

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

February 18th, 2025 5:30PM

Remote Meeting by Live Internet Video Stream and Telephone

1 **Members Present:**

2 Michael Klemens (Chair)

3 Cathy Shyer (Vice Chair)

4 Martin Whalen (Secretary)

5 Allen Cockerline (Regular Member)

6 Bob Riva (Regular Member)

7 Dr. Danella Schiffer (Alternate Member)

8 Beth Wells (Alternate Member)

9

**Members Absent:**

**Staff Present**

Abby Conroy, Land Use Director (LUD)

Miles Todaro, Land Use Technical Specialist (LUTS)

10 **Brief Items and Announcements**

11 1. Call to Order / Establish Quorum

12 Chair Klemens called the meeting to order at 5:30PM. A quorum was established with five regular  
13 members present (Dr. Michael Klemens, Cathy Shyer, Martin Whalen, Allen Cockerline, Bob Riva).  
14 Alternate Members Dr. Danella Schiffer and Beth Wells were also present.

15

16 2. Approval of the Agenda

17

18 **Motion:** To accept the agenda.

19 Made by Cockerline, seconded by Riva.

20 Vote: 5-0-0 in favor.

21

22 3. Minutes of December 10, 2024

23 The Commission edited the detailed minutes of December 10, 2024.

24

25 **Motion:** To approve minutes of December 10, 2024 as amended.

26 Made by Cockerline, seconded by Whalen.

27 Vote: 5-0-0 in favor.

28

29 4. Minutes of December 12, 2024

30 The Commission edited the detailed minutes of December 12, 2024.

31

32 **Motion:** To approve minutes of December 12, 2024 as amended.

33 Made by Riva, seconded by Cockerline.

34 Vote: 5-0-0 in favor.

35

36 5. Minutes of December 16, 2024

37 The Commission edited the detailed minutes of December 16, 2024.

38

39 **Motion:** To approve minutes of December 16, 2024 as amended.

40 Made by Riva, seconded by Cockerline.

41 Vote: 5-0-0 in favor.

42

43 6. Minutes of December 17, 2024

44

45 **Motion:** To approve minutes of December 17, 2024.

46 Made by Whalen, seconded by Riva.

**SALISBURY PLANNING AND ZONING COMMISSION**

**REGULAR MEETING MINUTES**

**February 18th, 2025 5:30PM**

Remote Meeting by Live Internet Video Stream and Telephone

47 Vote: 5-0-0 in favor.

48

49 7. Minutes of January 6, 2025 - *pending*

50 8. Minutes of January 21, 2025 - *pending*

51 9. Minutes of February 3, 2025 - *pending*

52

53 **Pending Business**

54 10. 2024-0270 / NOTSERO LLC (Hackett) / 95 Preston Lane / Site Plan for Demolition and Reconstruction  
55 of Single Family Residence in the Lake Protection Overlay District (Section 404) / Map 69 / Lot 32 / DOR:  
56 12/16/2024 / Must act by 02/19/2025 / *Awaiting IWWC Decision*

57

58 Chair Klemens explained the Inland Wetlands & Watercourses Commission (IWWC) had not yet rendered  
59 a decision and the application has received an extension. The Planning and Zoning Commission has also  
60 received a letter of extension and this business would be continued to the meeting on March 3, 2025.

61

62 **New Business**

63 11. Pre-Application Meeting Per (CGS) §7-159b RE: Proposed Amendments to the Zoning Regulations  
64 that would allow Specified Agritourism Uses by Special Permit / Sleepy Cow Farm (CRAMER &  
65 ANDERSON, LLP – Daniel E. Casagrande, Esq., Partner) / *“Such preapplication review and any results or*  
66 *information obtained from it may not be appealed under any provision of the general statutes, and shall*  
67 *not be binding on the applicant or any authority, commission, department, agency or other official*  
68 *having jurisdiction to review the proposed project.”*

