

**Swanton Planning Commission  
Town of Swanton Selectboard Joint Meeting  
PUBLIC HEARING  
LAND USE & BYLAW UPDATE  
DRAFT MINUTES  
Thursday May 7, 2025  
6:00 pm**

Present: Ross Lavoie-Chair, Jim Pratt, Heather Buczkowski, Andy LaRocque-PC Members, Brian Savage-Town Administrator, Christina Candels-Assistant Town Administrator, Corey Parent, Steve Bourgeois (SLB), Earl Fournier (SLB), Nick Brosseau (SLB), Shawn Cheney  
Zoom: Oliver Manning

1. Call to Order  
Mr. Lavoie called the Planning Commission meeting to order at 6:00 pm.  
Mr. Fournier called the Joint Selectboard meeting to order at 6:00 pm.
2. Agenda Review  
Mr. Lavoie reviewed the agenda with no changes.
3. Review and Approve Minutes
  - a) April 16, 2025  
**Mr. Pratt made a motion to approve the April 16, 2025, meeting minutes as written, seconded by Ms. Buczkowski. Motion carried.**
4. Public Hearing for Land Use Regulations & Bylaw Update  
Mr. Lavoie shared this has been a long process and completed a review and changes.  
Mr. Lavoie opened up for questions from the public regarding new changes. See below items of discussion:
  - Information for HOA's regarding stormwater permits.  
The addition of HOA's being required to file with the Town annual update of contact information for HOA.  
Add to COO requirement that if a stormwater permit is required an HOA is set up and recorded with the Town.
  - Impact fees should be considered to invest in sidewalks; this could aid to spur development in the Southern Growth District.
  - Permitted use anywhere a single-family home is allowed you have to allow a duplex. If the property has municipal water and sewer a four-plex is permitted use. The lot does not need to be larger the 1/5<sup>th</sup> of an acre. In accordance with State law
  - Redistricting of areas. Residential non water/sewer, Residential water/sewer, Shoreland,
  - Shrink setbacks
  - Height restrictions that allow for affordable housing height requirements, that the current fire truck can access.

- Changed “building coverage” to “lot coverage” and increased in some districts. In the Shoreland District if the State approves above 20% lot coverage the Town will accept the State’s approval.
- Shoreland District changing to Residential non water/sewer previously known as R1/Residential Agricultural.

Added restriction/accommodations chart for small lots that do not meet 1 -acre conformance.

Mr. Pratt does not agree with this change of districts. Mr. Pratt believes this will cause more problems for homeowners and the Zoning Administrator deciphering what district properties are in. Mr. Pratt said he will take it to the Selectboard.

Ms. Buczkowski asked what the difference in the two districts is, Mr. Pratt envisions having problems with. Mr. Pratt said it is not right to have different districts on both sides of the road. Mr. Lavoie said Maquam Shore and Hog Island/Lakewood Dr. there are not many seasonal camps left they are year-round homes.

Mr. Parent reviewed the differences in the two districts. Ms. Buczkowski shared she does not agree with many R1/Residential conditional use things allowed in those areas.

The State only regulates shoreline for 250’ or the road. Plus 52% of the Town of Swanton is conserved land currently.

Mr. Fournier asked if the lot size requirements are different? No, they will both require 1-acre lots, the smaller lots do have different requirements and both districts have 20% lot coverage allowance.

Mr. Parent said most districts’ setbacks were shrunk hoping to eliminate the need for variance therefore eliminating Conditional Use less 30%.

Mr. Parent said the new State law states you are allowed as many units as possible your footprint will allow. For example, adding units if you are not increasing the building size. Mr. Parent asked if the board wanted to add this? The board agreed this is ideal because you are not adding to the lot coverage and increasing housing and revitalization of properties.

**Mr. Pratt made a motion to put shoreline district back to what it was prior to March 1<sup>st</sup>, seconded by Ms. Buczkowski.**

Ms. Buczkowski said she needs explanation on the differences between the two districts. The board reviewed the differences, what is allowed and the layout of the districts. Mr. Lavoie said the vast majority of the land in this district planned for change is not waterfront property therefor is should not be in that district.

Mr. Pratt said the State only regulates the first 250’ or the road that is it.

Ms. Buczkowski said if there is an issue it can be switched in the future.

**Vote: Mr. Pratt voted Iye in favor of the amendment; Ms. Buczkowski and Mr. LaRocque voted nay. Motion failed.**

- Access requirements, three lots or more according to E-911 require it to become a named road. The Town road policy then requires a cul-de-sac with a 50’ access.
- Add B-71a to driveway definition.
- When a driveway serves more than one lot it needs to be built to standard (B-71a).
- Road and Pedestrian access change private road serving four lots to three lots.
- Right-of-ways for roads be at least 50’ and be added to the definition.

**Ms. Buczkowski made a motion that the Swanton Planning Commission passes this final draft of the Swanton Land Use & Bylaws draft 5-7-25 as written with the final edits for formatting and table edits for uniformity, seconded by Mr. LaRocque. Motion carried.**

These approved Land Use and Bylaws are in effect for 120 days or 21 days after the 2<sup>nd</sup> Selectboard Public Hearing.

5. Public Comment

Mr. Bourgeois asked if Air B&Bs are regulated? No, they are not currently this is a problem in most Towns. Some Towns have added ordinances for these. Currently there is no zoning requirements.

6. Any Other Necessary Business

None

7. Set the next Planning Commission Meeting

Public Hearing with the Selectboard June 3, 2025, at 6:00 pm.

8. Adjournment

**Ms. Buczkowski made a motion to adjourn the Planning Commission meeting at 8:09 pm, seconded by Mr. LaRocque. Motion carried.**

**Mr. Bourgeois made a motion to adjourn the Selectboard meeting at 8:09 pm, seconded by Mr. Brosseau. Motion carried.**

Respectfully submitted by  
Christina Candels-Assistant Town Administrator