

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

May 20th, 2024 6:30PM

Remote Meeting by Live Internet Video Stream and Telephone

1 **Members Present:**

2 Dr. Michael Klemens (Chair)

3 Martin Whalen (Secretary)

4 Allen Cockerline (Regular Member)

5 Bob Riva (Regular Member)

6 Dr. Danella Schiffer (Alternate Member) *arrived 6:33PM*

7

8

9

10 **Brief Items and Announcements**

11 1. Call to Order / Establish Quorum

12 Chair Klemens called the meeting to order at 6:32PM. A quorum was established with four regular  
13 members present (Dr. Michael Klemens, Martin Whalen, Allen Cockerline, Bob Riva).

14

15 2. Approval of Agenda

16

17 **Motion:** To approve the agenda.

18 Made by Cockerline, seconded by Riva.

19 Vote: 4-0-0 in favor.

20

21 Alternate Member Schiffer joined the meeting at 6:33PM.

22

23 3. Minutes of May 6, 2024 - *pending*

24

25 **Public Comment**

26 4. Public Comment - Public Comment is restricted to items that are neither on the agenda nor the subject  
27 of any pending Planning & Zoning application or action and are limited to three minutes per person.

28

29 There was no Public Comment.

30

31 **Other Business**

32 5. #2024-0248 / Mendelsohn (Citrin) / Canaan Road / Site Plan Application for Nursery Use / Map 15 /

33 Lot 47 / DOR: 05/06/2024 / *Update*

34

35 LUD Conroy explained that in a recent discussion she had with Attorney Citrin he identified that an  
36 application summary will be submitted to the Town Attorney for review. LUD Conroy explained Attorney  
37 Citrin did not anticipate receiving a response from the Town Attorney in time for this meeting and  
38 requested to return at the next meeting on June 3, 2024.

39

40 **Public Hearing - 6:45PM**

41 6. #2024-0244 / Town of Salisbury (Salisbury Housing Trust) / 26 & 28 Undermountain Road / Special  
42 Permit Application for New Multi-Family Housing Construction in the Multifamily Housing Overlay  
43 District (Section 405) / Map 56 / Lot 05 and Lot 06 / DOR: 04/15/2024 / *Open Public Hearing*

44

45 The Public Hearing opened at 6:36PM. Secretary Whalen read the legal notice. Chair Klemens explained  
46 the applicant did not send notices out to neighboring properties. The Public Hearing will remain open

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47 and must be postponed to the next meeting on June 3, 2024.

48

49 **Motion:** To continue the Public Hearing to June 3, 2024 at 6:45PM via Zoom.

50 Made by Cockerline, seconded by Riva.

51 Vote: 4-0-0 in favor.

52

53 Chair Klemens appointed Alternate Member Schiffer as voting member at 6:40PM.

54

55 **New Business**

56 7. #2024-0249 / CAU Associates LLC (Riga Construction LLC) / 19 West Shore Place / Site Plan Application  
57 for Landscaping Construction in the Lake Protection Overlay District (Section 404) / Map 67 / Lot 19 /  
58 DOR: 05/20/2024 / *Reception and Possible Consideration*

59

60 LUD Conroy explained a previous application was submitted for complete reconstruction of this  
61 property, but the work was never performed. The applicant submitted a revised engineering plan to  
62 show an altered course of action. LUD Conroy explained the applicant has received approval from the  
63 Inland Wetlands & Watercourses Commission (IWWC). Andrew Pelletier joined the meeting to present  
64 the application. Mr. Pelletier explained the applicant's previous proposal was a much more extensive  
65 renovation, but the applicant decided to scale back the project due to the sentimental value of the  
66 present building. Mr. Pelletier explained outdoor walkways and staircases located on the property are in  
67 disrepair, and the applicant would like to remove this impervious surface area and convert it to lawn. A  
68 new staircase installed with additional masonry and landscaping is proposed for construction and will  
69 connect to the dwelling's center for improved useability.

70

71 Chair Klemens noted the plans include changing the impervious surface coverage on the property from  
72 non-conforming to more conforming, dropping from 25.26% to 25%. Chair Klemens asked for a  
73 description of the landscaping plan and plant list. Mr. Pelletier explained that a designated planting area  
74 will be constructed in front of the dwelling. The Property Owner has not decided on specific plantings, so  
75 the plant list and landscaping project is anticipated to be completed in the future. Chair Klemens asked if  
76 any planting beds are located within the seventy-five foot IWWC Upland Review Area. Mr. Pelletier  
77 replied no, all planting beds are located along the roadside area beyond the lake and wetlands.

78

79 LUD Conroy mentioned she and Chair Klemens chose not to approve this application administratively  
80 due to its location in the Lake Protection Overlay Zone. Commissioner Cockerline asked if a pre-existing  
81 walkway and staircase leading to the water's edge will be repaired. Mr. Pelletier replied that the  
82 walkway is in good condition and will remain untouched. Alternate Member Schiffer asked what will be  
83 located between the lakefront and patio covered stone landing, Mr. Pelletier replied a pre-existing lawn.  
84 Commissioner Cockerline recommended including a condition for future landscaping within the upland  
85 review area. Chair Klemens advised adding a general note that native species should be used in the  
86 planting beds. Alternate Member Schiffer suggested adjusting verbiage to discourage use of invasive  
87 species so non-native ornamental plantings could be considered. There were no further questions or  
88 comments from the Commission.

89

90 **Motion:** To approve #2024-0249 / CAU Associates LLC (Riga Construction LLC) / 19 West Shore Place /  
91 Site Plan Application for Landscaping Construction in the Lake Protection Overlay District (Section 404) /  
92 Map 67 / Lot 19 / with the condition that any future landscape plans shall use only non-invasive plant

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93 species.

94

95 Made by Cockerline, seconded by Whalen.

96 Vote: 4-0-0 in favor. (Commissioner Riva was absent at the time and did not vote)

97

98 **Adjournment**

99

100 **Motion:** To adjourn the meeting at 6:55PM.

101 Made by Whalen, seconded by Cockerline.

102 Vote: 4-0-0 in favor. (Commissioner Riva was absent at the time and did not vote)

103

104 Respectfully Submitted,

105 Erika Spino

106 Secretary of Minutes