

TOWN OF RUTLAND PLANNING COMMISSION MEETING MINUTES

DATE: October 23rd, 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, Jerry Stearns, and Norm Cohen. All members are voting members for this meeting.

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

Approval of the Agenda:

Mr. Peterson moved to approve the agenda. Mr. McKane seconded the motion. A discussion on next years budget and a discussion on the municipal plan was added. The motion passed unanimously.

New Business: Boundary Line Adjustment, Baird and Levins parcels, McKinley Avenue

1. Based on comments given to the applicants at the last meeting, a new draft plat was provided. Jim Levins reviewed the updates included.
2. After review and discussion, the proposed changes to boundary lines are included. The name and address of the professional preparer is included. The numerical and graphic scale of plan, date and north arrow are included. Existing features and facilities are included, and the location map in included.
3. Based on the review, Mr. McKane moved to approve this Boundary Line Adjustment. Mr. Hunter seconded the motion. Discussed making enhancements to the plat to more clearly call out the new parcel. After further discussion, an updated letter reflecting the correct acreage changes be provided to coincide with what is on the plat. Mr. Peterson asked for the updated letter to be required as part of the approval. Mr. McKane moved to approve the Boundary Line Adjustment request contingent upon an updated letter being provided. Mr. Hunter seconded the motion. The motion carried unanimously.

New Business: Pocket Park developments with Green Mountain Power

1. As part of the relicensing requirements GMP must provide an informational kiosk to be erected. There will be different groups and agencies involved with creating the content.
2. Discussed other aspects including security, funding, and materials for the trails.

New Business: Review of budget needs for the next fiscal year

1. This was the first discussion on the budget.
2. Discussed adjustment to the various lines.
3. No decisions were made.

New Business: Discussion of the update to the Town Plan and the planning grant application

1. The Regional Planning Commission has offered to help with the update, with no additional cost to the Town. The grant application is not needed.
2. The Commission is in favor of this approach.

Old Business: Draft subdivision bylaw review

1. Began review at section 105 of the draft document.
2. Discussed the number of copies of draft plats to be required.
3. Discussed the importance of a vicinity map.
4. Changes to clarify language were made in some sections. Some additional verification is still needed.

Approval of Minutes October 2nd, 2025:

Mr. Peterson moved to approve the minutes. Mr. Hunter seconded the motion. The motion carried unanimously. Mr. Stearns and Mr. Cohen abstained.

Adjournment:

Mr. Peterson moved to adjourn. The meeting adjourned at 8:16 PM.

Respectfully submitted, Bill Sweet

Barbara Pulling

Date

Rutland Town Planning Commission Chair