

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

Monday June 15, 2026 - 6:30PM

Remote Meeting by Live Internet Video Stream and Telephone

Members Present:

Cathy Shyer (Chair)
Allen Cockerline (Vice Chair)
Bob Riva (Secretary)
Dr. Danella Schiffer (Regular Member)
Alice Macchi (Regular Member)
Jen Ventimilia (Alternate Member)

Members Absent:

Beth Wells (Alternate Member)

Staff Present

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

Brief Items and Announcements

1. Call to Order / Establish Quorum

Chair Shyer called the Regular Meeting to order at 6:31PM. There were five regular members present (Cathy Shyer, Allen Cockerline, Bob Riva, Dr. Danella Schiffer, Alice Macchi). Alternate Member Jen Ventimilia was also present.

2. Approval of Agenda

Chair Shyer suggested the following amendment:

Add "Executive Session" under "12. Planning & Organization Discussion b. Staffing/Consulting Reviewers" to discuss Commission Personnel.

Motion: To approve the Agenda as amended.

Made by Riva, seconded by Cockerline.

Vote: 5-0-0 in favor.

3. Minutes of May 4, 2026

The Commission edited the detailed Minutes of May 4, 2026.

Motion: To approve the Minutes of May 4, 2026 as amended.

Made by Riva, seconded by Cockerline.

Vote: 5-0-0 in favor.

4. Minutes of May 18, 2026 - *pending*

5. Minutes of June 1, 2026 - *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 is limited to three minutes per person.*

There was no Public Comment.

New Business

10. #2026-0324 / 220, 226, 228 Salmon Kill Road / Map 7, Lots 8 and 9 / Owner/Applicant: Robert A. Belter / Agent: Mathias Kiefer (Lamb Kiefer Land Surveyors, LLC) / Family Subdivision Resulting in the Creation of One New Lot / DOR: 06/15/2026 / *Reception and Possible Consideration*

LUD Conroy said the application involved two developed properties on Salmon Kill Road. A lot line adjustment would create a third property from the two existing lots. She explained there was no

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

Monday June 15, 2026 - 6:30PM

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proposed development as part of the subdivision, and approval was received from Torrington Area Health District (TAHD) and the Inland Wetlands & Watercourses Commission (IWWC). Commissioner Schiffer asked for clarification of the property's location, and LUD Conroy presented a GIS Map.

Motion: To approve application #2026-0324 / 220, 226, 228 Salmon Kill Road / Map 7, Lots 8 and 9 / Owner/Applicant: Robert A. Belter / Agent: Mathias Kiefer (Lamb Kiefer Land Surveyors, LLC) / Family Subdivision Resulting in the Creation of One New Lot.
Made by Cockerline, seconded by Riva.
Vote: 5-0-0 in favor.

Public Hearing – 6:45PM

7. #2026-0321 / 94 Salmon Kill Road / Map 11, Lot 31 / Owner/Applicant: Michael S Shuster & Deborah A. Morel / Agent: Dovetail Design & Consulting, LLC / Special Permit application for Detached Apartment on Single-family Residential Lot (Section 208) / DOR: 05/18/2026 / *Open Hearing, Possible Consideration*

The Public Hearing opened at 6:48PM. Secretary Riva read the Legal Notice. George Rein of Dovetail Design & Consulting and Property Owner Michael Shuster joined the Meeting. LUTS Todaro said the Applicant received approval from TAHD and proof of mailing to neighboring properties was received. LUTS Todaro presented the Site Plan and explained both a pre-existing poolhouse and guesthouse have full bathrooms and kitchens. The Applicant proposed removal of the guesthouse kitchen so the poolhouse could be considered an accessory apartment. Chair Shyer opened the floor to the Public. There were no additional questions or comments from the Commission or Public.

Motion: To close the Public Hearing at 6:56PM.
Made by Cockerline, seconded by Riva.
Vote: 5-0-0 in favor.

Motion: To approve application #2026-0321 / 94 Salmon Kill Road / Map 11, Lot 31 / Owner/Applicant: Michael S Shuster & Deborah A. Morel / Agent: Dovetail Design & Consulting, LLC / Special Permit application for Detached Apartment on Single-family Residential Lot (Section 208).
Made by Riva, seconded by Cockerline.
Vote: 5-0-0 in favor.

