



## RUTLAND CITY PLANNING COMMISSION

City Hall – 52 Washington St. – Rutland, VT 05701  
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### **Minutes June 28, 2017**

**Present:** Susan Schreiber (SS), Dave Coppock (DC), Larry Walter (LW), Patrick Griffin (PG)

Also Present: Alderman Mattis; Mike McClallen and Dave Cooper, both of the Zoning Bylaws Advisory Group; Tara Kelly, Planning Director & Zoning Administrator; and Barbara Spaulding.

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

- I. ADDITIONS/DELETIONS** – None.
- II. PUBLIC COMMENT** – None.
- III. APPROVAL OF MINUTES** – **May 24, 2017.**

DC moved to approve the minutes of May 24, 2017. LW seconded. Motion was unanimously approved.

- IV. NEW BUSINESS** – Introductions were made for Alderman Mattis.
- V. OLD BUSINESS** – **Zoning Bylaws Advisory Group Meeting.**

Tara gave a brief background on the Zoning rewrite process to help orient Alderman Mattis. The Committee was assigned tasks to be completed before the Planning Week scheduled for Aug. 7-10. The Committee was asked to determine which areas are high priority for protection of low density residential vs. areas of transition that include multi-family and small commercial vs. primarily commercial / industrial. Tara created a map using the Existing Land Use Map from the City's Master Plan. The 2002 map is not completely accurate but it is sufficient to review areas that may need more buffering to protect residential neighborhoods.

The Committee started in the Southeast quadrant of the City and discussed how multi-family differs from duplexes. Tara suggested thinking about the character of a neighborhood and how it may dictate more strict zoning. Included in the discussion were minimum lot size and accessory uses.

DC said towns are moving toward including 2-family residences in SFR districts. Tara agreed and suggested that question become a topic for discussion or included in the community survey as part of this update process.

Alderman Mattis discussed the offices along Stratton Road. The map was marked to indicate an area for further investigation to determine a boundary for the Planned Office Park (POP) district from Jackson Avenue along Stratton Road.

PG suggested that Dana Ave and Marble Street were largely intact, but isolated residential areas surrounded by commercial districts. Dave Cooper agreed saying that the abutting fairgrounds was the most developable property in the City.

The Committee moved onto the Southwest quadrant of the City. The College of St. Joseph is currently SFR but should have its own zoning. There was discussion regarding Porter Place and River Street and how to treat these neighborhoods from a zoning standpoint and perhaps buffer from the industrial uses surrounding these neighborhoods. It was noted that the Stone Gate development zoning needs updating. LW asked about a specific definition for “buffering” to be developed. SS said the bike path behind the plaza is a natural buffer. PG said the “mills” are transitioning into commercial property. Dave Cooper said the Downtown Business District should align with the Special Benefits District. The Committee agreed that the railroad track is a natural buffer for the neighborhood.

The Northwest quadrant of the City was discussed next. The Committee agreed that West Street felt considerably different as one gets closer to the car dealerships. Additionally, the transition to Crescent Street needs a hard look where Library Avenue neighborhood becomes denser. Tara suggested a walking tour of the neighborhoods and Mike suggested talking with NeighborWorks.

Tara said she is working on a map of non-conforming uses and variances for future discussion.

Tara distributed copies of the proposed planning week schedule and a list of stakeholders to discuss. PG asked if Rutland Town Selectboard would be invited to a planning week discussion. Dave Cooper suggested grouping stakeholders together to ensure attendance. A list of specific stakeholders to invite was created.

The next meeting of the Zoning Bylaws Advisory Group will be held July 26.

### **Sign Ordinance Rewrite – Outstanding Issues.**

The 6/28/17 draft of the sign ordinance was distributed to the Planning Commissioners. Bob Tanner had prepared a list of issues to be addressed.

- Monument Signs – no signs in the public right-of-way or in a location that causes sight issues for automobiles, bicyclists and pedestrians.
- Inspection – ok, picture requirement needs to be added to the sign application.
- Abandonment – good.

- Drive-thru Message Boards – 32 sq. ft. total for menu boards and max. height determined by district.
- Business Park Entrance – Left in italics for input.
- Pennants – Make temporary, must comply with specs of district.

Tara discussed presenting the draft sign ordinance to the Mayor and RRA prior to the Board of Aldermen. She will reach out to VLCT regarding the cost of conducting a legal review of the ordinance.

**VI. CORRESPONDENCE** – PG moved to receive and place on file the following correspondence. DC seconded. Motion was unanimously approved.

6/7/17, SAMESUN of Vermont, 50kW solar project at Vermont Sport and Fitness Club, 40 Curtis Avenue, letter of 45 day notice.

6/26/2017, Gail Johnson of Rutland VT, suggestions regarding Complete Streets guide.

**VII. ADJOURN.**

PG moved to adjourn. DC seconded. Motion was unanimously approved. The meeting ended at 7:22 pm. The next meeting will be July 26.

For the Commission:

Barbara Spaulding, Recording Secretary