

**SALISBURY PLANNING AND ZONING COMMISSION**

**SPECIAL MEETING MINUTES**

**JULY 18TH, 2022 6:30 PM**

Remote Meeting by Live Internet Video Stream and Telephone

1 **Members Present:**

2 Dr. Michael Klemens (Chairman)  
3 Martin Whalen (Secretary)  
4 Allen Cockerline (Regular Member)  
5 Dr. Danella Schiffer (Alternate)  
6 Debra Allee (Alternate)

**Members Absent:**

Cathy Shyer (Vice Chair)  
Bob Riva (Regular Member)

**Staff Present:**

Abby Conroy, Land Use Administrator (LUA)

7 **Brief Items and Announcement 6:30PM**

8 1. Call to Order/Establish Quorum

9 Chairman Klemens called the meeting to order at 6:30 p.m. With 3 members present (Dr. Michael  
10 Klemens, Martin Whalen, and Allen Cockerline) and 2 voting alternates present (Dr. Danella Schiffer and  
11 Debra Allee) a quorum was established.

12 2. Approval of Agenda

13 Chairman Klemens proposed the following amendment:

14 Item #12 Correspondence, add "Update Downtown Lakeville Study" discussion.  
15

16 **Motion:** To approve Agenda as amended.

17 Made by Cockerline, seconded by Whalen.

18 Vote: 5-0-0 in favor.  
19

20 3. Minutes of March 21, 2022

21 Alternate Schiffer proposed the following amendments:

22 Line 324 Corrected "adorability" to "affordability"

23 Line 330 Corrected "resource" to plural "resources"

24 Line 367 Changed "immigration" to "influx of new residents"  
25

26 **Motion:** To approve Minutes of March 21, 2022 as amended.

27 Made by Allee, seconded by Schiffer.

28 Vote: 4-0-1 in favor with Cockerline abstaining.  
29

30 4. Minutes of April 4, 2022- *pending*

31 5. Minutes of April 12, 2022 – *pending*

32 6. Minutes of April 18, 2022 – *pending*

33 7. Minutes of May 2, 2022 – *pending*

34 8. Minutes of May 16, 2022 – *pending*

35 9. Minutes of June 6, 2022 – *pending*

36 10. Minutes of June 21, 2022 - *pending*

37 11. Minutes of June 28th, 2022 - *pending*  
38

39 12. Correspondence

40 07/05/2022 - From Barbara Douglas:

41 Email received concerning lighting requirements at bank facilities and included a State of Connecticut  
42 legislative summary as back ground information for consideration on future commercial application. The  
43 Commission reviewed with no further comments, this correspondence was saved for reference.

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44 07/10/2022 - From Barbara Douglas:

45 Email received describing further conflict between residential uses and commercial zones, with parking  
46 issues and the recent "Shred-It" event as examples. Member Cockerline suggested hosting this large  
47 event elsewhere in the community. Chairman Klemens advised these comments be relayed to Debra  
48 Lawlor (Colliers Engineering-Lakeville Downtown Study) regarding traffic concerns.

49  
50 07/08/2022 - From Chairman Klemens:

51 Letter sent to Helen Koster as a follow up to meeting with LUA Conroy concerning the Lakeville  
52 Downtown Study and Operation of Salisbury's Commissions. The Commission reviewed with no further  
53 comments.

54  
55 **Public Comment(s)**

56 13. Public Comment is restricted to items that are neither on the agenda nor the subject of any  
57 pending Planning & Zoning application and are limited to 3 minutes per person.

58  
59 **New Business**

60 14. #2022-1190 / DePaolo / 18 Burton Road / Special Permit for Detached Apartment on Single  
61 Family Residential Lot (Section 208) / Map 10 / Lot 11-1 / DOR: 07/18/2022 / *Receive and Schedule*  
62 *Hearing*

63 Public Comment, item #13 and New Business item #14 were moved to follow the scheduled public  
64 hearings

65  
66 **Public Hearing(s) 6:45PM**

67 15. #2022-0173 / Sprague / 120 & 126 Dugway Road / 3-Lot Residential Resubdivision / Map 8 / Lot  
68 28-1 / DOR: 04/18/2022 / *Continue Hearing, Possible Consideration*

69  
70 Member Cockerline recused himself from the application and stepped down from panelist to attendee.  
71 The public hearing was continued at 6:47pm. Attorney Bill Manasse presented a revised subdivision map  
72 indicating that the version has been approved by Torrington Area Health District. John Sprague  
73 commented he is hopeful for approval. No further comment from the Commission or public.