69

70 Chair Klemens explained this business involved a pre-application review for an amendment to the Zoning  
71 Regulations regarding agritourism. Attorney Daniel Casagrande of Cramer & Anderson, LLP explained  
72 agritourism conservation is a concept used to preserve existing farm uses and provide additional income  
73 to farmers consistent with Zoning Regulations, public interest, and the Plan of Conservation and  
74 Development (POCD). He explained profit-making is not normally a goal of Zoning, but the purpose of  
75 agritourism uses would allow local farmers to generate sufficient income to continue farming operations  
76 and avoid succumbing to pressures of residential development. Ensuring consistency of use with  
77 neighboring properties, historic and scenic preservation of farms, and mitigating adverse effects should  
78 also be considered when adopting agritourism Zoning Regulations. Attorney Casagrande explained his  
79 client wished for agritourism to be considered a special permit use. Attorney Casagrande presented a  
80 draft of their proposed agritourism Regulations for the Commission to review.

81

82 Robert Taylor of Sleepy Cow Farm expressed that he intends to work cooperatively with the  
83 Commission. Chair Klemens explained the Land Use Office (LUO) has been working on completing the  
84 IWWC Regulations. Once the new IWWC regulations are in place, Chair Klemens and LUD Conroy  
85 anticipate working on a comprehensive rewrite of the Zoning Regulations. Chair Klemens said he is not in  
86 favor of altering this sequence of events to assist with the potential Applicant’s needs.

87

88 Vice Chair Shyer and Secretary Whalen asked for an anticipated time frame of acceptance of the new  
89 regulations. LUD Conroy explained the Subdivision Regulations would be addressed first, then Zoning  
90 Regulations. Subdivision Regulations would be sent to the Town Attorney and Town Consulting Engineer  
91 for review, and there is a chance that changes must be addressed by Town vote. She explained new  
92 Zoning Regulations could take up to a year, and Subdivision Regulations up to eight months from May

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

February 18th, 2025 5:30PM

Remote Meeting by Live Internet Video Stream and Telephone

93 2025.

94

95 LUD Conroy commented that introducing agritourism Regulations could be challenging as there may be  
96 varying standards set for a wide variety of different uses that fit within that definition. Chair Klemens  
97 added hosting public discussion sessions could be an effective way to address concerns. Commissioner  
98 Cockerline supported the proposed Regulation amendment and added the potential application should  
99 be reviewed closely. He expressed concern about hosted events with amplified sound and believed  
100 specific parameters should be in place prior to agritourism becoming an allowed use.

101

102 Commissioner Riva expressed support and excitement for agritourism due to significant struggles the  
103 farming community within Town has faced. He agreed precautions and concerns regarding noise should  
104 be addressed effectively and expressed disappointment with a potentially delayed process. Alternate  
105 Member Schiffer expressed support for Chair Klemens' perspective and commented that the  
106 Commission and majority of the public is in support of farming, but not at the expense of disrupting  
107 procedure. Alternate Member Wells expressed support for Commissioner Cockerline's commentary and  
108 believed noise pollution and traffic concerns should be addressed first.

109

110 Attorney Casagrande and Robert Taylor expressed disappointment with the anticipated time frame of  
111 the Zoning Regulations rewrite. Attorney Casagrande requested to work directly with the Commission  
112 and LUO to expedite the process. Chair Klemens declined. LUD Conroy asked if valuable feedback was  
113 received from the Commission. Attorney Casagrande replied yes.

