

**SALISBURY PLANNING AND ZONING COMMISSION**

**SPECIAL MEETING MINUTES**

**August 1st, 2022 6:30PM**

Remote Meeting by Live Internet Video Stream and Telephone

1 **Members Present:**

2 Dr. Michael Klemens (Chairman)  
3 Cathy Shyer (Vice Chair)  
4 Martin Whalen (Secretary)  
5 Bob Riva (Regular Member)  
6 Allen Cockerline (Regular Member) arrived at 6:40PM  
7 Debra Allee (Alternate)

**Members Absent:**

Dr. Danella Schiffer (Alternate)

**Staff Present:**

Abby Conroy, Land Use Administrator (LUA)

8  
9 **Brief Items and Announcement**

10 1. Call to Order/Establish Quorum

11 Chairman Klemens called the meeting to order at 6:31PM. With four regular members present, Dr.  
12 Michael Klemens, Bob Riva, and Martin Whalen a quorum was established.

13  
14 2. Minutes of April 4, 2022

15 Vice Chair Shyer proposed the following amendments:

16 Line 320 - Added "for" in between "presentation" and "the"

17 Line 347 - Removed "from"

18  
19 Chairman Klemens seated Debra Allee as a voting Alternate at 6:36PM.

20  
21 **Motion:** To approve Minutes of April 4, 2022 as amended.

22 Made by Riva, seconded by Allee.

23 Vote: 5-0-0.

24  
25 3. Minutes of April 12, 2022

26 Vice Chair Shyer proposed the following amendment:

27 Line 94 - Added "with" between "comply" and "Section"

28  
29 **Motion:** To approve Minutes of April 12, 2022 as amended.

30 Made by Riva, seconded by Whalen.

31 Vote: 4-0-1 in favor. (Abstention Alternate Allee)

32  
33 4. Minutes of April 18, 2022

34 No amendments made.

35  
36 **Motion:** To approve Minutes of April 18, 2022.

37 Made by Riva, seconded by Shyer.

38 Vote: 5-0-0 in favor.

39  
40 Allen Cockerline joined the meeting at 6:40PM replacing Alternate Allee as a voting member.

41  
42 5. Minutes of May 2, 2022

43 Vice Chair Shyer proposed the following amendment:

44 Line 104 - Changed "Mean" to "Main"

**SALISBURY PLANNING AND ZONING COMMISSION**

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45

46 **Motion:** To approve Minutes of May 2, 2022 as amended.

47 Made by Cockerline, seconded by Shyer.

48 Vote: 3-0-2 in favor. (Abstentions Members Riva and Whalen)

49

50 6. Minutes of May 16, 2022

51 Vice Chair Shyer proposed the following amendment:

52 Line 111 - Added "of Agriculture" in between "Commissioner" and "in"

53

54 **Motion:** To approve Minutes of May 16, 2022 as amended.

55 Made by Cockerline, seconded by Whalen.

56 Vote: 5-0-0.

57

58 7. Minutes of June 6, 2022 – *pending*

59 8. Minutes of June 21, 2022 - *pending*

60 9. Minutes of June 29th 2022 - *pending*

61 10. Minutes of July 18th, 2022 - *pending*

62

63 **New Business**

64 11. Zoning Map Discussion

65 All Commission Members reviewed the "Narrative to Accompany Salisbury's Revised Zoning Maps"  
66 document without questions or concerns. Chairman Klemens began with the zoning map reviewing the  
67 northwest corner of Salisbury, the "MR Zone" (in dark green) identifying that the proposed zone is better  
68 organized and encompassed more properties present on the Mount Riga plateau. Previously, the  
69 majority of Salisbury had "RR1 Zones", but now "RR1" (in lime green) is represented on the map as  
70 smaller lots. Extremely small lots are zoned as "R20" (in gold) on Taconic Road, Preston Lane, Rocky  
71 Lane, and South Shore Road. "R20 Zones" provides side yard setbacks now reduced by ten feet on each  
72 side, which will give relief to small lots. There are small clusters of housing on Weatogue Road, Smith Hill  
73 Lane, Sunrise Ridge Lane, and Prospect Mountain Road proposed as "RR1".