74  
75 **Motion:** To close public hearing at 6:53pm.

76 Made by Allee, seconded by Whalen.

77 Vote: 4-0-0 in favor with Cockerline recusing himself.

78  
79 **Motion:** To approve #2022-0173 / Sprague at 120 & 126 Dugway Road / 3-Lot Residential Resubdivision /  
80 Map 8 / Lot 28-1

81 Made by Whalen, seconded by Allee.

82 Vote: 4-0-0 in favor.

83  
84 16. #2022-0176 / Tomaino / 56 East Main Street / Special Permit to Convert an Accessory Building to  
85 Contain a Detached Apartment on a Single-family Residential Lot (Section 208) / Map 57 / Lot 10 /  
86 DOR: 05/02/2022 / *Continue Hearing, Possible Consideration*

87  
88 Member Cockerline rejoined the meeting as a voting member for a continuation of hearing at 6:53pm.

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89 Property owner and applicant, Erik Tomaino submitted photographs and a diagram proposing additional  
90 parking at the front of his property. Chairman Klemens inquired about of the type of material they are  
91 planning to use on the driveway. Mr. Tomaino commented they will extend the current gravel road. No  
92 further comment from the Commission or public.

93

94 **Motion:** To close Hearing at 7:03pm.

95 Made by Cockerline, seconded by Whalen.

96 Vote: 5-0-0 in favor.

97

98 **Motion:** To approve #2022-0176 / Tomaino / 56 East Main Street / Special Permit to Convert an

99 Accessory Building to Contain a Detached Apartment on a Single-family Residential Lot (Section 208) /

100 Map 57 / Lot 10 /

101 Made by Cockerline, seconded by Whalen.

102 Vote: 5-0-0 in favor.

103

104 17. #2022-0179 / 343 MS Restoration LLC (Colgan) / 343 Main Street / Special Permit for Change of  
105 Use - Multifamily, High Turnover Restaurant, Mixed Use Commercial, and a Use Rendering More than  
106 30% of the Lot Impervious (Sections 205.2, 209.2, 403.4) / Map 45 / Lot 26 / DOR: 05/16/2022 / *Open*  
107 *Hearing*

108

109 Secretary Whalen read the Legal Notice. No participants representing this application were present. LUA  
110 Conroy reported she had a discussion with Bill Colgan about engineering plans and that they may not be  
111 ready for this presentation. Due to timeline restrictions, this public hearing should be opened and  
112 continued to an upcoming meeting. The hearing was opened at 7:06pm and then continued.

113

114 **Motion:** To continue public hearing on August 15th 2022, 6:45PM via Zoom.

115 Made by Cockerline, seconded by Whalen.

116 Vote: 5-0-0 in favor.

117

118 18. #2022-0181 / Lime Rock Park II, LLC (Little Guild of St Francis) / 497 Lime Rock Road / Special  
119 Permit for Short Term Event - The Great Country Mutt Show (Section 221.4) / Map 4 / Lot 16 / DOR:  
120 05/16/2022 / *Open Hearing*

121

122 Secretary Whalen read the Legal Notice and then recused himself. The hearing opened at 7:12pm. Dicky  
123 Riegel and Emily Riess presented the proposed charitable event. This year's event received a temporary  
124 zoning permit with the intent to apply for a special permit at a later date. Alternate Schiffer asked if this  
125 discussion was for The Great Country Mutt Show only or also including the events listed under agenda  
126 items #19 and #20. Chairman Klemens clarified that each event required separate hearings and permits.  
127 LUA Conroy received public comment correspondence from Jeffrey Silvernale and Doug Howes. They  
128 commented with hopes in the future, Lime Rock Park gives the Commission enough time to review  
129 permits before scheduling events. Silvernale I and Howes also requested that police be on patrol at least  
130 2 hours before and 1 hour after the event, including additional assistance on Route 112 and White  
131 Hollow Road. Dicky Riegel commented there were at least 2 police officers posted at this event and  
132 believed this condition had been met. No further comment from the Commission or public.

