

West Rutland Planning Commission (PC) Meeting Minutes
March 3, 2021 6:30pm Town Offices, 35 Marble St.

Members Present: Sean Barrows, Leona Minard, Michael Brzoza
Others Present: Jeffrey Biasuzzi (Alternate & Recorder)

Member Absent: Denis Lincoln

Call to Order: S. Barrows volunteered to Chair this Meeting and called it to Order at 6:40 pm. It was not electronically recorded. He led the reciting of the Pledge of Allegiance.

Agenda: S. Barrows requested a Motion to accept the draft agenda. M. Brzoza so Moved, L. Minard seconded, all approved and Motion passed.

Adoption of Minutes: J. Biasuzzi made a Motion to accept the Minutes of 2/3/2021. L. Minard seconded and approved, along with J. Biasuzzi (as Alternate) and M. Brzoza. S. Barrows was absent for that meeting and abstained. Motion passed.

Public Comments/Input: No public in attendance; no input submitted.

Annual Appointment of Officers; establishment of PC policies: Postponed to next meeting when full membership was in attendance.

Review of Zoning Regulations:

J. Biasuzzi noted that much of the Regulation review has been done. As much as possible, he would update ALL review notes to date in a fresh Draft document, to be mailed & e-mailed to Members in advance of the next Meeting.

Review then started on Article XI (Administration & Enforcement). Changes proposed for Section 1103 (Exemptions to Permits) included:

Temporary tents or shelters would not require a permit if removed within 150 days. Detached storage structures that did not exceed 130 sq. ft. in area, or 10 feet above grade, and adjusted minimum prescribed setback, granting exempt structures (both temporary & permanent) a minimum of five (5) feet setback from property boundaries. The exemption for essential Municipal projects (refer to 1/6/21 Minutes) would be added.

In Section 1104 (Applications, Issuance): For Town permits requiring state or federal reviews; the ZA could consider a Zoning application complete, IF this application also included documentation that applications for any appropriate VT or federal permits required by the project had been submitted to those regulatory entities at least Thirty (30) days in advance of submission of the Town permit. Town permits issued shall include the condition that "the Issuance of a Town Zoning permit does not release the Owner(s) or their Agents and assigns, from Also obtaining and maintaining compliance with all other Town, VT or federal approvals the structure or use requires."

In Section 1106 (Permit Extensions): Extension requests must be delivered to the ZA not less than Thirty (30) days in advance of the Permit's expiration date, and the ZA response to be issued within 15 days after receipt of request.

Section 1106 (C.O.'s): In the interest of saving the Town cost, the ZA recommended that Town Certificate of Occupancy requirements be amended to be required ONLY for any Commercial projects (including commercial or residential rentals), any structures over 500 sq. ft. in area, and any fences & walls.

Other and Miscellaneous Business: L. Minard has been participating in recent RRPC meetings, but noted there was little information of interest to W.R to report.

Meeting Schedule: The next scheduled P.C. meeting is for **Wednesday April 7th, 2021, at New Time of 6:30 pm** at Town Office.

Adjournment:

L. Minard made a Motion to conclude the Meeting, M. Brzoza seconded, all approved and the Meeting adjourned at 9:00 pm

Respectfully submitted by: Jeffrey Biasuzzi

Approved _____