

**Town of Sandgate Planning Commission**  
**Wednesday, July 21, 2021**  
**Meeting Minutes**

Board members present: Sheila Kearns (Chair), James Aschmann, Brad Kessler

Board members absent: Joe Nolan, Rob Viglas

Also present: Bill Henry (Zoning Administrator), Catherine Bryars, Bennington County Regional Commission (BCRC) Senior Planner,

1. The meeting was called to order at 7:15 pm.
2. The agenda was amended to add an item regarding the resignation of Brad Kessler as Clerk of the Board
3. No conflicts of interest were reported
4. No members of the general public were present
5. After review, Brad Kessler made the motion that the Board approve the draft minutes for 05/19/2021 be approved with on spelling error corrected. James Aschmann seconded and the motion passed unanimously.
6. After review, Brad Kessler made the motion that the Board approve the draft minutes for 6/16/21 be approved. James Aschmann seconded and the motion passed unanimously.
7. Brad Kessler offered his resignation as Clerk of the Board. Although he will continue on the Board Brad would like to have the clerk's responsibilities passed to someone else. With James Aschmann's agreement, he was nominated as Clerk by Brad and Sheila seconded the nomination. James' appointment as Clerk was approved unanimously.
8. Catherine Bryers presented her proposed strategy for the update of the Town Plan as follows:

Because the many of the sections are in need only of minor updates, Catherine proposed that our meetings address the specific sections of the plan that we had identified as needing attention:

- Section 4: Natural Resources
- Section 5: Historical Resources
- Section 6: Land Use
- Section 10: Energy

While the Board meets with Catherine to discuss these sections in detail, she will draft the minor updates needed in the rest of the plan and bring them to the Board for review.

Section 5 (Historical Resources) was determined to be an issue that might be manageable addressed in one meeting. The Board agreed to take up that section at its August 18, 2021 meeting. Members of the community who have expressed interest in exploring a Historical

District designation in Sandgate will be invited to the meeting and it will be publicly announced so any other interested members of the community may choose to attend the meeting.

Catherine asked to board for more clarity on why we desired to review the current land use zones that would involve possible updates to Section 4 (Natural Resources) and Section 6: (Land Use) of the Town Plan. Board members discussed concerns that arose in several recent permit applications with anomalies that appear when one looks at the existing small lots in some Forest 1 zones in relation to dimensional requirements for the nearby Forest 2 zones. Catherine suggested that rather than considering changing the boundaries of the zones, some additional language and clarification in the Town Plan and the Zoning Bylaws might offer a better way of addressing these anomalies.

9. Zoning Administrator, Bill Henry reported the following permit activity:

- Country Creek Estates property on Swearing Hill - no activity, but correspondence with developer, Bill Freeman, indicates he will address road construction, fire and emergency access in the next few weeks.
- Meyer property, 2742 Sandgate Rd, plans to submit an application for an accessory structure. The location is in a flood hazard area (not the floodway) and I have the property FEMA flood map. I have requested details of the construction to review with John-Broker Campbell at the State. The applicant is likely to attend the next Planning Commission meeting since approval is required being within 100 feet of Green River.

10. Bill Henry's resignation as Zoning Administrator is effective July 30, 2021. We are very grateful for the good work that he has done and for the thoughtful advice he has always given to the Board.

11. Brad Kessler made a motion to adjourn and James Aschmann seconded. The motion passed unanimously and the meeting adjourned at 8:38 pm.

Notice concerning the next meeting of the Sandgate Planning Commission will be posted on the town website and at the Town message boards during the week before the proposed meeting.