

Draft  
**West Rutland Planning Commission (PC) Regular Meeting Minutes**  
**August 4, 2026 6:00pm Town Offices, 35 Marble St.**

**Members Present:** Thomas Fagan (Chair), Michael Brzoza, Sean Barrows, Leona Minard, Kitty Furman  
**Other(s) present:** J. Biasuzzi (ZA and Recorder),

**Call to Order:** Members assembled at 6:00 pm. Chair T. Fagan called the Meeting to Order at 6:11 pm and led the reciting of the Pledge of Allegiance. The PC Meeting was electronically recorded on Zoom.

**Meeting Agenda:** L. Minard made a Motion to approve the draft Agenda. M. Brzoza seconded, All approved and Motion passed.

**Meeting Minutes:** The Chair requested a motion for the draft Minutes of 7/7/2026. New Member Kitty Furman made a Motion to approve as written. M. Brzoza seconded. L. Minard was absent for that Meeting and abstained. All other Members approved and the Motion passed.

**Other Public Input:** None

**New & Continued Business:**

1. Discussion on revisions to 2022 Zoning Regulations opened with Section 1103 (Exceptions to a Permit). The ZA proposed several clarification changes to Paragraphs 7 (interior alterations), 8 (landings vs decks); which were agreed upon. Corrections<sup>to</sup> Paragraph 15 (Municipal Projects) include "Rescue" (to delete), "Waste Disposal, Public Works" (to be Water & Wastewater), "Library" & "School" (to delete, as not Town owned facilities).
2. Section 1104 Zoning Applications..) was reviewed. In Paragraph 1, a majority of Members preferred to leave the adjective "acceptable" in the text.
3. The Members started review on other proposed changes, starting in numerical order with Article 1. In paragraph 201, Village(a) it was agreed to change "school" to "education". The ZA explained the common use of Section 204 (Limitations of Regulations) in zoning regulation , especially since Act 47 changes added Emergency Shelters, and hotel/motel changes as Affordable Housing.
4. Review of Article III (Table of Uses) was started. The ZA noted that vehicle Towing & Recovery has become a common business, but was "silent" as a Use in this Article. He suggested adding a Definition, and including this Use in Article III. The members started researching existing definitions.

**Schedule Next Meeting:** The next Regular Meeting is scheduled for Tuesday, September 1, 2026, starting at 6:00 pm at Town Office (35 Marble St.).

**Adjournment:** L. Minard made a Motion to end the Meeting. S. Barrows seconded, All approved, and the Meeting adjourned at 8:14 pm.

Respectfully submitted by Jeffrey Biasuzzi    Approved \_\_\_\_\_

Section 302: (Deleted)

ARTICLE III: TABLE OF USES

All uses are subject to the requirements of Article IV: Conditional Use Permits (Conditional Uses) as applicable.  
 P = Permit Uses C = Conditional Uses E = Exempt Uses  
 Any Uses Not Specifically or Conditionally Permitted are Prohibited (Refer to Section 302 for Exceptions)

| Article III Table of Use                                           | Village | Comm. | Industrial | Neigh. Resid. R1 | Rural Res R2 | Con 1 | Con 2 | Notes                                               |
|--------------------------------------------------------------------|---------|-------|------------|------------------|--------------|-------|-------|-----------------------------------------------------|
| Accessory Apart. Dwelling Unit                                     | P       | P     | P          | P                | P            | P     | P     | See Definition                                      |
| Accessory Building Structures                                      | P       | P     | P          | P                | P            | P     | P     | 120 sq. ft. or less of Floor is permit exempt.      |
| Accessory Use                                                      | P       | P     | P          | P                | P            | P     | P     |                                                     |
| Agricultural Use or Structures                                     | E       | E     | E          | E                | E            | E     | E     | Must qualify for Exemption under 10VSA Section 6001 |
| Alcoholic Beverage Sales Wholesale                                 | C       | P     | P          |                  |              |       |       |                                                     |
| Associations, Lodges & Clubs                                       | C       | C     | C          | C                | C            | C     |       |                                                     |
| Automobiles, Trucks, Vans under GVW 18000 lbs., and light trailers |         |       |            |                  |              |       |       |                                                     |
| • Auto Body                                                        | P       | P     | P          |                  |              |       |       |                                                     |
| • Car Wash                                                         | P       | P     | P          |                  |              |       |       |                                                     |
| • Repair Mechanical                                                | P       | P     | P          |                  |              |       |       |                                                     |
| • Sales                                                            | P       | P     | P          |                  |              |       |       |                                                     |
| • Service Stations - Gas and Electric                              |         | P     | P          |                  |              |       |       |                                                     |
| • Storage (see Enclosed Storage)                                   |         |       |            |                  |              |       |       | SEE DEFINITION                                      |
| Bank with or without Drive-Thru ATM                                | C       | P     | P          |                  |              |       |       |                                                     |
| Bed & Breakfast                                                    | C       | P     | P          | C                | P            | P     | P     |                                                     |
| Brew Pub /Pub/Microbrewery/Bar/Tavern                              | C       | P     | P          | P                |              |       |       |                                                     |

