

**Rutland City Planning Commission  
Minutes  
June 10, 2020**

**The meeting was held by teleconference because of the new COVID-19 protocols.**

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

**Also Present:** Tara Kelly, Planning Director and Zoning Administrator and Barbara Spaulding, recording secretary.

SS, Chair, called the meeting to order at 5:34 pm.

- I. ADDITIONS/DELETIONS** – SS suggested adding Complete Streets discussion and the Center Street Pilot Design Proposal under New Business.
- II. PUBLIC COMMENT** – None.
- III. APPROVAL OF MINUTES – May 13, 2020.**

AF moved to approve the minutes of May 13, 2020. DC seconded. Motion passed unanimously.

**IV. NEW BUSINESS – Complete Streets.**

DC spoke to Jim Rotondo regarding the lack of complete streets infrastructure during the repaving of a block of Church Street north to Vernon St. The area is designated as a pedestrian priority and during the reconstruction no new sidewalks were implemented. SS added that there are missing sections of sidewalk and the sidewalk is not contiguous along the west side down to Vernon St.. DC said that Jim expressed concern that the Planning Commission singles out certain issues and he would prefer the Commission talk to him directly instead of letters for a better process. DC explained that there has been a long history of lip service with regard to bike/ped issues as far back as the original creek path which was shot down. DC reported that Jim also mentioned that the Public Works Committee of the Board of Aldermen may be a better place for prioritizing projects.

SS suggested that a liaison with that Committee be contacted in order to have a finger on the pulse and be in the loop with regard to street projects. She discussed the section of River Street sidewalk that was promised by Jeff Wennberg last summer in conjunction with Segment 4 of the Rutland Creek Path. It is still not done and she spoke about the steps she went through to make sure the sidewalk is on the DPW's list for this year. She added that Alderman Talbott has volunteered to take the issue to the Board and follow through with the Public Works Committee.

Discussion continued on the need for an updated sidewalk inventory and how to rate the condition of the sidewalks. PG also said the Commission needs the list of street improvements for FY21.

**Center Street Pilot Design Proposal** – The Commission received from Brennan Duffy the Center Street Pilot Design proposal. The Commission supports the proposal but PG asked why not make the street one-way for traffic. Tara explained that Devon Neary, Transportation Planner for the Regional Planning Commission, researched the design proposed and from a transportation standpoint it was the better option for businesses who depend on drive-by traffic. She added that the proposal has a lot of support from the Police Chief. SS said that the proposed 15mph traffic speed is not allowed per State Statute. Tara said the 15mph speed limit will not be enforceable by tickets but that it is hoped will provide additional safety for the project.

#### V. **OLD BUSINESS – Draft Master Plan Update.**

SS reported that the Aldermen did not adopt the Master Plan on June 1. Instead the Aldermen tabled the adoption for two weeks as a curtesy to Joe Giancola. It is expected that the Aldermen will adopt the plan at their June 15 meeting. The Regional Planning Commission will meet on June 16 to decide whether to confirm the plan.

PG asked if the letter regarding Joe Giancola's solar array proposal at 171 River Street had been mailed to the VT Public Utility Commission. SS said she will sign the letter tonight and it will be mailed tomorrow.

**Sign Ordinance Status** – Alderman Talbott has spoken with Alderman Mattis regarding the sign ordinance status and was told she is hopeful it will move forward with the new Board. DC said he also talked to Rebecca who claimed she dropped the ball during the COVID-19 pandemic and asked him to reach out to her in two weeks to keep her on track.

**Draft Zoning Bylaws** - Tara discussed the status of the City's contract with Brandy Saxton, the consultant hired through the Municipal Planning Grant to work on the Zoning Bylaws rewrite. The scope of work has been changed to include assistance through adoption of the Bylaws. Additionally Brandy will reorganize Section 4.9 so that the goals are more legible and include tiny homes. This work will commence now and be finished by June 30.

Due to COVID-19 protocols the public engagement portion of the scope of work has also been amended. Brandy will create videos that are contextual to the area as education tools to solicit input and information. The videos will kick off this summer with discussion in the fall. Tara will reach out to Alderman Talbott for a videographer.

PG asked about the timeline. Tara said the grant expires May 31, 2021 and that is the target to get the bylaws adopted.

PG suggested skipping review of Section 4 until Brandy has completed the reorganization and instead focusing on Sections 5, 6 and 7 over the summer.

DC discussed the nationwide movement to remove Single Family Residence from zoning. Tara added that in 2008 there was a change to SFR to allow an accessory dwelling that is not connected to the main building. Discussion continued regarding the education needed for accessory dwellings and that State Statute overrides the current City's zoning.

AF discussed the architectural guidelines for more than just the Downtown. SS asked Tara to share the information Alvin provided regarding guidelines for the gateway districts.

The Commission will discuss Section 6 Supplemental Regulations at the next meeting.

**VI. CORRESPONDENCE – None.**

**VII. ADJOURN.**

PG moved to adjourn. Motion passed unanimously. The meeting ended at 6:46 pm. The next meeting will be held July 15, 2020.

For the Commission:

Barbara Spaulding, Recording Secretary