

**DEVELOPMENT REVIEW BOARD
MINUTES FOR THE REGULAR HEARING
THURSDAY, April 4, 2024
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 6:59 pm., noting quorum was met.

Present: Ward I members Linda Shambo and Chrysta Murray; Ward II members Vice-Chair Sarah Helman and Jayme Bauer; Ward III member Katrina Pelkey; and At-Large members Kendall Schmidt and Jessica Egerton.

Absent: Ward III Member Colin Doolittle; At-large Vacant Seat

Staff Present: Janet Shatney, Planning Director

Public Present (from presentations and Sign-in Sheet): Linda and Robert Nelson

1. **Adjustments to Agenda:** None.
2. **Visitors and Communications:** None.
3. **Old Business:**
 - a. **Consideration of January 4, 2024 Minutes:**
Motion to approve the minutes was made by S. Helman and seconded by C. Murray, **motion carried unanimously 7-0-0.**
 - b. **Consideration of January 4, 2024 Decision:**
Motion to approve the decision for 60 Circle Street was made by J. Egerton and seconded by S. Helman, **motion carried unanimously 7-0-0.**
4. **New Business:**

Robert and Linda Nelson, 188 N. Main Street. Seeks site plan approval for addition of a pellet silo in the rear of the building off Merchants Row.

The Chair informed the Nelsons there was a quorum of the Board present and that in order to receive a positive outcome, there must be at least 5 votes in the affirmative. With 7 of the 9-member board present, there was an option to postpone to allow for a more full board to be present, the Nelsons chose to proceed.

The Oath was administered to both Robert and Linda Nelson who wished to address the Development Review Board.

The Chair called the opened the hearing at 7:05 pm, motion not taken.

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The Chair asked if the Nelsons had anything further they wanted to add to their application in addition to the written materials already provided; the following testimony was added:

- The electrical service is attached at 180 N Main Street, a building they own as well, which will need to be moved so the installation of the silo can occur. Green Mountain Power will move the service.
- There are 2 pellet bins in the building basement feeding the current boiler, that got wet from the flood in July 2023. They would like the new exterior pellet silo to keep pellets dry in the future from any flooding that may occur into their basement.

Chair Shambo asked J. Shatney if there was any documents needed to be read into the record, and an email from Caitlin Corkins, the Tax Credits and Grants Coordinator of the Agency of Commerce and Community Development was read stating that anything needing to be forwarded to the Barre Historical Society should be sent to her, and that her office had no comment on this project.

Chair Shambo then asked each of the Board members if they had any comments or questions.

- S. Helman asked if the silo would be enclosed by fencing, and the Nelsons stated that whatever would be appropriate to screen the bottom portion of the silo they would do, which could also keep animals out, likely a 3-4 foot high wooden fence. S. Helman also asked about the glare from a metal structure, and R. Nelson stated that it is made from galvanized metal, not a shiny surface to begin with, and weather will continue to dull it over time.
- J. Egerton asked about signage and what would be needed; L. Nelson stated that the appropriate Dept. of Public Safety regulatory signage would be installed.
- Chair Shambo disclosed that both she and K. Schmidt completed a site visit earlier in the week, and asked about the shape of the concrete pad the silo would be installed on, and R. Nelson stated they were changing that shape to a square for ease of cleaning around.

With no further comments from the Board, staff or the public, Chair Shambo stated that the Board would go into deliberative session after the hearing to make a decision, and can call the Permitting Office in the morning for the decision if rendered, and will receive a letter within two weeks.

Motion by S. Helman and seconded by J. Bauer to close the public hearing at 7:14 pm, **motion carried unanimously 7-0-0.**

5. **Deliberative Session:** Motion by C. Murray to go into deliberative session, seconded by K. Schmidt at 7:14 pm, with Chair Shambo inviting J. Shatney into the session, **motion carried unanimously 7-0-0.**

Motion by J. Bauer and seconded by S. Helman to leave Deliberative Session at 7:22 pm, **motion carried unanimously 7-0-0.**

Motion by S. Helman to approve the application as presented with (1) the applicant being allowed to erect a fence taller than the allowed height of 6 ½ feet but no taller than 10 feet if

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needed, before having to come back in front of the Board; and (2) the Zoning Administrator be allowed to approve any immaterial or non-substantial changes to the site plan without having to come back before the Board for revision: seconded by J. Egerton, **motion carried unanimously 7-0-0.**

6. **Roundtable:** C. Murray questioned the proposed change to the meeting start date, and it was noted that the Rules of Procedure will need revision and voting on at the May meeting for that to occur.
7. **Executive Session:** None.
8. **Adjourn:** The meeting adjourned at 7:32 pm on motion from S. Helman seconded by K. Schmidt, **motion carried unanimously 7-0-0.**

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

Respectfully Submitted,

Janet E. Shatney, Planning Director
Acting Recording Secretary