



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

Meeting Minutes January 24, 2024

Present: Rebecca Mattis (RM), Patrick Griffin (PG), Jacob Pluta (JP), Sarah Roy (SR) and Alvin Figiel (AF).

Also Present: Andrew Strniste Planning & Zoning Administrator, Ed Bove Executive Director RRA, Barbara Spaulding recording secretary, Alderman McCann and Mayor Doenges.

RM, Chair, called the meeting to order at 5:30 pm.

- I. ADDITIONS/DELETIONS – None.**
- II. PUBLIC COMMENT – None.**
- III. APPROVAL OF MINUTES – January 10, 2024.**

AF moved to approve the minutes of January 10, 2024. RM seconded. RM asked for the correction of two typos, both on page 1, under New Business - the spelling of Lorreto Home; and under Old Business - the second bullet change Industrial to Industry. AF amended his motion to include the corrections. RM seconded. Motion was approved unanimously.

- IV. NEW BUSINESS - None.**
- V. OLD BUSINESS –Dimensional Standards.**

Andrew asked the Mayor if he had made any progress with regard to new appointments to the Planning Commission. Mayor Doenges said he will be having discussions with two potential candidates.

Discussion regarding Dimensional Standards resumed with 304.G Driveway Standards and continued through §311 Trash, Composting And Recycling Storage Areas. The Commissioners agreed to the following changes:

- Eliminate Sections 304.G (1)-(5) Driveway Standards from the proposed bylaws due to the anticipated development of a standalone Road, Driveway, Greenbelt and Sidewalk ordinance;
- Add the word “consecutive” to Section 305.C Discontinued Facilities;
- Remove exemption for fences and walls that are 6ft or less in the Downtown Business, and Historical Mixed Use Districts;
- Decrease the fence height to 6 ft in Section §108 General Exemptions on page 8;
- Remove the provision that required a letter of agreement from adjoining property owners in Sections 306.B and 306.C and add “so long as a permit is attained through the DRB;”

- Add the measurement of berm + height of fence to Section 306.C;
- All retaining walls up to and including 6 ft. to be exempt from the permitting by clarifying language in Section 306.E Retaining Wall Height;
- Change Section 307.C General Standards (1) Lighting Plan to require an applicant to submit a lighting plan “when requested by the DRB”;
- Clarify the difference between “full cut-off” and “shielded” for Outdoor Lighting (RM will perform more research on this matter and report back to the Commission);
- Under Section 309.A (1), eliminate the ability for landowners to obtain a permit for storage in trailers and unregistered vehicles; and
- Clarify for Section §311 Trash, Composting And Recycling Storage Areas, specifically the difference between storage and processing.

RM said the Commission will pick up the discussion at §311 Trash, Composting and Recycling Storage Areas at the next meeting on January 31.

VI. CORRESPONDENCE – None.

VII. ADJOURN – SR moved to adjourn. AF seconded. Motion was approved unanimously. The meeting ended at 7:01 pm. The next scheduled meeting is January 31, 2024 in the Hub CoWorks.

For the Commission: Barbara Spaulding, Recording Secretary