

SALISBURY PLANNING AND ZONING COMMISSION

MEETING MINUTES

Monday April 21, 2025 – 6:30 PM

Remote Meeting by Live Internet Video Stream and Telephone

Members Present:

Dr. Michael Klemens (Chair)
Cathy Shyer (Vice Chair)
Martin Whalen (Secretary)
Bob Riva (Regular Member)
Dr. Danella Schiffer (Alternate Member)

Members Absent:

Allen Cockerline (Regular Member)
Beth Wells (Alternate Member)

Staff Present:

Abby Conroy (Land Use Director)
Miles Todaro (Land Use Technical Specialist)

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2 **Brief Items and Announcements**

3 1. Call to Order / Establish Quorum

4 Chair Klemens called the meeting to order at 6:30pm. Four regular members were present and seated
5 to vote (Chair Klemens, Vice Chair Shyer, Secretary Whalen, and Regular Member Riva). Alternate
6 Member Schiffer was also present and seated to vote.

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8 2. Approval of the Agenda

9 LUD Conroy requested that agenda item 12 (“Survey Completeness Checklist”) be replaced with
10 “Communication from Counsel.”

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12 **Motion:** To approve the agenda as amended.

13 Made by Riva, seconded by Whalen

14 Vote: 5-0-0

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16 3. Minutes of March 3, 2025

17 The Commission reviewed potential amendments to the minutes. Vice Chair Shyer did not attend the
18 meeting of March 3, 2025 and abstained from voting.

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20 **Motion:** To approve the minutes of March 3, 2025 as amended.

21 Made by Riva, seconded by Whalen

22 Vote: 4-0-1, with Vice Chair Shyer abstaining from voting.

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24 4. Minutes of March 17, 2025

25 The Commission reviewed potential amendments to the minutes. Vice Chair Shyer did not attend the
26 entire meeting of March 17, 2025 and abstained from voting.

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28 **Motion:** To approve the minutes of March 17, 2025 as amended.

29 Made by Riva, seconded by Whalen

30 Vote: 4-0-1, with Vice Chair Shyer abstaining from voting.

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32 Chair Klemens requested that the Commission next discuss agenda item 12.

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34 12. Communication from Counsel

35 LUD Conroy provided an update for the Commission on a communication from Attorney Andres
36 regarding how the Zoning Regulations regulate easements and right-of-ways.

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5. Minutes of April 7, 2025 – *pending*

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

Public Hearing – 6:45 PM

7. #2025-0279 / Sievert and Eliza McCabe / 21 Mount Riga Road / Special Permit for Vertical Expansion of a Nonconforming Residential Structure (Section 503.2) / Map 14 / Lot 17 / DOR: 03/17/2025 / *Open Hearing, Possible Consideration*

The Commission observed that there was an error in the public hearing notice in the Newspaper, so the hearing could not be opened. New notices would be published and sent by the Land Use Office.

New Business

8. #2025-0281 / Robert and Robin Easton (UCE Fine Builders) / 104 Interlaken Road / Special Permit for Vertical Expansion of Nonconforming Residential Structure (Section 503.2) / Map 39 / Lot 17 / DOR: 04/21/2025 / *Consideration of Completeness, Schedule Hearing for May 19, 2025*

The Commission discussed the application between themselves and with the applicant.

Motion: To schedule a public hearing on May 19, 2025 at 6:45pm via Zoom for application #2025-0281 / Robert and Robin Easton (UCE Fine Builders) / 104 Interlaken Road / Special Permit for Vertical Expansion of Nonconforming Residential Structure (Section 503.2) / Map 39 / Lot 17 / Made by Whalen, seconded by Riva
Vote: 5-0-0

9. #2025-0282 / Noelle Becker (Pat Hackett) / 36 South Shore Road / Site Plan for Septic System in the Lake Protection Overlay District (Section 404) / Map 59 / Lot 09 / DOR: 04/21/2025 / *Reception and Possible Consideration*

The Commission discussed the application between themselves and with the applicant.

Motion: To approve application #2025-0282 / Noelle Becker (Pat Hackett) / 36 South Shore Road / Site Plan for Septic System in the Lake Protection Overlay District (Section 404) / Map 59 / Lot 09 / Made by Riva, seconded by Whalen
Vote: 5-0-0

10. #2025-0283 / Agostino Galluzzo (Allied Engineering) / 226 Millerton Road / Special Permit for Detached Apartment on Single Family Residential Lot and Associated Site Improvements in the Lake Protection Overlay District (Section 208 and 404) / Map 43 / Lot 32 / DOR:04/21/2025 / *Reception Consideration of Completeness, Possible Scheduling of Public Hearing*

Applicant George Johannesen of Allied Engineering announced that he sent an email to withdraw this application earlier in the day.

11. #2025-0284 / William and Stephanie Colaric (Allied Engineering) / 67 Old CNE Road / Special Permit Application for a Structure Less than 50' from a Waterbody (Section 305.2) and Site Development Activities Including Hardscaping, Landscaping, Stormwater Improvements In the Lake

83 Protection Overlay District (Section 404) / Map 40 / Lot 30 / DOR:04/21/2025 / *Reception*
84 *Consideration of Completeness, Possible Scheduling of Public Hearing*
85 The Commission discussed the application between themselves and with the Applicant.

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87 **Adjournment**

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89 **Motion:** To Adjourn the meeting at 7:46pm.
90 Made by Riva, seconded by Whalen
91 Vote: 5-0-0

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93 Respectfully Submitted,
94 Miles Todaro
95 Land Use Technical Specialist