

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

September 16th, 2024 6:30PM

Remote Meeting by Live Internet Video Stream and Telephone

1 **Members Present:**

2 Dr. Michael Klemens (Chair)

3 Cathy Shyer (Vice Chair)

4 Allen Cockerline (Regular Member)

5 Bob Riva (Regular Member)

6 Dr. Danella Schiffer (Alternate Member)

7 Beth Wells (Alternate Member)

8

9 **Brief Items and Announcements**

10 1. Call to Order / Establish Quorum

11 Chair Klemens called the Meeting to order at 6:30PM. A quorum was established with four regular  
12 members present (Dr. Michael Klemens, Cathy Shyer, Bob Riva, Allen Cockerline). Alternate Members Dr.  
13 Danella Schiffer and Beth Wells were also present.

14

15 Chair Klemens appointed Alternate Member Wells as voting alternate.

16

17 2. Approval of Agenda

18

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

20 Made by Cockerline, seconded by Riva.

21 Vote: 5-0-0 in favor.

22

23 3. Minutes of August 19, 2024

24

25 Commissioner Riva and Alternate Member Wells were not present at this meeting and abstained from  
26 voting. The Commission had no comments or questions.

27

28 **Motion:** To approve Minutes of August 19, 2024.

29 Made by Shyer, seconded by Cockerline.

30 Vote: 3-0-2 in favor, with Commissioner Riva and Alternate Member Wells abstaining.

31

32 4. Minutes of September 3, 2024 - *pending*

33

34 **Public Comment**

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

37

38 Member of the Public Bruce Palmer joined the meeting and asked if information could be shared during  
39 meetings to identify members of the Public that are attending the Zoom call. Chair Klemens explained  
40 ten citizens are currently in attendance, but there are limitations to the Zoom Webinar format which  
41 prevent that information from being automatically available.

42

43 **New Business**

44 6. #2024-0263 / Sternlof (Bodwell Engineering and Surveying) / White Hollow Road / Two-Lot  
45 Subdivision / Map 03 / Lot 26 / DOR: 09/16/2024 / *Reception*

46

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47 Keith Bodwell of Bodwell Engineering and Surveying joined the meeting to represent the application.  
48 Chair Klemens explained the application involved a two-lot subdivision and first cut. Chair Klemens asked  
49 if the applicant reviewed the Subdivision Regulations in regards to natural resource features such as  
50 vernal pools, rock out crops and species listed on the Natural Diversity Database. Engineer Bodwell  
51 confirmed that he did review the Regulations, and that there were no areas of concern. Chair Klemens  
52 replied that documents reflecting these determinations must be submitted. Commissioner Cockerline  
53 asked that a buildable square be represented on the plans as well. Chair Klemens asked that the Zoning  
54 Data be formatted into a table of Zoning Compliance. Engineer Bodwell commented that Torrington  
55 Area Health District (TAHD) approval is pending. Chair Klemens considered the application incomplete  
56 and advised the applicant to return to the Land Use Office (LUO) for assistance. All Commission members  
57 agreed.

58  
59 **Public Hearing - 6:45PM**

60 7. #2024-0255 / McCord (Michael Trapp Inc) / 514 Wells Hill Road / Special Permit Application for an  
61 Accessory Apartment (Section 208) / Map 30 / Lot 04 / DOR: 08/05/2024 / DOH: 09/03/2024 *Continue*  
62 *Hearing, Possible Consideration*

63  
64 The Public Hearing continued at 6:49PM. Alyssa Fournier and Michael Trapp joined the meeting to  
65 represent the application. LUTS Todaro presented documents and correspondence submitted since the  
66 last meeting. Ms. Fournier explained the Applicant has agreed to pull the buried gas, cable, and electric  
67 lines under the driveway planned for abandonment. Chair Klemens asked where the gas line would be  
68 cut off, Ms. Fournier replied it will be pulled back to the panel location at 514 Wells Hill Road. She added  
69 a letter was recently submitted to the LUO signed by 514 Wells Hill Road property owner Allen McCord  
70 agreeing to the terms requested by the owners of the property where the driveway encroached.

71  
72 Chair Klemens opened the floor to the public for comments and questions.