74

75 Further west, there are more proposed "RR1" lots on Bunker Hill Road and Cobble Road. Close by on  
76 Factory Street, Locust Street, and the majority of downtown is now proposed as "R20". Also in  
77 downtown, the proposed "R10 Zone" (in yellow) extends to include Elm Street and Grove Street. Some  
78 "CG20 Zones" (in purple) downtown have been expanded to "C20" (in pink). Lots around Bostwick Street  
79 will be changed from "R20" to "R10". Between Porter Street and Ridge Lane there are three lots listed as  
80 "RR3" (in white) that should be changed. Pending the Commission's approval, Chairman Klemens  
81 mentioned at least one of these three lots should be "R10", and the other two "R20". Members  
82 Cockerline and Riva support this decision.

83

84 Near State Line Road and lower Indian Mountain Road, there are more undersized lots being changed to  
85 "R20 Zones". Several lots on Farnum Road will be changed to "R20". In the corner of Briscoe and Farnum  
86 roads, there is a GIS error that contradicts surveys on file and needs to be fixed. Moving east, there are  
87 more lots proposed to be "R20" on lower Sugar Hill Road, and riverside lots on Housatonic River Road to  
88 "RR1 Zones". Commissioner Cockerline asked why the southernmost lots on Sugar Hill Road are not  
89 changing from "RR1" to "R20" as well. Chairman Klemens remarked that these lots exceed one acre,

**SALISBURY PLANNING AND ZONING COMMISSION**

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90 therefore too large to represent "R20". There are three lots further north consisting of more than one  
91 acre being changed to "R20", so the Commission agreed these should remain "RR1". Lots around  
92 Interlaken Estates are proposed to be "RR1", and undersized lots on Furnace Road proposed to "R20".  
93

94 Chairman Klemens mentioned most changes have occurred around Lime Rock Park "RE Zone" (in red).  
95 All residential lots around the Park on Route 112 are proposed "RR1 Zones". All commercial lots that  
96 exist in Lime Rock are now proposed as "CG20 Zones". Alternate Allee asked if the tax assessment of  
97 these lots will differ from residential to commercial. Chairman Klemens confirmed there is no change. At  
98 the US Highway 7 junction, there are "CG20 Zones" being changed to "RR3" as most of the area consists  
99 of floodplain and farmland. There is a pre-existing/non-conforming auto repair business located here.  
100 Chairman Klemens stated the boundaries around Lime Rock Park have been snapped to encompass the  
101 entire parcel they own. A 400-foot buffer has also been incorporated along White Hollow Road.  
102 Continuing west on the map, there is a single lot on Long Pond Road that was mislabeled in error and  
103 needs to be changed from "RR1" to "RR3".  
104

105 Alternate Allee offered feedback about the legend color scheme on the map; the shade of red used for  
106 "RE" Lime Rock Park is too intense and may attract negative attention. She recommended choosing a  
107 more muted color. The shade of blue used for "LI-1" (in dark blue) Industrial 1 Zones is quite similar to  
108 the "LA" (in blue) Lake Residential Zones, which may be confusing to the untrained eye, so she  
109 recommended using gray or a different shade of purple. Vice Chair Shyer agrees with Alternate Allee.  
110 Chairman Klemens believed gray is too similar to the road and lot lines, but another shade of purple  
111 could be considered. Member Cockerline added that the changes should be made on the map after  
112 commentary is received. Alternate Allee also added the green used for "MR" Mount Riga Zone is too  
113 dark suggesting a lighter option instead. Cockerline suggested contacting the GIS representatives about  
114 color changes and usage.  
115

116 **Motion:** Salisbury P&Z confirms the new maps complies with the Plan of Conservation and Development,  
117 hereby endorses referral of this version to the Northwest Hills Council of Governments for review and  
118 sets a hearing for September 19<sup>th</sup>, 2022 at 6:45PM via Zoom.

