



RUTLAND CITY PLANNING COMMISSION

City Hall – 52 Washington St. – Rutland, VT 05701
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9/16/2015

Amended Minutes September 16, 2015

Present: Dave Coppock (DC), Patrick Griffin (PG), Susan Schreiber (SS) and Alvin Figiel (AF). Also present: Alderman Siliski.

DC, Acting Chair, called the meeting to order at 6:00 pm.

I. ADDITIONS/DELETIONS – DC asked to add under New Business his conversations with Mayor Louras and Dave Schneider.

II. PUBLIC COMMENT – None.

III. APPROVAL OF MINUTES – August 5, 2015.

AF moved to approve the minutes of August 5, 2015. PG seconded. Motion carried unanimously.

IV. NEW BUSINESS – Meeting with Mayor Louras.

DC explained to the Mayor the Commission's decision to postpone for a year filing for a Municipal Planning Grant to amend the City Zoning. DC said the Mayor was supportive and would budget the necessary funds for the amendment.

Alderman Siliski encouraged the PC to request a meeting with Charter & Ordinance Committee of the Board of Aldermen to build support for amending the zoning. SS suggested asking the City Attorney to attend to explain to the committee the duties of the Planning Commission per State statute. Alderman Siliski volunteered to request the meeting at the Sept. 21 Aldermen's meeting. DC said he would contact Aldermen Allaire and Davis. Susan volunteered to contact Aldermen Etori, Skates and Bloomer.

DC said the Mayor was also supportive of a review of the City Sign Ordinance as it had been written in the 90s. PG said he took [AF] LW information and created an excel spreadsheet that determined the signs in the GB-NMS district are in compliance with the sign ordinance. The Planning Commission still feels the signs are too large and that the ordinance needs to be amended. PG asked if the work would be farmed out to a consultant or would it be done in house. SS said she felt there was enough expertise on the Planning Commission to rewrite the sign ordinance in house. DC asked if the process should be prioritized. SS said she felt that the sign ordinance and the review of the design control districts should be done simultaneously. SS volunteered to review the Manchester sign

ordinance; DC took on the Woodstock sign ordinance and PG will review the Middlebury sign ordinance.

DC told the Commission that the Mayor was in favor of the Architectural Review Committee (ARC) taking a more prominent role in design control. AF reminded the Commission that the ARC is an advisory committee and the advice has not been taken despite its being part of the formal process. SS said she will call Stephanie Lorentz to set up a meeting to discuss developing a process for the ARC to be notified of projects in the Design Control Districts.

DC informed the Commission that Dave Schneider is unable to attend the Planning Commission meetings. He would be willing to meet during the day. DC will set up a meeting for whoever can attend.

Discussion of the GB-SMS was tabled for the next meeting on Oct. 21.

V. OLD BUSINESS.

General Design Control Guidelines – AF discussed adding a requirement to encourage deciduous trees and shrubs as landscaping for parking lots. He added that a landscape strip is important for pedestrians to walk comfortably. SS said she thought it should be required [in all districts] for commercial development but AF said that would be difficult due to residential scale.

The Commission discussed restricting curb cuts to one per street for a project and reducing the size to 20 ft. wide maximum. There was some discussion regarding the need for emergency vehicles and delivery trucks' turning radius needs. The fire department would need to be contacted to determine their needs. PG thought a 30 ft. wide maximum may be necessary. Minimizing the number of curb cuts was deemed very important.

Regarding the GB-NMS the Commission agreed to add "all parking areas should be screened from the public right-of-way with low evergreen shrubs at _____ height." AF said the City has maps for measurement size and that it should be tied to frontage.

Curb cut issues in the district were addressed by narrowing the curb cuts to two 12 ft. wide per parcel. There was debate on whether it was better to reduce the number of curb cuts versus reducing the width of the curb cuts. PG said he would research curb cuts in other zoning. DC encouraged the Commission to continue to look and walk the districts.

Dorr Drive Update – DC reported that the City is going with the existing footprint with 3 ft. lined bike/ped shoulders on Dorr Drive. The fog lines will result in 9 ft. travel lanes which will slow traffic down. The fog lines are expected

to be completed by the end of April, 2016.

VI. CORRESPONDENCE – NONE.

VII. ADJOURN.

AF moved to adjourn. SS seconded. Motion carried unanimously. The meeting ended at 7:55 pm.

For the Commission
Barbara Spaulding, Recording Secretary