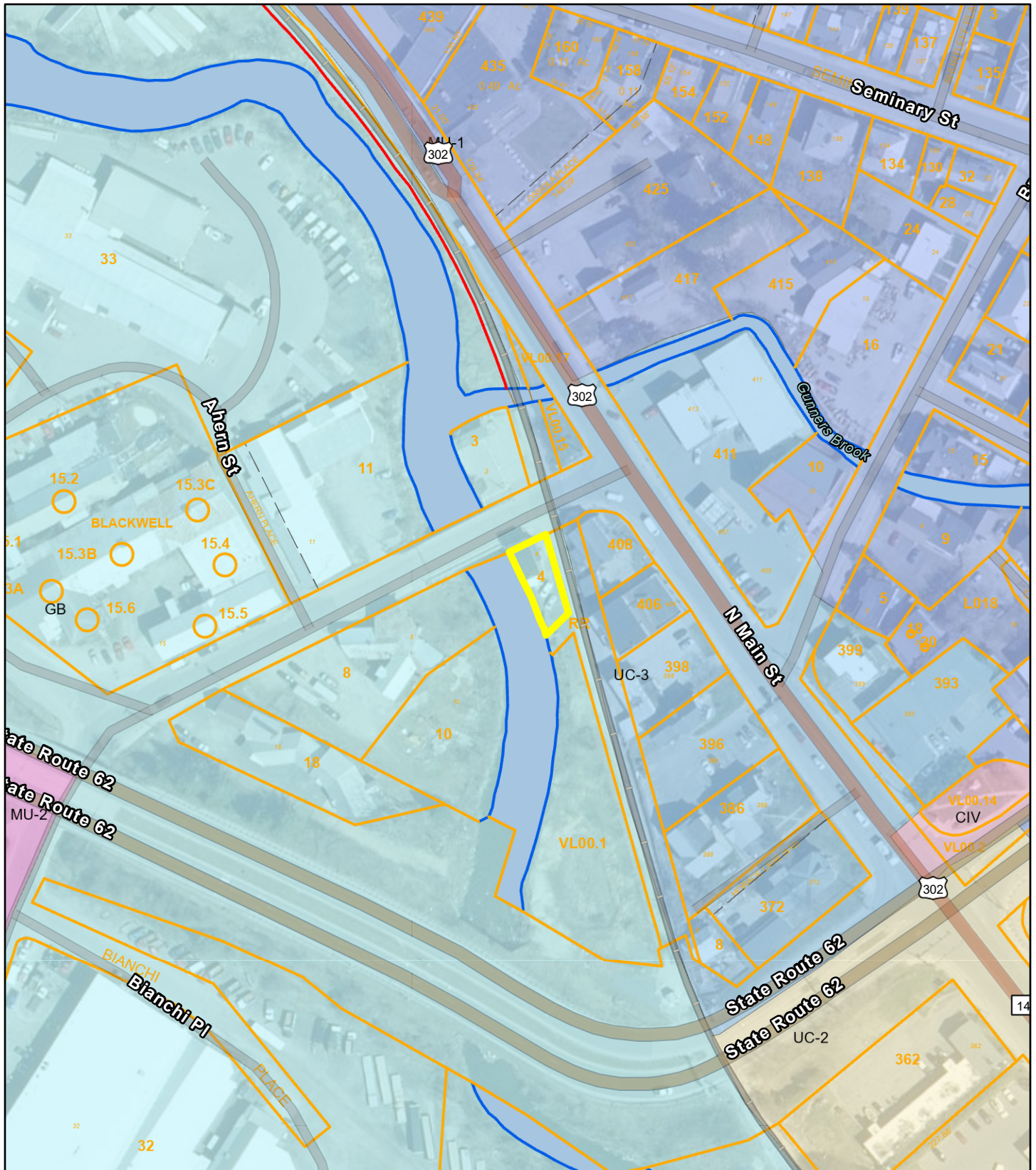
City of Barre, VT

1 inch = 136 Feet



www.cai-tech.com

November 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.

