

**SWANTON PLANNING COMMISSION**  
**DRAFT MINUTES**  
**Wednesday, June 19, 2019**  
**Town Office Building**  
**1 Academy Street, Swanton, VT**  
**7:00 p.m.**

Present: Ed Daniel, Vice Chair; Andrew LaRocque, Heather Buczkowski, Members; Amy Giroux, Zoning Administrator; Elisabeth Nance, Administrative Assistant

1. Call to Order – Vice Chair Daniel called the meeting to order at 7:01 p.m.
2. Agenda Review – Vice Chair Daniel review the agenda. Ms. Giroux informed the board she had a few discussion items under Any Other Necessary Business.
3. Public Hearing on proposed changes to the bylaws

Ms. Giroux highlighted for the commission the changes and additions before them.

There was some discussion about the difference between a porch and a deck and whether a permit would be required should someone choose to cover an existing deck. Ms. Giroux noted since that would not change the footprint no permit would be required.

Ms. Giroux noted Minimum Lot Size needed to be removed from the list of definitions to be added because the language needs to be changed.

Ms. Buczkowski made a motion, seconded by Mr. LaRocque, to approve the Zoning Proposals as corrected. Motion carried unanimously.

4. Review of minutes of May 15, 2019 – Ms. Buczkowski made a motion, seconded by Mr. LaRocque, to approve the minutes of May 15, 2019 as written. Motion carried unanimously.
5. Any Other Necessary Business

Ms. Giroux updated the commission on specific items she is working on including pervious pavers, temporary garages, chickens and roosters in the village, and tiny houses. Ms. Giroux would also like to discuss items in

the bylaws that seem contradictory or confusing to make sure the commission and she are interpreting them the same.

In response to a question from Vice Chair Daniel, Ms. Giroux updated the commission on the issue of signs in the right-of-way. She believes one ongoing issue has been resolved.

Ms. Giroux updated the commission on the situation with unregistered vehicles. That issue has been resolved.

Ms. Nance made the commission aware that she would like them to consider applying for a Municipal Planning Grant to fund a market analysis. Ms. Nance stated a focused version was done as part of the Northern Gateway project but that a town-wide version would be helpful and would address several items in the municipal plan.

Ms. Nance stated she will be talking with someone from ACCD about putting out an RFP prior to applying so that the potential scope of work and cost, and therefore the match, would be known ahead of time.

Vice Chair Daniel reminded the commission members of the multi-board meeting scheduled for July 10, 2019.

The next Planning Commission meeting will be August 21, 2019 unless something warrants a July meeting.

6. Adjournment – Mr. LaRocque made a motion, seconded by Ms. Buczkowski to adjourn at 8:06 p.m. Motion carried unanimously.