



Rutland City Planning Commission

Meeting Minutes

Wednesday, December 11, 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, 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.
- 2. Additions/Deletions to Agenda** – Motion, Griffin, to approve agenda as presented. Second by Stevens. Approved by voice vote.
- 3. Minutes** – Motion, Stevens, to approve minutes of 12/4/24 as presented. Second by Mattis. Approved by voice vote.
- 4. Public Comment** – No public comment.
- 5. Land Development Regulations Update**

The PC discussed the following edits:

- Section 108.C General Exemptions – cross off memo note about tree houses. The PC does not want to exempt this use.
- Section 108.C(18) Exemptions, Outdoor light fixtures – Add: (c) “Do not exceed a lighting temperature of 3000 Kelvin, and” (d) “Are not installed at a height greater than 30ft”.
- Section 209.C(2)(b) Lot frontage – Change 30 feet to 20 feet.
- Section 209.C(2)(c) Lot frontage – Add references to 123.D and 304.D.
- Section 209.F(1)(a) Height – Add “gables” after “domes”.
- Section 214.B Historic Mixed Use – Leave as is.

- Section 218.B Hospital District – Language to read, “The Hospital District encompasses the Rutland Regional Medical Center and surrounding properties, many developed for healthcare and related uses. The district is intended to accommodate well-designed sites primarily for professional offices and services, residential uses convenient to such services, and district-oriented businesses.”
- Section 225.A(4) Allowed Uses FHA Overlay– Leave as is.
- Section 301.B(3) Accessory Structure – Delete paragraph.
- Section 305.B(1) Drive-Through Facilities– Delete “located and”, and add reference to Vehicle Screening Hedge language.
- Section 306.C(3) Fences, Walls, and Berms – Leave paragraph as is.
- Section 306.D(5) – Delete, “Unless exempt under....” Start at “Retaining walls 6 feet or less.....”
- Section 307 Outdoor Lighting – Lighting definitions proposed by Mattis are accepted. Lighting illustrations need edits (Mattis will add “light rays” to the illustrations and a notation of a 10-degree angle).
- Section 314.C, 314.F(4), and 314.F(7) – The PC requests Ed to add draft language to define Vehicle Screening Hedge with the following parameters: evergreen or deciduous, continuous hedge upon maturity, must be at maturity within 3 years of planting and must be planted 6 months after completion. Section 316.C to refer to this language.
- Section 316.F(3) Bicycle Parking – Change “must” to “should”.
- Section 316.I(10) Resurfacing of Pre-Existing Parking and Loading Areas – Delete entire section.
- Section 316.J Previously Developed Lots – Create language so that this section applies only to development in the red and blue Architectural Review Districts (i.e., not Downtown). Delete paragraph (1). From start of paragraph (2) delete, “the property is located in the Architectural Review Overlay District and” because it is now redundant. Delete the word “minimum” from paragraphs (2)(a) and (2)(b).

- Section 420.A.(8) – Add a reference where there are currently asterisks to Sections 222-228. This is more than a reference because it allows reviewers to request erosion control and stormwater control plans in the FHA Overlay District.
- Section 503.D(3) – Add reference. Unclear if PC requested reference to Section 121.F.(1).
- Section 208.B(14) Light Industry – Leave as is.
- Cottage Industry in Chapter 3 – Leave as is.
- Possible addition of language in Chapter 4 relating to development agreements – PC must do in very near future, but if cannot add it in time to for draft to Board of Aldermen, will have to leave out. Ask Ed for language.
- Adding a section to Chapter 4 allowing ZA to review 2-lot subdivisions. PC would like to add. Get language from Ed.

6. New Business

- VEDA Brownfields Revitalization Fund loan Signoff for Downtown Hotel – PC did not sign because they have not reviewed the hotel plans.

7. Correspondence

- Act 250 Jurisdictional Opinion (JO 1-486) – Park Ave. housing associated with Housing Trust of Rutland County project. Motion, Griffin, to receive and file. Second by Starr-Adams. Approved by voice vote.

Discussion of PlaceSense contract and invoicing.

Discussion of next steps. PC would like draft and vote by January 1, 2025, if possible, and schedule hearings immediately thereafter.

8. Adjourn – Meeting adjourned at 7:15PM.