

TOWN OF RUTLAND PLANNING COMMISSION MEETING MINUTES

DATE: October 2nd, 2025

LOCATION: Town Hall and a publicly accessible conference line

OPEN MEETING 6:30 P.M.

Commission Members Present: Chair Barbara Pulling, Dana Peterson, Howard Burgess, Sherman Hunter, Andy McKane, Mary Beth Poli, and Demetrio Gagnon. All members are voting members for this meeting.

Members of the Public Present: Jim Levins, Mark Courcelle, Carol Baird, Francis Levins

Approval of the Agenda:

Mr. Peterson moved to approve the agenda. Mr. Hunter seconded the motion. A discussion on the Town Plan update grant, and the order of the hearing was changed. Mr. Peterson moved to approve the agenda as amended. Mr. Hunter seconded the motion. The motion passed unanimously.

New Business: Hearing on Boundary Line Adjustment, Baird and Levins parcels, McKinley Ave

1. The hearing opened at 6:33PM.
2. No members of the public besides the parties involved were present to speak.
3. Jim Levins provided large copies for the group to review and provided the details of what is being proposed for this BLA.
4. Discussed an acreage total discrepancy between the letter submitted with this request, and what is shown on the plat.
5. The hearing was closed at 6:45PM.
6. The parcel of land which would result in a 5.12-acre area if approved, has been listed for sale for 2 weeks, prior to this hearing.
7. Extensive discussion on the discrepancy in the acreage totals, and what remedies can or cannot be used to meet survey plat requirements.
8. As a result, Mr. McKane moved to delay approval and have another hearing in 3 weeks. Mr. Peterson seconded the motion. After further discussion, Mr. McKane amended his motion to withhold approval of the adjustment contingent on a dialogue box being added to the plat that specifies how the parcels will be configured, and the acreage size to what will be labeled as plot 1A. Mr. Peterson seconded the motion. There was additional discussion. The motion passed unanimously.

New Business: Rules of procedure review, section on minutes

1. This discussion will be moved to a future meeting.

Old Business: Draft subdivision bylaw – continued review of template by the RRPC.

1. Boundary line adjustment language should be included in the new bylaws.
2. Discussed having a requirement for a certificate of subdivision compliance, a performance bond, and a maintenance bond.

Old Business: Update to the Town Plan

1. An update is due in 2027.
2. Grant funds may be available to help offset the cost; applications are due next month.
3. After extensive discussion, Mr. Hunter moved to apply for grant funding. Mr. McKane seconded the motion. The motion carried unanimously.

Announcements

Discussed a letter received regarding the redevelopment of the Diamond Run Mall property.

Approval of Minutes September 11th, 2025:

Mr. Peterson moved to approve the minutes. Mr. Hunter seconded the motion. There were some clerical changes made. The motion passed unanimously.

Adjournment:

Mr. Hunter moved to adjourn. The meeting was adjourned at 8:34PM.

Respectfully submitted, Bill Sweet

Barbara Pulling

Date

Rutland Town Planning Commission Chair