

**SALISBURY PLANNING AND ZONING COMMISSION
REGULAR MEETING MINUTES
FEBRUARY 8, 2021 5:30 PM**

Remote Meeting by Live Internet Video Stream and Telephone

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Members Present

- Dr. Michael Klemens (Chairman)
- Allen Cockerline (Regular Member)
- Jon Higgins (Alternate)
- Dr. Danella Schiffer (Alternate)
- Debra Allee (Alternate)

Members Absent:

- Bob Riva (Regular Member)
- Martin Whalen (Secretary) 6:35 p.m.
- Cathy Shyer (Regular Member)

Staff Present:

- Abby Conroy, Land Use Administrator (LUA)
- Tai Kern, Recording Secretary

Brief Items and Announcements

1. Call to Order/Approval of Agenda

Chairman Klemens called the meeting to order at 5:30 p.m.

2. Seating of Members & Alternates

Members Klemens, and Cockerline were seated.

Alternates Schiffer, Allee and Higgins were elevated to voting members.

3. Minutes of January 19, 2021

Amendments were discussed.

Page 48 - 50 It was clarified that Ralph Stanton did not state this was “not” in the Lake Protection Overlay District, but instead he stated it would “not impact” the Lake Protection Overlay District.

Line 118 corrected to “only to review to feasible and prudent alternatives to this plan”.

Line 131 changed to “from different viewpoints including the southwest”.

Line 140 insert “informational meeting”.

Line 136 corrected to “a couple of steps”.

Line 101 Insert: “There were many questions and comments from the Commission members that were answered by Ms. Ayer.”

Motion: To approve the minutes of January 19, 2021 as amended.

Made by Cockerline, seconded by Schiffer.

Vote: 5-0-0 in favor.

Public Hearings – 5:45 pm

4. #2021-0120 / Asinari / 110 Sharon Road / Special Permit for Detached Apartment on a Single-Family Residential Lot (Section 208) / Map 47 / Lot 09 / DOR: 01/11/2021 /

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42 Chairman Klemens opened the public hearing at 5:45 p.m. and Member Cockerline read the legal
43 notice of hearing for the record. It was identified that proof of certified mailings to the abutters was
44 not submitted; however, the members decided to go forward with the presentation.

45
46 Applicant Matthew Asinari and Aldo Andreoli, Designer, came forward and described the plan to
47 transform the existing garage to a 1-bedroom apartment, which will utilize town sewer. The footprint
48 of the existing garage will not be altered. There will be new decking added to connect the house to the
49 existing garage. One of the three spots inside of the new garage will be dedicated to the accessory
50 dwelling.

51
52 *Motion:* To continue to March 15, 2021 application #2021-0120 / Asinari / 110 Sharon Road / Special
53 Permit for Detached Apartment on a Single-Family Residential Lot (Section 208) / Map 47 / Lot 09.
54 Made by Cockerline, seconded by Allee.

55 Vote: 5-0-0 in favor.

56
57 The applicant understands that they must comply with the notification requirements for the next
58 meeting.

59
60 **New Business**

61
62 5. #2021-0121 / Gilman/Gelfand (Lang) / 292 Twin Lakes Road / Special Permit for Detached
63 Apartment on a Single-Family Residential Lot (Section 208) / Map 63 / Lot 09 / DOR: 02/08/2021 /

64
65 Jeff Gelfand came forward and explained that they have a barn on the property that they would like to
66 make into a 1-bedroom apartment. A septic has been designed to support this proposal. There are no
67 proposed exterior modifications and no new impervious surfaces.

68
69 The members requested that a survey be submitted for the record because this is a tight lot within the
70 Lake Protection Overlay District. Additionally, calculations for impervious surfaces should be submitted
71 for the record.