8. #2026-0315 / Lime Rock Park II, LLC / Regulation Amendment – Section 221 “Additional Requirements for Uses in RE Zone” / DOR: 04/06/2026 / OH: 05/18/2026 / *Continue Hearing, Possible Consideration*

The Public Hearing continued at 6:57PM. Chair Shyer said the Commission's Land Use Attorney Charles Andrus reviewed the Regulation Amendment and provided additional language adjustments. Dicky Riegel and Bill Rueckert joined the Meeting. Mr. Riegel said he and representatives of Lime Rock Park (LRP) had no questions or concerns with the proposed changes.

Vice Chair Cockerline remained concerned about pollution caused by vehicle drifting. Commissioner Schiffer suggested adding language to the Regulations to ensure LRP would take measures to reduce the environmental impact of drifting. Commissioner Schiffer provided examples of control measures such as soil inspections and improved management of potential fluid spills. Chair Shyer asked if drifting is the Commission's primary concern regarding adoption of the Regulations; all Commissioners replied yes.

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

Monday June 15, 2026 - 6:30PM

Remote Meeting by Live Internet Video Stream and Telephone

Chair Shyer asked if drifting had occurred on the racetrack since 2023. Mr. Riegel replied drifting demonstrations were in concurrence with the revised Regulation amendment stipulation since 2022. He said drifting was restricted to three sessions per day, fifteen minutes per session, with no more than ten cars on track. Mr. Riegel explained the pre-existing stipulation agreement had no restrictions on drifting. Chair Shyer asked when the track pollution monitors were installed, Mr. Riegel replied in 2024. He provided an example of monitor data from August 2026 that showed zero particulate concern on the days where drifting sessions occurred.

Mr. Riegel replied to Commissioner Schiffer's concerns and explained drifting was not an increased risk of fluid leaks in comparison to racing. He said a product called FODBOSS is used on the track after sessions to pick up rubber and other particulate matter. Bill Rueckert added that all vehicles receive a technical inspection prior to being allowed on track.

LUD Conroy mentioned procedural concerns and additional language should be reviewed prior to adoption. LUD Conroy suggested that LRP may need to acquire a Special Permit for their pre-existing non-conforming use. LUD Conroy advised to seek further counsel from Attorney Charles Andrus to remove language involving profit versus non-profit Sunday hosted events. The Applicant granted an extension to Monday July 6, 2026.

Chair Shyer opened the floor to the Public. There were no further comments or questions from the Commission or Public.

Motion: To continue the Public Hearing to Monday July 6, 2026 at 6:45PM via Zoom.

Made by Cockerline, seconded by Riva.

Vote: 5-0-0 in favor.

9. #2026-0320 / 16 Farnum Road / Map 49, Lot 107 / Owners: Amy Wright & Elmore Torn Est. / Applicant: Andrus Nichols / Special Permit application for change of use from single-family residential to theater in the Flood Plain Overlay District (Sections 401.3) and Parking for Existing Building in CG20 Zone (Sections 703.7) / DOR: 05/18/2026 / *Open Hearing, Possible Consideration*

The Public Hearing opened at 7:46PM. Secretary Riva read the Legal Notice. Applicant Andrus Nichols joined the Meeting. Ms. Nichols said the application was a proposed change of use from a pre-existing residential building to an indoor theater. She explained the proposed ninety-nine seat theater would be operated seasonally between the end of May and middle of October. A winterized portion of the building would be utilized as a dressing room, green room, and office space for administrative services.

Ms. Nichols said the building's footprint would not change, and the interior of the theater must be completed prior to use. Fire alarms and exit signs would be installed on both sides of the building. Sprinklers did not need to be installed on a building accommodating less than three-hundred guests. She explained there was not suitable parking on the property. A letter from neighboring property Herrington's was submitted, granting use of their parking lot outside of the restaurant operating hours. Ms. Nichols said there are twenty-seven striped spaces with eight additional options for parking on Herrington's property. She added that thirty-four spaces are available at the Old Train Depot, eleven spaces on Holly Street, and ten spaces on Ethan Allen Street. A pre-existing streetlight on Farnum Road would be used as a crossing point for guests. She said a crossing guard would be provided before and

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

Monday June 15, 2026 - 6:30PM

Remote Meeting by Live Internet Video Stream and Telephone

after performances to assist guests across Farnum Road. Ms. Nichols said employee and cast member parking would be located at 25 and 29 Farnum Road, owned by Amy Wright, to prevent loss of public parking.