\* TOWING + RECOVERY w/ VEHICLE STORAGE

\* PC MEMBERS: PLEASE REVIEW RELATED INFO ATTACHED. PERHAPS DRAFT A DEFINITION, & CONSIDER APPROPRIATE ZONING-DISTRICTS FOR AN IMPOUND YARD FOR SEPT. MEET. JMS

## Zoning WR

---

**From:** Thomas Fagan <thomasjfagan@gmail.com> on behalf of Thomas Fagan  
**Sent:** Tuesday, August 04, 2026 7:50 PM  
**To:** Zoning WR  
**Cc:** michael brzoza; Sean Barrows; Leona M Minard; Alice Furman; Thomas Fagan  
**Subject:** Closed Impound Yard Definition

**Closed Impound Yard:** A secured, non-public land premise used exclusively for the temporary storage and holding of motor vehicles that have been towed, repossessed, seized, or impounded by lawful order or authorized towing services, where no on-site public access, customer vehicle retrieval, public auctions, auto wrecking, salvage, dismantling, or vehicle sales or repair activities are permitted.

### Expanded Model Code Definition

For formal inclusion in a municipal zoning ordinance or land-use regulation, the following text provides comprehensive legal coverage:

**Impound Yard, Closed:** Any lot, parcel, or portion of land operated by or under contract with a governmental agency, law enforcement entity, or private towing provider, designed solely for the secure, non-public storage of impounded, towed, seized, or repossessed motor vehicles. A closed impound yard is distinguished by the following characteristics:

**Public Exclusion:** Vehicle owners and the general public are not permitted on the premises to inspect, retrieve, or service vehicles. All administrative functions, fee payments, and vehicle releases are conducted at a separate, off-site location.

**Prohibited Activities:** No vehicle dismantling, salvage, junking, auto body work, mechanical repair, retail sales, or public auctions shall take place on the parcel.

**Temporary Duration:** Storage is limited to temporary holding pending legal release, transport to another facility, or official disposition.

### Recommended Performance Standards for Zoning Provisions

If the planning commission is drafting conditional use standards or specific performance requirements for this use, consider adding provisions for:

**Screening & Fencing:** Fully enclosed by a continuous, opaque fence or wall (typically 6–8 feet in height) combined with dense vegetative screening along perimeter frontages adjacent to public rights-of-way or residential zones.

**Surface & Runoff:** Impervious or stabilized all-weather gravel surfacing with engineered storm-water management to capture potential automotive fluid leaks/spills.

**Lighting:** Downward-directed, fully shielded fixtures (Dark Sky compliant) to ensure site security without light trespass onto adjacent properties.

**Storage Cap:** A maximum limit on vehicle capacity or maximum allowable continuous storage duration (e.g., 60 or 90 days) to prevent conversion into an unpermitted junk or salvage yard.

On Mon, Jul 27, 2026, 3:04 PM Zoning WR <[zoning@westrutlandvt.org](mailto:zoning@westrutlandvt.org)> wrote:

### *Automobile impound yard definition*

**Automobile impound yard** means any lot or parcel of land used for the storage of any motor vehicle which has been impounded under court order or any state law. An automobile impounding yard shall not include the dismantling, reuse or sale of motor vehicles or their parts. (Ord. 822 §1, 1989)

View Source (<https://www.cityofsouthelmonte.org/DocumentCenter/View/4852/Negative-Declaration--Initial-Study-for-South-El-Monte-Comprehensive-Zoning-Code->



## Fall Planning & Zoning Form

Our **in-person** Fall 2026 Planning and Zoning Forum will focus on key land use initiatives shaping Vermont's future in conservation, community planning, and local decision-making.

Participants will gain insight into Vermont's statewide Conservation Plan, municipal experiences implementing Act 181, and the policy priorities expected to shape the 2027 Legislative Session, providing valuable perspectives to help communities navigate a changing land use landscape.

**September 16**  
**8:30 AM – 12 PM**  
**\$20**  
*Capitol Plaza*

**Register**

### Sessions

#### **Vermont's Statewide Conservation Law (Act 59)**

Vermont's Housing and Conservation Board (VHCB) is developing recommendations for a statewide Conservation Plan to permanently conserve 30% of Vermont by 2030 and, with long-term conservation tools, 50% by 2050. As questions continue about impacts on communities, landowners, funding, and housing, Trey Martin of VHCB will explain the law, the planning process, and key lessons learned.

#### **Implementing Act 181 in Rutland County: Municipal Experiences**

Learn about how municipalities in Rutland County and the Rutland Regional Planning Commission are working together on Act 181 mapping and approval processes. Representatives from both will share their experiences and insights. Bring your questions and stories to share during this interactive session.

#### **Looking Ahead to the 2027 Legislative Session**

Join VLCT's policy team, including Josh Hanford and Samantha Sheehan, for a discussion of VLCT's newly released 2026-2027 Municipal Policy priorities and the anticipated land use issues. Share your questions, perspectives, and your municipality's