

**TOWN OF RUTLAND PLANNING COMMISSION  
MEETING MINUTES**

DATE: August 25<sup>th</sup>, 2022

LOCATION: Town Hall and a publicly accessible conference line

OPEN MEETING 6:30 P.M.

Commission Members Present: Chair Barbara Pulling, Dana Peterson, Jerry Stearns, Howard Burgess, Andy McKane, Jim Hall and Norman Cohen. All members in attendance will be voting members.

Members of the Public Present: None

Approval of the Agenda:

Mr. Cohen moved to approve the agenda. Mr. McKane seconded the motion. The motion passed unanimously.

Old Business: Final Review of Existing Informational Building Permit Ordinance

1. Some changes have been made to the application form.
2. A questionnaire was created as a supplement to the application form.
3. An updated draft copy of the ordinance was reviewed.
  - a. Several changes to the language were discussed.
  - b. Discussed changing the amount of the violation fees. No changes were made at this time.
  - c. Mr. McKane moved to include the revisions as discussed and presented, and to include the supplemental questionnaire. Mr. Stearns seconded the motion. The motion passed unanimously.
  - d. Mr. McKane moved to have the Chair present the revised ordinance with the questionnaire and the updated permit application to the Selectboard at their next appropriate meeting. Mr. Peterson seconded the motion. The motion passed unanimously.

Old Business: Discussion of Pocket Park grant possibilities

1. The park is partially designed but it needs to go to the next step.
2. This will allow us to get an idea of what it will cost to construct.
3. The grant used for the design work can be applied for again, but it will be specifically for the design work, not for construction.
4. There is another source for grant funding which could provide funds for design and construction. The Selectboard will need to make the final decision.
5. Discussed recommending applying for both grant sources.
6. Mr. Cohen moved to recommend to the Selectboard the Town apply for both grants. Mr. McKane seconded the motion. The motion passed unanimously.

Old Business: Booth at the Town Wide Celebration

1. The energy survey is ready to be present. Some small cards, with a QR have been created to make it easier for residents to complete.
2. Completing the form online is preferred, hardcopies will be available at the event.

Announcements

A letter was sent to the Planning Commission requesting they provide a letter confirming the properties of Kinney Motors are in compliance with all applicable local ordinances. After some discussion, the Planning Commission does not have the ability to confirm this. Mr. McKane moved to send a reply stating we are unable to confirm their request and that it will be forwarded to the Selectboard. Mr. Peterson seconded the motion. The motion passed unanimously

The Selectboard will be meeting with the floodplain manager from the DEC on September 13<sup>th</sup> to help with the discussion on floodplain regulations.

8-25-2022

Approval of Minutes August 4<sup>th</sup>, 2022:

Mr. Peterson moved to approve the minutes. Mr. McKane seconded the motion. There were some clerical changes made to the minutes. Mr. Peterson moved to approve the minutes as amended. Mr. McKane seconded the motion. The motion passed unanimously. Mr. McKane and Mr. Stearns abstained from the vote.

Adjournment:

Mr. McKane moved to adjourn. Mr. Hall seconded the motion. The meeting adjourned at 7:30 PM.

Respectfully submitted, Bill Sweet

---

Barbara Pulling

Rutland Town Planning Commission Chair