RUTLAND CITY PLANNING COMMISSION

P.O. BOX 969
RUTLAND, VT 05702

Minutes
December 14, 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.

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

I. **ADDITIONS/DELETIONS** – PG asked to add an update on the Complete Streets draft. Dave moved to approve the addition. Larry seconded. Motion carried unanimously.

II. **PUBLIC COMMENT** – None.

III. **APPROVAL OF MINUTES – November 16, 2016.**

LW moved to approve the minutes of November 16, 2016. AF seconded. Motion carried unanimously.

IV. **NEW BUSINESS** – "Tiny Houses."

Tara distributed a memo to the Commission outlining the conclusion she came to regarding how to regulate the use of 19 North Street ext. This issue came to her attention from the property's former owner. She read through the memo and discussed the process with the Commission. She noted that this issue will need to be regulated at some point.

Tara also distributed copies of the guidance she received from VLCT and the ZA listserv. She pointed out that the 20ft. minimum building size in the City's Zoning Bylaws may not be enforceable under Fair Housing Law. The public was invited to address the Commission on this issue.

Ron Delehanty, Rutland VT – Mr. Delehanty said he had contacted the City because of concerns over where the property owner is dumping the waste from the compost toilet. He also explained the difficulty in moving the "tiny house" onto the property.

AF wanted to know the owner's actual intentions. Tara explained that in her letter to the property owner the small building on a trailer with a registered plate is allowable; however if it becomes a more permanent situation a permit would be in order. The owner has not yet responded.

John Ruggiero, Rutland VT – Mr. Ruggiero said he owns several empty lots in the City where, under the current zoning, he could put small "mobile" homes and he is concerned that this could get out of hand. A developer could take advantage of the ambiguity in the current zoning bylaws.

AF was also concerned with the water/wastewater. PG said a septic field is still needed with a compost toilet.

Tara said the Commission may want to amend the bylaws to address the issue of "Tiny Houses" before things get out of hand. SS suggested adopting interim bylaws to address the issue and asked Tara to do more research.

V. OLD BUSINESS – Municipal Planning Grant Update and Consultant RFP.

The City received a grant award and Tara has drafted an RFQ but said an RFP may be the route to take. She added that the Board of Aldermen must approve going out to bid and suggested getting on the agenda for the January 3 meeting. The Commission discussed the differences between an RFQ and RFP.

Rutland Sign Ordinance – SS explained that she and Tara were attempting to get a handle on the draft document before any public outreach can be done. She does believe a presentation showing samples of the proposed signage would help to give people a sense of what the City could look like. PG agreed to work on the presentation.

AF said he is continuing to work on the design guidelines and there are some elements of signage in the guidelines. PG said he would email the draft design guidelines to Tara.

Complete Streets Draft Update – Tara said she would follow up with DPW on the status of the Complete Streets draft.

VI. CORRESPONDENCE.

12/2/16, Green Mountain Power, Petition for Certificate of Public Good authorizing the construction of the Rutland Area Reliability Project which consists of a substation and transmission line upgrades in Pittsford, Florence, Proctor, West Rutland, Rutland Town and Rutland City.

PG moved to receive and place on file. DC seconded. Motion carried unanimously.

VII. ADJOURN

AF moved to adjourn. The meeting ended at 6:47 pm.

For the Commission
Barbara Spaulding, Recording Secretary