

**Rutland City Planning Commission
Meeting Minutes
May 8, 2024**

Present: Rebecca Mattis (RM), *Patrick Griffin (PG), Aaron Hildebrand (AH), Susan Starr-Adams (SA) and Jacob Pluta (JP).

Also Present: Alderman McCann, Andrew Strniste, Planning & Zoning Administrator, Ed Bove, Executive Director of the RRA and Barbara Spaulding.

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

- I. ADDITIONS/DELETIONS** – JP moved to add discussion of 6 Court Street to the agenda under New Business. SA seconded. Motion was approved 4-0.

*PG arrived.

- II. PUBLIC COMMENT** – None.

- III. APPROVAL OF MINUTES – April 24, 2024 and April 27, 2024.**

AH moved to approve the minutes of April 24, 2024. RM seconded. RM asked to amend the minutes to correct the artist's name from LMNOPI to Lopi LaRoe. Alderman McCann added that Lopi presented at the May 6 Board of Aldermen's meeting and that the discussion of light pollution was referred to the Environmental Sustainability Committee. Motion was approved 5-0.

AH moved to approve the minutes of April 27, 2024. RM seconded. Motion was approved 5-0.

- IV. NEW BUSINESS - 6 Court Street.**

Andrew explained that the landowner at 6 Court Street wants to install 4 heat pumps to the building, one on the front; two on the side and one on the rear of the building. The building is located in the Design Review District, the Courthouse District being the underlying zoning district, and Andrew is looking for guidance from the Commission as to whether or not the project should go before the Architectural Review Committee (ARC) and the Development Review Board (DRB). Following lengthy debate and re-reading of §31-210 Design Control Districts the consensus was to recommend that the project be referred to ARC and ultimately the DRB.

- V. OLD BUSINESS – Proposed Zoning Regulations Definitions – Chapter 5**

Discussion resumed with Defined Terms §503.F through §503.M and the following changes were made:

§503.F(2) Floor Area – remove “heated” and replace with “conditioned (heated and cooled)”.

§503.F(5) Frontline – Change to “...a line projecting from the front of a building, including any attached structures, except for uncovered stairs and uncovered ramps, which is any wall facing a public or private street.

§503.H(1) Handicap Disability – Ask Brandy about the second sentence of the definition.

§503.H(3) Hazardous Materials – Add “or” between quantity and toxic.

§503.H(7) Household – Add “related or unrelated” and remove “share meals, expenses and common use of property.”

§503.I(1) Impervious Surface – Exclude “exposed ledge”

§503.I(2)(d) Interested Person – Part of the definition has changed due to Act 47 and is anticipated to change again during this legislative term, and therefore, will need to be revisited.

§503.L(3) and (4) Light Fixture, Full Cut-off and Fully Shielded – RM will research definitions and bring back a recommendation to the Commission.

§503.M(1) Major Renovation – Remove “(including but not limited to the addition or elimination of any door or window).”

VI. CORRESPONDENCE – None.

VII. ADJOURN – RM moved to adjourn. SA seconded. Motion was approved 5-0. The meeting ended at 7 pm. The next scheduled meeting is May 22 at City Hall.

For the Commission: Barbara Spaulding, Recording Secretary