

**SALISBURY PLANNING AND ZONING COMMISSION**

**SPECIAL MEETING MINUTES**

**Tuesday December 17, 2024 – 5:00 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)

**Members Absent:**

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 5:00pm. Chair Klemens, Vice Chair Shyer, Secretary Whalen, Regular Member Cockerline, and Regular Member Riva were present and seated to vote. Alternate Member Schiffer was also present.

Chair Klemens announced that application #2024-0257 (agenda item 3) had been withdrawn.

**Pending Business**

2. 2024 Draft Plan of Conservation and Development (POCD) / *Possible Action*

The Commission deliberated the draft POCD, including recent and potential changes to the document. The Commission also discussed the draft resolution. A motion was made to adopt the resolution at 5:25pm.

***Motion:*** To adopt the following resolution:

**RESOLUTION OF THE TOWN OF SALISBURY PLANNING AND ZONING  
COMMISSION REGARDING THE 2024 PLAN OF CONSERVATION AND  
DEVELOPMENT**

WHEREAS, Connecticut General Statutes Section 8-23 requires that every ten years, the Planning and Zoning Commission (PZC) shall prepare or amend and adopt a municipal plan of conservation and development (POCD);

WHEREAS, in preparing such plan, the PZC considered the factors outlined in Section 8-23(d);

WHEREAS, such plan has addressed the objectives outlined in Section 8-23(e)(1), (f), and (g) as appropriate;

WHEREAS, the PZC reviewed and amended the draft POCD in accordance with Section 8-23 (h)(1) subsequently soliciting written public comments between September 1 and September 30, 2024.

WHEREAS, the PZC held a public engagement meeting on September 30, 2024 to solicit further comments and suggestions from the public on the draft POCD;

WHEREAS, on October 7, 2024 the PZC integrated public comments into the draft POCD for referral in accordance with Section 8-23(h)(2);

WHEREAS, the PZC referred the amended draft POCD to the Board of Selectmen (BOS) and the Northwest Hills Council of Governments (regional council of government) on October 10, 2024, at least sixty-five days prior to the public hearing on adoption.

WHEREAS, on October 10, 2024, at least thirty-five days prior to the public hearing on adoption, the PZC posted the draft POCD on the municipal website in accordance with Section 8-23(h)(3);

WHEREAS, On October 15, 2024 at least thirty-five days prior to the public hearing on adoption, the PZC filed in the office of the Town Clerk a copy of such draft POCD or part thereof or amendment thereto in accordance with Section 8-23(h)(4);

WHEREAS, on October 21, 2024 the Northwest Hills Council of Governments submitted an advisory report along with its comments to the PZC finding no apparent conflict with regional plans or policies or the concerns of adjacent towns;

WHEREAS, at the October 24, 2024 special meeting of the BOS, the Chair of the PZC engaged with the Selectmen for several hours to:

- a. explain the process and rationale for the creation of the POCD, and
- b. solicit and record their comments, page by page, on all aspects of the draft POCD;

WHEREAS, on November 4, 2024 after having reviewed the recording of the October 24 BOS meeting, the PZC met and discussed the comments and suggestions of the BOS. The Commission annotated the draft POCD in response to the BOS comments and suggestions.

WHEREAS, the November 14, 2024 edition of the Lakeville Journal announced the reopening of the public commentary period on the draft POCD stating that the PZC “will accept written comments until the public hearing, which is scheduled for December 16.”

WHEREAS, in accordance with Section 8-23(h)(6) the PZC caused to be published the notice of the December 16, 2024 public hearing in a newspaper having a general circulation in the municipality, at least twice at intervals of not less than two days, the first not more than fifteen days, or less than ten days, and the last not less than two days prior to the date of each such hearing, notice of the time and place of any such public hearing.

WHEREAS, in accordance with Section 8-7d, the PZC provided electronic notice of the hearing on December 9, 2024 to all those members of the public enrolled in the Town’s public notice registry.

WHEREAS, on December 16, 2024 the PZC held a duly noticed public hearing to solicit public comments on the draft POCD, receiving comments related to: civil public discourse, appreciation of volunteers, access to ordinances, regulations, and commission roles on the Town website, public sewer extension around Lake Wononscopomuc, multimodal use of the Rail Trail, and a foundation-based farm on Long Pond Road.

WHEREAS, the PZC had sufficient information in the record, the public hearing was closed on December 16, 2024.

RESOLVED THEREFORE, the PZC has discharged its statutory obligations under Section 8-23, the PZC votes to adopt the 2024 Salisbury Plan of Conservation and Development titled Sustainable Salisbury effective December 27, 2024.

Vice Chair Shyer - Aye  
Secretary Whalen - Aye  
Member Cockerline - Aye  
Member Riva - Aye  
Chair Klemens - Aye

Made by Cockerline, seconded by Riva  
Vote: 5-0-0

3. #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 / *Possible Action*

Application withdrawn.

### **Adjournment**

**Motion:** To adjourn the meeting at 5:28pm  
Made by Shyer, seconded by Cockerline  
Vote: 5-0-0

Respectfully Submitted,  
Miles Todaro  
Land Use Technical Specialist