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	GB	IN	CIV	CON
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	X	X	X	X
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	X	X	X	X
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	X	X	X	X
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	C	X	X	X
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	X	X	X	X
Home occupation Accessory use of single-family residential property for a small business that does not alter the residential character of the property. See Section 3203 .	X	X	P ¹	P	P	P	P	P	P	P	X	X	X	X
Home business Accessory use of single-family residential property for a small business that may alter the residential character of the property. See Section 3204 .	X	P	P	P	P	P	C	C	C	C	X	X	X	X
Family childcare home Accessory use of single-family residential property for a small daycare business that operates under state license or registration. See Section 3205 .	X	P	P	P	P	P	P	P	P	P	X	X	X	X
Senior housing Use of one or more structures to primarily house people age 55 or older that: (a) Contains multiple dwelling units each intended for habitation by one household and providing complete independent living facilities including permanent provisions for living, sleeping, eating, cooking and sanitation; and (b) May offer minimum convenience services to residents as an accessory use.	P	P	C	P	X	C	P	P	P	P	X	X	X	X
Assisted living Use of one or more structures to provide housing, board and care to residents who need assistance with daily activities such as dressing, grooming, bathing, etc. and that operates under state license. Includes residential care homes.	C	C	C	P	X	C	P	C	C	C	C	X	X	X
Skilled nursing service Use of one or more structures to provide housing and 24-hour skilled nursing care to residents and that operates under state license. This includes nursing or convalescent homes, and hospice or respite care facilities.	X	C	C	P	X	C	C	C	C	C	C	X	X	X
Group home Use of single-family residential property to provide housing to people with a handicap or disability that operates under state license or registration. See Section 1105 and Section 3206 .	X	X	P ¹	P	P	P	P	P	P	P	X	X	X	X
Single-room occupancy Use of a structure or part of a structure to provide housing to single individuals each in a single-room dwelling unit that is not required to include food preparation or sanitary facilities. See Section 3207 .	C	C	C	C	X	X	C	X	X	X	X	X	X	X
Emergency housing Use of structure or part of a structure to provide food, shelter, and other support services on a temporary basis to people who are homeless or to victims of disaster.	C	C	C	C	X	X	C	X	X	X	X	X	X	X

P = Permitted Use | C = Conditional Use | X = Prohibited Use | All uses other than single- and two-family dwellings, and accessory uses to single- and two-family dwellings, require site plan review in accordance with [Section 4305](#). | ¹ Additional use standards apply (see zoning district section)





Staff Updates for January 22, 2026 Packet

- With the PPA office back to full staff, I have been very busy training, guiding and teaching both the permit administrator and the assessing clerk their duties. This includes lots of statutory work for the Permit Administrator performing zoning duties, working with the DRB, etc. And, the Assessing Clerk has been learning the new software that we will use going forward in the office. All to say, its been a great transition for our new people, and I feel like they are thriving and coming along wonderfully.
- As stated in the past, the DRB membership is 7 out of 9 possible members. And, the Planning Commission is 6 out of 7 seats. Recruitment by word of mouth is always appreciated.
- To note: in May, 5 of the Commission's membership terms are ending (Reil, Ducey, Corkins, Meunier, Averill), therefore, I would hope that you all consider renewing your desire to continue on the Commission. I will send out the volunteer form in May so that the Council can consider your renewal. If you believe that you will not renew a new term, it would be helpful that you let me know sooner rather than later so that I can work with the Manager's office on recruitment efforts.
- The DRB met at a special meeting 2 weeks ago so that the final subdivision approval for a property off Summer Street could be finalized. They struggled with quorum in December, and we had enough committed to hold the hearing. They approved a subdivision at 59 Summer Street, dividing the parcel into 2, with one where the office building is located, and the single family home on a separate parcel.
- The DRB will hold a hearing in February to review and potentially approve a site plan for the redeveloped Rinker Lot parking lot behind the Northfield Savings Bank. The intention is for curbing, landscaping, traffic flow improvements and a reduction in spaces, in part from the Development known as the Stephens Branch Apartment Building that changes that area.
- Assessing continues to work with the Appraisal company; all residential has been visited, and the appraisal company, New England Municipal Consultants, is out visiting all our commercial properties now.
- FEMA buyout status: 12 properties have been purchased by the City, and 9 of those have been demolished to date. Closings for one property is set for early February, and 2 more are very close. We will be in discussions with the VT Emergency Management folks this week regarding 3 of the 4 industrial sites we have asked for buyout, as they are more complicated, and with Phase I ESAs (Environmental Site Assessment) complete, work into Phase II's are needed and funding for those is a part of the discussion.
- Turning Point Center at 18 S. Main Street is moving along nicely.

- CDBG-DR funding with ACCD status:

Project	Funding Approved	Result
143 N Main Development		Not funded
Prospect Heights Development	\$ 5,434,242	Approved for infrastructure development to support ~91 residential units, adds to the already received funding
Harrington Ave Debris Rack	\$ 856,428	Approved to expand the floodplain in this area and redesign the debris rack
Stormwater upgrades	\$ 250,000	Approved to take the hydrology and stormwater study results to design and engineer stormwater projects across several years
North End/Gateway Development		Not funded
355 N Main Street new development		Not funded
Willey St Bridge widening & Potash Brook work at Currier Park neighborhood		Not funded

A second round of funding is currently available but projects are strictly for housing. Pre-Applications were submitted by the City Manager for the following: North End/Gateway Acquisitions & Redevelopment and North End/Gateway Elevations & Buyouts.