



## RUTLAND CITY PLANNING COMMISSION

City Hall – 52 Washington St. – Rutland, VT 05701  
Mailing Address: P. O. Box 969 – Rutland, VT 05702  
Phone: 802-773-1800

2/18/15

### **Minutes February 18, 2015**

Present: Dave Coppock (DC), Alvin Figiel (AF), Mike Roberts (MR) and Patrick Griffin (PG).

Also Present: Larry Walters and Ed Bove, RRPC.

DC, Acting Chair, called the meeting to order at 6 pm.

- I. ADDITIONS/DELETIONS – None.**
- II. PUBLIC COMMENT – None.**
- III. APPROVAL OF MINUTES – January 21, 2015**

MR moved to approve the minutes of January 21, 2015. AF seconded. Motion carried unanimously.

- IV. NEW BUSINESS – Introduction of Patrick Griffin as new Commissioner.**

#### **Rutland Zoning Bylaws Presentation.**

Ed Bove, Executive Director of the Rutland Regional Planning Commission, was present to discuss the City's current zoning bylaws. Ed distributed his memo of April 23, 2013 delineating the inconsistencies in the current bylaws with Chapter 115 enacted in 2004.

Ed said there were several ways the Planning Commission could go about updating the City's Zoning Bylaws:

1. Make suggested changes to create consistency with Act 115.
2. Consider tweaking the bylaws toward "forms based" instead of "use based." Therein examining each district and finding ways to simplify the process with less zones in which more uses are allowed based on design principals. This would also make the bylaws less ambiguous.
3. Blow up the document and start over to create forms based code.

Ed explained the third option would require assistance from a consultant and the City could apply for a Municipal Planning Grant for up to \$8,000 with no local match. The applications are due in September. He proceeded to explain the rationale for the forms based bylaws saying the process creates paces that are

enduring and resilient. He gave the Planning Commission a copy of the Newport Code as an example of forms based zoning which is less about uses and more about how things look. The proposed zoning will streamline the process and create areas that look better and are safer but are not built around automobiles and speed. The Newport Code uses pictures of urban design principals rather than words. The Newport Code is an example of how forms based zoning captures value and creates a “sense of place.” Ed added that it would be helpful if Rutland had a City Planner on staff.

DC asked how the Planning Commission would proceed to change the current zoning to the forms based model.

Ed discussed having public meetings or charrettes, as well as, meeting with the Aldermen to educate the community on the cost savings and benefits of a forms based code. DC volunteered to write a letter to the Aldermen for their March 18<sup>th</sup> meeting.

AF asked Ed to review the Design Guidelines for the Gateway Districts that he is currently preparing.

Ed volunteered to email a copy of the Newport Code to the recording secretary for distribution to the Commissioners. He also recommended they check out the Forms Based Code Institute online.

### **PC Involvement in Bike/Ped Planning.**

DC had a meeting with the Mayor to discuss the role of the Planning Commission in the City’s bike and pedestrian planning. DC said he felt the PC could champion the cause and pay attention to issues of bike and pedestrian safety and brainstorm solutions.

### **Complete Street Presentation.**

The Traffic Committee will meet on Friday, Feb. 20, at 9 am to discuss designating a Complete Street Committee for Rutland City. Rutland Town has created such a committee and it makes sense to attempt to coordinate efforts with Rutland Town. DC invited the Commissioners to attend the meeting.

### **Set Public Hearing for Master Plan Amendment.**

Barbara Spaulding explained that in order to apply for renewal of the City’s Downtown Designation, the Master Plan must be in compliance with Act 59. Act 59 requires the plan to contain language regarding the downtown designation and how it furthers the goals of the Master Plan. Additionally, a map of the downtown designated area must also be included. The process to amend the Master Plan

2/18/15

includes a public hearing by the Planning Commission followed by two public hearings by the Board of Aldermen.

AF moved to set a public hearing to amend the Master Plan on March 25, 2015 at 6 pm. PG seconded. Motion carried unanimously.

**V. OLD BUSINESS – Open Meeting Law.**

Barbara distributed copies of the Open Meeting Law for information only.

**VI. CORRESPONDENCE – NONE.**

**VII. ADJOURN.**

AF moved to adjourn. PG seconded. Motion carried unanimously. The meeting ended at 7:53 pm.

For the Commission  
Barbara Spaulding, Recording Secretary