

**Westfield Zoning Planning Commission**  
**Public Hearing April 10, 2023**  
**Westfield Community Center**

Present: Brian Dunn, Kitty Edward, Ellen Fox, Loren Petzoldt, Pat Sagui  
Applicant: Nathan Nadeau for Kennison Family Trust  
Members of the public: Will Young (Zoning Administrator,) Dennis Vincent  
(Selectboard,) David Holdridge, Deborah Murphy

6:02 pm Pat called the hearing to order and gave a brief overview of Hearing process. Pat administered the Oath to the applicant and to the members of the Planning Commission. The Vice Chair, Loren Petzoldt administered the Oath to Pat as the Chair and all members of the Planning Commission and the applicant acknowledge receiving the Oath with their signature.

The hearing agenda states the purpose is to consider an application #2023-02 submitted by Nathan Nadeau to create five (5) parcels from three (3) existing parcels. The property is in the Rural-Agricultural District. The subdivision of land into (3) or more lots is subject to Site Plan Review by the Planning Commission.

**Applicant presented Site Plan**

The application is to subdivide parcel ID 03-003-02 on Kennison Road into 7 parcels total. The property is already currently divided into 5 lots. To create the seven (7) parcels, the current boundary lines for two (2) of the existing lots will become the surveyed boundaries for two (2) parcels. For the other five (5) parcels to be created, the boundaries for the other three (3) existing lots will be reconfigured to create five (5) parcels.

A current tax map was presented depicting the current boundaries of the existing five (5) lots on the parcel. Nathan Nadeau explained that two (2) of the lot boundaries will not change and currently exist on the tax map. Nathan mentioned that the boundary between these lots (Lots 1 and 2 on exhibit A, page 2) was not surveyed when it was divided into the current configuration and so he will submit a plat for recording those boundaries.

Nathan provided a draft survey map depicting the adjusted boundary lines that would create five (5) parcels out of the three (3) other existing lots. The final plat will also record these new boundaries creating five (5) parcels out of the three (3) current lots.

Nathan discussed the slopes on the proposed lots and provided a map of the area showing slopes in addition to a letter listing the percentage of the area on each proposed lot with slopes greater than 20%.

**Submission of Evidence**

Exhibit A Page 1 Survey of the proposed five (5) parcel boundaries

Exhibit A Page 2 Survey of the existing lots 1 and 2 on the parcel known as the Blais property.

Exhibit B Email exchange regarding Act 250 jurisdiction in this matter.

Exhibit C Current tax map showing boundaries of the existing five (5) lots

Exhibit D Letter with analysis of the percentage of proposed lot areas with slopes greater than 20%

Exhibit E Map of slopes

Exhibit F Town of Westfield Natural Resource Constraints map

Exhibit G A copy of the Public Hearing Notice provided by the Zoning Administrator

Exhibit H A copy of the Public Hearing Notice as published in the Newport Daily Express on March 24, 2023.

**Questions from the Planning Commission**

Q: Ellen – Describe how future driveway access to each of the new lots will be achieved.

A: There is a lot of road frontage for each new lot without steep grades to enter the lot. One lot has an existing driveway. On the Blais property, there is a long standing right of way serving two lots and is in very good shape so neither of those lots would require additional access to a public road.

The Planning Commission had no further questions.

Loren made a motion to suspend the submission of evidence. Brian seconded. The motion passed. Ellen made a motion to enter deliberative session inviting Dennis to attend. Loren 2<sup>nd</sup> the motion. Motion passed and the Planning Commission entered deliberative session at 6:38 pm.

The Planning Commission exited deliberative session at 6:45. Loren made a motion to approve the Site Plan for the subdivision as proposed. Kitty seconded the motion. Motion passed unanimously.

Loren made a motion to adjourn the public hearing. Brian seconded. So mover and the hearing adjourned at 6:47 pm.

