

**Westfield Planning Commission  
Minutes**

**July 27, 2020**

**Westfield Community Center, 59 North Hill Road**

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Attendees: Loren Petzoldt, Yvan LaPlume, Brian Dunn, Pat Sagui

**1. Call Meeting to Order**

6:12 pm

**2. Additions/Changes to the Agenda**

None

**3. Approve Minutes:**

• **June 22, 2020 PC Meeting**

**A. Business from the Minutes**

Motion by Loren, 2<sup>nd</sup> by Yvan, Unanimous

**4. Update on intern/contract help with Bylaw rewrite**

Pat reported that NVDA is working on getting extra hours for the intern

**5. Scenic View housing assessment draft survey – review/revisions**

Discussion. No changes made to current draft.

**6. Schedule ZBA meetings (bring your calendar!)**

Tentatively scheduled for Sept. 24, prior to Planning Commission meeting.

Review pending permits. Pat to send questions about missing information to ZA.

**7. Review and Edit Bylaw**

No action.

**8. Tasks and Timeline for next steps to update ByLaw**

Pat will look into funding to hire Ellen to work on ByLaw.

Pat will work with NVDA intern if that possibility materializes.

**9. Other Business**

Ellen is serving at interim Zoning Administrator. She cannot vote as member of ZBA until she is replaced.

**10. Next Meeting**

• discuss schedule to coordinate with ZBA meeting

See #6. Agree to hold next PC meeting after hearings.

**11. Adjourn**

Motion by Loren, 2<sup>nd</sup> by Brian, Unanimous. 6:47 pm