

**Westfield Planning Commission – Regular Meeting
Meeting Minutes**

April 26, 2021 at 6:00 pm by Zoom

1. Call Meeting to Order

Pat called the meeting to order at 6:10 pm

Attending: Brian Dunn, Kitty Edwards, Ellen Fox, Loren Petzoldt, Pat Sagui

Member of the Public: Will Young, Zoning Administrator

2. Additions/Changes to the Agenda

Pat added discussion of two zoning permits distributed by Will Young after item 3.

Interim zoning added as a topic under item 6.

3. Approve Minutes:

• **April 12, 2021 PC Meeting**

Motion by Kitty, 2nd by Ellen

So moved.

A. Business from the Minutes

Pat reported that she will follow up to seek examples from other towns to regulate personal helipads.

4. Zoning permits brought for review by the ZA

Will described an application for a zoning permit to reconstruct on a portion of an existing footprint that does not meet setback requirements. The bylaw does allow for approval to rebuild on an existing footprint without a stipulation on the time allowed to pass after a building has been torn down. The Planning Commission could not make a vote or approval on the matter since it did not appear on the publicly warned agenda. The ZA will explain the process to warn the matter prior to a decision to the applicant.

Discussion of an application for an accessory structure prompted review of the maximum height restriction on accessory structures. There was consideration to use an interim zoning bylaw to change the height restriction since this is a recurrent problem. Ellen described that the interim bylaw measures are intended to be used in a situation where the Town has essentially approved a new bylaw and is awaiting an administrative detail to be fulfilled, or similar situation, which is different than our situation. There was discussion about whether we could change this one section of the regulation now, and implement the rest of the changes later. Some members felt it best to consider changing this one section, and others felt that the height requirement would be addressed as part of the overall revision process.

The ZA will make applicants aware of the timeframe for the revision process and allow the applicant to make decisions from there.

5. Report out from 4/19 Selectboard Meeting

Pat reported that the Selectboard is currently satisfied with the process laid out to revise the Zoning Bylaw. They indicated they are there if we have questions and need support or direction from them, at the same time they do not need detailed updates on our progress.

6. Zoning Bylaw revisions review and discussion: Article 1-Authority and Purpose

Ellen reviewed the draft of Article 1 calling attention to areas that need clarification and each member provided feedback and suggestions. Ellen will incorporate the suggestions into the draft bylaw language for Article 1.

7. Other Business

No other business

8. Next Meeting

May 10

May 24 Scenic View public hearing

June 7 – resume in person meeting

9. Adjourn

7:32 pm Motion by Loren, seconded by Kitty.

Minutes respectfully submitted by Ellen Fox