

# SALISBURY PLANNING AND ZONING COMMISSION

## MEETING MINUTES

Monday July 7, 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)  
Allen Cockerline (Regular Member)  
Dr. Danella Schiffer (Alternate Member)  
Beth Wells (Alternate Member)

### Members Absent:

### Staff Present:

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

### **Brief Items and Announcements**

#### 1. Call to Order / Establish Quorum

Chair Klemens called the meeting to order at 6:30pm. Chair Klemens, Secretary Whalen, Regular Member Riva, and Regular Member Cockerline were present and seated to vote. Alternate Members Schiffer and Wells were also present.

#### 2. Approval of the Agenda

Land Use Director (LUD) Conroy requested that agenda item 11 “Discussion of Events at 112+138 Housatonic River Road” be replaced with:

“11. Discussion of Events

a. 112&138 Housatonic River Road

b. Map 56 Lot 34 Salisbury Public Green/Civil War Memorial Park”

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

Made by Cockerline, seconded by Riva

Vote: 4-0-0

Vice Chair Shyer joined the meeting at 6:32pm and was seated as a voting member.

#### 3. Minutes of May 19, 2025

The Commission discussed amendments to the minutes.

Motion: To approve the minutes of May 19, 2025 as amended.

Made by Riva, seconded by Cockerline

Vote: 4-0-1

Chair Klemens abstained from voting as he was not present at the meeting of May 19, 2025.

#### 4. Minutes of June 2, 2025 – *pending*

#### 5. Minutes of June 16, 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.

35 There were no comments from the public.

36

37 **New Business**

38 7. #2025-0292 / Town of Salisbury / 7 Ethan Allen Street / Site Plan Application for Publicly  
39 Accessible Electric Vehicle Charging Station (Section 207.20) / Map 49 / Lot 27-1 / DOR: 07/07/2025  
40 / *Reception and Possible Consideration*

41 The Commission discussed the application between themselves and with representatives of the  
42 Economic Development Committee Robert Schaufelberger and Katherine Kiefer.

43

44 **Motion:** To approve application #2025-0292 / Town of Salisbury / 7 Ethan Allen Street / Site Plan  
45 Application for Publicly Accessible Electric Vehicle Charging Station (Section 207.20) / Map 49 / Lot 27-  
46 1 /

47 Made by Cockerline, seconded by Riva

48 Vote: 5-0-0

49

50 8. #2025-0293 / Wells Hill LLC / 233 Main Street / Site Plan Application for Carpentry or  
51 Woodworking (Section 205.2) / Map 51 / Lot 2 / DOR: 07/07/2025 / *Reception and Possible*  
52 *Consideration*

53 No one was present to represent the application. The Commission discussed the application between  
54 themselves.

55

56 **Motion:** To approve application #2025-0293 / Wells Hill LLC / 233 Main Street / Site Plan Application  
57 for Carpentry or Woodworking (Section 205.2) / Map 51 / Lot 2 /

58 Made by Cockerline, seconded by Whalen

59 Vote: 5-0-0

60

61 **Pending Business**

62 9. #2025-3776 / David Pachter (Tim Sneller) / 136 Long Pond Road / Special Permit Application for  
63 Detached Accessory Apartment on Single Family Residential Lot (Section 208) / Map 02 / Lot 12 /  
64 DOR: 06/16/2025 / *Consideration of Completeness and Possible Scheduling of Public Hearing*

65 The Commission discussed the application between themselves and with applicant representative Tim  
66 Sneller.

67

68 **Motion:** To schedule a public hearing on Monday August 4, 2025 at 6:45pm online via Zoom for  
69 application #2025-3776 / David Pachter (Tim Sneller) / 136 Long Pond Road / Special Permit  
70 Application for Detached Accessory Apartment on Single Family Residential Lot (Section 208) / Map 02  
71 / Lot 12 /

72 Made by Cockerline, seconded by Riva

73 Vote: 5-0-0

74

75 **Other Business**

76 10. Pre-Application Meeting – Patti Barry – Potential Zoning Map Amendment Application  
77 Patti Barry was present to discuss a potential zoning map amendment application at 184 Main Street,  
78 Salisbury. The Commission and Patti Barry discussed the potential application.

79

80 11. Discussion of Events

81 a. 112+138 Housatonic River Road  
82 Scott Matlock and Peter Barron (representatives of 112+138 Housatonic River Road) were present to  
83 discuss permitting for the events planned to be held on the property. The Commission discussed the  
84 potential permitting pathways required for the events.

85  
86 b. Map 56 Lot 34 Salisbury Public Green/Civil War Memorial Park  
87 The Commission discussed permit requirements for an upcoming event on 15 Undermountain Road,  
88 that was requested to be partially located on Town-owned parcel Map 56 Lot 34 (Salisbury Public  
89 Green/Civil War Memorial Park).

90  
91 **Tabled Business**

92 12. #2025-0287 / Wake Robin LLC & Ms. Serena Granbery (ARADEV LLC) / 104 & 106 Sharon Road  
93 & 53 Wells Hill Road / Special Permit for Hotel, Redevelopment of the Wake Robin Inn (Section  
94 213.5) / Map 47/ Lot 2 & 2-1 / DOR: 05/05/2025 / Public Hearing Scheduled: 08/05/2025 6:30 PM /  
95 *Pending Public Hearing*

96  
97 **Adjournment**

98  
99 **Motion:** To adjourn the meeting at 8:51pm  
100 Made by Cockerline, seconded by Whalen  
101 Vote: 5-0-0

102  
103  
104 Respectfully Submitted,  
105 Miles Todaro  
106 Land Use Technical Specialist