



# City of Barre, Vermont

*“Granite Center of the World”*

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## Development Review Board Special Meeting Minutes July 11, 2019 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 I Jeffrey Tuper-Giles, Ward II Richard Deep, Ward III Board Member Katrina Pelkey, Ward III Board Member Jim Hart III, At-Large Board Member Betty Owens and At-Large Board Member Jessica Egerton. Also in attendance Heather Grandfield, Permit Administrator. The Chair determined a quorum.

Absent; Ward II Board Member David Hough

Adjustments to Agenda; None

Visitors and Communications; None

### Old Business:

#### Consideration of Minutes May 2, 2019 Hearing:

- Motion to approve minutes was made by Board Member Tuper-Giles and seconded by Vice-Chair Ferrari. *Motion carried unanimously.*

#### Consideration of Decision May 2, 2019 Hearing:

- Motion to approve decision was made by Vice-Chair Ferrari and seconded by Board Member Tuper-Giles. *Motion carried unanimously.*

### New Business:

**Lajeunesse Construction, Inc. (Applicant) & Malone Properties (Property Owner), 315 N. Main Street.** Seeks Site Plan Review to remove and replace existing handicapped ramp, move underground propane tank, construct new sidewalk and restripe handicapped parking area. Central Business District, Design Review District #1, Flood Hazard Area.

Michael Lajeunesse sworn in at 7:03 p.m.

Mr. Lajeunesse spoke about this application being the same as it was when originally submitted for review in 2016 but the Key Bank decided at that time not to go through with the work at that time. Stairs will remain but refurbished and everything else will be upgraded for their handicapped customers. Existing walkway has had settlement and cracking causing icing in the wintertime.

To be approved at August 1, 2019 Development Review Board Hearing

Discussion took place about where the propane tank would be located. Discussion about landscaping. Lighting will change to be made by taking out the lighting that no longer works. Building will not be handicapped accessible during the construction. Construction will take place over a 5-week span most of the work will be done on a weekends, so they will not interfere with customers during their business hours.

This application was closed for discussion at 7:13 p.m.

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**City of Barre (Applicant & Property Owner), 0 Pearl Street.** Seeks Site Plan Review to reconfigure parking lot. Central Business District, Design Review District #1.

Janet Shatney, Planning & Zoning Director sworn in at 7:14 p.m.

Ms. Shatney spoke about the reconfiguration plan for the Pearl Street Parking lot. At this time she directed everyone to look at the picture showing the existing parking, with the proposed drawing over the top. Which shows the parking being rotated 90 degrees. All the curbing will come out making this a flat parking lot with no curbing. Then walked everyone through the traffic pattern flow, coming down Buzzell, turn 90 come across behind the tavern and Downtown Rentals. Meter post will be in the ground and no curbing. Spoke to the memo by the DPW Director Bill Ahearn, and the Fire Departments request for a right-of-way of 20' behind Downtown Rentals instead of the existing 13'6". By making this change, it shifts everything two feet towards Summer Street. Which means that the curbing behind the trees that are currently there would be removed and moved the two feet closer to the trees. No change in lighting as there is already appropriate lighting in place.

Discussion took place on if the trees died would they be replaced, yes they would. Discussion to whether this meets all the regulations and it does. Discussion on the traffic flow pattern and the possibility of removing a couple of parking spaces. It was clarified that this parking lot is primarily permitted parking for City Place and VTrans during the day.

This application was closed for discussion at 7:16 p.m.

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**Other Business:**

Election of Officer

Board Member Deep nominated current Chair Linda Shambo, seconded by Board Member Owens. Chair Shambo accepted the nomination. *Motion carried unanimously.*

Chair Shambo nominated current Vice-Chair Denise Ferrari, seconded by Board Member Deep. Vice-Chair Ferrari accepted the nomination. *Motion carried unanimously.*

Permit Administrator Grandfield was asked about any applications for the next hearing in August and she advised the board that there would be three.

**Roundtable:** None

**Executive Session:** Not needed

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**Deliberative Session:**

Motion from Board Member Tupper-Giles and seconded by Board Member Deep at 7:24 p.m. to enter into Deliberative session. *Motion carried unanimously*. At this time, Permit Administrator Heather Grandfield was invited into the session.

Motion from Board Member Tupper-Giles and seconded by Board Member Deep to come out of Deliberative session at 7:30; *motion carried unanimously*.

The Development Review Board adjourned at 7:35 PM on a motion by Board Member Tuper-Giles, 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