

Westfield Planning Commission Minutes
October 29, 2018 – 5:30 p.m.
Westfield Town Office, 38 School Street

Present:

- Planning Commission Members: Pat Sagui, Chair; Brian Dunn; Shawn Baraw and Yvan LaPlume

Others:

- Town Clerk: LaDonna Dunn (acting Secretary); and Selectboard Member Anne Lazor
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1. Call Meeting to Order: The Chair called the meeting to order at 6 p.m. when there was a quorum.

2. Additions/Changes to the Agenda: None

3. Motion/Second to Approve Minutes from the September 24, 2018 Meeting: Motion by Shawn/second by Brian. LaDonna reviewed changes to the minutes requested by Peter Fina, representative for Alpine Haven Holdings, Inc. The Board accepted the suggested changes, noting them on the signed copy of the minutes. The motion passed unanimously.

A. Business from the Minutes: None

4. Plan Updates:

- ∞ **Energy Section** for Substantial Deference before the Public Utility Commission
 - Review/Reference NVDA Regional Plan, Data for Westfield

Pat gave an overview of the Town Plan Energy section. Shawn asked where the projections came from for estimating energy use. Pat explained NVDA did the calculations based on data in the state Comprehensive Energy Plan.

- ∞ Other document final edits

The draft going to abutting towns will not have graphics. Pat urged the Selectboard (via Anne) to make sure they review the energy section, before it goes to neighboring towns on Friday November 3rd. Pat will resend the draft energy section to the Selectboard with a reminder about the deadline. (Done, Wed. Nov 31st)

5. Timeline for Plan Adoption (Revised):

- Jan 7** – Selectboard adopts after Public Hearing that night
- Dec 21** – 15-day notice of Selectboard Public Hearing gets posted
- Dec 5** – Planning Commission Public Hearing/presentation of plan
- Nov 20** – 15-day notice of Planning Commission public hearing gets posted
- Nov 2** – Copies of draft plan and public notice sent to adjoining towns 30 day prior to Planning Commission hearing and will be posted on the Town website at www.westfield.vt.gov.

PC, SB, ZA, Listers continue to comment on draft to December 1

6. Tasks/timeline for December 5:

- Agenda for Dec 5 PC hearing
- Comments on Draft Plan

- Add/format graphics – photos, maps, illustrations, etc.

Graphics need to be added by Nov 20 before the draft Plan is posted on the Town website as part of the Public Hearing Notice.

Town officials are encouraged to continue reviewing the draft Plan and providing comments up until December 5 Hearing, and to attend the Hearing.

7. Confirm Next Meeting Date: The next meeting will be December 5, immediately following the Public Hearing for the Town Plan. Pat asked members to arrive 10 to 15 minutes early to greet people for the 6:30 p.m. Hearing at the Community Center.

8. New Commission Members: Pat said Ellen Fox and Joe Falworth have been identified as potential new Planning Commission members. Ellen is a past Westfield resident and is a farmer. She is the current Zoning Administrator in Montgomery. Joe is retired and was appointed to fill an unexpired term (2020) as Town Auditor. After discussion it was decided to invite both to the next meeting for a meet and greet before making an official recommendation to the Selectboard.

9. Other Business:

A. Sign Notice of Decision (NOD) for Alpine Haven Holdings, Inc.: The NOD will be left at the general store for Loren to sign. All other Commission Members have signed the NOD.

B. Pat reported that a Thank You note was sent to Dianne for her service on the Commission.

10. Adjourn: Motion by Shawn and second by Yvan to adjourn the meeting at 6:27 p.m. Passed unanimously.

Planning Commission Approval Dated: _____ **with** _____ **changes**

Pat Sagui, Chair

Loren Petzoldt, Vice Chair

Brian Dunn

Yvan LaPlume

Shawn Baraw