

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

JUNE 17, 2024 6:30PM

Remote Meeting by Live Internet Video Stream and Telephone

Members Present:

Dr. Michael Klemens (Chair)
Cathy Shyer (Vice Chair)
Allen Cockerline (Regular Member)
Bob Riva (Regular Member)
Dr. Danella Schiffer (Alternate Member)
Beth Wells (Alternate Member)

Members Absent:

Martin Whalen (Secretary)

Staff Present:

Abby Conroy, Land Use Director (LUD)
Miles Todaro, Land Use Technical Specialist (LUTS)

Brief Items and Announcements

1. Call to Order / Establish Quorum

Chair Klemens, Vice Chair Shyer, Regular Member Cockerline and Regular Member Riva were present and seated to vote. Alternate Member Schiffer and Alternate Member Wells were also present.

2. Approval of Agenda

Chair Klemens requested that agenda items 3 and 4 (“Minutes of May 6, 2024” and “Minutes of May 20, 2024”) be swapped with items 11 and 12 (“Appointment/Authorization of Agents” and “Staff Update on Potential Violations”).

Motion: To approve the agenda as amended.

Made by Cockerline, seconded by Riva

Vote: 4-0-0

3. Appointment/Authorization of Agents

Motion: To affirm Abby Conroy as the Zoning Enforcement Officer (ZEO) and to affirm that the ZEO can assign routine items to Land Use Technical Specialist, Miles Todaro.

Made by Cockerline, Seconded by Riva

Vote: 4-0-0

4. Staff Update on Potential Violations

- a. 253 Indian Mountain Road
- b. 144 Salmon Kill Road

LUD Conroy provided an update for the Commission on potential violations.

Chair Klemens requested that agenda item “Minutes of May 20, 2024” be covered next.

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5. Minutes of May 20, 2024

The Commission deliberated changes to the minutes. Alternate Member Schiffer was seated as a voting member. Vice Chair Shyer and Regular Member Riva abstained from voting.

Motion: To Approve the minutes of May 20, 2024 as amended

Made by Cockerline, seconded by Schiffer

Vote: 3-0-2

Public Hearing - 6:45PM

6. #2024-0244 / Town of Salisbury (Salisbury Housing Trust) / 26 & 28 Undermountain Road / Special Permit Application for New Multi-Family Housing Construction in the Multifamily Housing Overlay District (Section 405) / Map 56 / Lot 05 and Lot 06 / DOR: 04/15/2024 / OH: 05/20/2024 Close by 06/24/2024 / *Continue Public Hearing*

Alternate Member Schiffer was not present for the previous continuation of the public hearing on June 3, 2024 and was unseated as a voting member. Chair Klemens continued the public hearing with no alternate members seated. The Commission had outstanding questions regarding ownership of the parcel and elected to continue the hearing.

Motion: To continue the public hearing to July 1, 2024 at 6:45pm via Zoom for the purpose of solving the degree of land ownership.

Made by Cockerline, seconded by Shyer

Vote: 4-0-0

The public hearing was continued at 9:00pm.

New Business

7. #2024-0250 / Nathaniel and Laura Kirk / 85 Preston Lane / Site Plan Application to Construct a Screen Porch in the Lake Protection Overlay District (Section 404) / Map 69 / Lot 29 / DOR: 06/17/2024 / *Reception and Possible Consideration*

The Commission decided the application could be handled administratively as a minor site plan modification, pending more information.

8. #2024-0251/ AHMR Inc / 11-15 Farnum Road / Special Permit Application to Install Propane Tanks in the Flood Plain Overlay District (Section 401) / Map 49 / Lot 12 / DOR: 06/17/2024 / *Reception and Setting a Public Hearing Date*

The Commission tabled the application, pending more information.

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9. #2024-0252 / Fraxinus Holdings Trust (Architect Christine Gray) / 272 Undermountain Road / Special Permit for a Detached Accessory Apartment (Section 208) / Map 18 / Lot 09 / DOR: 06/17/2024 / *Reception and Setting a Public Hearing Date*

Motion: To Schedule a public hearing on July 15, 2024 at 6:45pm via Zoom.

Made by Cockerline, seconded by Riva

Vote: 4-0-0

10. #2024-0253 / Hedman (Hackett/Ebersol) / 116 South Shore / Site Development Activities in the Lake Protection Overlay (Section 404) / Map 60 / Lot 10 / *Determination of Completeness*

The Commission tabled the application, pending more information.

Public Comment

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

There was no public comment.

Other Business

12. Daniel Milner –Section 700 (specifically 700.2.b.) Regulation interpretation regarding expansion of a residential driveway and parking area for a cumulative length greater than 75’

Resolution: The driveway at 30 Porter Street will require, for the Zoning Permit, a proper engineered stormwater conveyance system.

Vote: 4-0-0

13. Minutes of May 6, 2024

The Minutes of May 6, 2024 were tabled to the next meeting.

Adjournment

Motion: To adjourn the meeting at 9:30pm.

Made by Cockerline, seconded by Riva

Vote: 4-0-0