

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

Tuesday February 2, 2026 - 5:30PM

Remote Meeting by Live Internet Video Stream and Telephone

1 **Members Present:**

2 Cathy Shyer (Chair)

3 Allen Cockerline (Vice Chair) *arrived 5:36PM*

4 Dr. Danella Schiffer (Regular Member)

5 Beth Wells (Alternate Member)

6 Jen Ventimilia (Alternate Member)

7

8 **Brief Items and Announcements**

9 1. Call to Order / Establish Quorum

10 Chair Shyer called the Regular Meeting to order at 5:34PM. There were two regular members present
11 (Cathy Shyer, Dr. Danella Schiffer). Alternate Members Beth Wells and Jen Ventimilia were also present.
12 Chair Shyer appointed Alternate Wells and Alternate Ventimilia as voting members and a quorum was
13 established.

14

15 2. Approval of Agenda

16

17 **Motion:** To approve the agenda.

18 Made by Schiffer, seconded by Wells.

19 Vote: 4-0-0 in favor.

20

21 3. Minutes of November 17, 2025

22 The Commission reviewed the detailed minutes of November 17, 2025.

23

24 **Motion:** To approve the minutes of November 17, 2025.

25 Made by Schiffer, seconded by Wells.

26 Vote: 4-0-0 in favor.

27

28 Vice Chair Cockerline joined the Meeting at 5:36PM. Vice Chair Cockerline explained due to a vision
29 concern he would be unable to read detailed materials and would abstain from voting in those instances.

30

31 4. Minutes of December 8, 2025

32 Vice Chair Cockerline abstained from voting.

33

34 **Motion:** To approve the minutes of December 8, 2025.

35 Made by Schiffer, seconded by Ventimilia.

36 Vote: 4-0-1 in favor.

37

38 5. Minutes of January 6, 2025 - *pending*

39 6. Minutes of January 20, 2025 - *pending*

40

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

44

45 There was no public comment.

46

Members Absent:

Bob Riva (Secretary)

Staff Present

Abby Conroy, Land Use Director (LUD)

Miles Todaro, Land Use Technical Specialist (LUTS)

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47 **Public Hearing - 5:45PM**

48 8. #2025-0306 / 100 Interlaken Road / Map 39, Lot 16 / Owner/Applicant: Dana and Frederick Rohn /
49 Special Permit for a Detached Apartment on Single Family Residential Lot (Section 208) / DOR:
50 12/22/2025 / OH: 01/06/2026 / *Continue Hearing, Possible Consideration*

51

52 The public hearing continued at 5:45PM. LUD Conroy explained the applicant had received approval
53 from the Inland Wetlands & Watercourses Commission (IWWC). She also explained that Engineer Ralph
54 Stanton was unable to continue work on the project, so engineer Pat Hackett is now the Engineer for the
55 job. Engineer Hackett was comfortable using the plans by Engineer Stanton.

56

57 Engineer Hackett reviewed the Site Plan. LUD Conroy explained the property currently has a small single
58 family residential unit, and the applicant proposed to construct another building on the lot to be the
59 main dwelling unit. The pre-existing cottage would become an accessory apartment to the principal
60 dwelling. There were no questions from the public.

61

62 **Motion:** To close the public hearing at 5:59PM.

63 Made by Cockerline, seconded by Schiffer.

64 Vote: 5-0-0 in favor.

65

66 **Motion:** To approve application #2025-0306 / 100 Interlaken Road / Map 39, Lot 16 / Owner/Applicant:
67 Dana and Frederick Rohn / Special Permit for a Detached Apartment on Single Family Residential Lot
68 (Section 208) /.

69 Made by Schiffer, seconded by Cockerline.

70 Vote: 5-0-0 in favor.

71

72 9. Regulation Amendment: To provide that family child care homes and group child care homes, located
73 in a residence, are allowed in residential zones, as required by Public Act 23-142; to correct inconsistent
74 spelling and spelling and formatting of terms; to eliminate duplicative language; and to remove obsolete
75 references and regulations, including the regulation of telecommunication towers that are under the
76 exclusive jurisdiction of the Connecticut Siting Council / Town of Salisbury / *Open Hearing, Possible*
77 *Consideration*

78

79 Commissioner Schiffer read the legal notice to open the public hearing at 6:01PM. LUD Conroy explained
80 the Land Use Office (LUO) was statutorily obligated to send regulation amendments to the Northwest
81 Hills Council of Governments (NHCOG). She said a referral was submitted in December 2025 and NHCOG
82 found no apparent conflict with regional plans or policies.

83

84 Chair Shyer asked the meaning of a date shown on the regulations. LUD Conroy explained this is the
85 version date, which is administrative. Chair Shyer suggested adding "an" to Section 208.2 regarding
86 outdoor wood-burning furnaces. Chair Shyer asked if the definition for fence/walls on Page 108 change.
87 LUD Conroy replied it was moved to be in alphabetical order, but the wording of the definition did not
88 change. There were no further comments or questions from the Commission. Chair Shyer opened the
89 floor to the public.

