

**Town of Sandgate Planning Commission**  
**Wednesday, December 15, 2021**  
**Draft Meeting Minutes**

Board members present: Richard Zoppel (chair) and James Aschmann

Board members absent: Brad Kessler and Rob Viglas

Also present: Sheila Kearns (Zoning Administrator), Catherine Bryars (BCRC), Callie Fishburn (BCRC), and John Broker-Campbell - ANR Flood Plain Manager (via videoconference).

1. The meeting was called to order at 7:03 pm. A quorum of Planning Commissioners was not present so no business was conducted and no votes were taken. The members present chose to proceed with the presentation planned to review updates to the Town Plan.
2. No members of the public were present.
3. Flood Plan/Town Plan Presentation: Catherine Bryars, John Broker-Campbell.

Catherine and John then spoke to the board about the Sandgate Town Plan and updates regarding questions from our last meeting regarding flood hazard zones. John started with a presentation on flooding, specifically flood hazard areas, floodplain function, the mapping of river corridors, and bylaws. Question and answer ensued. Catherine then reviewed documents submitted to the board as well as the contents of a Powerpoint on the topic and its relation to the town plan. Lastly, John spoke on river corridors versus fluvial erosion hazard areas.

4. Town Plan: Historic Resources revisions: Catherine Bryars.

Catherine presented to proposed revisions to the Historical Resources section of the Town Plan and an updated map of the Historical Resources.

In order to have an accurate account of historic sites in the town, Catherine suggested that we provided a list of sites along with the map. Sheila Kearns volunteered to talk to members of the Cemetery Commission to get a full list of the names of cemeteries in Town

5. Review and approval of 11/17/2021 Draft Minutes was postponed until next meeting when a quorum of members is present.
6. Sheila Kearns (Zoning Administrator) reported that there were no new or pending permits or Zoning Admin. Activities.
7. The meeting adjourned at 8:08 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.