



Rutland City Planning Commission

Meeting Minutes

Wednesday, February 26, 2025

City Hall, 2nd floor Conference Room
52 Washington Street, Rutland, VT 05701
Recording of meeting: www.rutlandcity.org

Attendance: Rebecca Mattis, Sarah Roy, Susan Starr-Adams, Aaron Hildebrand, Patrick Griffin, Rebekah Stephens, 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 to approve agenda with addition (add New Business – MPG Resolution), Stephens. Second by Mattis. Approved by voice vote.
3. **Minutes** – Motion to approve minutes of 2/12/25, as presented, Hildebrand. Second by Starr-Adams. Approved by voice vote.
4. **Public Comment** – No public comment.
5. **New Business** – Bove presented the Resolution needing signature from the PC Chair, which allows the City to apply for a Municipal Planning Grant. The City will be applying for approximately \$20,000 from the VT Agency of Commerce and Community Development to hire a consultant for mapping and data collection services associated with the update of the Municipal Plan, Act 250 Tier 1A exemption application and update to the City's designated areas. Motion Hildebrand, to authorize the PC Chair to sign MPG Resolution. Second by Stephens. Approved by voice vote.
6. **Land Development Regulations Update**

Memo from Mattis with comments and potential edits was distributed. The following sections were discussed:

- Section 217.B Drive Through Restaurants – Delete section. Add definition of Drive Through Facility to Section 503.D: "A commercial facility where the customer drives a motor vehicle onto the premises and to a window or mechanical device through or by which the customer is serviced without exiting the vehicle."

- Section 306.C Fences, Walls, and Berms – Add “wall” to sentence.
- Section 308 Performance Standards – No change.
- Section 311.C(2)(a) Trash, Composting and Recycling Storage Areas – No change.
- Section 313.E(2) Pedestrian Access and Circulation – Delete section.
- Section 316.B Parking and Loading Areas – Replace with “...does not require a minimum number of parking spaces...” in 1st sentence.
- Section 316.C Parking and Loading Areas – Replace with “...where parking as a proposed use is allowed...” in 1st sentence.
- Section 316.F(3) – No change.
- Section 316.G(3)(b) – No change.
- Section 316.J(1) – Fix typo.
- Section 317.B Screening, Applicability – Delete last sentence.
- Section 317.D Screening – Delete Section.
- Table 3-04. Side or Rear Lot Line Buffers – Delete table.
- Section 317.G Previously Developed Lots – Will review at next meeting. No change.
- Section 318.D – Fix typos.
- Section 320.B Open Space – Delete “For multi-unit residential buildings.”
- Section 320.D(1) Mixed-Use Buildings – Delete entire sentence.
- Section 320.D(4) Mixed-Use Buildings – Fix typo.

- Section 321.A Rooming and Boarding House – Delete “all”. Add “See also 208.A(15)”.
- Section 326.B – Delete entire sentence.
- Section 327.B Temporary Shelters and Recreational Vehicles – No change.
- Section 333.A Open Space – Remove underlines.

7. Correspondence – Act 250 Jurisdictional Opinion for the Cornerston Housing project at 200 Columbian Ave. was reviewed. The proposed project will be exempt from Act 250 permitting. Motion to review and file, Stephens. Second by Roy. Approved by voice vote (Pluta abstained).

Next Planning Commission Meeting – March 12, 2025.

8. Adjourn – Meeting adjourned at 7:00 PM.