



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

Amended Minutes October 23, 2019

Present: Susan Schreibman (SS), Larry Walter (LW), Patrick Griffin (PG), Alvin Figiel (AF) and Dave Coppock (DC).

Also Present: Tara Kelly, Planning Director and Zoning Administrator and Barbara Spaulding, recording secretary.

SS, Chair, called the meeting to order at 5:30 pm.

- I. ADDITIONS/DELETIONS** – The Master Plan update was added under New Business.
- II. PUBLIC COMMENT** – None.
- III. APPROVAL OF MINUTES – September 10, 2019.**

DC moved to approve the minutes of September 10, 2019. AF seconded. Motion passed unanimously.

IV. NEW BUSINESS – Rutland City Master Plan.

Barbara provided the Commission with a proposed timetable for adoption of the Rutland City Master Plan. The plan expires on June 1, 2020. Also provided was a checklist from the Rutland Regional Planning Commission of the items that need to be included for the plan to be approved by the RRPC. She told the Commission that the RRA and RRPC are working on adding the items and a draft will be available in November. The Master Plan, once adopted, would be in effect for 8 years; however the document could be amended at any time.

DC said his understanding of the goal of the Master Plan is that it is more aspirational rather than legal language. SS suggested adding wording to support bike/pedestrian projects in the transportation section. SS also suggested that the energy section needed new language. AF discussed the RRA's role in the process.

PG said his copy of the Master Plan preceded the June 1, 2015 amendment and asked for the amended information.

SS suggested that the Commission review the Master Plan by sections for any “glaring” issues. The following sections were assigned to the members: SS – Transportation (Section 5); AF – Land Use Plan (Section [6] 4); PG – Community Facilities Plan (Section 6) and Education (Section 7); DC and LW – Housing Element (Section 8) and Energy Plan (Section 9). SS also suggested that all members review Sections 1-3 and 11.

V. OLD BUSINESS – Sign Ordinance Update.

PG asked for an update on the draft sign ordinance. Tara said Alderman Mattis had met with Mike Gauthier and Todd Filmore to discuss how to regulate internal illumination for signs. Originally there was no support for excluding internally illuminated signs in all districts except Residential. The feedback from Mike and Todd will help determine any language used to regulate lighting of signs in other districts.

Zoning Bylaws Update – Section 4 – Development Review.

SS asked the Commissioners whether their role was to hand off a document that they felt would get through the Board of Aldermen's adoption process or to be more aspirational and challenge the Aldermen to consider changes. The Commission's consensus was to challenge people and create a vision for the City.

The Commissioners resumed their review of Section 4 – Development Review on page 30.

Discussion continued regarding the Architectural Design Committee having jurisdiction over all gateway districts, historic districts and the Downtown. DC said the ADC needs to receive information prior to the day before the meeting and asked that 7 days be added to the ordinance. The Commission agreed to strike the sentence - in the event ADC members do not have a unified recommendation, opposing opinions may be submitted to the DRB.

The Commission discussed adding more specific language with regard to parking spaces, lots, refuge islands and better ways to preserve green areas and mitigate storm water runoff. PG suggested adding language requiring landscape screening for parking lots that face a public right-of-way. DC asked if parking space sizes had changed to accommodate larger vehicles. SS volunteered to work on more specific language to bring back to the Commission.

VI. CORRESPONDENCE.

DC moved to receive and file the following correspondence. AF seconded. Motion passed unanimously.

8/14/19 - Federal Communications Commission, Information Notice of Section 106 Filing, AT&T Mobility LLC, 55 West Street, Rutland.

VII. ADJOURN.

It was moved and seconded to adjourn. Motion passed unanimously. The meeting ended at 7:02 pm. The next meeting will be held November 13.

For the Commission:

Barbara Spaulding, Recording Secretary