119 Made by Cockerline, seconded by Riva.

120 Vote: 5-0-0 in favor.  
121

122 12. Zoning Use Table Discussion  
123

124 Chairman Klemens reviewed the Commission's previous decisions to begin the discussion. So far, three  
125 tables had been collapsed into one, violations and illegal options were removed, the RR1-V Zone was  
126 eliminated, and the table was rearranged into a more user-friendly format. Chairman Klemens also  
127 mentioned that the draft Zoning map will guide the regulation rewrite process. LUA Conroy stated they  
128 are looking for endorsement from the Commission as far as what permit type to use and to review the  
129 new table's structure. The Commission took up discussion of Temporary Events first and resumed the  
130 Use Table Discussion afterwards.  
131

132 13. Temporary Event Discussion

133 Members Cockerline and Riva wished to continue discussion on this matter at the September 6<sup>th</sup> 2022  
134 Meeting. Commissioner Cockerline mentioned a decision should be made regarding wedding venues  
135 before accepting an amendment. He identified that there are hotels in town that host wedding events,

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136 and asked if farm property could be used as a wedding venue. LUA Conroy questioned if a “Hospitality”  
137 section should be added to the table, which would include “hotel/motel, restaurant, outdoor  
138 food/service”. Chairman Klemens asked if “wedding” should be listed as an event. Alternate Allee  
139 suggested using the term “Private Event”.

140

141 The Commission agreed that they do not wish to interfere with family gatherings and celebrations.  
142 Further, commercial wedding venues are undesirable and will not be allowed in residential zones, but  
143 temporary family events will be supported. Commissioner Cockerline asked if regulation should be based  
144 on anticipated attendance for example for events that exceed 200 people Vice Chair Shyer reiterated the  
145 question of how to define this regulation by a zone. Chairman Klemens provided an example that hotels  
146 are allowed in commercial zones specifically to protect residential areas, and the same should follow  
147 with commercial wedding and related venues selling a service on their property.

148

149 Commissioner Cockerline mentioned the duration of time allowed for temporary events. The  
150 Commission would consider a ten-day event excessive, and are in agreement that three days would be  
151 sufficient. Commissioner Cockerline also asked if firefighter, police or church activities should be  
152 regulated as they are not mentioned. These are community events that should not be regulated, stated  
153 Chairman Klemens. Vice Chair Shyer pointed out that the Grove hosts commercial events that can also  
154 be considered community events. LUA Conroy explained the Grove is considered a municipal facility, and  
155 that events at such a facility would be considered a customary and incidental use. Chairman Klemens  
156 suggested regulating the uses/situations that the Commission does not want rather than listing the  
157 instances where events would be allowed.

158

159 **12. Zoning Use Table Discussion - Continued**

160

161 In continuation with this discussion, Commissioner Cockerline suggested replacing “Home Occupation”  
162 to “Home Business”; the Commission is in favor of this change. LUA Conroy clarified that “Agriculture”  
163 will change to “Agriculture or Forestry”, “Sawmill” will be moved into “Industrial”, and “Hotel or Motel”  
164 will change to “Hospitality.” LUA Conroy questioned if “Processing Dairy Products” should be moved to  
165 “Agriculture or Forestry”. Commissioner Cockerline advised deleting the option altogether as it can be  
166 considered farming without specification, Chairman Klemens agreed. LUA Conroy will edit the zoning use  
167 table with the feedback received today.

168 **Adjournment**

169 **Motion:** To adjourn meeting at 8:34PM.

170 Made by Shyer, seconded by Cockerline.

171 Vote: 5-0-0 in favor.

172 Respectfully Submitted,

173 Erika Spino

174 Secretary of Minutes