

**Rutland City Planning Commission  
Minutes  
August 12, 2020**

**The meeting was held by teleconference because of the new COVID-19 protocols. Members of the Planning Commission met at Rotary Park.**

**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 5:30 pm.

- I. ADDITIONS/DELETIONS – None.**
- II. PUBLIC COMMENT – None.**
- III. APPROVAL OF MINUTES – July 15, 2020.**

LW moved to approve the minutes of July 15, 2020. AF seconded. Motion passed unanimously.

- IV. NEW BUSINESS – None.**
- V. OLD BUSINESS.**

**Sign Ordinance Status** – Alderman Talbott reported on an update provided by Alderman Mattis. Alderman Mattis has been collecting photographs of electronic messaging boards and working on edits to the draft sign ordinance, as Aldermen Humphrey did for the Master Plan, for the Charter & Ordinance Committee. No meeting has been scheduled yet. SS added that she emailed Alderman Whitcomb for assistance with moving the sign ordinance forward. She has not received a response.

**Draft Amendments to Current Zoning.**

Barbara distributed copies of the Suggested Amendments to the Current Zoning as prepared by Tara. PG distributed copies of a survey map of the CSJ property.

PG discussed his involvement with a developer interested in the property and that he would only comment as to context and recuse himself from any vote on language.

Tara explained the suggested amendments include an update to the current zoning regarding Accessory Dwelling Units, the proposed Campus Development District and

Waivers. Both the Accessory Dwelling Units and Waivers are consistent with State Statute. The Campus Development District is derived from the City's Municipal Plan language.

Following discussion of Accessory Dwelling Units the Commission agreed to remove (c.) one of the units is occupied by the owner of the property from the language. Tara will follow up with Attorney Bloomer to confirm whether or not the state requires a property owner to reside in one of the units. She will report back to the Commission.

Tara drafted the Campus Development District in order to facilitate development that is anticipated in the Master Plan. These changes would provide a clearer path forward for developers versus needing to rely upon a variance. Following a lengthy discussion the Commission requested the following changes be made to the proposed district:

(C) The area and dimensions for CDD shall be:

3. Minimum setbacks

a. Front 50 ft.

b. Side 50 ft.

c. Rear 50 ft.

4. Maximum building height 60 ft.

(D) The Following are Permitted Uses in CDD

Include Medical Center, Residential Rehab Center, Community Facility and Office Use. Include definitions for gym and theater.

(G) Accessory Use and Structures

Add language for Planned Unit Development with different area and dimensions.

The following changes were suggested to the §31-411 Waiver of Dimensional Standards:

C. 5) The grant of the waiver will not result in shading or shadows on the adjacent properties.

Remove the clause about allowing more than 24 months before expiration.

Tara reviewed Chapter 117 and said the Planning Commission will need to hold a public hearing that will be warned 15 days prior. The public hearing was set for September 23, 2020 and Tara will circulate the revised suggested amendments to the Commission before the notice is published on Sept. 8. She suggested that if the Commission meets in person at Rotary Park that there will need to be two cell phones available for public comment.

Tara added that following the public hearing the Commission will forward the amendment to the Board of Aldermen for its process.

**Draft Zoning Section 7 Administration and Enforcement** – SS tabled the discussion until the next meeting.

**VI. CORRESPONDENCE – None.**

**VII. ADJOURN.**

AF moved to adjourn. LW seconded. Motion passed unanimously. The meeting ended at 7:00 pm. The next meeting will be held September 23, 2020.

For the Commission:

Barbara Spaulding, Recording Secretary

DRAFT