

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

**June 28, 2021 at 6:00 pm at the Westfield Community Center**

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**1. Call Meeting to Order**

Pat called the meeting to order at 6:15 pm

Attending: Brian Dunn, Ellen Fox, Yvan LaPlume, Pat Sagui

**2. Changes to the Agenda**

Addition of May 24 and June 7 hearing minutes to approve if we reach a quorum

Missisquoi River Basin Association Resilience and connection in the headwater towns

**3. Approve Minutes: May 10, May 24, June 7**

**Skipped lacking a quorum of members who were present at those meetings.**

**4 Zoning Bylaw revisions review and discussion:**

**Article 3 – Establishment of Districts and District Regulations**

**Article 4 – Zoning Permits, Zoning Districts and Permitted Land Development**

Discussion of potential formation of a conservation zoning district included expression of the desire to prevent fragmentation, and how this impacts wildlife corridors. Short-term housing and renting camping sites was considered as an upcoming source of business for homeowners and the group considered how this use is helpful to the town, and drawbacks including potential competition with campgrounds and difficulty of sewage disposal. Another use suggested as potential source of new business is food service or food processing. We reviewed how zoning districts and the district regulations can encourage or discourage business development in the community. Some expressed that the space in the village for business is extremely limited. The question was posed “How do we support business in the village center?” The members of the Planning Commission expressed the desire to encourage flexibility in rural areas for people to have home occupations or open independent businesses. Clarification of the rural recreation district was made with the Commission looking at the official zoning map.

**5. Updated Bylaw revisions timeline**

Ellen will update the timeline for revisions and distribute with the agenda for the next meeting.

**6. Next Steps: Bylaw revisions next steps**

Ellen will create a report to look at how many acres are at elevation above 1500, 1600, and 2000 feet in Westfield, how many landowners are involved with this acreage, and what is the

current use of that land. Ellen will find sample language from other towns and definitions used for short term rentals/ camping accommodations.

**7. Scenic View NOD – timeline to sign**

Ellen will have draft to Pat by the end of the week for edits, then she will circulate for review by the Board. The final draft will be ready for signatures in the Town Office on Monday or Tuesday July 5 or 6.

**8. Other Business**

Missisquoi River Basin Association - Ellen

**9. Next Meeting**

July 12, 26

August 9, 23

**9. Adjourn**

8:02 pm Motion by Yvan, seconded by Brian. Motion carried.

Minutes respectfully submitted by Ellen Fox