133

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134 **Motion:** To close the hearing at 7:21pm.

135 Made by Cockerline, seconded by Allee.

136 Vote: 4-0-0 in favor with Whalen recusing himself.

137

138 The Commission is in agreement to amend conditions and include police security requirements.

139

140 **Motion:** To approve application #2022-0181 / Lime Rock Park II, LLC (Little Guild of St Francis) / 497 Lime  
141 Rock Road / Special Permit for Short Term Event - The Great Country Mutt Show (Section 221.4) / Map 4  
142 / Lot 16 with the following conditions:

143 1. The traffic conditions shall be controlled throughout the event to protect public safety, conven-  
144 ience and values of neighboring properties with police presence at least two hours prior to, dur-  
145 ing, and one hour after the event.

146 2. The event shall be capped at 1500 vehicles.

147 3. No auto racing events shall be held on the day of the event.

148 Made by Cockerline, seconded by Allee.

149 Vote: 4-0-0 in favor with Whalen recusing himself.

150

151 19. #2022-0182 / Lime Rock Park II, LLC (Round Hill Highland Games, Inc.) / 497 Lime Rock Road /  
152 Special Permit for Short Term Event - Round Hill Games (Section 221.4) / Map 4 / Lot 16 / DOR:  
153 05/16/2022 / *Open Hearing*

154

155 Secretary Whalen read the Legal Notice and then recused himself. The hearing opened at 7:26pm. Dicky  
156 Riegel and Emily Riess presented the proposed charitable event. This year's event received a temporary  
157 zoning permit with the intent to apply for a special permit at a later date. LUA Conroy received public  
158 correspondence from Jeffrey Silvernale and Doug Howes. They commented with hopes in the future,  
159 Lime Rock Park gives the Commission enough time to review permits before scheduling events.  
160 Silvernale and Howes also requested that police be on patrol at least 2 hours before and 1 hour after the  
161 event, including additional assistance on Route 112 and White Hollow Road. They also inquired if a liquor  
162 permit was issued as a whisky tasting was part of this event. Riegel commented that Lime Rock Park has  
163 a liquor permit and police security was present at this event. Riess added the Highland Games did  
164 receive permits for the tasting and can follow up with further correspondence if desired. No further  
165 comment from the Commission or public.

166

167 **Motion:** To close Hearing at 7:33pm

168 Made by Cockerline, seconded by Allee.

169 Vote: 4-0-0 with Whalen recusing himself.

170

171 Chairman Klemens commented the Commission recognizes the whisky tasting may occur at this event  
172 and it is up to the applicant to receive the necessary permits from the relevant authorities concerning  
173 dispensing liquor.

174

175 **Motion:** To approve #2022-0182 / Lime Rock Park II, LLC (Round Hill Highland Games, Inc.) / 497 Lime  
176 Rock Road / Special Permit for Short Term Event - Round Hill Games (Section 221.4) / Map 4 / Lot 16 /  
177 with the following conditions:

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- 178 1. The traffic conditions shall be controlled throughout the event to protect public safety,  
179 convenience and values of neighboring properties with police presence at least two hours prior  
180 to, during, and one hour after the event.  
181 2. The event shall be capped at 1500 vehicles.  
182 3. No auto racing events shall be held on the day of the event.  
183 4. The Planning & Zoning Commission recognizes that a whiskey tasting may occur as an incident to  
184 this event, and that it is the applicant's responsibility to obtain all required permits.

