

**Westfield Planning Commission Meeting Minutes**  
**August 9, 2021 at 6 p.m.**  
**Westfield Community Center, 59 North Hill Rd., Westfield, VT**

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1. Call Meeting to Order

Pat called the meeting to order at 6:08 pm

In attendance: Brian Dunn, Kitty Edwards, Ellen Fox, Yvan LaPlume, Loren Petzoldt, Pat Sagui, Will Young (Zoning Administrator)

2. Additions/Changes to the Agenda

No additions or changes to the agenda

3. Approve Minutes:

- July 26

Yvan made a motion to approve the minutes, Brian 2<sup>nd</sup> and motion passed unanimously

A. Business from minutes

Pat learned from Carrie that fiber optic currently provides internet service along Rt 100 and Rt 100 corridor will be the priority area for any future upgrades. Internet service will be expanded by hanging fiber optic network onto existing poles and will reach every residence to the location of the E911 address. If a structure is some distance from the location of the E911 location, then the private owner will be responsible for the cost of continuing the connection to the structure. The projected speed of the fiber optic connection is 100 MB upload and 100 MB download at an estimated cost of \$70-\$80 per month.

Regarding planning for an economic development area, Alison Low recommended we look at the Sutton and Hardwick zoning regulations and to pay special attention to size/scale of new business, screening for sight/noise/smells/outdoor storage, and consider impact of retail and loading traffic.

4. Revised fee structure for approval by selectboard

Will gave a recap of the revisions that had been previously reviewed by the planning commission as suggested revisions to be approved by the selectboard. The recording fee will increase by \$5 to be in line with the statewide fee increase. It will be clarified that an application that requires a hearing will have an additional fee, the late fee will become double what the fee would have been, and clarifies that an agricultural structure does not need a permit, though will be recorded in the town record for \$15 recording fee.

Loren made a motion that the planning commission suggest these revisions to the fee structure to the selectboard for approval, Kitty seconded the motion. No further discussion. Motion passed unanimously.

5. Redevelopment and creative reuse of dam on Reservoir Rd- discussion with ZA

Will described a proposed project on Reservoir Rd to build a house on the current footprint of the existing dam foundation. Will has advised the owner to pursue approvals from State agencies for work in and around a waterway and the owner is pursuing these approvals. There may also be a

need for approval from the National Park Service since this area is a designated Wild and Scenic River area and the owner will be notified of this by the ZA.

#### 6. Zoning Bylaw revisions, discussion

##### Hazard Mitigation and River Corridor zoning

Alison has reported to Pat that the NVDA will not be able to work on the hazard mitigation until after January 2022. This will not affect our revisions to add river corridor protections in the Bylaw revisions. Discussion of ways a resident might receive a tax benefit or other benefit by allowing riparian areas on their property to go undeveloped and serve as flood resilient areas followed. Pat will contact Jim Eikenberry at NRCS to see if there is any risk that zoning restrictions would impact the ability of a landowner to enter an agreement for wetland restoration or another kind of conservation easement.

#### 7. Next Zoning Bylaw draft – review and feedback prior to August 26 meeting

Ellen will make hard copies available at the Town Clerk and send draft by email also. PC members will submit comments to Town Clerk's office by end of day Friday, Aug 13 for table of uses and dimensional standards.

Comment deadline was extended to end of day Thursday, Aug 19 because Ellen was out of town until Aug 21.

All PC members discussed and agreed that

- the Table of Uses needs to include more uses, though using terms that have broad definitions.
- Remove fuel distribution as a use
- Need to define small lodging versus large lodging facility
- Note that in-home accommodations that do not change the use from a residence may need State approvals and inspections.

#### 8. Next steps – updated Timeline

Ellen had sent around the updated revision timeline and all members reviewed this together.

#### 9.. Scenic View NOD questions from abutters follow up response to Rural Edge

Pat confirmed that she had replied to RuralEdge's request for clarification of permit conditions. She responded that RuralEdge and the abutters can come to an agreement that meets the conditions of the permit (specifically fencing and Right of way access) and 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 23 at 6 pm at the Westfield Community Center

#### 10. Adjourn

Brian made a motion to adjourn and Kitty 2<sup>nd</sup>. Motion carried, and meeting adjourned at 8:07

Meeting minutes respectfully submitted by Ellen Fox

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