

Draft  
**West Rutland Planning Commission (PC) Meeting Minutes**  
**April 5, 2023    6:00pm    Town Offices, 35 Marble St.**

**Members Present:** Sean Barrows (Chair), Leona Minard, Michael Brzoza (Vice-Chair)

Also Present: Jeffrey Biasuzzi (as P.C. Alternate & Recorder and Zoning Administrator) , Jim Flint (candidate as PC member)

**Call to Order:** Chair S. Barrows called the Meeting to Order at 6:05 pm, and led the reciting of the Pledge of Allegiance. The Meeting was not electronically recorded.

**Agenda:**

S. Barrows made a Motion to amend the draft agenda; adding review of Town Conflict of interest policy, and potential member introduction. M. Brzoza so Moved, L. Minard seconded, all approved, and Motion passed.

**Approval of Minutes:**

The February 15, 2023 Special Meeting Minutes were reviewed. L. Minard made a Motion to approve the February 15 Minutes as written, M. Brzoza seconded, all approved, and Motion passed. There was no March meeting scheduled or Minutes to review.

**Open Meeting to Public Input.** Jim Flint was introduced and asked to tell the Members about his interest in joining the P.C. Originally from Washington Co. NY, Jim & Barbara had lived in Craftsbury VT before moving to W. Rutland in 2021. He has a background as a teacher and in community development. Jim has served as an administrator or planner for non- profit, senior & poverty organizations. He now works as a small business consultant. He is a history buff, appreciates small town ambiance, and wants to be more involved in his community.

L. Minard made a Motion to recommend Jim Flint to the Select Board for appointment to the P.C. M. Brzoza seconded, all approved and Motion passed. Members expressed their Thanks to Jim for his interest in serving.

**Select PC Objectives for 2023:**

1. J. Biasuzzi opened discussion by noting that the Town Plan ("the *Plan*") had to be approved by March 28, 2024; and that the adoption process could take up to two months of this 12 month period. Therefore, this should be the P.C. first priority. Members discussed *Plan* updates to address (in no particular order):
  - a. Implementation of 2020 Census data, hopefully with help from RRPC.
  - b. Revising the Energy section, especially the commercial & industrial scale solar generation policy.
  - c. adding objectives to encourage new Housing.
  - d. Implement past research in Recreation improvements (example Public "water-park" at the Recreation Area.
  - e. addressing any required maps or language to the Natural Resources Section, with regards to wildlife habitat and connected corridors.
2. Amend the Town Flood Hazard Area regulations to improve the Town's ERAF rating, which may be negatively impacted by the recent zoning rule changes.
3. Draft a free standing and comprehensive animal control Ordinance; as requested by the Select Board at their 2/13/2023 meeting. J. Biasuzzi will attempt to prepare a draft Ordinance for consideration by end of summer.
4. Amend the Zoning regulations to correct typos, and possibly including addition of Judicial Court enforcement & penalties (civil Citations) in addition to current Environmental Court enforcement.

**Discuss Other & Misc. Business:**

- a. The ZA informed the Members of VLCT's new web site and the need to establish a User name and password to have access to the Leagues educational and legal resources.

- b. Permit Activity Updates.
  - 1) The ZA noted the here were two new tenants for vacant sections in the Westway Mall; a retail store occupying 2500 sq. ft. and a School District Central Office occupying 6500 sq. ft.
  - 2) J. Biasuzzi updated the Members on general progress by the Rutland Housing Trust to develop a multi-family project at 376-416 Main St.
  - 3) He reported the All Purpose Storage on Rt. 4A was contacted about the portable storage units sited without a permit. The units are not being rented, and the company has plans to relocate them. They were notified that “temporary” is defined as 150 days.
- c. The Members were encouraged to attend the Select Board Meeting on 4/10/23 and hear a Developer’s presentation on plans for an Electric Battery Storage Facility on Pleasant St.
- d. Review of Conflict of Interest Policy: The Members reviewed and discussed and signed this Policy, which should be reaffirmed annually. J. Biasuzzi, also a VT licensed real estate broker, asked for clarification on how he, as a broker and the ZA , should address a possible conflict when a real estate customer or client may also involve zoning related contingencies of a purchase. If such a possible conflict should arise with the ZA , the P.C. decided that best approach would be to defer the zoning issue to an Alternate Zoning Administrator. The PC was to request the Town Manager be appointed by the S.B. to serve as the Alternate ZA in a conflict or if the absence of the regular ZA.

**Meeting Schedule:**

The next scheduled P.C. meeting is for **Wednesday May 3, 2023, at new (regular) time of 6:00 pm** at Town Office.

**Adjournment:**

L. Minard Moved to conclude the Meeting; M. Brzoza seconded, All approved and the Meeting adjourned at 8: 05pm.

Respectfully submitted by J. Biasuzzi

Approved:\_\_\_\_\_