

**Town of Sandgate Planning Commission Minutes**  
**Wednesday, February 21, 2024**  
**Town of Sandgate Municipal Office**  
**3266 Sandgate Road, Sandgate, Vermont 05250**

**Board Members Present:** Richard Zoppel (Chair), James Aschmann, Rob Viglas

**Board Members Absent:** Brad Kessler

**Also Present:** Sheila Kearns Zoning Administrator (ZA)

1. The meeting was called to order at 7:01.
2. The agenda was reviewed and there were no changes or additions.
3. No conflicts of interest were noted.
4. No public comment was made.
5. Review and approve Draft Minutes 10/18/23 notes, 11/15/23. Rob Viglas motioned to approve the minutes and James Aschmann seconded. The members unanimously approved the minutes as written.
6. Zoning Bylaw approval was then reviewed. The ZA, Sheila Kearns, reviewed adjustments and edits based on the input from the public hearing on January 17, 2024. The board asked follow up questions and made affirming comments on the work of the ZA. Rob Viglas motioned to approve the Sandgate Land Use & Development Bylaw Plan and James Aschmann seconded. The members unanimously approved the plan.
7. Zoning Administrator's Report:
  - a. Permit issued: Goodell, Hamilton Hollow Rd, (Property ID# 252000-00L), unfinished garage
  - b. Permit issued: Sirman, 3381 SANDGATE RD (Property ID# 615000-00B), garage replacement, laundry room addition
  - c. Permit inquiry: 64 Walsh Rd. (426000-00L)
  - d. Subdivision inquiry: 1651 RUPERT RD (Property ID# 602500-00L)
  - e. Use Regulations Enforcement: 1337 Chunk's Brook Road (Property ID# 307500 00R)
8. No other business was presented to the board.
9. At 7:30 pm Rob Viglas made a motion to adjourn the meeting. James Aschmann seconded the motion and the board approved the motion unanimously.