

**Westfield Planning Commission**  
**Meeting Minutes**  
**October 10, 2022, 6:15 PM**  
**Westfield Community Center, 59 North Hill Rd., Westfield, VT**

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

1. Call Meeting to Order

Pat called the meeting to order at 6:28 pm

2. Additions/Changes to the Agenda

None

3. Approve Minutes

A. September 26 minutes

Loren made a motion to approve the minutes, Kitty 2<sup>nd</sup> and the minutes were approved.

– Business from Minutes

Ellen made a clarification regarding the Outdoor Storage Ordinance. For an alleged violator, there would be a 30 day period following notification to remedy the violation without any penalty. Once the 30 days had passed, then the matter could be referred to the Vermont Judicial Bureau which would require a waiver fee even if the violator pleads “no contest.”

The group discussed that the Short Term Rental Ordinance can be tabled since it does not have immediate impact on the revision of the Zoning Bylaw (whereas the Outdoor Storage Ordinance does.)

4. Zoning Bylaw revisions:

- General Review of Bylaw Articles
- Performance Standards
- Miscellaneous topics

Discussion of several undecided details in the Bylaw revision, including the prohibition of dumping anywhere in the town, driveways must meet setback requirements except for shared rights of way, provisions for removal or reconstruction of abandoned or damaged buildings, a change to have the Zoning Administrator manage application and approval for driveway permits in collaboration with the Road Commissioner, and outhouses are allowed when they have state wastewater approval.

5. Next Zoning Bylaw draft section/s

- Updates from Ellen
- Revised schedule to complete Bylaw draft
- Possible additions/changes (see below)

Ellen will bring to the Oct 24 meeting: 2 copies of the definitions for reviewers to take as homework or provide to an objective reviewer, 2 copies of the proposed Bylaw as revised for

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reviewers to take as homework or provide to an objective reviewer, and general performance standards used as review criteria for all development to be considered during the Oct 24 meeting.

6. Ordinances - New

- Review/vote final draft Short Term Rental Ordinance –

Tabled pending discussion with the Selectboard scheduled for October 17.

7. Other Business

None

8. Next Meeting

October 24 at 6:15 pm

November 14

November 28

9. Adjourn

Loren motioned to adjourn, Kitty 2<sup>nd</sup> the motion and the meeting adjourned at 8:22 pm

Minutes respectfully submitted by Ellen Fox