

**SWANTON PLANNING COMMISSION**  
**DRAFT MINUTES**  
**Wednesday, July 12, 2017 @ 7:00 p.m.**  
**Town Office Building**  
**1 Academy Street, Swanton, VT**

Present: James Hubbard, Chair; Ed Daniel, Andrew LaRocque, Ross Lavoie, Sarah Luneau-Swan, Members; David Jescavage, Town Administrator; Amy Giroux, Zoning Administrator; Elisabeth Nance, Economic Development Coordinator/Administrative Assistant

1. Call to Order – Chair Hubbard called the meeting to order at 6:58 p.m.
2. Agenda Review – Chair Hubbard reviewed the agenda for those present.
3. Discussion of definition of Value Added Agricultural Enterprises (VAAE)

Chair Hubbard began the discussion by stating that he supports value added agricultural enterprises in theory as a way to support our agricultural neighbors.

The question before the Planning Commission as he sees it is whether the Commission wants to consider VAAEs on a case-by-case basis or to include it in zoning districts where it makes sense.

After question from Mr. Lavoie, Ms. Nance stated that there is no standard required definition of a VAAE. Per the Agency of Agriculture, it is up to the Zoning Administrator and/or the Planning Commission to determine the intent of behind the definition in the bylaws. Mr. Lavoie read the definition for those present.

The question centers on whether the “producer” is on-site or can be brought in from other locations. Chair Hubbard mentioned examples where a majority of the raw material is from other locations.

The Commission directed staff to contact Mr. Laroche to let him know VAAE is a conditional use in a number of districts, including the Southern Growth District (SGD) and R1- Agricultural/Residential, which is the zone in which their current location sits.

Ms. Nance brought up the contractor’s yard, which is currently not permitted or conditional use, in the SGD since it is not a permitted or

conditional use. There is an existing contractor's yard in the SGD that was approved when the area was zoned R1- Agricultural/Residential.

Chair Hubbard believes we should look at making the appropriate changes to the bylaws at once in the next few months so they are not done piecemeal.

Mr. Jescavage brought to the Commission information from a wastewater solutions company for expanding service areas or incremental growth communities among others that can handle small communities.

Mr. Jescavage asked if the Commission wanted a representative to come before the Commission. Chair Hubbard asked that Mr. Fenning be contacted to come before the Commission.

#### 4. Discussion on Air B & B / VRBO

Mr. Daniel wanted to see how the Commission wanted to handle Airbnbs. Ms. Luneau-Swan stated that she feels that unless a covenant or association bylaw that specifically prohibits it there should be no regulations against a homeowner renting a room as an Airbnb.

The general consensus is that it is not something the Commission wants to, or is capable of, policing.

#### 5. Review Minutes of June 21, 2017

Mr. Lavoie made a motion, seconded by Mr. LaRocque, to approve May 24, 2017 minutes as written. Motion carried.

Mr. Lavoie made a motion, seconded by Mr. Mr. Hubbard, to approve June 21, 2017 as written. Motion carried.

#### 6. Any Other Necessary Business

Mr. Hubbard wants August agenda to include green alternative energy bylaws.

Mr. Jescavage brought to the Commission a proposed new designated village center that extends the existing center over the Missisquoi River to encompass the Northern Gateway area. Mr. Jescavage noted for the Commission that the proposal also slightly extended the area northeast and south to better align with property boundaries.

There are currently three zones potentially within that area so the Commission may want to consider making the area one district if the state approves the map. Mr. Lavoie made a motion, seconded by Ms. Luneau-Swan, to approve the resolution to support the renewal of the village center designation with the new proposed boundary lines as shown on the map provided by Mr. Jescavage. Motion carried.

Mr. LaRocque asked Mr. Jescavage about the free GIS mapping service. Mr. Jescavage gave Commission members an overview of the mapping service, and further that the company that does the Town's mapping , CAI Technologies, would map at ½ the per parcel cost those parts of Swanton that have not yet been done. CAI additionally would train town personnel to make updates for a one-time fee. The representative will be on the next Selectboard agenda.

Mr. LaRocque asked Mr. Jescavage when the Robin Hood Dr. extension would be completed. Mr. Jescavage stated that it should be completed next year due to permitting delays and additional requirements by the state.

Mr. LaRocque asked for clarification on the Area-Wide Plan Report. Ms. Nance stated that the presentation is on July 20, 2017 at 7:00 p.m. at the Village Complex.

7. Executive Session (personnel); if needed - None
8. Adjournment – Mr. Lavoie made at motion at 8:14 p.m., seconded by Mr. LaRocque, to adjourn. Motion carried.