RUTLAND CITY PLANNING COMMISSION

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**Rutland City Planning Commission**
**Minutes of Zoning Bylaws Advisory Group**
**August 7, 2017**

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

Also Present: Mayor Allaire, David Cooper, Ed Clark, and Brennan Duffy, of the Zoning Bylaws Advisory Group; and Tara Kelly, Planning Director & Zoning Administrator.

Facilitators: Juli Beth Hinds and Carol Rhea, Orion Planning & Design

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

Minutes for the July 26, 2017 Planning Commission meeting were approved as written.

Schedule for the week was reviewed. Members were encouraged to attend as many as they could and to continue spreading the word to others that may want to provide early input to this process.

JB Hinds reviewed the work ahead. Described the statutory framework of V.S.A. 24 Chapter 117 and its relationship to local zoning.

Per Chapter 117, there are various types of approval authorities that can be considered. These were reviewed. A fairly standard table of uses typical for a community our size was distributed. Advisory Group members were asked to review the table of uses and start to fill in what they thought would be the right level of review for the various uses:

a. No approval needed (NA) – no permits needed for zoning purposes
b. Zoning permit (ZP) – ZA reviews to confirm conformance with district and record the change of use for assessor
c. Administrative Site Plan (ASP) – ZA reviews and applies conditions/standards as clearly defined in the ordinance
d. Site Plan (SP) – DRB reviews in a public meeting and applies conditions / standards as clearly defined in ordinance
e. Conditional Use (CU) – DRB hold a public hearing to deliberate and approve or deny based on ability to meet standards
f. Prohibited (X) – not allowable under any circumstance

This exercise is "homework" and will be reviewed at a future meeting TBD.

The group was asked to reflect upon the following:

- *Maintain*: What areas of the City are desirable to maintain in their current form from the standpoint of density, land use pattern, land uses, and design quality?
- *Evolve*: Where in Rutland should zoning regulations help change some of the aspects of the land use and development pattern, if not make wholesale change? For example, where might the area benefit from more or improved landscaping or building design, while keeping the overall density? Where should uses be allowed to transition out over time?
- *Transform*: What areas would benefit from more whole-sale transformation, whether through authorizing new land uses (e.g. changing underlying zoning from residential to commercial or vice versa), prohibiting the expansion of current land uses, or making changes that enable significant redevelopment?

Various aspects were discussed such as:

- neighborhoods which are currently zoned Single Family Residential (SFR) and which should continue to be "protected" for primarily single family use (Note: an accessory unit is permitted per state statute);
- neighborhoods currently zoned Single Family Residential which, in reality, have a lot of housing diversity within them and should be re-considered;
- Problems with too much density out of proportion to the building stock and/or lot size;
- Areas where "commercial nodes" exist and where zoning could change to accommodate these "mom and pop" stores in residential areas;
- Areas where conversion of homes to offices might be appropriately allowed;
- Site plan standards that address issues such as parking, intensity of use, green space to help better integrate more intense uses in neighborhoods;
- Home occupations currently limited to within or attached to residential unit – some discussion about use of detached garages;
- Suggestions that drive-thrus should not be allowed on any streets within residential neighborhoods – even if other small-scale restaurants may be acceptable;

The group was given draft language about the "purpose" of each zoning district. Draft was created based upon language contained within the City Master Plan. Group was asked to review and start to edit these statements. They will be embedded into the updated Zoning code and become important guides from making any interpretations of the code. This exercise is "homework" and will be reviewed at a future meeting TBD.

The purpose of this meeting was to discuss and understand issues. No decisions were made.

## I. ADJOURN.

The meeting adjourned at 7:30 pm.

For the Commission:
Tara Kelly, Recording Secretary