90

91 LUD Conroy read a letter from the public which was also published in the Lakeville Journal into the
92 record. The letter suggested that the Commission not eliminate the section of the regulations on cell

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93 towers. Vice Chair Cockerline supported eliminating the section because the Connecticut Siting Counsel
94 has the authority over cell towers. Alternate Member Ventimilia noted that installation of cell towers
95 could be sensitive for the local community who values environmental protection. Vice Chair Cockerline
96 said the Siting Counsel had strict protocol for telecommunication tower applications and would address
97 the Commission if necessary. Alternate Member Wells agreed with both Vice Chair Cockerline and
98 Alternate Member Ventimilia.

99
100 Member of the public Lori Shepard suggested the Siting Counsel should observe the local area when
101 considering telecommunication tower applications to identify valuable viewsheds and watersheds.

102
103 Commissioner Schiffer appreciated Vice Chair Cockerline's comments but was not comfortable with
104 entirely trusting the Siting Counsel. Chair Shyer agreed with Commissioner Schiffer.

105
106 Member of the public David Bright expressed support for retaining cell tower regulations.

107
108 A motion was made to close the public hearing at 6:39pm.

109
110 Member of the public Blake Levitt, who wrote the letter read by LUD Conroy, believed the Siting
111 Counsel's review is not sufficient for all environmentally sensitive applications. She said the Siting
112 Counsel should hear from the community regarding cell tower construction. She believed service
113 providers can be aggressive for property purchases and cellular tower areas are intense industrial sites.
114 Ms. Levitt explained that even though the Cell Tower regulations are superseded by the Siting Counsel,
115 they could serve as a guide for the Siting Counsel to review when they are looking to understand the
116 desires of the community. She also suggested that the cell tower regulations be amended in the future
117 to better reflect the community and current technology. She expressed support for the comments made
118 by Commissioner Schiffer.

119
120 The motion to close the public hearing was seconded at 6:47pm.

121
122 There were no further comments from the Commission or public.

123
124 **Motion:** To close the public hearing.
125 Made by Cockerline, seconded by Schiffer.
126 Vote: 5-0-0 in favor.

127
128 **Motion:** The Commission finds that the proposed regulation amendments align with the Plan of
129 Conservation and Development and therefore approve the proposed amendments in the 12/22/2025
130 draft with the exception that Section 10 as related to telecommunications towers shall be retained, with
131 an effective date of March 2, 2026. Made by Cockerline, seconded by Schiffer.
132 Vote: 5-0-0 in favor.

133
134 **Other Business**

135 10. Planning & Organization Discussion
136 a. Regulation Rewrite

137
138 LUD Conroy recommended the highest priority for future statutorily required Regulation changes was to

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139 accommodate Housing Bill (HB) 8002. She said the HB will take away some local discretion for housing
140 diversity. She explained the Commission had a statute-defined deadline to make the required changes
141 by July 1, 2026.

142
143 Chair Shyer suggested establishing a sub-committee of Vice Chair Cockerline, Commissioner Schiffer and
144 Alternate Member Wells to review and identify regulation adjustment priorities. LUD Conroy advised this
145 would need to be scheduled as a public meeting via Zoom or hybrid-in-person at Town Hall. Vice Chair
146 Cockerline suggested instead having a sub-committee of himself and Commissioner Schiffer meet with
147 LUD Conroy. Chair Shyer suggested beginning with listing priority levels for each section to change, and
148 investigating the implications of HB 8002 as soon as possible. Commissioner Schiffer suggested making
149 the Regulations more user-friendly. Vice Chair Cockerline agreed and expressed interest in creating an
150 index.

151
152 b. Staffing

153
154 LUD Conroy explained she was working on an overview of Land Use Office department needs so Chair
155 Shyer can review and provide feedback.

156
157 c. Consulting Reviewers

158
159 LUD Conroy reached out to nearby towns to investigate their use of Consulting Reviewers. Towns similar
160 in size, such as Washington and Kent, use Environmental and Planning Consultants for outsourced
161 reviews. Chair Shyer suggested including a Regulation Rewrite report on the upcoming Meeting schedule
162 for Tuesday February 17, 2026 at 5:30PM via Zoom. Vice Chair Cockerline suggested including Staffing
163 and Consulting Reviewer reports on the next meeting agenda.

164
165 **Tabled Business**

166 11. #2026-307 / 120 Wells Hill Road / Map 36, Lot 09 / Owner: Joseph Edward Costa and Elyse Catherine
167 Nelson / Special Permit for Vertical Expansion of a Nonconforming Residential Building (Section 503.2) /
168 DOR: 01/20/2026 / *Public Hearing Scheduled 02/17/2026 at 5:45PM.*

169
170 **Adjournment**

171
172 **Motion:** To adjourn the meeting at 7:36PM.
173 Made by Schiffer, seconded by Cockerline.
174 Vote: 5-0-0 in favor.

175
176
177
178 Respectfully Submitted,

179 Erika Spino

180 Secretary of Minutes