Minutes respectfully submitted by Ellen Fox

**Westfield Planning Commission (PC)**  
**Meeting Minutes**  
**Monday, April 10, 2023, 6:00 PM**  
**Westfield Community Center, 59 North Hill Rd., Westfield, VT**

1. Call Meeting to Order

In attendance: PC members Brian Dunn, Kitty Edwards, Ellen Fox, Loren Petzoldt, and Pat Sagui  
Selectboard member Dennis Vincent was also in attendance.

Pat called the meeting to order at 6:50 pm and welcomed Dennis Vincent to the meeting.

2. Additions/Changes to the Agenda

Ellen asked to table the "outreach" topics to the next meeting since we are still waiting on review by the Floodplain Manager for the Special Flood Hazard Area revisions. Without a final draft, it isn't desirable to set a timeline for public hearing and approval.

3. Approve Minutes

A. March 27 minutes

Loren motioned to approve the minutes. Brian seconded the motion, and the minutes were approved.

– Business from Minutes

The Planning Commission expressed pleasure at having Dennis join the meeting to get oriented to the Bylaw revision process and have an open exchange of ideas and guidance around the process.

4. Zoning Bylaw revisions:

• Miscellaneous reader edits

The Planning Commission discussed exterior renovations and whether this requires a permit following the decision last meeting that interior renovation does not require a permit. It was recommended for the proposed revisions that exterior renovations do not require a permit if they do not change the footprint and do not increase living space.

Ellen raised a question about a reviewer comment about requiring a permit for events. The reviewer commented that events are not technically an ongoing land use and that any violation would be over and done before any enforcement action could take place. This might be handled with another ordinance, though the PC recognizes the hesitancy to propagate more town ordinances and decided to leave the event permitting process in the proposed revisions.

Ellen asked a clarifying question about words or images painted onto building surfaces. This is not defined currently, or in the proposed revisions, as a sign and so do not require a permit. The PC decided to maintain that signs are free standing or are affixed to a structure, not painted on the surface.

- Schedule for public engagement of proposed draft.

Tabled to next meeting.

- Materials for public engagement of proposed draft.

Tabled to next meeting.

- Review/Edit Purpose document re proposed Zoning Bylaw revisions

Ellen provided an overview of the draft Purpose document including the categories of the types of changes: Clerical errors, Statutory changes to be consistent with State legislation, Reorganization for ease of use by both applicant and municipal administration, and substantive changes to be consistent with the revised Town Plan.

One proposal to reflect the heavy emphasis of the Town Plan on conservation of open space, woodland habitat, and farmland is to create a conservation zoning district. Dennis and members of the Planning Commission discussed how a land owner with a parcel in the proposed conservation district would be impacted. Agricultural and silvicultural uses would not be impacted as they are governed by the State.

Ellen will provide the proposed Table of Uses to Dennis for review and comment.

- Updates from Ellen
  - Outreach plan and materials for PC informational meeting

Tabled to next meeting.

- Percent of total acreage in Westfield conserved now, and wit addition District (not necessarily conserved via Land Trust)

Discussion of a map provided by Ellen showing land in Westfield that is presently in current use and some conserved by a covenant held by a land trust. It was noted that land above 2500 feet is subject to State jurisdiction through Act 250. Members reviewed parcels that would be impacted by a new conservation district above 1600 ft with relatively few parcels being impacted between 1600 ft and 2500 ft that are not already in current use or under conservation.

#### 5. Sewer hook-up survey next steps

Pat reported that Pat, Jacques, and Ellen had a great and very congenial meeting with the Jay Troy Joint Sewer Board. The members of the Sewer Board indicated that they have additional capacity available and concurred that we can go ahead with a survey to gauge the interest of Westfield residents to connect to the wastewater facility in Troy. Ellen will send a copy of the survey to Pat, Jacques, and the Joint Sewer Board for any suggestions prior to distribution for survey results.

#### 6. Meet with Dennis Vincent, new selectboard member re Zoning Bylaw revisions

This was accomplished throughout the meeting with earnest and open discussion.

#### 7. Other Business

None

#### 8. Next Meeting

April 24 6 pm

#### 9. Adjourn

Ellen made a motion to adjourn, Loren 2<sup>nd</sup> the motion and the meeting adjourned at 8:29 pm.