

**Westfield Planning Commission  
Meeting Minutes  
October 11, 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, Loren Petzoldt, Pat Sagui

2. Additions/Changes to the Agenda

None

3. Approve Minutes:

- September 27

Loren made a motion to approve the September 27, 2021 minutes. Brian seconded the motion and the motion carried.

A. Business from minutes

Pat spoke with the Selectboard about ARPA funds. The Selectboard is aware of additional wastewater capacity of the Jay/Troy system and will pursue a possible wastewater system for the village in Westfield if they see fit.

Pat send an email to Jim Eikenberry of NRCS to inquire about possible easements on riparian areas available to land owners.

Pat reported that Cannabis regulation is still in the initial phases and licensing will occur in October 2022. There will be some local control of cannabis outlets and Pat will keep the PC aware of this.

4. Zoning Bylaw revisions:

Article 7: General Regulations – Discussion and first round edits

Planning Commission members commented on the draft of Article 7.

-Overall, we will remove “any” and “all” as modifiers throughout the document.

-Remove regulation of “yards” and use setbacks and additional information about the boundaries of rights-of-way to ensure dimensional requirements. Where “yards” is used to describe required open space as part of a planned unit development, the regulation will be defined as required “open space.”

-Standardize and clarify the options to rebuild or clear away a damaged or abandoned structure, including the option to leave a viable foundation for future use.

-Include expiration of a conditional use if abandoned for more than one year

-Dumping regulation was considered, and what to include in the prohibition on dumping.

-Parking requirements may be shared spaces at the discretion of the DRB

-Painted or permanently affixed images and words on a building does not qualify as a sign under the Bylaw regulations. A permanent awning is considered part of the building.

- Interior and exterior signs that are visible from the outside of a structure are regulated as signs
- Outdoor storage will be regulated with a Town Ordinance rather than Zoning Bylaw.
- Paths in the waterway buffer may not create runoff or erosion.
- Fences must be on the applicant property and may be constructed up to the adjacent rights-of-way and property line.
- Spillways for ponds must be on the applicant property and not encroach into the setback.
- Solar arrays that are roof mounted and do not extend more than 10 ft are exempt. Need more discussion of ground mounts and if roof mounted solar arrays are exempt from overall height maximum as follow up before final draft.

5. Next Zoning Bylaw draft – schedule of feedback to Ellen

New version of Article 7 with edits from this meeting will be in the Town office Oct 18

First draft of Article 8 will be in the Town office Oct 18. Review Article 8 and come with comment to next meeting on Oct. 25.

6. Other Business

None

7. Next Meeting

Monday October 25, 6 pm at the Westfield Community Center

8. Adjourn

Loren made a motion to adjourn and Kitty seconded. Meeting adjourned at 8:12 pm.

Minutes respectfully submitted by Ellen Fox