

SWANTON PLANNING COMMISSION
DRAFT MINUTES
Monday December 9, 2024
Town Office Building
1 Academy Street, Swanton, VT
5:00 p.m.

Present: Ross Lavoie-Chair, Heather Buczkowski, Andy LaRocque, Jim Pratt- Members,
Christina Candels-Administrative Assistant, Brian Savage-Town Administrator, Corey Parent
Zoom: Oliver Manning

1. Call to Order

Mr. Lavoie called the meeting to order at 5:03 pm.

2. Agenda Review

Ms. Buczkowski welcomed Mr. Jim Pratt to the board; Mr. Pratt was appointed by the Selectboard to finish Mr. Ed Daniel's term.

Ms. Buczkowski and the rest of the board thanked Mr. Daniel and thankful for all the work he has put in on the Planning Commission.

3. Review minutes of October 22, 2024

Ms. Buczkowski made a motion to approve the Planning Commission meeting minutes of October 22, 2024, seconded by Mr. Pratt. Motion carried.

4. Land Use & Development Regulations Review

Mr. Parent articles 9 & 10 and Definitions in the Land Use and Development Regulations. Mr. Parent reviewed how enforcement is currently written, this has been a topic of discussion over multiple boards.

Mr. Parent will list the State statute in sections where there are regular updates on the State level.

The group discussed enforcement of roads now and, going forward, Mr. Pratt suggested that building permits not be issued in future development until roads are approved and signed off on. This could be part of the enforcement process going forward. This will be discussed with the Selectboard. Mr. Savage also suggested required engineers for these developments' approval, this could be required for the Certificate of Occupancies.

Building Permits and/or Certificates of Occupancy should not be issued until the roads are approved and signed off on by the road Forman, road commissioner or PE as meeting or designed standards withing their constructing drawings.

Should permits be issued before the roads are completed.

Before the next meeting Mr. Parent will provide a draft copy for the Swanton Selectboard to review and maps from Regional Planning.

5. Set the next Planning Commission Meeting date.

January 6, 2025, 5pm.

6. Public Comment
None

7. Any Other Necessary Business
None

8. Adjournment
**Ms. Buczkowski made a motion to adjourn at 8:11 pm, seconded by Mr. LaRocque.
Motion carried.**

Respectfully submitted by
Christina Candels-Administrative Assistant