

**SWANTON PLANNING COMMISSION
DRAFT MINUTES**

Monday, November 10, 2025

Town Office Building

1 Academy Street, Swanton, VT

Present: Ross Lavoie-Chair, Shawn Cheney, Desireah Ladieu-Members, Amy Giroux-Zoning Administrator, Christina Candels-Assistant Town Administrator, Greta Brunswick-NRPC

Absent: Heather Buczkowski

Zoom: Oliver Manning

1. Call to Order

Mr. Lavoie called the meeting to order at 5:01 pm.

2. Agenda Review

Mr. Lavoie reviewed the agenda.

Ms. Candels requested to add discussion on the definition of Recreation, Outdoor regarding Franklin County Field Days proposed event.

3. Review minutes of October 14, 2025

Mr. Cheney made a motion to approve October 14, 2025, Planning Commission meeting minutes as written, seconded by Ms. Ladieu. Motion carried.

4. NRPC Greta; Review Cottage Court

Ms. Brunswick came before the board to discuss the draft she has worked on regarding adding Cottage Court to the Land Use & Development Regulations.

Noted regulations discussed were as follows:

- Cottage Court's vs. PUD's
- Where Cottage Court's would be allowed.
- Arrangement of buildings.
- Site plan review by ZA, Sketch & Final by DRB.
- Maximum road frontage of 300'.
- Setbacks.
- Building standards & Number of buildings.
- Square Feet requirements for dwelling, private outdoor area, patios, porches and garden space.
- Common Yard Area requirements.
- Parking space requirements would not be less.

Ms. Brunswick discussed creating a Rural Planned Unit Development.

Ms. Brunswick will make the changes discussed and bring the draft to the next Planning Commission meeting.

5. Outdoor Recreation Definition
Tabled until the next meeting.

6. Set next Planning Commission Meeting date.
December 9, 2025, 5:00 pm.

7. Public Comment
None

8. Any Other Necessary Business
None

9. Adjournment
Ms. Ladieu made a motion to adjourn at 6:30 pm, seconded by Mr. Cheney. Motion carried.

Respectfully Submitted by
Christina Candels-Assistant Town Administrator