

**Planning Commission Meeting Minutes Wednesday,  
September 18, 2024  
Town of Sandgate**

**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 7:00 p.m.
2. Agenda Review: 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 7/17/24 and 8/21/24. Rob Viglas motioned to approve the minutes and James Aschmann seconded. The members unanimously approved the minutes as written.
6. Decision regarding the subdivision of the property located at 2589 West Sandgate Rd. (Property ID 718000-00B) owned by the WCCE Family Farm, LLC. James Aschmann motioned to approve the subdivision as presented during the 8/21/24. Rob Viglas seconded the motion. The members unanimously approved the subdivision.
7. Discussion of the proposed 2-acre area for exclusion from the conservation easement on Property ID #700000-00R. The exclusion is the portion of the property along an approximately 500' stretch of Sandgate Rd. as depicted on the map that is available for viewing. The planning commission discussed the proposal and having no objection expressed its agreement with that plan to exclude the 2 acre area from the conservation easement. The Conservation Fund is proceeding with the drafting of this easement
8. Zoning Administrator's Report:
  - Permit submitted for a new residence at 4304 Rupert Rd. (Property ID# 616000-00R).
  - Discussions with owners of 1562 West Sandgate Rd. regarding requirements for construction of an accessory dwelling unit.
  - Permit approved for an accessory building at 3854 Rupert Rd. to be used for horse training.
  - Green River Inn permit discussions: The property owner has been advised to proceed with drafting a permit application for the addition of a pool, a pickleball court and an accessory structure. This application would be subject to a conditional use review that would include review of compliance with the requirements for development in the Flood Hazard and River Corridor Overlays and clarification of the Floodway mapping for this parcel.
9. No other business was presented to the board.
10. At 7:16 pm Rob Viglas made a motion to adjourn the meeting. James Aschmann seconded the motion and the board approved the motion unanimously.

**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.**