

Draft
West Rutland Planning Commission (PC) Regular Meeting Minutes
August 5, 2025 6:00pm Town Offices, 35 Marble St.

Members Present: M. Brzoza, Jim Flint, Tom Fagan, Leona Minard Member Absent: Sean Barrows
Other(s) present: J. Biasuzzi (ZA and Recorder)

Call to Order: Vice-Chair M. Brzoza called the Meeting to Order at 6:12 pm and led the reciting of the Pledge of Allegiance. The Meeting was electronically recorded on Zoom.

Agenda: J. Flint made a Motion to approve an (*corrected –typo*) Agenda. T. Fagan seconded the revised Agenda. All approved and the Motion passed

Approval of Minutes: The Members reviewed Minutes for the 5/5/2025 Meeting. J. Flint Moved to accept the Minutes as drafted. T. Fagan seconded, All approved and the Motion passed. The July 1st regular meeting was cancelled for lack of a quorum.

Public Input: No Public participated in the Meeting.

New/Continued Business:

1. The members discussed S. Barrows past suggestion to add language to Section 1102 (Zoning Permits) that would prohibit or delay approval of an Application if the subject property had a (formal) outstanding Notice of Violation that impacted the subject property.
2. The Members agreed to add Swim Pools and Small Accessory structures (at or less than 120 sq. ft.) to Article III (Table of Uses).
3. The members agreed to add The penalties or Administration fees for starting a project prior to having an *Effective Permit* (i.e. Approved and past the 15 day appeal period) was discussed. The “Fee” should be in addition to any other penalties enforced in VT Superior Court.
4. Members agreed to add violation enforcement through the VT Superior Court Judicial division, as a option to Environmental Division, for more minor civil offenses.
5. Members discussed adding a Keeping of Authorizes the Zoning Administrator to approve minor revisions to approved permits or projects without having to re-hold or re-open Public Hearings, providing the change is requested in writing 30 days prior to a change and done early in the project (less than 50% complete).

Miscellaneous Business: None discussed.

Schedule next Meeting: The next Meeting will be on Tues. September 2, 2025¹, at 6:00 pm, at Town Office (35 Marble St.).

Adjournment: L. Minard made a Motion to end the Meeting. T. Fagan seconded, all approved, and the Meeting adjourned at 7:55 pm.

Respectfully submitted by Jeffrey Biasuzzi

Approved _____