



## RUTLAND CITY PLANNING COMMISSION

City Hall – 52 Washington St. – Rutland, VT 05701  
Mailing Address: P. O. Box 969 – Rutland, VT 05702  
Phone: 802-773-1800

### **Minutes November 16, 2016**

**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; and Bob Barrett, Building Inspector.

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

- I. ADDITIONS/DELETIONS – None.**
- II. PUBLIC COMMENT – None.**
- III. APPROVAL OF MINUTES – October 26, 2016.**

LW moved to approve the minutes of October 26, 2016 with the following changes:

Page 1, second to last paragraph - remove [City] insert downtown; remove [neon] insert internally illuminated; and remove [downtown] insert plaza .

Page 2, 9.9 Exempt Signs, #8 (7) - change [four] to [Up to four signs per lot are exempt under this provision; the administrative officer may issue permits for additional signs, upon filing of an application and a demonstration of the necessity for those signs.]

AF seconded. Motion carried unanimously.

- IV. NEW BUSINESS – None.**
- V. OLD BUSINESS – Rutland Sign Ordinance.**

In order to proceed with 1409 Special Categories of Signs, Tara provided the Commission with photographs of architectural sign features and sign definitions. The following changes were made to this section:

- A. Residential Signs – Add per access with total, not exceeding eight square feet. Remove [These signs generally shall not be illuminated. However illumination may be permitted...that warrant illumination.]
- B. Private Residence Signs – A residential sign identifying the address and name or owner of a parcel containing a [single] residential use shall not require a permit.
- C. Home Occupation Signs – Signs shall not exceed four square feet, require a permit and may be externally illuminated.

- D. (B) Gasoline Station Signs – There was a lengthy discussion regarding allowing gas stations to use digital displays for fluctuating gas prices. It was decided to strike the description for refer to chart. It was determined that digital displays are permitted on the gasoline pump to advertise prices; and electronic message boards like those at CVS and Walgreens would be added to prohibited signs in 9.10. The reference to “reader boards” will be removed from the sign ordinance.
- (C) Window Signs. Discussion regarding permanent signs vs. temporary signs. Permanent signs are covered in the sign permit and the accompanying chart. It was decided to strike this definition.
- E. (D) “Open” Signs – Remove [no other lettering is allowed except that a restaurant...in place of one of the allowable two rigid “OPEN” signs.]
- F. (E) “Open” Flags - Remove [and not display the business name, hours of operation, or any other textual information...It shall be maintained in good condition without tears, rips, loose fibers, faded colors or stains.]
- G. (F) Signs Announcing Specials or Sales – Remove [during the period from May 1 through Nov. 1] and strike [Display of such signs announcing non-food sales event shall be limited as follows...]
- H. (G) Signs for Public Events – Remove [The Zoning Administrator/Building Inspector shall have the authority to issue a permit for the] Display of signs on a temporary basis for up to four times a year announcing a public event or sale are permitted. Remove [The permit fee shall be waived for local civic, religious...shall be required.]
- I. (H) Signs for Civic Groups at Town Entry Points – Remove [Bonafide] and [and shall require approval by the DRB through the design review process outlined in the ordinance.]
- J. (I) Temporary Signs in Lieu of Permanent Signs – Remove [made of rigid material and up to 8 sq. ft. in size] add size conforms to the district in which it is located, Remove [ZA]; remove [a certificate of occupancy has been issued for that land use or business] and [A temporary sign in lieu of a permanent sign not meeting these criteria shall require approval of the DRB.]

**VI. CORRESPONDENCE** – None.

**VII. ADJOURN**

The next meeting will be held December 14 and it was suggested that a pot-luck meal be served. LW moved to adjourn. It was seconded. The meeting ended at 7 pm.

For the Commission  
Barbara Spaulding, Recording Secretary