

**Town of Westfield  
Planning Commission Meeting & Training Workshop  
April 14, 2015 – 6 PM**

**Commission members present:** Chairman Denny Lyster; Yvan LaPlume; Steve Dykeman; Bill Millar; Brian Dunn; Dianne Laplante; and Shawn Baraw

**Others present:** Dennis Neumann (Zoning Administrator); Alison Low (Senior Planner from NVDA); John & Fran Elliott (Residents); and LaDonna Dunn (Town Clerk)

- 1. Call Meeting to Order:** Chairman Lyster called the meeting to order at 6 p.m.
- 2. Additions and/or Deletions to the Agenda:** There were no changes to the agenda.
- 3. Approve the October 14, 2014 and the March 25, 2015 Minutes:**
  - A.** Motion by Steve Dykeman and second by Yvan LaPlume to approve the October 14, 2014 minutes as presented. Passed unanimously.
  - B.** Motion by Yvan LaPlume and second by Steve Dykeman to approve the March 25, 2015 minutes as presented. Passed unanimously.
- 4. Workshop Presentation by Alison Low, NVDA:** Alison Low, Senior Planner from NVDA was introduced by LaDonna Dunn. NVDA, our Regional Planning Commission offers training workshops to local Planning Commissions. Alison gave a presentation explaining the roles, duties and responsibilities and the hearing process of the Planning Commission. She provided resource materials and an Essentials of Local Land Use Planning and Regulation Handbook to all present. Additional copies of the handbook are available at the town office.
- 5. Other Business:** There was no other business.
- 6. Adjourn:** Motion by Yvan LaPlume and second by Steve Dykeman to adjourn at 7:40 p.m. Passed unanimously.

