



City of Barre, Vermont

“Granite Center of the World”

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Development Review Board Regular Meeting Minutes November 1, 2018 at 7:00 P.M. Council Chambers, City Hall (6 N. Main Street)

A regular meeting of the Barre City Development Review Board was called to order by Chair Linda Shambo (Ward I) at 7:00 pm at City Hall. In attendance were Vice-Chair Denise Ferrari At Large, Ward II Richard Deep, Ward III Board Member Jim Hart III, Ward III Board Member Katrina Pelkey, At-Large Member Betty Owen and At-Large Member Jessica Egerton. Also in attendance was Heather Grandfield, Permit Administrator. The Chair determined a quorum.

Absent – Board Member David Hough Ward II

Adjustments to Agenda; None

Visitors and Communications; None

Old Business:

Consideration of Minutes from October 4, 2018 Hearing:

- Motion to approve minutes was made by Board Member Deep and seconded by Board Member Owen. *Motion carried unanimously.*

Consideration of Decision from October 4, 2018 Hearing:

- Motion to approve decisions was made by Vice-Chair Ferrari and seconded by Board Member Hart. *Motion carried unanimously.*

New Business: None

Other Business:

Continued Discussion of the proposed By-Laws.

Discussion took place about deliberative session and being consistent. Discussion took place about having one deliberative session over having a deliberative session after each applicant has presented. It was decided that the board would have only one deliberative session per hearing.

To be approved at December 6, 2018 Development Review Board Hearing

Applicants can either, call the Permit Administrator or wait for the written decision to be mailed to them. Discussion about alternates took place. Attendance of members and the consequences that might be imposed. Discussion took place about Special meeting, Site Visits and publicly posting. Discussion took place about recusals and how they work. Discussion took place about the difference between Deliberative session and Executive session.

Motion to approve the proposed By-Laws was made by Board Member Hart and seconded by Board Member Owen. *Motion carried unanimously.*

Roundtable:

Board Member Deep asked if there were any applications for the December meeting. A quick overview of potential applications was given by Permit Administrator Grandfield.

Board Member Hart asked about the language for Demolition in the Design Review District. Permit Administrator Grandfield will provide an answer by the next meeting.

Executive Session: Not needed.

The Development Review Board adjourned at 7:45 PM on a motion by Board Member Owen, and seconded by Board Member Deep; *motion carried unanimously.*

An audio recording of the hearing is available through the City's Planning and Permitting Office.

Respectfully Submitted,
Heather Grandfield, Permit Administrator