114

115 12. #2025-0276 / 127 WHR LLC (Stair/Parsons) / 127 Washinee Heights Road / Site Plan for Residential  
116 Addition in the Lake Protection Overlay District (Section 404) / Map 58 / Lot 17 / DOR: 02/18/2025 /  
117 *Reception and Possible Consideration*

118

119 Engineer Todd Parsons of Haley Ward Engineering and Bob Stair of Great Falls Construction presented  
120 the application. Mr. Parsons presented the Site Plan and explained the property is located on the west  
121 side of Washinee Heights Road with a pre-existing dwelling, garage and barn. He explained the Applicant  
122 proposed a deck and addition on the north side of the dwelling. A septic system would be disrupted  
123 during construction with reinstallation proposed further uphill on the property outside of the Lake  
124 Protection Overlay District (LPOD). Mr. Parsons explained construction activity was proposed within the  
125 LPOD outside of the wetlands upland review area, open space, and beyond the ordinary high-water line.  
126 A new water softening treatment system and rain garden was proposed, accompanied by an erosion  
127 control plan. Impervious property coverage would increase from 8 percent to 9.1 percent. Written  
128 permission from a neighbor was received for temporary construction access through their property. This  
129 was necessary to avoid driving over the newly installed septic system. He added a construction fence  
130 would be installed on either side of the property. Approval was received from Torrington Area Health  
131 District (TAHD).

132

133 Chair Klemens asked if the construction access would be abandoned after completion of the project. Mr.  
134 Parsons replied yes, the area would be restored with grass plantings. Chair Klemens asked if the soil  
135 would be aerated to ensure pervious functionality. Mr. Parsons replied yes.

136

137 Vice Chair Shyer asked if additional development would occur on this property in the future. Mr. Parsons  
138 replied he was unsure. She asked if any guidance had been received for plantings in the proposed rain

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

February 18th, 2025 5:30PM

Remote Meeting by Live Internet Video Stream and Telephone

139 garden. Mr. Parsons replied a recommended plant list of native species made to tolerate varying water  
140 fluctuations was included. He added that a pre-existing rain garden that mitigates runoff from the  
141 driveway has shown to be effective on the property.

142

143 Commissioner Cockerline suggested approving the application conditioned on review by Town  
144 Consulting Engineer Tom Grimaldi. LUD Conroy asked when construction would begin. Mr. Stair  
145 estimated construction would begin in April. Chair Klemens disagreed with Commissioner Cockerline's  
146 suggestion to preemptively approve the application and suggested the review by Mr. Grimaldi occur  
147 before approval.

148

149 Secretary Whalen asked if a review by Mr. Grimaldi must be completed for the application. Chair  
150 Klemens replied yes, a large amount of earth disturbance would occur and the rain garden design should  
151 be reviewed. Secretary Whalen believed a review from the Town Consulting Engineer was unnecessary.  
152 Mr. Stair asked if a decision could be made regarding installation of the septic system prior to approval  
153 of the full application. Commissioner Cockerline suggested authorizing administrative approval for septic  
154 system installation. The applicant would return on a future meeting for complete approval.

155 Commissioner Riva agreed.

156

157 Alternate Member Schiffer asked where the well was located on the property. Mr. Parsons indicated a  
158 well is located near the garage and would remain unaffected by the proposed construction area.

159 Alternate Member Wells asked if this was a two-story addition. Mr. Parsons replied no, a one-story  
160 addition with a walkout basement was proposed. LUD Conroy explained the septic system could be  
161 authorized as a minor site plan modification, which would ensure septic system installation can occur  
162 before the Site Plan review by Mr. Grimaldi is ready.

163

164 **Motion:** To find the installation of the septic system approved by Torrington Area Health District as a  
165 minor Site Plan modification in accordance with section 811 of the Zoning Regulations, regarding  
166 application #2025-0276 / 127 WHR LLC (Stair/Parsons) / 127 Washinee Heights Road / Site Plan for  
167 Residential Addition in the Lake Protection Overlay District (Section 404) / Map 58 / Lot 17 /  
168 Made by Riva, seconded by Cockerline.

169 Vote: 5-0-0 in favor.

170

171 **Adjournment**

172

173 **Motion:** To adjourn meeting at 7:13PM.

174 Made by Cockerline, seconded by Whalen.

175 Vote: 5-0-0 in favor.

176

177

178 Respectfully Submitted,

179 Erika Spino

180 Secretary of Minutes