72
73 *Motion:* To schedule public hearing for March 15, 2021 at 6:45 p.m. for application #2021-0121 /
74 Gilman/Gelfand (Lang) / 292 Twin Lakes Road / Special Permit for Detached Apartment on a Single-
75 Family Residential Lot (Section 208) / Map 63 / Lot 09.

76 Made by Higgins, seconded by Cockerline.

77 Vote: 5-0-0 in favor.

78
79 6. #2021-0122 / Indian Mountain School (Lenard Engineering/Parsons) / 211 Indian Mountain Road /
80 Site Plan Approval to Construct a Field House and Artificial Turf Athletic Field / Map 1 / Lot 20 / DOR:
81 02/08/2021 /

82

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83 Cheryl Sleboda of Indian Mountain School described the proposal for a new Field House which will
84 provide more space for indoor recreation, a new fitness center, and squash courts.

85
86 Todd Parsons, PE, of Lenard Engineering reviewed the site plan noting where the artificial turf field and
87 proposed building will be placed. He discussed the proposed conservation areas. Utility lines will be
88 relocated to areas that have already been disturbed. The parking and sidewalks were located on the
89 plan. A geothermal well, sewer connection to the existing septic, and proposed drainage systems were
90 described. Mr. Parsons reported that the Health Department approval has been received. It was
91 noted that the Inland Wetlands & Watercourses Commission's approval has not been received and
92 that this Commission cannot act without the IWWC approval.

93
94 Travis Schnell of KG+D Architects reviewed the design development drawings, floor plans, screening for
95 mechanicals and parking with the Commission. The applicants requested that the A2 survey
96 requirement be waived and the members found no issues with that request.

97
98 Secretary Whalen was seated and 6:35 p.m. and Alternate Schiffer stepped down.

99
100 The members inquired about the overall master plan for the property. It was noted that an overall
101 master plan was previously submitted to the Land Use Office. LUA Conroy agreed to share that plan
102 with interested members. Cheryl Sleboda discussed "Phase Two" of the project, which includes
103 renovations to existing facilities.

104
105 The Commission determined that a consulting engineer review was not needed for this project.

106
107 *Motion:* To continue to March 15, 2021 application #2021-0122 / Indian Mountain School (Lenard
108 Engineering/Parsons) / 211 Indian Mountain Road / Site Plan Approval to Construct a Field House and
109 Artificial Turf Athletic Field / Map 1 / Lot 20.

110 Made by Higgins, seconded by Whalen.

111 Vote: 5-0-0 in favor.

112
113 7. #2021-0123 / Salisbury Housing Committee / 11 Holley Street / Special Permit for 12- Unit
114 Multifamily Dwelling in the PKSQ District Construct / Map 45 / Lot 2 / DOR: 02/08/2021

115
116 Attorney Chris Smith and Jocelyn Ayer came forward. Attorney Smith noted that the proposal is within
117 Pocket Knife Square Overlay District as well as the Aquifer Protection Zone. Attorney Smith introduced
118 the proposal indicating that a pre-application meeting took place regarding this matter and that a
119 public hearing will be required. He also identified that a public informational meeting was hosted by
120 the Salisbury Affordable Housing Commission on February 4th with approximately 160 people in
121 attendance.

122

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123 *Motion:* To schedule a public hearing for a Special Meeting on March 8, 2021 at 5:30 p.m. and a
124 possible continuation March 22, 2021 at 5:30 pm for application #2021-0123 / Salisbury Housing
125 Committee / 11 Holley Street / Special Permit for 12- Unit Multifamily Dwelling in the PKSQ District
126 Construct / Map 45 / Lot 2.
127 Made by Higgins, seconded by Allee.
128 Vote: 5-0-0 in favor.
129

130 8. #2021-0125 / Twin Lakes Beach Club Inc (Rathbun/Morrison) / 268 Twin Lakes Road / Site Plan for
131 Development Activities in the LPOD (Section 404) and Restoration of Non- Conforming Tennis Courts
132 (504) / Map 63 / Lot 2 / DOR: 02/08/2021 /
133

