

Westfield Planning Commission
Agenda
August 29, 2022, 6 PM
Westfield Community Center, 59 North Hill Rd., Westfield, VT

1. Call Meeting to Order
2. Additions/Changes to the Agenda
3. Approve Minutes
 - A. August 8 minutes
 - Business from Minutes
4. Zoning Bylaw revisions:
 - Final review edits for Section 8, Specific Uses
 - Identify how Town Plan supports creation of PUD and Conservation District
 - Helipads

<https://www.townofwindhamvt.com/wp-content/uploads/2021/03/Permitting-Helipads.pdf>
5. Ordinances - New
 - Review Draft Short Term Rental Ordinance
 - Review Draft Outdoor Storage Ordinance
6. Next Zoning Bylaw draft section/s
 - Updates from Ellen
 - Revised schedule to complete Bylaw draft
 - Possible additions/changes (see below)
7. Other Business
8. Next Meeting
9. Adjourn

ZA sign off re non muni easements:

City regulations. You can view the form here if you'd

like: <https://cms6.revize.com/revize/southburlington/Planning/Forms/CC%20Form%202017%20Generic%20fillable%202017.pdf>

Bond Requirements from Zoning listserve discussion:

What towns out there require applicants take out bonds on infrastructure completion as a condition of subdivision permits? In my four towns we usually make completion of infrastructure a condition of issuing building permits.

Our language reserves the town's right to apply a bond condition, but we haven't applied this on anyone to the best of my knowledge.

From ZA Listserve: Late Fees

I have had an increasing number of people building without permits.

The Town of Pomfret adopted into its Fee schedule a late fee of \$200.00 for when a project is started before permit is issued or even applied for.

Does your town have late fees, violation fees or both? What are the driving factors to determine if a permit is late, or if a clear violation of the ordinance.

Responses:

Morrisville doubles the permit fees of all projects that commence without a permit in place. This is a good deterrent, as my fee schedule here is substantial.

Town of St. Albans has a \$100 penalty fee for starting a project prior to obtaining a permit. I will only issue that penalty fee if the project was completed without a permit but still meets standards. If it does not meet standards we charge the penalty fee if it is able to be brought into standards or we require them to remove it, bring it into compliance, or request a waiver/variance from the DRB if at all possible.

Hinesburg increases permit fees 50% if built prior to a obtaining a permit. Permit fees are doubled if a Notice of Violation is issued.

In Vergennes late is late but I am lenient depending on my assessment of intent. Probably not the best approach, but.... Our regs allow us to double the fees.