185 Made by Cockerline, seconded by Allee.

186 Vote: 4-0-0 with Whalen recusing himself.

187  
188 20. #2022-0184 / Lime Rock Park II, LLC (Salisbury Winter Sports Association) / 497 Lime Rock Road /  
189 Special Permit for Short Term Event - Connecticut Craft Beer Grand Prix (Section 221.4) / Map 4 / Lot  
190 16 / DOR: 05/16/2022 / *Open Hearing*

191  
192 Secretary Whalen read the Legal Notice and then recused himself. The hearing opened at 7:42pm. Dicky  
193 Riegel and Emily Riess presented the proposed charitable event. This year's event received a temporary  
194 zoning permit with the intent to apply for a special permit at a later date. Riegel added that extra police  
195 security was employed at this year's event, and that he received no negative feedback after this event.  
196 Alternate Schiffer mentioned an event condition that states parking is capped at 1500 vehicles, and  
197 wondered how the process of counting vehicles occurred. Riegel responded that attendance was under  
198 400 people so vehicles were not counted. LUA Conroy received public correspondence from Jeffrey  
199 Silvernale and Doug Howes. They commented with hopes in the future, Lime Rock Park gives the  
200 Commission enough time to review permits before scheduling events. Silvernale and Howes  
201 acknowledged proper police security was provided for this event, but requiring additional assistance on  
202 Route 112 and White Hollow Road would be advisable. No further comment from the Commission or  
203 public.

204  
205 **Motion:** To close the hearing at 7:51pm.

206 Made by Cockerline, seconded by Allee.

207 Vote: 4-0-0 in favor with Whalen recusing himself.

208  
209 **Motion:** To approve #2022-0184 / Lime Rock Park II, LLC (Salisbury Winter Sports Association) / 497 Lime  
210 Rock Road / Special Permit for Short Term Event - Connecticut Craft Beer Grand Prix (Section 221.4) /  
211 Map 4 / Lot 16 with the following conditions:

- 212 1. Music is limited to 12:00-2:00 and 3:00-5:00pm.  
213 2. The traffic conditions shall be controlled throughout the event to protect public safety,  
214 convenience and values of neighboring properties. There shall be no fewer than four State  
215 Troopers stationed on the day of the event at least two hours prior to, during, and one hour after  
216 the event. They shall be posted at the following locations:  
217 a. at the junction of Rte. 7 and Rte. 112  
218 b. at the junction of White Hollow Road and Rte. 112  
219 c. at the area of Dugway/Cemetery/Church  
220 d. down White Hollow Road at or near the Sharon town line  
221 3. The event shall be capped at 1500 vehicles.  
222 4. No auto racing events shall be held on the day of the event.

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223 Made by Cockerline, seconded by Allee.  
224 Vote: 4-0-0 in favor with Whalen recusing himself.

225  
226 Chairman Klemens called a 5 minute recess at 7:54PM, the meeting resumed at 8:01 PM.

**Public Comment(s)**

228 13. Public Comment is restricted to items that are neither on the agenda nor the subject of any  
229 pending Planning & Zoning application and are limited to 3 minutes per person.

230  
231  
232 Bruce Palmer came forward with brief commentary. Palmer extended gratitude for P&Z employees and  
233 support toward the Commission for granting special permits. Palmer also expressed concern regarding  
234 tree removal and clearing and how the Commission responds to these actions. Chairman Klemens  
235 replied this issue is taken into consideration and an ongoing matter.

**New Business**

237  
238 14. #2022-1190 / DePaolo / 18 Burton Road / Special Permit for Detached Apartment on Single  
239 Family Residential Lot (Section 208) / Map 10 / Lot 11-1 / DOR: 07/18/2022 *Receive and Schedule*  
240 *Hearing*

241  
242 Judy DePaolo property owner and applicant joined the meeting. Alternate Schiffer and Chairman  
243 Klemens disclosed that Paul DePaolo has performed computer services for them as individuals but that  
244 they felt they could handle the application fairly and without conflict-of-interest LUA Conroy reviewed  
245 the maps and explained the proposed plan, to change their home office into an accessory apartment.  
246 The Torrington Area Health District approved this proposal.

247  
248 **Motion:** To schedule Hearing for #2022-1190 / DePaolo / 18 Burton Road / Special Permit for Detached  
249 Apartment on Single Family Residential Lot (Section 208) / Map 10 / Lot 11-1 / DOR: 07/18/2022 / on  
250 August 15<sup>th</sup>, 2022 at 6:45PM via Zoom.

