

Westfield Planning Commission Meeting Minutes
July 26, 2021 at 6 p.m.
Westfield Community Center, 59 North Hill Rd., Westfield, VT

1. Call Meeting to Order

Pat called the meeting to order at 6:08 pm

In attendance: Brian Dunn, Kitty Edwards, Yvan LaPlume,

2. Additions/Changes to the Agenda

No additions or changes to the agenda

3. Approve Minutes:

- July 12

Loren made a motion to approve the minutes, Brian 2nd and motion passed unanimously

A. Business from minutes

Pat's work to talk with NVDA and Carrie to provide more context for infrastructure and how to site a designated development area is carried forward.

4. Zoning Bylaw revisions

Discussion of permitted and conditional uses by district

Permitted and conditional uses from nearby and other similar-sized towns were reviewed along with those towns' zoning districts and bylaws. Discussion of specific, versus general, use terms ensued regarding the potential benefits and disadvantages of each. For the proposed Bylaw revision, the uses and dimensional standards will be presented in a table.

General zoning goals were discussed including the exclusion of chain branded operations. Ellen will research how Montpelier achieved this goal through zoning or another town ordinance. The desire to achieve zero discharge from development was discussed. This would mean all development must compensate for the creation of impervious surfaces through compensatory retention and infiltration on site. Driveways were discussed as potential sites of increased erosion. Best practices to prevent erosion during and following excavation and construction of driveways will be printed on the driveway permit application.

The Bylaw revision will include a conservation district for land above 1600 ft, and an economic develop area overlay still to be determined. The Rural Agricultural Zoning District will extend into potential Conservation Zoning District areas above 1600 ft along existing town roads (up to class III) for a distance of 200 feet, starting from the edge of the right of way and ending at 200 feet into each parcel.

It was considered whether to include signs as a specific permitted use in some districts and the general regulation of signs for all districts was discussed. It was suggested for the proposed Bylaw revision to contain provisions that portable temporary signs do not require a permit though must still meet the size limitation of the Bylaw. Signs which are integrated as part of the building façade are not considered to be a sign. Signs must be located only at the place of the business.

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Height maximum for accessory structure was discussed. The maximum height for all structures in the proposed Bylaw revision will be 35 ft with a possible conditional use approval for structures exceeding 35 ft to be discussed on a future agenda.

5. Next Zoning Bylaw draft – review and feedback prior to August 9 meeting
Review of the updated draft will be at the Aug 9 meeting

6. Next steps – Bylaw revisions

Ellen will send the most up to date revision timeline. A draft of

-Article 5 Development approvals Process and Criteria and

-Article 6 Nonconforming structures and uses will be discussed at the 8/23 meeting

7. Scenic View NOD questions from abutters

The two nearest neighbors who will share a fence line with Scenic View have raised questions about the fence. RuralEdge, the permit applicant, will have a process to communicate and find an agreeable placement of the fence. The applicant has requested the process be recorded along with the decision. The Planning Commission discerned that the applicants process to engage the neighboring landowners is an agreement between the applicant and the neighbor. The applicant may record their process and intentions in the Town record without any action by the Planning Commission or Zoning Board of Adjustment.

8. Other Business

No other business

9. Next Meeting

August 8 at 6 pm at the Westfield Community Center

10. Adjourn

Kitty made a motion to adjourn and Yvan 2nd. Motion carried, and meeting adjourned at 8:07

Meeting minutes respectfully submitted by Ellen Fox