Chair Shyer asked if the facility would be air-conditioned. Ms. Nichols replied the theater has a gravel floor and they planned to install large ceiling fans. She added that if air-conditioning is warranted, they could address installation in the future. Vice Chair Cockerline expressed brief concern with anticipated use of public parking, but believed parking responsibility was up to the Applicant and expressed support for the application. Chair Shyer and Secretary Riva agreed. Chair Shyer was concerned about pedestrian safety walking from parking areas to the theater. She asked for anticipated hours of operation. Ms. Nichols replied that 7:00PM shows would be hosted Wednesday, Thursday or Friday nights, a 5:00PM show on Saturday, and a 3:00PM show on Sunday.

Alternate Member Ventimilia asked if the theater intended to sell snacks or alcoholic beverages, Ms. Nichols replied not at this time. Commissioners Schiffer and Macchi, and Alternate Member Ventimilia expressed support for the application.

Chair Shyer opened the floor to the Public. Member of the Public Bruce Palmer joined the Meeting. Mr. Palmer asked if the Applicant notified abutting Property Owners, LUD Conroy replied yes. Mr. Palmer expressed concern with pedestrian safety and suggested Commissioners host a Site Visit. He mentioned there were no sidewalks for pedestrians to use. Vice Chair Cockerline mentioned the majority of theater parking would be at Herrington's directly across the street under a streetlight. Mr. Palmer asked if additional parking could be investigated closer to the property.

Member of the Public Michael Baldwin joined the Meeting. Mr. Baldwin explained he was a resident of Lakeville and Leadership Team Member of the Sharon Playhouse. He expressed support for the Applicant and the proposed use. There were no further questions or comments from the Commission or Public.

Motion: To close the Public Hearing at 8:25PM.

Made by Cockerline, seconded by Riva.

Vote: 5-0-0 in favor.

Motion: To approve application #2026-0320 / 16 Farnum Road / Map 49, Lot 107 / Owners: Amy Wright & Elmore Torn Est. / Applicant: Andrus Nichols / Special Permit application for change of use from single-family residential to theater in the Flood Plain Overlay District (Sections 401.3) and Parking for Existing Building in CG20 Zone (Sections 703.7) with stipulations of a crossing guard at the Farnum Road pedestrian crossing and remote parking for employees at Amy Wright's House.

Made by Riva, seconded by Cockerline.

Vote: 5-0-0 in favor.

Commissioner Macchi asked if a condition should be included for a ninety-nine person capacity.

Commissioner Cockerline suggested the following amendment:

Add: "Stipulation allowing parking flexibility for a ninety-nine seat theater."

Motion: To approve the application as amended.

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

Monday June 15, 2026 - 6:30PM

Remote Meeting by Live Internet Video Stream and Telephone

Made by Cockerline, seconded by Riva.

Vote: 5-0-0 in favor.

Pending Business

11. #2026-0316 / 117 Interlaken Road / Map 38, Lot 09 / Owners: James and Miriam Broner / Applicant: Chuck Tuz / Site Plan application for additions to existing buildings in the Lake Protection Overlay District (Section 404) / DOR: 04/20/2026 / Act or Extension by 06/24/2026 / *Tabled – Pending Engineering*

Engineer George Johannesen and Chuck Tuz joined the Meeting to present the application. Mr. Tuz said the impervious surface areas on the property were recalculated and the rain gardens expanded to hold anticipated water quality volume. He said Rain Gardens A and B would be a combined total of one-hundred seventy cubic feet. LUD Conroy mentioned there are new provisions that have not been adopted by the IWWC and should be reviewed prior to approval. Commissioner Schiffer believed the application should be reviewed by Tom Grimaldi. Mr. Tuz granted an extension to Monday July 6, 2026.

Other Business

12. Planning & Organization Discussion

a. Regulation Rewrite

LUD Conroy introduced discussion and presented the draft Regulations. She said adjustments to Section 200 began in order to define which Zones included middle housing in residential versus commercial zones.

