

Westfield Planning Commission Minutes
September 19, 2022 6:00 pm
Westfield Community Center, 59 North Hill Rd., Westfield, VT

Present: Brian Dunn, Kitty Edwards, Ellen Fox, Loren Petzoldt, Pat Sagui
Members of the public: None

1. Call Meeting to Order

Pat Sagui called the meeting to order at 6:15 pm

2. Additions/Changes to the Agenda

Ellen added MRBA information and invitation to be shared during other business
Agenda item 5 Ordinances will be addressed as item 4 after approval of the minutes and before reviewing the Zoning Bylaw. The Zoning Bylaw revisions will be agenda item 5 instead of 4 and will be addressed as time allows.

3. Approve Minutes

A. August 8 Meeting minutes

Loren made a motion to approve the August 8 minutes, Kitty 2nd the motion. Motion passed.

-Business from the minutes

Pat located many supporting statements for the proposed bylaw revisions demonstrating how the proposed revisions are designed to promote the goals identified in the Town Plan.

4. Ordinances- New

Review Draft Outdoor Storage Ordinance

Ellen mentioned that this Ordinance needs to be in order before finalizing the proposal for zoning revisions. The Planning Commission members made some recommendations about specific wording such as removing the phrase “public nuisance” and recommended adding a section to specify the general screening standards for outdoor storage. There would be no outdoor storage in the setback areas, storage from the edge of the setback to 100 ft deep into a lot would require screening, and anything beyond 100 ft could be stored outdoors and would not require screening. Pat will edit the draft to include these changes for review at the next meeting.

Review Draft Short Term Rental (STR) Ordinance

The draft is from the draft Town of Montgomery STR Ordinance. The statutory justification and procedural parts may be at the beginning or the end of the Ordinance. Pat will look to existing Westfield Ordinances for a possible model of the procedural language.

Discussion followed around the impact of STR on housing and when STR becomes a change of use for a parcel (ie no longer a single family dwelling.) Ellen will bring the updated version of the ordinance to the next meeting.

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5. Zoning Bylaw revisions:

Review Section 8: specific uses

Review Town Plan Language that supports PUD and Conservation District

Postponed to Sept 26

6. Next Zoning Bylaw draft section/s

Postponed to Sept 26

7. Other Business

Will, the Zoning Administrator has asked the Planning Commission to consider smaller setbacks for small village lots to include an accessory building such as a shed closer to the property line. Also, the idea to include driveway regulation and permitting in the Zoning Bylaw and the zoning permit process rather than solely a road commissioner review for driveway approval. Driveways onto any state highway require VTRANS review and approval also.

8. Next Meeting

Sept 26, 2022 at 6 pm

9. Adjourn

Kitty made a motion to adjourn. Loren 2nd. Motion passed and the meeting adjourned at 8:17 pm.

Minutes respectfully submitted by Ellen Fox