134 LUA Abby Conroy reported that this proposal does not have an Inland Wetlands approval yet. She
135 reviewed the application for completeness with the group.
136

137 Blake Morrison came forward and reviewed the site plan. LUA Conroy noted that the entire property is
138 in the Lake Protection Overlay Zone. Mr. Morrison discussed the tree removal and planting plan that
139 will essentially operate as a giant rain garden. The impervious surface on the lot exceeds the 10
140 percent permissible in the overlay district. The proposal does not include expansion of the footprint.
141 The tennis courts will be milled in place with a binder course of asphalt added. The only change will be
142 to the shape of the planting bed. During construction, a gravel ramp will be installed over the walkway
143 and retaining wall to the east of the courts for machinery access. No material will be stockpiled on
144 site; All material will be removed immediately and hauled away. Mr. Morrison reviewed the erosion
145 control plan which included silt fence and hay bales.
146

147 *Motion:* To table to March 15, 2021 meeting application #2021-0125 / Twin Lakes Beach Club Inc
148 (Rathbun/Morrison) / 268 Twin Lakes Road / Site Plan for Development Activities in the LPOD (Section
149 404) and Restoration of Non- Conforming Tennis Courts (504) / Map 63 / Lot 2. Made by Higgins,
150 seconded by Cockerline.
151 Vote: 5-0-0 in favor.
152

153 9. #2021-0124 / Kunes/Freeman (Capecelatro) / 83 Rocky Lane / Site Plan for Demolition and
154 Rebuilding of a Single-Family Residence, Nonconforming Accessory Building, and Associated Site
155 Improvements in the Lake Protection Overlay District (Section 404 and 504) / Map 66 / Lot 32 / DOR:
156 02/08/2021 /
157

158 Attorney Mark Capecelatro came forward with Pat Hackett, PE. He reviewed the existing location of
159 the principal dwelling noting that one entire side of the house is nonconforming. The proposal is to
160 remove the existing structure and replace it with a new structure that conforms to all setbacks. The
161 boathouse structure is proposed to be demolished and rebuilt within the existing footprint but slightly
162 smaller eliminating an overhang witch currently encroaches on the neighboring property. The tree
163 house and wood deck will be removed and not replaced. TAHD has approved the proposal. The

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164 proposed impervious surface is under the 10% maximum. The proposed height will increase, but will
165 be well under the maximum permitted. The diseased trees to be removed are noted on the site plan.
166 The Inland Wetlands Commission has approved this proposal.

167
168 Pat Hackett reviewed the Demo & Site Plan with the Commission. He discussed the proposed rain
169 garden, house footing drains, and grading around the house.

170
171 *Motion:* To approve application #2021-0124 / Kunes/Freeman (Capecelatro) / 83 Rocky Lane / Site Plan
172 for Demolition and Rebuilding of a Single-Family Residence, Nonconforming Accessory Building, and
173 Associated Site Improvements in the Lake Protection Overlay District (Section 404 and 504) / Map 66 /
174 Lot 32

175 Made by Cockerline, seconded by Higgins.

176 Vote: 5-0-0 in favor.

177

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

181

182 Chairman Klemens looked for comments from the public regarding items not on the
183 agenda.

184

185 Bruce Palmer came forward stating that when a meeting is held in person you would know who
186 was present; however, within Zoom meetings you sometimes cannot see who is present. Chairman
187 Klemens explained that the webinar format that is used to maintain order does not enable visibility of
188 attendees, only panelists but that the option to see a list who is present is available. The group
189 uncovered the way to view participants in webinar format and remedied the concern.

190

191 **Adjournment**

192

193 *Motion:* To adjourn the meeting at 7:55 p.m.

194 Made by Cockerline, seconded by Allee.

195 Vote: 5-0-0 in favor.

196

197 Respectfully submitted,

198

199 Tai Kern,

200 Recording Secretary