



## RUTLAND CITY PLANNING COMMISSION

City Hall – 52 Washington St. – Rutland, VT 05701  
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7/13/2016

### Minutes July 13 2016

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

**Also Present:** Zoning Administrator Tara Kelley, Alderman Melinda Humphrey and Bob Barrett, City Building Inspector.

DC, Acting Chair, called the meeting to order at 5:31 pm.

- I. **ADDITIONS/DELETIONS** – Discussion regarding letter to Mayor.
- II. **PUBLIC COMMENT** – None.
- III. **APPROVAL OF MINUTES – June 29, 2016.**

SS moved to approve the minutes of June 29, 2016 with the following changes: change “anterior” on page 2 to “arterial”; and clarify Jeff’s comment regarding the Rutland draft is an improvement. PG seconded with edits. Motion carried unanimously.

- IV. **NEW BUSINESS** - DC suggested adding the Municipal Planning Grant process to the next meeting’s agenda.
- V. **OLD BUSINESS – Complete Streets.**

SS suggested starting with “general” comments from the Commission with regard to the Complete Streets draft. She said the draft did not take into consideration where people would like to walk/bike but are not currently. She suggested an online pedestrian survey similar to those being done by Rutland Town and Proctor. The City could work with RAPAC to collect the responses to the online survey. The survey could ask if there are perceived safety issues on specific roads. SS added that a lot of terms in the draft are not specifically defined.

DC said the draft is sterile and did not brainstorm what could be. He feels strongly that the “no bike signs” on Route 4/7 should be removed. SS said the signs are legal by VTrans rules. LW agreed that he is comfortable and capable of riding on Route 4/7 when traffic is slower; but a 10 year-old may not. DC added that bikes should not be allowed on any sidewalks. He recommended that “Bikes are permitted on all roads in the City of Rutland” be added to the draft and let the Board of Highway make the final decision.

PG said the draft does not make it clear who makes the decision. Tara Kelly

added that there should be a consultation threshold for projects for input with a defined process.

Larry asked if the term “low/mod traffic volume” was a technical term. He said “residential collectors” are shortcuts and should be changed to “neighborhood collector” to deter cut-through traffic. He discussed the change to 25mph limits in neighborhoods. Bob Barret said the installation of stop signs in the neighborhoods has reduced the cut-through traffic.

Tara distributed copies of her comments on the Complete Streets draft. DC suggested reading through the comments and if the Commission agrees they would be added to the Committee’s comments to be sent to Jeff Wennberg.

Alderman Humphrey said that the draft has no enforcement or requirement to do anything. SS agreed that it lacks “teeth”.

Bob suggested using the ADA compliance standard of 20% as a way to implement Complete Streets. SS said amenities are part of the roadway project and should be included in the design. Tara said a percentage would give the DPW a leg to stand on and the percentage could be determined by the size of the project.

PG said the draft is based on vehicular traffic as evidenced by the two separate tiers and should be based on bike/ped traffic.

DC said a specific policy statement needs to be made. Discussion continued with regard to Road Diet and making the roads more accessible to more users.

Alderman Humphrey suggested asking for guidance on how Complete Streets will be enforced. Discussion continued on needing to focus on implementation of the draft and the definition of “disproportionate cost”. There was also discussion regarding the project reporting form which is filed annually for every road project.

PG said Complete Streets needs to be addressed in the design stage, before the bids start. Discussion continued regarding the design stage and whether it is done in-house or shipped out. DC said he agrees that implementation as a percentage of the project needs to be done during the scope of work. SS said a schedule of road projects slated for construction should be reviewed for Complete Streets prior to applying for funding

Tara volunteered to draft a letter for the Commission using the minutes of the meeting to address the initial general concerns including implementation.

The Commissioners decided to proceed with more specific comments to be drafted into a second letter. SS volunteered to mark up her copy of the draft.

Page 7 – “low traffic volume” needs to be defined with a range throughout the document.

Page 9 – define “moderate traffic”.

Page 10 – include explanation regarding the interaction and relationship between the City and Vtrans; define “commercial uses”.

Page 13 – change “transit points” to “mass transit stops” and remove “school” from walking routes.

PG asked why only the Middle School has a school walking route, walking routes should be added to the map for all schools.

LW discussed adding criteria to Bike Priority for a safer detour route.

Page 14 – Add maps at transit stops to show where buses go; all sidewalks should be ADA compliant with curbs and truncated domes; pedestrian signals and curb ramps at all intersections; define “dwelling unit density” and specify “higher” street locations.

Page 15 – Add examples and define “structural barriers”.

Page 16 – Add definitions for bike route, bike lane, shared use path; add sign “bikes may use full lane”, change 4ft. shoulder to Vtrans specified 3ft. shoulder minimum.

Page 17- Define “weather sufficient”; all government, public and school buildings should have bike racks; bike safe grates should be used on all roads.

The Commission decided to stop at Roadway Design in lieu of the time.

**Creek Path Management Update** – DC confirmed that he did write a memo on behalf of the Planning Commission, using bullet points provided by SS, to the Mayor regarding concerns over the need for management of the Creek Path.

**VI. CORRESPONDENCE – None.**

**VII. ADJOURN.**

PG moved to adjourn. LW seconded. Motion carried unanimously. The meeting ended at 7:37 pm. The next meeting will be held July 27.

For the Commission  
Barbara Spaulding, Recording Secretary