

**SWANTON PLANNING COMMISSION
DRAFT MINUTES
Tuesday, October 14, 2025
Town Office Building
1 Academy Street, Swanton, VT**

Present: Ross Lavoie-Chair, Heather Buczkowski, Shawn Cheney, Desireah Ladieu-Members, Christina Candels-Assistant Town Administrator

Zoom: No Attendance

Absent: Oliver Manning, Amy Giroux-Zoning Administrator

1. Call to Order
Mr. Lavoie called the meeting to order at 5:02 pm.
2. Welcome New Planning Commission Members
Mr. Lavoie welcomed Shawn Cheney and Desireah Ladieu to the planning commission.
3. Agenda Review
Mr. Lavoie requested to add review and sign the Municipal Planning Grant application for Swanton Village.
Mr. Lavoie requested to review if the 2nd Tuesday works for the Planning Commission to hold its monthly meetings with all members.
4. Review minutes of September 9, 2025
Recap of this meeting from Mr. Lavoie.
Ms. Brunswick came to the meeting to discuss the project Habitat for Humanity is planning with Swanton Village.
Mr. Lavoie said he is meeting with Rob from Habitat for Humanity this week to discuss what his school can do for his projects and this project.
Mr. Lavoie shared Habitat for Humanity is planning to do a project on the old Hotel Riviera property. The currently bylaws do not allow for this “Cottage Court” style housing and Ms. Brunswick is helping with these changes. Ms. Brunswick will come to the November meeting.
This style of development can then work on other properties. Mr. Cheney said he has been approached before for this style of development.

Ms. Buczkowski made a motion to approve September 9, 2025, meeting minutes as written, seconded by Ms. Ladieu. Motion carried.
5. Land Use & Development Regulations Review
 - A) Municipal Planning Grant Application-Swanton Village
Anytime an MPG is applied for by Swanton Village they require the Planning Commissions support and/or Mr. Lavoie to sign the application.
Swanton Village is planning to apply for an MPG for four necessary water department documents/plans.

Ms. Buczkowski made a motion to support Swanton Village's Municipal Planning Grant application, seconded by Mr. Cheney. Motion carried.

B) Land Use

Mr. Lavoie & Ms. Candels updated the members on the discussion they had regarding what district 19 Elm Street is in and that housing is allowed in that district. What they were clarifying with Corey Parent was how many units were on a lot. This lot is for sale and there has been a lot of interest.

This would have been easier to determine if we had new maps from Regional Planning. Mr. Lavoie will follow up where the new maps are.

Mr. Lavoie shared the vision they have planned for the coming year to add cottage courts to the bylaws and update things they find along the way. When they have changes ready, they then can present them to the Selectboard as they will need to follow the Public Hearing process.

6. Planning Commission Meetings

A) Regular Schedule for Meetings

Mr. Lavoie asked the new members if the 2nd Tuesday of the month works for everyone. This date works for everyone. November will be changed because the 2nd Tuesday in November is Veterans Day, and the office will be closed.

B) Next Planning Commission Meeting

Monday, November 10, 2025, 5:00 pm.

7. Public Comment

None

8. Any Other Necessary Business

None

9. Adjournment

Ms. Buczkowski made a motion to adjourn at 5:39 pm, seconded by Ms. Ladieu. Motion carried.

Respectfully Submitted by
Christina Candels-Assistant Town Administrator