

West Rutland Planning Commission (PC) Meeting Minutes
Sept. 2, 2020 7:00 pm Town Offices, 35 Marble St.

Members Present: Denis Lincoln (Chair), , Sean Barrows, Leona Minard Member Absent : Michael Brzoza
Others Present: Jeffrey Biasuzzi (Alternate & Recorder)

D. Lincoln called the Meeting to Order at 7:15 pm. It was not electronically recorded.
The Chairman led the reciting of the Pledge of Allegiance.

D. Lincoln requested a Motion to accept the draft agenda; Sean Barrows so Moved, S. Barrows seconded, all approved and Motion passed.

Old Business: At Chair's request L. Minard Moved to accept the Minutes 8 /5/2020, S. Barrows seconded, all approved, and Motion passed.

Public Comments/Input: No public in attendance; no input submitted.

Review of Zoning Regulations:

L. Minard was not able to submit the latest update to the Table of Uses (Article III).

The Members re-opened discussion on selecting OPTIONAL LANGUAGE to Article III (Table of Uses), to allow the DRB to consider a proposed use not identified in Table III. D. Lincoln noted his research of other town Zoning regulations included few examples with different language than already being considered. He favored "option 2", "If a proposed Use does not reasonably fit or match any category or Use in Section ____ (Table of Uses) the proposed Use may be reviewed as a Conditional Use (per Article IV) **provided** that the anticipated impacts of the proposed Use will be determined to be no greater than the impact of at least one (1) similar Use that is currently expressly allowed in the Table of Uses as a Permitted or Conditional Use in the same zoning district in which the proposed Use is to be located. There was unanimous consensus from Members on adding "option 2" language to Article III.

Review of Article VIII (Signs) included:

1. Possible removal of Section 801(e), which required a permit to replace an existing non-conforming sign with a conforming sign any time there was a change of the sign was amended. The revised language for Section 801(e) is to state, "An existing sign that does not conform to these regulations may be maintained and altered without a town permit **only** if the proposed change is solely to the message content and color(s) of the sign. A written request to amend the message or colors is to be provided to the Zoning Administrator in advance for review; and a "No Permit Required" determination placed in the Zoning files. Requests for changes to the sign's physical features; altering its existing shape, size, height, type, location, or any illumination status; will require a new zoning application, and the proposed sign shall conform to all current requirements in the Zoning Regulations."
2. Under Section 808, Variable Message types of signs are currently not permitted in any district. The Members agreed to the following changes:
 - a) Section 808(b): No flashing, rotating, scrolling, or intermittent messages signs or illumination shall be permitted. An illuminated or non-illuminated message sign board will not be considered to have intermittent messages/displays if changed a maximum of once a calendar day (1 time every 24 hours).
3. Temporary Sign language was revised.
 - a) Section 811(a) will allow, "... displayed for a period not to exceed Thirty (30) days in a Ninety (90)day period."
 - b) **Fuel Station advertising: Only non-illuminated fuel pump topper signage permitted. Triangular bullard post signage is prohibited.**
 - c) Section 811(c) is to be 808(d).

- d) Section 808(c) is to address Sandwich Signs: “These A-frame type signs are limited to ten (10) sq. ft. in area per panel, not to exceed a display height over ~~five (5)~~ **four (4)** vertical feet.
 - i. One (1) Sandwich sign **advertising a business** is allowed providing it is located on the property housing the business. Sandwich Signs may be displayed for up to 150 days per year without a town permit; providing they are displayed only during open hours of the business operation.
 - ii. Two (2) Sandwich signs **advertising a specific event** may be displayed without a town permit, and off premises only with the permission of the property owner(s). **Event sandwich signs may only be displayed seven (7) days prior to the event, and shall be removed within two (2) days following the event.**
 - iii. In accordance with Section 801(b) no signs may be installed in a location that obstructs visibility, interferes with public infrastructure, or creates a Public hazard.
 - iv. **Property Owners allowing Sandwich Signs on their premises will be responsible for compliance to zoning rules and be subject to any enforcement violations.**

4. Review of Article X (General Regulations):

- a) Section 1003 was amended to require all permanent easement Right of Ways to have a minimum width of fifty (50) feet.
- b) Section 1006 Members agreed to remove the first sentence, and amend with:
 - i. Section 1006(a) “The maximum (total) number of structures permitted on an individual parcel shall be limited by other sections of these regulations, particularly Articles III, IV, and V.
 - ii. In addition, the maximum number of Principal Buildings on an individual lot shall be limited to the parcel’s ability to site principal buildings so that they may be subdivided onto individual parcels in the future, in compliance with Articles X & XI, and Town Subdivision Regulations.

Discuss Other and Miscellaneous Business: D. Lincoln to follow up again about having L. Minard appointed Town Representative to the RRPC.

Meeting Schedule: The next scheduled P.C. meeting is for Wednesday, October 7, 2020, at 7:00 pm at Town Office.

Adjournment:

L. Minard made a Motion to conclude the Meeting, S. Barrows seconded, all approved and the Meeting adjourned at 9:10 pm.

Respectfully submitted by: Jeffrey Biasuzzi

Approved _____