

**TOWN OF SWANTON
DRAFT MINUTES
DEVELOPMENT REVIEW BOARD (DRB)
TOWN OFFICE BUILDING
One Academy Street
Swanton, VT 05488
In Person & By ZOOM
Thursday, June 25, 2026 @ 6:00 p.m.**

Present: Reg Beliveau-Vice Chair, Jim Pratt, Kiersten Bourgeois, Jennifer Yandow-Members, Amy Giroux-Zoning Administrator, Christina Candels-Assistant Town Administrator, Thomas Critchlow, Tim Skiff, Eileen Skiff, Cristian Jablonski, Harold Garrett, Douglas Edwards, Jon Creelman

Absent: Spencer LaBarge

Zoom: iPhone Participant

- A. Call to Order
Mr. Beliveau called the meeting to order at 6:00 pm.
- B. Agenda Review
Mr. Beliveau reviewed the agenda, swore in applicants, community members and board members.
Mr. Beliveau verified with board members no conflicts of interest or ex-parte' communications regarding applications before them tonight.
- C. Meeting Topics:
DRB-11-2026: Critchlow Investment Properties
DRB-17-2026: 2012 Highgate Road
DRB-18-2026: Douglas Edwards
1. **#DRB-11-2026: Critchlow Investment Properties** request for preliminary plat approval for a 9-lot subdivision located at Lydia's Ridge in the SG/Southern Growth district.
Mr. Critchlow came before the board requesting to move forward from the last meeting.
Mr. Beliveau reviewed the requests from the board in the minutes from the last meeting:
- Applicant has reviewed the Town of Swanton's Road Standards Policy for the future should they want the Town to take the road over.
 - The applicant will have a clear map showing where Lydias Ridge will access Sholan Road, now known as State Drive.
 - Applicants receive or produce approval to access the Town Road
- Mr. Critchlow did not provide the DRB with any of the required items to the board.
Mr. Critchlow said Mr. Cummings has a letter regarding the road access, but he does not have a letter from the Town.
Mr. Beliveau said if they do not have access they will need to have a cul-de-sac.
Mr. Critchlow would need to pave the connection of Lydias Ridge and State Drive.
Mr. Pratt said this needs to be clear on the mylar where the access on State Drive will be.
2. **#DRB-17-2026: 2012 Highgate Road** request for variance approval to build a shed located at 2018 Highgate Road in the R1/Rural district.
Mr. Garrett came before the board requesting a variance to place a shed that would be accessible by the three properties for his side by side and other items.
The current building sits on the property line and was built when it was all one farm parcel.
Mr. Garrett shared how far from the property line and where he would like to place the shed and on the property.
3. **#DRB-18-2026: Douglas Edwards** request for variance approval to build a garage located at 188 Hog Island Road in the R1/Rural district.

Mr. Edwards and Mr. Jablonski came before the board to request a variance to build a garage, the cement foundation has already been poured in place.
Mr. Jablonski said there was some confusion, and Mr. Edwards did not know he needed a permit.
Mr. Jablonski asked the board to consider one of the front setbacks to be considered a side instead, that would eliminate the need for a variance. This request is because this parcel has three front setbacks as a corner lot with three road accesses. The board did not agree to make that determination.
Mr. Jablonski said the garage needs an 8' variance. The lot has a designated replacement septic site on the lot as well.
Mr. Edwards said the road goes over the corner of his lot on both corners. Mr. Pratt said that was done by the developer, not the Town.
Mr. Jablonski said they are requesting less than 10% and it is a skinny lot.
Ms. Giroux said he would need a driveway permit. Mr. Edwards said he was waiting for the variance then he would meet with the Road Foreman and would like to access from Arrowhead Drive and Hog Island Road. Arrowhead Drive is a private road.
Mr. Pratt asked what the distance from the corner of the cement to the pavement? Over 35' to the edge of the pavement.
Ms. Yandow asked the depth of the property? 100'x200' and the proposed building is 36'x46'.
Mr. Pratt asked how far the cement would need to be cut if this is not approved? Ms. Giroux said he needs 60' setback he is at 52'. 8' would need to be removed on the corner.

D. DRB Minutes from May 28, 2026

Ms. Bourgeois made a motion to accept the Meeting minutes of May 28, 2026, as written, seconded by Ms. Yandow. Motion carried.

E. Any Other Necessary Business

None

F. Public Comment

Mr. Creelman shared he was present because he was told by David Winchester the DRB was going to meet with the developer for the land behind Hannaford.
Nothing has been submitted to the DRB yet.
The board discussed with Mr. Skiff and Mr. Creelman that they had not been informed of the project.
Mr. Creelman said a lot of people on Wheeler Round and Jones Court have water problems.
The board assured them the neighbors would be notified when the project goes before the DRB.
Mr. Beliveau said they would need the state permits in place.
Ms. Yandow reminded them they can always call to see what is on the agenda.
Mr. Creelman said people from Wheeler Round and Jones Court use the rail trail to walk their animals and the Town is thinking of giving the road to the Village. (Missisquoi Street)
Ms. Skiff said the intention is to extend the road to the Highgate Line and the Village wants to claim it as Village property.
Mr. Creelman said he would hope the members of the Town would vote on the idea.
Ms. Yandow shared if there are wetlands the State will address that, this board does not have say in that.
Mr. Creelman & Mr. Skiff showed the board the map presented at the Village meeting for the buildings.
Mr. Beliveau said Wheeler Round and Jones Court will be concerned about the runoff. Yes, and the traffic headlights.
Mr. Beliveau thanked them for their comments and said again they have not had anything to come before them yet, and they are quasi-judicial, so they follow the bylaw from the Planning Commission.
Mr. Skiff asked how many departments of the Town it will take to put this together? Sewer, water, electricity, public works, State permits for stormwater runoff.
Mr. Beliveau said annexing property is not an easy task. The Village cannot grow without annexation like the Town can.

Mr. Beliveau said they will be notified if it comes before the board.

G. Next DRB Meeting Date July 23, 2026.

H. Executive Session

Mr. Pratt made a motion to enter executive session at 6:48 pm, seconded by Ms. Yandow. Motion carried.

Ms. Yandow made a motion to exit executive session at 7:23 pm, seconded by Mr. Pratt. Motion carried.

Actions Taken:

- 1) **Mr. Pratt made a motion for DRB-11-2026: Critchlow Investment Properties request for preliminary plat approval for a 9-lot subdivision located at Lydia's Ridge in the SG/Southern Growth district be CONTINUED as they did not comply with the requested conditions from the last meeting, extending the preliminary plat approval seconded by Ms. Bourgeois. Motion carried.**
- 2) **Ms. Yandow made a motion for DRB-17-2026: 2012 Highgate Road request for variance approval to build a shed located at 2018 Highgate Road in the R1/Rural district be APPROVED AS WARNED, seconded by Mr. Pratt. No votes in favor, all board members voted OPPOSED, Motion DENIED although the building is moving into less conformity is still does not meet the setbacks and the lot is large enough for the building to be placed somewhere else and meet the setbacks.**
- 3) **Ms. Bourgeois made a motion for DRB-18-2026: Douglas Edwards request for variance approval to build a garage located at 188 Hog Island Road in the R1/Rural district be APPROVED AS WARNED, seconded by Ms. Yandow. No votes in favor, all board members voted OPPOSED, Motion DENIED due to the fact it does not meet front setbacks and a permit was not submitted prior to construction.**

I. Adjournment

Ms. Bourgeois made a motion to adjourn at 7:27 pm, seconded by Ms. Yandow. Motion carried.

Respectfully Submitted by
Christina Candels-Assistant Town Administrator