# Barre City Planning Commission
# October 8, 2026 Meeting Minutes

Present: David Sichel (Chair),Cat Allen, Erica Smith, Maddie Cobb

Absent: Wendy Ducey (Vice Chair), Wilson Ballantyne, Erica Rosset

Staff: Janet Shatney, Planning Director; Carol Dawes, City Treasurer and TIF Consultant

1. Call to Order: ***5:30 pm***
2. Adjustments to the Agenda: ***None***
3. Public comment (for something not on the agenda): ***None***
4. Approval of Minutes for August 13, 2026 regular meeting:

   ***Cobb moved with corrections and Allen seconded, unanimous in favor***

*5.* New Business.

   *a. TIF (Tax Increment Financing) Presentation by Carol Dawes, City Treasurer/TIF Consultant*

   ***Clerk Dawes began with stating that TIF is an economic development tool, as well as a geographic tool, as it can only be used in state designated geographic areas such as Designated Downtowns. It is a tool developed by the VEPC (Vermont Economic Progress Council) and receives applications which are scored by a Board.***

   ***Barre City's TIF Plan was submitted and approved in the year 2012 (has a 10-year approval, and we have been approved a total of 4 1-year extensions). The TIF District consists of our state designated Downtown boundary. TIF is for municipal infrastructure improvements so that private development can occur. With work done under TIF funding, the goal is to increase the value of the properties contained within that boundary. And, TIF is a plan used to encourage and make future development predictions come true.***

   ***The City's TIF Plan has a number of private projects listed, such as construction of the building known as City Place (219 N Main St), the rehabilitation of the Blachard Block (14 N Main St), the construction of the Downstreet Housing offices and apartment building (22 Keith Ave), to name a few. Some of the projects have been done, and others have not, such as the development of the Rouleau Granite building (22 Metro Way), and the former JJ Newbury's building (143 N Main St).***

   ***Any development on the 221 parcels within the TIF boundary impacts this district. The development of the Jiffy Mart, Community National Bank, as these projects get improved, taxes increase and improves our downtown. A portion***

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***of the tax revenue pays back the bond that might have been taken out to do a project.. the 2013 bond that the taxpayers approved was for parking so that some of the listed projects could be completed. Most recently the Stevens Branch Apartment building's need for water, sewer and storm drain infrastructure came to fruition from TIF funding.***

***The City has until March 31, 2028 to finalize any projects to be funded so that it gives leadership time to go to the voters, the bond bank and VEPC to change any plans to be approved and use the remaining funding. A handout of TIF fundamentals was provided and will be in the city files if anyone wants to review a copy.***

6. Old Business.

   a. *Alcohol and Tobacco Retail Establishments Locations Discussion*

      ***Allen will share draft updated language for November packet.***

      ***The downtown survey draft was discussed, went over the list of questions, good feedback from commissioners and edits were made. Sichel concerned with potential respondents using survey for airing out other concerns, Allen and Smith's opinion was that it is specific. Final list of questions would be sent to Shatney for creation and disbursement.***

   b. *Discussion on potential revisions to the zoning map*

      ***Shatney listed a few changes that need to get made to the zoning map, and would have specifics as an agenda item for the November meeting.***

   c. *Discussion on Municipal Plan Consultant RFP*

      ***Shatney wants to get the consultant RFP out the door so that we can start work on the Municipal Plan after the first of the year. Will share the final RFP with Commissioners once sent and listed in the public domain.***

7. Base Agenda for November meeting

   ***The November meeting will consist of the alcohol and tobacco language, zoning map work and consultant RFP update***

8. Confirm Date of Next Meeting: ***November 12, 2026***

9. Executive Session: ***Not needed***

10. Staff Updates: ***nothing in addition to what was in the packet***

11. Round Table:

12. Adjourn: ***motion by Smith and seconded by Cobb at 7:24 pm, unanimous in favor***

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