

Westfield Planning Commission
Agenda
Tuesday, May 12, 2026, 4:00pm
Westfield Community Center, 59 North Hill Rd., Westfield, VT

1. Call Meeting to Order
2. Additions/Changes to the Agenda
3. Approve 041426 Minutes
Approve 042926 Minutes
4. Town Plan Survey – Edits: Additions, Deletions, Language/clarity
5. Identify sections of Town Plan that need updating
 - per meeting with NVDA – statutory requirements, recommendations
 - other update recommendations
6. Other Business
7. Next Meeting
8. Adjourn

Westfield Planning Commission
Meeting Minutes
May 12, 2026 4:00pm
Westfield Community Center, 59 North Hill Rd., Westfield, VT

Attendance: Brian Dunn, Kitty Edwards, Ellen Fox, Loren Petzoldt, Pat Sagui

1. Call Meeting to Order

Pat called the meeting to order at 4:12 pm

2. Additions/Changes to the Agenda

ZA request for Bylaw changes and recommendation

3. Approve 041426 Minutes

Loren made a motion to approve 041426 minutes. Kitty seconded, motion passed.

Loren made motion to approve 04292026 minutes. Brian seconded. Motion passed.

4. Town Plan Survey – Edits: Additions, Deletions, Language/Clarity

Loren led a discussion of the survey questions going through each of the pages.

P1 Residency

P2 Age categories , include an “other” category for work situation

P3 Commuting , and cost question to telecommuting

P4 Business and farm add question If you would like to own a business or farm, what holds you back? Land, capital, cannot take time off to make the transition, other. What would support you meeting those needs? Childcare, other options

P5 Development – add “other” category, add coworking use,

P6 add same as P5

P7 no additions

P8 Rentals , What do you like? Mark all that apply

P9 Dislikes? Special place? Mark all that apply and add “other”, add “local business”

P10 Development – business, wastewater, water supply, zoning is restrictive then add a fill in the blank for “if you strongly agree, please explain.” Add check all that apply to “ag products”

P11 Importance of issues – add impacts of drought (wells running dry or lack of sufficient water supply,) culverts/bridges, add geothermal as heating source

P12 Heating and weatherization questions

Add transportation question “do you rely on others for transportation?”

We discussed the health related questions that NVDA provided as sample questions.

Healthcare access question will be valuable. We will include the access question. For the physical activity? Activity at community center, basketball/tennis/pickleball court, playground, walking trails. Safer separation from cars for walkers, bikers, others.

Would you be interested in a community garden?

Would you be interested in education programs at the community center? Cooking, sewing, knitting, crafting, mending, using technology, social clubs

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Where do engage in social interaction and gather?
What would you like to see in town as a gathering place?

Ellen will make a clean copy of the survey questions for the next meeting.

5. Identify section of Town Plan that need updating
-per meeting with NVDA – statutory requirements, recommendations
-other update recommendation

Loren made a motion to table Article 5 until next meeting, Kitty seconded. So moved.

6. Other Business

The ZA has asked for action on the recommended amendments to the Zoning Bylaw as discussed at the April 14 meeting.

Ellen made a motion to allow Accessory structures to be permitted by the ZA in the Recreational Residential Zoning District, thereby not requiring Site Plan Review by the DRB. Loren seconded.

Discussion – this includes the areas of RT 242 and North Hill Rd. Permitted structures in that areas would not disrupt the scenic value. There is an equity issue at play because everywhere else in town, accessory structures can be built without DRB site plan review. Pat and Ellen will go to the Selectboard to explain and request approval of the recommended change.

Motion carried.

Pat will call NVDA to get info about public process we need to follow to make the change.

The other issue raised by the ZA includes prohibiting self storage facilities from the Village. The PC discussed the current self storage units being constructed in the Village, and the condition that the owner will replant the trees that have been removed from the
We examined whether we will encourage housing development by prohibiting self storage. Other commercial development uses needs to be defined as prohibited, or needing DRB approval. Pat wondered if there is additional information we need to make a choice about self storage units. Loren brought up the point that the DRB has recently approved a self storage unit in the Village and it may appear that we are treating people differently, and there is some liability that may be associated with that and that we need to be aware of that. There was a sense among the PC that we have a greater awareness about the need for housing and this could promote residential rather than commercial uses in the Village. We, as a Planning Commission, perhaps made a mistake and it is an ongoing conversation to update regulations.

As a result of clarifying the issue raised by the ZA, Ellen made a motion to propose to the Selectboard to change the use of Self storage facility from Site Plan Review to Prohibited in the Village Zoning District. Kitty seconded.

Discussion: If the current applicant that has been approved does not fulfill the terms of the current permit, and the rule has been changed, then the applicant would not be able to renew or extend the permit, nor would the applicant be able to be granted a new permit. If the Selectboard approves the amendment, we recommend that the ZA provide a succinct explanation of the change and a reminder of the timeline for the current permit. Pat will ask NVDA for a list demonstrating the kinds of businesses to include in Village centers and the kinds to prohibit to effectively support housing in Village Centers.

Motion passed unanimously.

6. Next Meeting

The next meeting of the PC is Tuesday May 26, 2026 at 4 pm.

We will finalize the survey and send it to NVDA. Begin discussion on revising the Town Plan.

7. Adjourn

Ellen made a motion to adjourn. Loren 2nd the motion and the meeting adjourned at 6:12 pm.

Minutes respectfully submitted by Ellen Fox