

**SALISBURY PLANNING AND ZONING COMMISSION
REGULAR MEETING MINUTES**

Monday December 2, 2024 – 5:30 PM

Remote Meeting by Live Internet Video Stream and Telephone

Members Present:

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

Staff Present:

Abby Conroy (Land Use Director)
Miles Todaro (Land Use Technical Specialist)

Brief Items and Announcements

1. Call to Order / Establish Quorum

Chair Klemens called the meeting to order at 5:30pm. Chair Klemens, Vice Chair Shyer, Secretary Whalen, and Regular Member Riva were present and seated to vote. Alternate Member Schiffer was also present and seated to vote in place of Regular Member Cockerline. Alternate Member Wells was also present.

2. Approval of Agenda

Motion: To approve the agenda as amended.

Made by Riva, seconded by Shyer.

Vote: 5-0-0

3. Election of Officers

Alternate Member Schiffer announced that she had discussed the election of Officers with each of the Regular Members. The final slate of Officers to be voted on was as follows:

Chair – Dr. Michael Klemens

Vice Chair – Cathy Shyer

Secretary – Martin Whalen.

Motion: To approve the stated slate of officers for the year of 2025.

Made by Riva, seconded by Shyer

Vote: 5-0-0

Regular Member Cockerline joined the meeting at 5:33pm and was seated as a voting member in place of Alternate Member Schiffer.

4. Adopt Meeting Dates 2025

The Commission discussed the proposed 2025 meeting dates.

Motion: Motion to approve the proposed 2025 meeting dates.

Made by Cockerline, seconded by Riva

Vote: 5-0-0

5. Minutes of September 30, 2024

The Commission discussed potential revisions to the September 30, 2024 minutes.

Motion: To approve the minutes of September 30, 2024 as amended.

Made by Cockerline, seconded by Riva.

Vote: 5-0-0

6. Minutes of October 7, 2024

The Commission discussed potential revisions to the October 7, 2024 minutes.

Motion: To approve the minutes of October 7, 2024 as amended.

Made by Riva, seconded by Shyer.

Vote: 5-0-0

7. Minutes of October 16, 2024

The Commission discussed potential revisions to the October 16, 2024 minutes.

Motion: To approve the minutes of October 16, 2024 as amended.

Made by Riva, seconded by Shyer.

Vote: 5-0-0

8. Minutes of October 29, 2024 – pending

9. Minutes of November 4, 2024 – pending

10. Minutes of November 18, 2024 - pending

Public Hearing – 5:45PM

11. #2024-0267 / Rand / 358 Undermountain Road / Special Permit Application for Vertical Expansion of a Nonconforming Residential Structure (Section 503.2) / Map 18 / Lot 23 / DOR: 11/4/2024 / *Open Hearing*

The public hearing opened at 5:45pm. A motion was made to close the public hearing at 5:50pm.

Motion: To close the public hearing at 5:50pm.

Made by Cockerline, Seconded by Riva

Vote: 5-0-0

Motion: To approve application #2024-0267 / Rand / 358 Undermountain Road / Special Permit Application for Vertical Expansion of a Nonconforming Residential Structure (Section 503.2) / Map 18 / Lot 23 / DOR: 11/4/2024 /

Made by Cockerline, seconded by Riva

Vote: 5-0-0

12. #2024-0266 / Lestelle and Stephens (Matt Schwaikert) / 28 White Hollow Road / Special Permit Application for a Propane Tank and Generator in the Flood Plain Overlay District (Section 401) / Map 28 / Lot 22 / DOR: 10/07/2024 / Hearing Opened: 11/04/2024 / *Possible Consideration*

The public hearing continued at 5:53pm. A motion was made to close the public hearing at 5:57pm

Motion: To close the public hearing at 5:57pm.

Made by Cockerline, seconded by Riva

Vote: 5-0-0

Motion: To approve application #2024-0266 / Lestelle and Stephens (Matt Schwaikert) / 28 White Hollow Road / Special Permit Application for a Propane Tank and Generator in the Flood Plain Overlay District (Section 401) / Map 28 / Lot 22 / DOR: 10/07/2024 / Hearing Opened: 11/04/2024 /

Made by Cockerline, seconded by Riva

Vote: 5-0-0

13. #2024-0257 / Wake Robin LLC & Ms. Serena Granbery (ARADEV LLC) / 104 & 106 Sharon Road & 53 Wells Hill Road / Special Permit for Hotel (Section 213.5) / Map 47/ Lot 2 & 2-1 / DOR: 08/05/2024 / Hearing Opened 09/03/2024 / *Continue Hearing*

The public hearing continued at 6:00pm. A motion was made at 9:56pm to continue the public hearing to December 10, 2024.

Motion: To continue the public hearing to December 10, 2024 at 5:30pm via Zoom.

Made by Cockerline, seconded by Riva.

Vote: 5-0-0

Adjournment

Respectfully Submitted,

Miles Todaro

Land Use Technical Specialist