

Westfield Planning Commission
Regular Meeting July 22, 2019
6:00 pm – Westfield Town Office

Present: Brian Dunn, Yvan LaPlume, Shawn Baraw, Pat Sagui (chair), Ellen Fox

1. Call Meeting to Order

Pat Sagui called the meeting to order at 6:07 pm.

2. Additions/Changes to the Agenda

Pat added an agenda item; to set a date for a meeting for site plan review for a project submitted by Mike and Terry Couture

3. Approve Minutes from May 20, 2019 Meetings

Shawn made a motion to approve the minutes from the May 20, 2019 public hearing and the minutes from the May 20, 2019 public hearing. Yvan seconded the motion. Approved unanimously.

4. Bylaw Revision

Pat distributed draft copies of the Definitions section of the Bylaw. The draft contained the original definitions, amended definitions, and newly introduced definitions, all marked as such. The Town Clerk and Zoning Administrator had asked the Planning Commission to give special attention to the definitions of “junk yard” and “junky yard.” Ellen will get the language used by the state for “junk yard” or “junky yard” and their regulation of these, and provide it to Pat.

There was discussion about home sharing and home rental situations and how these are defined in the Bylaw and how this type of business is regulated at the municipal level.

5. Edit Bylaw Definitions

The members went through the definitions and agreed on clarifying changes and additions. Pat will update the draft with these changes.

6. Tasks and Timeline for next steps to update Bylaw

The Certificate of Compliance is now in use. Also the Town Clerk and Zoning Administrator have developed information sheets for applicants in the permit process.

7. Other Business

Dates were discussed for a meeting for site plan review. Pat will confirm the meeting date with members by email.

8. Next Meeting

The next regular meeting will be August 26, 2019 at 6 pm and the Westfield Community Center. The members will begin review and revision of the Zoning Bylaw.

9. Adjourn

Shawn made a motion to adjourn, seconded by Yvan and the meeting adjourned at 7:42 pm.

Minutes respectfully submitted by Ellen Fox