251 Made by Cockerline, seconded by Whalen.

252 Vote: 5-0-0 in favor.

**New Business - Continued**

253  
254  
255 21. #2022-0189 / 129 WHR LLC (Parsons - Lenard Engineering) / 129 Washinee Heights Road / Site  
256 Plan Modification for Driveway Improvements in the Lake Protection Overlay District (Section 404) /  
257 Map 58 / Lot 16 / DOR: 06/21/2022 / *Reception and Possible Consideration*

258  
259 Todd Parsons of Lenard Engineering joined the meeting and explained the proposal. The applicant seeks  
260 to modify multiple parts of the approved driveway plan from stone to an Ecoraster surface and  
261 pavement. Parsons also described how stormwater would be managed and offered an additional  
262 alternative if the initial proposal is not approved. LUA Conroy stated that the proposal has already been  
263 submitted for consulting engineer Grimaldi's review. Mr. Grimaldi provided comments and requested  
264 changes. Parsons explained all comments from engineer Tom Grimaldi have been addressed and taken  
265 into consideration. Member Cockerline expressed his support and is in favor of approving this proposal.

266  
267 **Motion:** To approve a plan modification for #2022-0189 / 129 WHR LLC (Parsons - Lenard Engineering) /

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268 129 Washinee Heights Road / Site Plan Modification for Driveway Improvements in the Lake Protection  
269 Overlay District (Section 404) / Map 58 / Lot 16 including conditions requested by consulting engineer  
270 Tom Grimaldi.

271 Made by Cockerline, seconded by Whalen.

272 Vote: 5-0-0 in favor.

273

274 22. #2022-0192 / Caliendo / 24 Falls Mountain Road / Site Plan - Convert Attached Garage into an in-  
275 Law Apartment (Section 208) / Map 8 / Lot 66-1 / DOR: 07/18/2022 / *Reception and Possible*  
276 *Consideration*

277

278 Property owner Laurel Caliendo joined the meeting to present the application to convert an attached  
279 garage into an apartment. The only addition proposed was an outdoor deck that will require building  
280 and zoning permits. Alternate Schiffer asked if a garage would still be present on the property, Caliendo  
281 replied that this apartment will replace existing garage space.

282

283 **Motion:** To approve #2022-0192 / Caliendo / 24 Falls Mountain Road / Site Plan - Convert Attached  
284 Garage into an in-Law Apartment (Section 208) / Map 8 / Lot 66-1 / DOR: 07/18/2022 / with the  
285 condition of receiving approval from Torrington Area Health District

286 Made by Cockerline, seconded by Allee.

287 Vote: 5-0-0 in favor.

288

289 23. #2022-0193 / Stevenson (Hackett) / 130 Taconic Road / 3-Lot Residential Resubdivision / Map 19  
290 / Lot 15 / DOR: 07/18/2022 / *Receive and Schedule Hearing*

291

292 Engineer Pat Hackett joined the meeting and described the proposal, which included 3 separates lots  
293 with an existing Conservation Easement. Hackett comments ideally the only area that would be  
294 developed is Lot #3. Chairman Klemens asked if a NDDB screening had been processed, Hackett  
295 submitted a request in June but had not received a response, but anticipated that a response would be  
296 available by the scheduled Hearing date.

297

298 **Motion:** To schedule Hearing for #2022-0193 / Stevenson (Hackett) / 130 Taconic Road / 3-Lot  
299 Residential Resubdivision / Map 19 / Lot 15 on August 15th 2022 at 6:45PM via Zoom.

300 Made by Cockerline, seconded by Allee.

301 Vote: 5-0-0 in favor.

302

303 24. #2022-0194 / Pocket Knife Square, LLC (Elevitch) / 8 Holley Street / Change of Use from Four (4)  
304 Commercial and One (1) Residential Space to Mixed Use (Multifamily/Commercial Flex Space) Four  
305 (4) Unit Residential One (1) Unit Flexible Commercial (Section 209.2 & 205.2) / Map 45 / Lot 21 /  
306 DOR: 07/18/2022 / *Receive and Schedule Hearing*

307

308 The applicant needed more time to prepare and requested that, this application be withdrawn for  
309 resubmission at a later date.

310

311 **Adjournment**

312

313 **Motion:** To Adjourn Meeting at 8:47pm

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314 Made by Cockerline, seconded by Whalen.

315 Vote: 5-0-0 in favor.

316 Respectfully Submitted,

317 Erika Spino

318 Secretary of Minutes