

**Rutland City Planning Commission  
Minutes  
July 15, 2020**

**The meeting was held by teleconference because of the new COVID-19 protocols.**

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

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

SS, Chair, called the meeting to order at 5:34 pm.

- I. ADDITIONS/DELETIONS** – SS suggested adding Complete Street discussion under Old Business and Tara had requested in an email to add discussion of interim zoning for the CSJ campus under New Business.
- II. PUBLIC COMMENT** – None.
- III. APPROVAL OF MINUTES – June 10, 2020.**

AF corrected a typo on page 2 to change [curtesy] to courtesy and moved to approve the minutes of June 10, 2020. LW seconded. Motion passed unanimously.

**IV. NEW BUSINESS – Interim Zoning.**

Tara said there have been ongoing discussions within City Hall to adopt interim zoning for the three parcels on the CSJ lands. The recently adopted master plan proposed the establishment of a new zoning district for this property (7.4 page 55) and Tara volunteered to draft regulatory zoning language to reflect the new district. She has reached out to VLCT for guidance on the expedited process. The feedback from VLCT said interim zoning must be predicated on a study that supports the change. Tara said the feasibility study that was conducted for the CSJ property may satisfy this requirement. Additionally the change would better align the Master Plan with zoning bylaws. She asked for thoughts from the Commission.

AF was concerned that not just anything be allowed on the property. Tara stated that the draft regulatory language would come from the Master Plan and new uses could be subject to a conditional use permit which would allow public input and site plan review.

SS thought that interim zoning makes sense but there will need to be standards with no new access points and a traffic study for any proposed new use. She would welcome a draft of the regulatory language.

SS asked if the Planning Commission would be required to hold a public hearing on the matter. Tara said that VLCT considers interim zoning an “emergency measure” that does

not require a hearing by the Commission and only one public hearing by the Aldermen that will be publically noticed. However she felt it better for the regulatory language to be reviewed by the Planning Commission.

PG recused himself from any comment because he works for a developer interested in the property.

AF asked if the size of the property would determine whether the regulations would adhere to a permitted use or an administrative decision. Tara said if a new proposed use requires a conditional use permit there will be review by the DRB. If a new use is defined as a “permitted use” it would be an administrative approval without a hearing.

SS asked if the property is subject to Act 250. Tara confirmed that it is. Tara will draft the proposed language for the next PC meeting.

## V. OLD BUSINESS.

**Draft Master Plan** – The Board of Aldermen adopted the Master Plan on June 15 and the RRPC confirmed the plan on June 16. Barbara was thanked for her work on the Master Plan and congratulated for her 25 years of service with the RRA and Planning Commission.

**Sign Ordinance Status** – Alderman Talbott asked Alderman Mattis for an update regarding the sign ordinance and was told she was trying to determine whether the ordinance has enough votes to pass. She will be calling a Charter & Ordinance Committee meeting soon to assess buy-in for the sign ordinance. AF added that Rebecca asked him for a copy of the letter he provided suggesting ways of illuminating signs in each district. SS discussed her frustration with the amount of time that has passed.

**Complete Streets** – Alderman Talbott had a conversation with Jim Rotondo at DPW who said that Complete Streets were considered with projects and that portions of sidewalks just haven’t been completed yet. The DPW will provide an update on sidewalk plans to the Public Works Committee on June 28 at 5:30 pm. He offered to forward the meeting notice to the Commission. SS added that the sidewalks on River Street were promised in the spring and then by July and they still don’t exist. She encouraged members of the Commission to attend the meeting as she will be out of town.

**Rutland Creek Path Segment 3** – PG asked for an update following the public meeting held July 14. SS said the public meeting was held to ask for input regarding alternatives although there are few. The alternatives include bridge options regarding materials, location of connection to Segment 2 and bridge length and abutments. She added that the Herald reported correctly and that the meeting was well attended. LW said there was a neighbor present who complained about crime. SS said there will be a chain link fence added along the property line to allay the neighbor’s concerns. DC told the neighbor that crime decreases when bike paths are installed.

**Draft Zoning Section 6 Supplemental Regulations** – SS asked Tara if the Consultant had completed the reorganization. Tara said no.

Tara volunteered to resend the Draft Zoning Annotation as a PDF. She added that most of Section 6 was taken from State Statute.

6.1 Care Facilities – There was discussion regarding whether care facilities should be permitted in a 2-family “duplex” or multi-family unit as a permitted use. Tara said she would add this to the Table 2 for consideration. In addition, the treatment of accessory structures for 2-family units will be discussed in the Consultant meetings.

The Commission did not have issue with residential care facilities.

6.4 Home Occupations – PG noted an inconsistency with a reference in 6.4.3 F and Tara will correct.

6.5 Temporary Uses – In 6.5.1 b) remove [in accordance with the provisions of this section.]

6.6 Recreational Vehicles – Discussion regarding allowing RVs on side yards.

Due to the time, the Commission will review Section 7 Administration and Enforcement at the next meeting.

**VI. CORRESPONDENCE.**

6/24/2020, State of Vermont Public Utility Commission, re: receipt of comments for PUC Case #20-0655-AN Granger Enterprises 200 kw net-metering solar array at 171 River St, Rutland.

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

**VII. ADJOURN.**

AF moved to adjourn. DC seconded. Motion passed unanimously. The meeting ended at 6:53 pm. The next meeting will be held August 12, 2020.

For the Commission:

Barbara Spaulding, Recording Secretary