



## RUTLAND CITY PLANNING COMMISSION

P.O. BOX 969  
RUTLAND, VT 05702

### Minutes January 25, 2017

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

**Also present:** Tara Kelly, Zoning and Planning Administrator; Bob Barrett, Building Inspector and Barbra Spaulding.

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

- I. **ADDITIONS/DELETIONS** – None.
- II. **PUBLIC COMMENT** – None.
- III. **APPROVAL OF MINUTES** – **January 11, 2017.**

DC moved to approve the minutes of January 11, 2017. LW seconded. Motion carried unanimously. SS suggested that Barbara add her name to those present at the meeting.

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

SS reported that she had heard back from the RRA with regard to the Zoning Advisory Committee. David Cooper, Brennan Duffy and Ed Clark volunteered to sit on the advisory committee. She expects to hear back from Stephanie Lorentz following the next DRB meeting on 2/1. No response has come from Alderman Notte. SS said she created a score sheet in excel to calculate the proposals with 1-5 ratings. Tara said she mailed the RFP to 13 firms and responses to questions received were sent out to all. Tara explained the engagement process and how the MPG funds will be used to pay a consultant to engage the public in a survey, 3 public meetings and 8 meetings with the Advisory Committee. The drafting of the zoning revision would be done in-house. The proposals are due February 7 and will be opened by the Board of Finance on 2/8/17. The proposals will be distributed to the Planning Commission on 2/8.

**Rutland Sign Ordinance Review and Outreach** –The Commission was asked to review scenarios, as homework, for the meeting. As the Commissioners went through the process; Tara made changes to the draft sign ordinance. A copy of the changes is attached to these minutes for reference.

- VI. **CORRESPONDENCE** – None.

**VII. ADJOURN**

LW moved to adjourn. AF seconded. The next meeting will be held February 8. The meeting ended at 7 pm.

For the Commission  
Barbara Spaulding, Recording Secretary