

To be approved at next DRB meeting

**CITY OF BARRE, VERMONT
DEVELOPMENT REVIEW BOARD REGULAR MEETING MINUTES
Thursday, February 5, 2026, at 6:00 P.M.**

Location: Council Chambers, City Hall, 6 N. Main Street, Barre, VT

1. Call to Order:

Chair Sarah Helman called the meeting to order at 6:16 P.M.

Roll Call

Board Members Present:

- Sarah Helman, Chair, Ward II (In-Person)
- Liz Turner, At Large (In-Person)
- Katrina Pelkey Ward III (In-Person)
- Michelle Farnham, Ward I (Video)
- Jayme Bauer Ward II (Video)

Board Members Absent:

- Chrysta Murray, Ward I
- Colin Doolittle, Ward III

Staff Present:

- Janet Shatney, Planning Director / Zoning Administrator
- Robin L. Davis, Permit Administrator

Public Present: From presentations and Sign-in sheet

- Brian Lane -Karnas, PE, DeWolfe Engineering Associates PC., as Applicant for City of Barre
- Nicolas Storellicastro, City of Barre Manager
- Carol Dawes, TIF Administrator

2. Adjustments to the Agenda:

No adjustments were made to the agenda.

3. Visitors and Communications:

There were no visitors nor any other communications not on the agenda that were made.

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4. Old Business:

Consideration of Minutes from January 5, 2026, Hearing:

Motion by J. Bauer , seconded by K. Pelkey, to approve the minutes of the Special DRB meeting dated January 5, 2026, with required amendment. **Motion passed unanimously 5-0-0.**

Consideration of Decision from January 5, 2026, Hearing

Motion by K. Pelkey and seconded by J. Bauer to approve the Decision with edits dated January 5, 2026 . **Motion passed unanimously 5-0-0.**

5. New Business – Public Hearing:

DRB Application #**Z26-000001**

Applicant: City of Barre, by and through B. Lane-Karnas.

Location: 0 Campell Place (Campbell parking lot) UC-1 Zoning District, Design Review Overlay District.

Request: Seeks site plan approval for redesign and reconstruction of the current parking lot, which includes a change in the lot count.

Board Discussion: Summary of Board questions, clarifications, and discussion.

Applicant Testimony: B. Lane-Karnas, on behalf of the City of Barre introduced himself providing confirmation of his credentials .

The Oath was administered by S. Helman, Chair to B. Lane-Karnas, who wished to continue with the current quorum.

B. Lane-Karnas gave a brief presentation of the materials previously provided to the Board Members. Floor was opened up to questions to the board members to B. Lane-Karnas.

- **Member L. Turner** requested clarification of the portion of the Staff Report that indicated there were no EV Charge Stations with this project. B. Lane-Karnas PE confirmed it was not part of this project.
- **Member K. Pelkey** requested additional information on the accessible parking spaces for this parking lot. B. Lane-Karnas stated though the parking lot was being re-configured, the accessible parking spaces were being relocated within the lot to provide easier access for the public.

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- **Member K. Pelkey** asked about the landscaping, specifically the trees (2) proposed on the plan along West Street. B. Lane-Karnas referenced the handouts for the location of the trees and why there is room for only 2. The redesign of the lot provides just enough space for only 2 trees.
- **Member J. Bauer** Referring to the Staff Report, page 3, Section 3002.F (Sight Distance) asked which plan shows the two small trees proposed along the West Street frontage, and whether a separate landscaping plan exists or if the proposal is shown only on the site plan. B. Lane-Karnas confirmed that a landscaping plan was included as part of the application and there are two small trees as described.
- **Member M. Farnham** asked if these plants and any other plants intended for the landscaping were native to Vermont and not of an invasive species. B. Lane-Karnas stated the plants proposed in the handout were hardy, non-invasive, and are suitable for use in the landscaping portion of this project.
- **Member K. Pelkey** asked what the negotiations between the developers of Seminary Street house project and Northfield Savings Bank had with respect to any modifications to the bank's parking in the area adjacent to the housing project and Campbell parking lot. B. Lane-Karnas stated this project has had no impact on those negotiations as the Campbell Parking Lot has no housing as part of the project.
- **Member K. Pelkey** asked whether the proposed landscaping along Seminary Street is located within the public right-of-way. B. Lane-Karnas PE stated that it is not, and therefore approval from abutting property owners is not required.
- **Member L. Turner** asked about the width of the aisle / traveling lanes as it was referenced in the project that Burlington Vermont allows a 14-foot-wide travel lane, and the City requires a travel lane be 16 feet wide, the proposal for this project is to permit a variance in the footage to be reduced from 16 feet to 15 feet. B. Lane-Karnas confirmed this.

6. Public Comment: None

With no further input from the Board, or the public, Chair S. Helman stated that the Board would enter deliberative session at the close of the hearing, and also noted that the Board would return from deliberative session to issue its decision. Applicants could contact the Permit Administrator the following day for the outcome if a decision is rendered promptly, and a written Decision will be issued within two weeks.

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7. Deliberative Session:

Motion by J. Bauer and seconded by K. Pelkey to end the hearing and enter deliberative session at 6:32 P.M., inviting both Planning Director and the Permit Administrator to remain. **Motion passed unanimously 5-0-0.**

Motion by L. Turner and seconded by J. Bauer to exit deliberative session at 6:42 P.M. **Motion passed unanimously 5-0-0.**

L. Turner made the motion to approve the application as presented, including staff recommendations. Motion seconded by M. Farnham. **Motion passed unanimously 5-0-0.**

8. Round Table: None

9. Executive Session: None

10. Adjournment:

Motion by J. Bauer seconded by L. Turner to adjourn the meeting at 6:46 P.M. **Motion passed 5-0-0.**

The beginning of the meeting was not recorded due to human error. The remaining open portions minutes of this hearing were recorded on the video platform.

Respectfully submitted,

Robin L Davis, Permit Administrator