73  
74 Member of the public Ellen Weirtheimer joined the meeting and asked if approval of the application can  
75 be accompanied by a condition that the accessory apartment not be rented separately from the main  
76 property. Chair Klemens replied this condition cannot be legally applied. There were no further  
77 comments or questions from the public or Commission.

78  
79 **Motion:** To close the public hearing at 6:58PM.  
80 Made by Cockerline, seconded by Shyer.  
81 Vote: 5-0-0 in favor.

82  
83 **Motion:** To approve application #2024-0255 / McCord (Michael Trapp Inc) / 514 Wells Hill Road / Special  
84 Permit Application for an Accessory Apartment (Section 208) / Map 30 / Lot 04 / with the condition that  
85 the remediation of the "Greenberg property" (MBL 07-17-2) proceed as described in the letter by  
86 "Michael Trapp, Inc." dated September 10, 2024. Made by Cockerline, seconded by Riva.  
87 Vote: 5-0-0 in favor.

88  
89 8. #2024-0260 / Brazzale (Grickis) / 17 Railroad Street / Contractor Equipment Storage / Map 54 / Lot 58  
90 / DOR: 08/19/2024 / *Open Hearing, Possible Consideration*

91  
92 Vice Chair Shyer recused herself from this application. Dr. Klemens appointed Alternate Member Schiffer

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93 as voting alternate.

94

95 The public hearing opened at 7:02PM. Chair Klemens read the legal notice. Attorney William Grickis and  
96 applicant Nick Brazzale joined the Meeting to represent the application. Attorney Grickis explained Mr.  
97 Brazzale chose to construct the equipment storage shed twenty feet back from the originally approved  
98 location due to safety concerns. Attorney Grickis said communication of the circumstances was sent to  
99 abutting property owners, and the applicant provided an As-Built to show where the building was  
100 constructed. He asked the Commission to approve and accept the amended Site Plan As-Built so Mr.  
101 Brazzale may acquire a Certificate of Zoning Compliance and Certificate of Occupancy.

102

103 Mr. Brazzale presented the Site Plan and explained he made a decision to move the metal storage shed  
104 back twenty-feet during construction due to its closeness to Railroad Street. He explained the building is  
105 intended for equipment storage to prevent neighboring properties from viewing the equipment. LUTS  
106 Todaro presented a letter of correspondence from nearby property owners. Alternate Member Schiffer  
107 asked what kind of noise the neighbors are concerned about. Mr. Brazzale replied that employees show  
108 up for work at 7:00AM to load equipment onto trucks and return by 4:30PM on business days. He  
109 explained noise emitted from the front of the building when the garage door is opened is due to  
110 equipment being moved. Chair Klemens asked if the building is utilized as a workshop. Mr. Brazzale  
111 replied no. There were no further questions from the public or Commission.

112

113 **Motion:** To close the public hearing at 7:21PM.

114 Made by Wells, seconded by Riva.

115 Vote: 5-0-0 in favor.

116

117 **Motion:** To approve application #2024-0260 / Brazzale (Grickis) / 17 Railroad Street / Contractor  
118 Equipment Storage / Map 54 / Lot 58 - Specifically to amend existing special permit #2022-0174 to  
119 reflect modified building location per As-Built survey for safety reasons. Vote: 5-0-0 in favor.

120

121 **Other Business**

122 9. Update Regarding the Public Engagement Meeting for Plan of Conservation and Development (POCD)  
123 September 30, 2024 (6:30-8:30 PM)

124

125 Chair Klemens explained the POCD document was uploaded to the Town website. Three letters of  
126 correspondence have been received so far. He said public comment will end after the Public Engagement  
127 Meeting is hosted. Chair Klemens explained comments will be integrated into the POCD and then he will  
128 return back to the Commission on October 7, 2024 for a final draft approval. Public Hearing for adoption  
129 will be on December 16, 2024. Chair Klemens also mentioned that he contacted the Lakeville Journal,  
130 who will compose an article that will be posted next week.

131

132 **Adjournment**

133

134 **Motion:** To adjourn the meeting at 7:30PM.

135 Made by Cockerline, seconded by Riva.

136 Vote: 5-0-0 in favor.

137

138

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140 Respectfully Submitted,

141 Erika Spino

142 Secretary of Minutes