

Town of Sandgate
Planning Commission Draft Minutes
Wednesday, July 8, 2026

1. The meeting was called to order at 6:00 p.m.
2. One addition to the agenda was made as "Conflict of Interest" was added.
3. In terms of conflict of interest, the ZA reported conflict regarding item number 6 and recused herself from involvement other than to answer questions about the literal content of the bylaws.
4. No public comment was presented to the board.
5. The Board discussed updates on enforcement of Bylaws Section 5, Specific Use Standards: 5.9 Mobile Home and Travel Trailer Occupancy: 5057 Sandgate Rd., Property ID: 131700-00L. The board shared that a letter was delivered to the property owners regarding violation of the above bylaw. The board discussed next steps for formal notice of violation. Options included ticket creation, going to the county court, a written agreement with the property owner, and involvement of the town lawyer. The board agreed to draft an enforcement letter stating consequences for continued bylaw violation. Once approved, the letter will be delivered to the property owners.
6. Zoning Administrator's Report:
 - a. No new updates on permit status for 2352 Sandgate Road (PropertyID: 109000-00R).
 - b. Inquiries from potential buyers of 2740 SANDGATE RD, Property ID: 112250-00R.
 - c. Proposed update to the Zoning Permit Fees will be presented to the Select Board on 7/20/2026
7. No other business was presented to the board.
8. At 6:29 James Aschmann motioned to adjourn the meeting and Dan Reap seconded the motion. The board unanimously approved adjournment.