



Rutland City Planning Commission

Meeting Minutes

Wednesday, November 13, 2024

City Hall, 2nd floor Conference Room

52 Washington Street, Rutland, VT 05701

Online at: <https://ruvt.my.webex.com/meet/mayor>

Attendance: Rebecca Mattis, Sara Roy, Susan Starr-Adams, Aaron Hildebrand, Patrick Griffin, Rebekah Stevens, Jacob Pluta, and Ed Bove

1. **Call to Order** – The meeting was called to order at 5:30PM by Chair Mattis. There was discussion on the terms of the PC members. Ed will investigate each member's term of appointment.
2. **Additions/Deletions to Agenda** – None.
3. **Minutes** – Minutes of 10/23/24 have not been located. Will approve at next meeting.
4. **Public Comment** – No public present.
5. **Ed Bove Intro** – Ed provided a presentation on his background in planning, including education and professional experience in Vermont and Arizona.
6. **Upcoming Planning Commission Projects** – Ed provided an overview of the projects the PC will be working on over the coming year after the Land Development Regulations are completed in December. These projects include the rewrite of the Municipal Plan, update of the Future Land Use Map, application for Act 250 Tier 1A exemption for a portion of the City of Rutland, and updates to the City's Designated areas. The update of the municipal plan and Act 250 Tier 1A will be a focus of the PC in 2025, as all the other projects will stem from this work and associated due dates. The Municipal Plan is due in 2028. Ed will provide an update of the municipal plan update process at the next meeting.
7. **Land Development Regulations Update** – The PC reviewed the memos from outgoing Zoning Administrator Strniste, which provided an overview of the draft Land Development Regulations and final edits to the document. Included in the

memos were the statutory reports (T24VSA 4441 & 4444) necessary to begin the adoption process.

The PC discussed the following edits:

- General Comments – Definitions will remain separate in document.
- General Comments – Rebecca Mattis will double-check the references in the document.
- General Comments – Ed will remove carets in use chart.
- General Comments – PC OK with Andrew's language on DRB Conditions of Approval.
- General Comments – PC will work on the Sign Ordinance in the future.
- General Comments – Rebecca Mattis will create an illustration for lighting.
- Section 108.C(11) Mechanical Equipment Exemption – PC OK with Andrew's suggested language. Ed will incorporate in draft.
- Section 208.B – There will be no definition for "crematory" as it is not a permitted use.
- Section 218.B Hospital District Purpose Statement – Rebecca will create language.
- Section 220.D(61) – Indoor Recreational Facility will be P/S1 in Park District.
- Section 227.C(1)&227.C(2)(B) Structural Standards in FHA – Will remain 2 feet BFE. Ed will send DEC Model FHA regulations to PC.

Next Planning Commission meetings will be 12/4/24, 12/11/24, & 12/18/24.

8. Correspondence

- Act 250 Jurisdictional Opinion – Traverse Place, 20-unit housing development.
- Act 250 Land Use Permit – Rutland High School (22 Stratton Rd), pre-treatment swale, gravel wetland, and stormwater treatment system.

The Planning Commission voted to receive and file the correspondence items

9. Adjourn – Meeting adjourned at 7PM.