



RUTLAND CITY PLANNING COMMISSION

City Hall – 52 Washington St. – Rutland, VT 05701
Mailing Address: P. O. Box 969 – Rutland, VT 05702
Phone: 802-773-1800

WEDNESDAY, OCTOBER 25, 2023 @ 5:30 PM

ATTENDANCE

PLANNING COMMISSION MEMBERS PRESENT:

Alvin Figiel (AF)
Rebecca Mattis (RM), Chair
Jacob Pluta (JP)
Patrick Griffin (PG)

OTHERS PRESENT:

Andrew Strniste (AS), PZA
Steve Peters (SP)
John Ruggerio (JR)
Ed Bove (EB)

RM called the meeting to order at 5:34 AM.

I. AGENDA ITEM: ADDITIONS AND DELETIONS TO THE AGENDA

[5:35] No additions or deletions were submitted by any members of the Commission.

II. AGENDA ITEM: PUBLIC COMMENT

[5:35] No general public comment was provided.

III. AGENDA ITEM: APPROVAL OF MINUTES – OCTOBER 11, 2023

[5:35] AF made a motion to approve the minutes of October 11, 2023. JP seconded the motion. Prior to approving the minutes, AF inquired about the three planners reviewing the proposed zoning regulations. AS confirmed that the various parties agreed that they could review the proposed zoning regulations and make their recommendations unanimously. The Commission approved the minutes unanimously.

IV. AGENDA ITEM: NEW BUSINESS

[5:37] No discussion items were scheduled or presented under New Business.

V. AGENDA ITEM: OLD BUSINESS – REVIEW OF PROPOSED CHAPTER 4, ADMINISTRATION

[5:38] The Commission commenced with reviewing the rest of the submitted comments relating to Chapter 4, Administration of the proposed zoning regulations:

- RM asked if under § 423.D(3) the zoning administrator shall have the discretion to refer site plan review applications to the Development Review Board, especially in the future if the City should employ a zoning administrator that was unscrupulous. The Commission agreed to change § 423.D(3) to: "May approve or deny administrative site plan applications."
- The Commission fixed a typo ("an") under § 423.D(5).
- The Commission agreed to use "will" instead of "shall" under § 423.D and § 423.F. Using "will" instead of "shall" is the vernacular the Commission preferred for new language added to the regulations.
- AS confirmed that the term "Major Renovation" (§ 423.F(1)(c)) is defined.

- The Commission discussed whether 5,000 square feet under § 423.F(1)(f) was the appropriate value. The Commission determined that 5,000 square feet was sufficient.
- The Commission discussed whether Development Review Board review shall occur for the construction of new driveways under § 423.F(1)(e). No change was proposed.

RM and AS provided an overview of the difference review possibilities, specifically regarding Permitted Uses (P), Administrative Site Plan Review (PS¹), Board Site Plan Review (PS²), Variable Site Plan Review (PS³), and Conditional Use Review (CU).

[6:00] The Commission proceeded to make the following changes to the remainder of Chapter 4, Administration:

- The Commission agreed to eliminate “parking and” under Standard 4 in Chart 4-01.
- The Commission agreed to add “When requested by the Board,” to the beginning of Standard 7 in Chart 4-01.
- The Commission agreed to eliminate Standard 14 in Chart 4-01.
- The Commission found that § 433 needs to be updated to comply with Act 47 (the Home Act).
- The Commission agreed to eliminate §§ 436.A(3) and 436.A(4).
- The Commission agreed to not use “on the record” review for the Development Review Board, which will effectively eliminate § 435.B.
- A discussion ensued about “Renewable Energy Variances.” No action was taken.
- The Commission agreed to mandate the use of certified mailings, return, receipted requested when sending mailings to abutting neighbors under § 438.A(4) and § 438.B(2).
- The Commission added “if available” following “electronic means” under § 440.C(1).
- Discussion ensued about §§ 444.F and 446.B; no action was taken.
- The Commission agreed to fix a typo under § 447.B by removing the word “if.”

VI. AGENDA ITEM: OLD BUSINESS – CONTINUE DISCUSSION OF DIMENSIONAL STANDARDS

[6:42] Due to some confusion in conceptualizing the impact of altering the “square footage per dwelling unit” dimensional requirement, AS provided various examples using the whiteboard function on the digital board. AS will provide examples for the next meeting.

VII. AGENDA ITEM: CORRESPONDENCE

[7:12] The Commission agreed to table Act 250 Jurisdictional Opinion JO 1-452. AF made a motion to receive and file Act 250 Notice, Intent to Dismiss Act 250 Land Use Permit Application 1R0090-1. JP seconded the motion, which was approved unanimously.

VIII. ADJOURN

[7:13] RM moved to adjourn the meeting. PF seconded the motion and the Commission unanimously approved. The next meeting will be held on November 8, 2023 @ 5:30 PM at the Hub CoWorks, 67 Merchants Row, Second Floor, Killington Room.

Respectfully Submitted by Andrew Strniste, Planning & Zoning Administrator