

Westfield Planning Commission
Agenda
Monday, February 12, 2024, 6:00pm
Westfield Community Center, 59 North Hill Rd., Westfield, VT

In attendance: Brian Dunn, Kitty Edwards, Ellen Fox, Pat Sagui, and Will Young (Zoning Administrator)

1. Call Meeting to Order

Pat called the meeting to order at 6:05 pm

2. Additions/Changes to the Agenda

None

3. Approve Minutes

A. January 22 Minutes

Brian made a motion to approve the minutes, Kitty 2nd, and the minutes were approved.

– Business from Minutes

Ellen sent the warning for the February 20 public hearing to LaDonna and it has been published. The full text of the revisions has not been updated yet pending any changes that result from the public hearing. Ellen will create a report articulating the changes from the November 15 version of the proposed Bylaw to the final recommended version for the Selectboard.

4. Zoning Bylaw revisions:

- Public engagement

- Final draft responses to public comment

- Prep for second public hearing – 5:30 – 6:30, Feb 20, Community Center

-Pat has drafted an agenda for the hearing.

-Will discussed that the Selectboard would ideally approve the updated Zoning Bylaw in March so that the interim time for repeal can pass prior to the needs of applicants this spring, when the Zoning Administrator will need to begin issuing permits.

-There was discussion of the proposed setbacks in the Village. Brian expressed concern that 10 feet is too little and the PC members ways for neighbors to have consideration and due process on applications. The PC recommends that the side setback in the Village is 20 feet and conditional use review could grant a setback of no fewer than 10 feet. Ellen will communicate with VTrans about the required setback from Vermont Route 100.

-Ellen raised questions about the definition of accessory dwelling and if a two household dwelling can be an accessory dwelling. The PC recommends that an accessory dwelling is only a single household dwelling and section 802 in the Zoning Bylaw include language that each lot can have up to 6 dwelling units and remove the term “dwelling structures” since there is no clear definition for that term.

- Homework

Ellen will create a slide show with

-the agenda and procedures for the public hearing

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- an updated timeline graphic for approval of the Bylaw by the Selectboard including implementation of the Bylaw by the Zoning Administrator.
- a list of changes that are the result of the comments from the first public hearing on the proposed Zoning Bylaw changes held December 5 2023. This will include language describing the “Mountain District” rather than “Conservation District” to better reflect the intention of the new Zoning District at and above 1600 feet, and to avoid confusion around the meaning of “conservation.”
- a map showing the current Recreational-Residential District which will remain the same, even at high elevations.

5. Village Wastewater Project – Report on revised draft Agreement for Services
Pat is pursuing communication with the engineering consultant. The proposal made exceeds the funding that was projected by the State for this work.

6. Other Business
None

7. Next Meeting
The Public Hearing for Zoning Bylaw revisions is scheduled for 5:30-6:30 pm on Tuesday, February 20.

8. Adjourn
Kitty made a motion to adjourn. Brian 2nd the motion, and the meeting adjourned at 7:58 pm.

Minutes respectfully submitted by Ellen Fox