

**DEVELOPMENT REVIEW BOARD
MINUTES FOR THE REGULAR HEARING
THURSDAY, December 7, 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 7:03 pm. In attendance, participating on video or in person, were Board Members Ward I members Linda Shambo and Chrysta Murray; Ward II members Sarah Helman and Jayme Bauer; Ward III member Katrina Pelkey and At-Large members Jessica Egerton and Kendall Schmidt. Also, in attendance were Janet Shatney, Planning Director and Michelle La Barge-Burke, Permit Administrator. The Chair determined a quorum was present.

Absent: Ward III Member Colin Doolittle.

1. **Welcome New Members:** Chair Linda Shambo welcomed new members Chrysta Murray for Ward 1 and Kendall Schimdt for At-Large
2. **Adjustments to Agenda:** Linda Shambo, Chair requested that under New Business they discuss the DRB start time.
3. **Visitors and Communications:** None.
4. **Old Business:**

Consideration of October 5, 2023 Minutes:

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

Consideration of October 5, 2023 Decision:

- Motion to approve the decision for 94 North Main Street was made by Sarah Helman and seconded by Jessica Egerton, **motion carried unanimously.**

5. **New Business:**

The Chair informed the applicant there was a quorum of the Board and 7 of 9 members present, and they had the option to postpone to allow more members to be present for a better outcome. Tyler Guazzoni, the property owner chose to proceed; he was sworn in for testimony.

Tyler Guazzoni, 60 Circle Street. Seeks Curb Cut Variance: R-4 Zoning District.

- Tyler Guazzoni stated there is a pre-existing access established from the Nichols Street side of the property prior to his purchase of the property.
- Tyler Guazzoni stated an addition was added for his mother's bedroom in the rear of the house.
- Tyler Guazzoni said he needs more parking because the existing driveway will only support 2 cars; his mom would need access to her room and parking.

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

To be approved at the 1/04/2024 Hearing

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 two weeks.

8. **Deliberative Session:** Motion by Sarah Helman to go into deliberative session, seconded by Katrina Pelkey at 7:18 pm, with Chair Shambo inviting Michelle La Barge-Burke and Janet Shatney into the session, **motion carried unanimously.**

Motion by Sarah Helman and seconded by Katrina Pelkey to leave Deliberative Session at 7:21 pm, **motion carried unanimously.**

Motion by Jayme Bauer 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. Sarah Helman seconded, **motion carried unanimously 7-0-0.**

9. **Other Business:**

Change of DRB start time

- Chair Linda Shambo brought up changing the DRB Hearings from 7pm to 6pm.
- Jessica Egerton offered a compromise of 6:30pm
- Katrina Pelkey, Kendall Schimdt, Sarah Helman, Linda Shambo were okay with the compromised time.
- Chrysta Murray is fine with any time after 5:30pm.
- Jayme Bauer questioned if 7pm was better for public
- Jessica Egerton expressed concern about quality of presentation if more people decide to do online option to meet the suggested time.
- Sarah Helman noted we do offer online as a courtesy and if there was technical problems and members were online, it could mean a decrease in the quorum if they are unable to connect which could mean no meeting.
- Chrysta Murray said hybrid meetings are the way of the future and she works remotely and they have many people who attend meetings with slower internet but it works.

Motion to move the DRB Hearings to 6:30pm by Sarah Helman and seconded by Kendall Schimdt, **motion carried 6-1-0 with member Jessica Egerton voting against.**

Nominations for Vice Chair

- Jessica Egerton nominated Sarah Helman
- Sarah Helman accepted the nomination
- Chair, Linda Shambo asked for discussion- none taken
- Nomination was seconded by Katrina Pelkey

Board Members voted unanimously for Sarah Helman as Vice Chair.

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10. Roundtable–

- Jessica Egerton hoped everyone is well
- Sarah Helman wished everyone merry & happy holidays
- Jayme Bauer wished everyone Happy Holidays

11. Executive Session: None.

12. Adjourn: The meeting adjourned at 7:40 PM on motion from Sarah Helman seconded by Jessica Egerton, **motion carried unanimously 7-0-0.**

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

Respectfully Submitted,

Michelle La Barge-Burke,
Permitting Administrator

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