



RUTLAND CITY PLANNING COMMISSION

City Hall – 52 Washington St. – Rutland, VT 05701
Mailing Address: P. O. Box 969 – Rutland, VT 05702
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2/3/2016

Minutes February 3, 2016

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

Also Present: Alderman Siliski and Bob Barrett, City Building Inspector.

DC, Acting Chair, called the meeting to order at 5:37 pm.

I. ADDITIONS/DELETIONS – The following items were added to the agenda under Old Business: Complete Streets status update and ongoing sign ordinance discussion. In addition the Rutland Town Plan was added under Correspondence. .

II. PUBLIC COMMENT – None.

III. APPROVAL OF MINUTES – January 20, 2016.

AF moved to approve the minutes of January 20, 2016. PG seconded. Motion carried unanimously.

IV. NEW BUSINESS – None.

V. OLD BUSINESS.

Complete Streets: DC said he was tasked with asking Jeff for an update on the Complete Streets draft plan and his email did not receive a response. SS said she collects the compliance forms for all towns for every road project and reports to VTrans. The City did supply its compliance forms. She added that Rutland Town is currently working on a Complete Streets Plan.

Alderman Siliski asked if Complete Streets was being considered in the re-design of Strongs Avenue makeover. Siliski said he would contact Brennan Duffy and DPW to discuss the concept of bridging Complete Streets with economic development. DC said he would also like to ask Brennan if the upgrades to Strongs Avenue will create a multi-use thoroughfare. PG said the Commission is interested and invested in the process and would like to be kept up to date with a draft of the current design.

Sign Ordinance: Working off a grid document compiled by LW, comparing several towns sign ordinances, the ILMA and USSC sign rules, the Commission discussed the need to create a less complicated ordinance. As the administrator of the ordinance the Commission was interested in getting feedback from Bob with

regard to a maximum size free-standing sign as opposed to the current size based on frontage.

SS asked LW to add columns to the grid for lighting, no. of signs and set back. Bob explained that the signs are set back 25 ft. from the center of the road for both commercial and residential signs. He added that the current ordinance does not have a height limitation.

AF said that creating design guidelines for the gateway districts prompted the discussion to revise the sign ordinance as the sign ordinance could be modified outside of zoning. DC added that comparing the ordinance with other towns will allow the Commission to better defend its position.

Alderman Siliski suggested adding South Burlington to the grid for comparison.

SS asked if different districts should have different sign requirements. AF said the gateway districts are divided by the characteristics of the neighborhood. SS suggested combining similar districts.

The following districts were combined: South and North Main; Gouger Hill, GB1, GB2, Main Street Park and Courthouse; Downtown; Woodstock Ave., POP, State Street, Cleveland Avenue and 4/7.

PG suggested that multi-tenant signs would fall under a separate category. SS said gas stations would also trigger separate signage rules.

Bob said the Commission should attach sq. ft. size on signs to districts as the next step.

There was discussion on signage material and lighting.

Alderman Siliski had to leave and thanked the Commission for their work. His term as Alderman expires in a month. He suggested the Commission consider asking Alderman Allaire to take his place as liaison.

Discussion continued on setting the maximum size of a free-standing sign to 32 sq. feet. SS discussed the appeal process.

LW asked if there should be a minimum allowable. AF said 1 sq. ft. lineal frontage to determine allowable signage. He added he is less concerned with building signs than he is with free-standing signs. Discussion continued regarding 32 sq. ft. free standing signs and 5% of façade.

LW brought up whether to grandfather the existing signs or a time limit to change the signs. DC hoped businesses would see the value in decreasing the size of their sign.

Sign height was discussed. Bob Barret said the maximum sign height should be 20 ft. AF said 8 ft. or vary the height by district.

SS suggested bring a projector to the next meeting and use Street View to review the districts attributes. Barbara was asked to secure the Wi-Fi code for the downstairs conference room.

DC set the next meeting for Feb. 17 at 5:30 pm and invited Bob to attend.

AF added that he would continue to work on the Gateway District Design Control Guidelines and incorporate the Commission's thoughts on vegetation and screening.

VI. CORRESPONDENCE – AF moved to receive and file the Rutland Town Municipal Plan. PG seconded. Motion was approved.

SS invited the Commission to participate in Walk/Bike Summit on April 1 and 2. For information www.walkbikesummitvt.com.

VII. ADJOURN.

PG moved to adjourn. AF seconded. Motion carried unanimously. The meeting ended at 7:32 pm.

For the Commission
Barbara Spaulding, Recording Secretary