

**Rutland City Planning Commission
Minutes
September 23, 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 5:48 pm.

- I. ADDITIONS/DELETIONS – None.**
- II. PUBLIC COMMENT – None.**
- III. APPROVAL OF MINUTES – August 12, 2020.**

AF moved to approve the minutes of August 12, 2020. PG seconded. Motion passed unanimously.

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

Proposed Amendments to Zoning Bylaws.

PG recused himself from discussion of the proposed Campus Development District (CDD) due to his involvement with the developer interested in the property.

Discussion proceeded regarding the comments made at the public hearing. The Commission reached consensus on the following revisions to the proposed amendment:

- Reduce the minimum lot size from 5 acres to 1 acre in the CDD.
- Maintain the language in the CDD regarding fossil fuel uses being prohibited.
- Include Outdoor Recreation as a conditional use in all districts except Park District where it is a permitted use.
- Strike “and excluding commercial use of motorized vehicles on materially unenhanced surfaces” from the definition of Recreation Facility, Passive.

- Strike “commonly associated with residential or office type uses, or a single kiln” from the definition of Industry, Cottage. Include Industry, Cottage as a conditional use in residential districts.

SS asked if the Commission had any additional revisions to the proposed zoning amendment. The Commission reached consensus on the following additional revisions to the proposed zoning amendment:

- Include language from 7.3 of the 2018 Zoning Bylaws in §31-2017 (A) Development Review Board and keep (B).
- Correct numbering under Single Family Dwelling on page 16.
- Keep #2 Minimum Frontage 50 ft. page 27.
- Page 49, correct repetition.
- Remove “committee” from the RRA name under the definition of Architectural Review. Include language from 7.5 Architectural Design Committee in 2018 Bylaws except “of the sign, site plan and other development applications before the City.” Also, keep the Committee as Review and not “Design.”
- Clarify site plan regulations in §31-209.

AF moved to forward the proposed amendments to the Zoning Bylaws, with revisions, to the Aldermen for their Oct. 5 meeting. DC seconded. Motion was approved.

PG moved to accept and forward the Commission’s Reporting Form to the Aldermen. AF seconded. Motion was approved.

Sign Ordinance Status – Alderman Talbott reported on an update provided by Alderman Mattis. Alderman Mattis plans to hold a Charter & Ordinance Committee meeting on the sign ordinance as soon as she completes her research on the signs that will be impacted on Woodstock Avenue. Alderman Talbott relayed that Alderman Davis said she does not want to add a financial burden to businesses impacted by COVID. PG said all the signs had been measured by members of the Planning Commission and the sign ordinance proposes grandfathering of existing signage. What instigates new signage is included in the proposed ordinance. Alderman Talbott said he would follow up with Alderman Mattis.

VI. CORRESPONDENCE – None.

VII. ADJOURN – AF moved to adjourn. PG seconded. Motion passed unanimously. The meeting ended at 6:58 pm. The next meeting will be held October 14, 2020.

For the Commission: Barbara Spaulding, Recording Secretary