Section 8-2 had verbiage changed from “Adopted for the following purposes” to “Several purposes including but not limited to.”

LUD Conroy said verbiage had been changed to reflect use of “watercourses”, as not all wetlands are watercourses, but all watercourses are wetlands.

She clarified that the term district was used to represent overlay districts versus zones and reorganized verbiage to reflect that change. A table of uses was composed to be inserted into the text for ease of use.

LUD Conroy said she changed verbiage from “Single Family” to “Residential” Zones. She explained Mount Riga Residential Zone would be coined a “Special Resource Residential Zone”.

LUD Conroy said redundancy covered both in definitions and the accessory use table was removed. Assistance was utilized with Artificial Intelligence (AI) provided by Alternate Member Ventimilia. She explained institutional health and related uses were adjusted to ensure the text matched the table definitions. She said content was not changed, but consistency was provided between tables and text. “Nursery School” was changed to “School or Other Educational Institution”.

LUD Conroy explained performance standards were left in text but removed from definitions. She said a new definition “Accessory Building” helped to better clarify intent of use for accessory buildings or structures. “Accessory Storage Structure” was also added.

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

Monday June 15, 2026 - 6:30PM

Remote Meeting by Live Internet Video Stream and Telephone

LUD Conroy said "Condominium" and "Fee-Ownership" were not used in the Regulations so the definition was removed. She explained terms under Easement were better clarified. She explained the definition of dwelling units was changed to align with statute.

LUD Conroy said there was a previous question about "Excavation" and whether or not that applies to work done underwater (such as in a lake).

LUD Conroy said a definition of "Kitchen" was added to provide clarity to users. Alternate Member Ventimilia suggested changing "dwelling" to "building".

LUD Conroy said common lots were provided to assist with different measurements and required setbacks when identifying different yard types.

LUD Conroy said that the Town previously considered two-family homes as multi-family. She explained a new Housing Bill does not consider two-family dwellings to be multi-family. The Commission had previously acknowledged that separate buildings on one lot was considered multi-family use, as opposed to a residential building containing three or more dwelling units. LUD Conroy proposed an alternate term, "Multi-Family Residential." Multi-Family Residential would include attached or detached buildings.

LUD Conroy said uses "Nature Preserve" and "Open Space" had definitions added. She said the use of lot or parcel was clarified, and the term right of way was clarified. The term "Stormwater" was previously used and adjusted to "Stormwater Runoff".

LUD Conroy explained the term "Theater" was used to encompass multiple terms previously used in the text.

LUD Conroy said "Transit-Community-Middle Housing-Development" was a new definition required by the Housing Bill. This type of housing was required and cannot have a Special Permit or require parking unless a Special Overlay District is adopted.

LUD Conroy said the performance standard was removed from the definition of "Veterinary Clinic". She explained the definitions of "Watercourses" and "Wetlands" were adjusted.

Vice Chair Cockerline asked if the draft Regulations could go to Public Hearing on July 16, 2026. LUD Conroy replied no, the draft must be referred to the Northwest Hills Council of Government before a Public Hearing. Chair Shyer advised to cancel an upcoming Special Meeting on June 29, 2026.

b. Staffing/Consulting Reviewers - Executive Session

Motion: To move into Executive Session for the purpose of discussing Commission Personnel with Cathy Shyer, Allen Cockerline, Bob Riva, Danella Schiffer, Alice Macchi, Jen Ventimilia, LUD Abby Conroy and LUTS Miles Todaro at 9:34PM.

Made by Cockerline, seconded by Riva.

Vote: 5-0-0 in favor.

Chair Shyer said the Commission came out of Executive Session at 9:40PM. No action was taken.

SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

Monday June 15, 2026 - 6:30PM

Remote Meeting by Live Internet Video Stream and Telephone

277

278

c. Commission Vacancies

279

d. Utility of AI

280

281

Tabled Business

282

3. #2026-0323 / 62 Rocky Lane / Map 66, Lot 27 / Owner: Jeffrey & Naomi Bravin, Linda Williams &

283

Wesley Miller / Agent/Applicant: George Johannesen – Allied Engineering Associates, Inc. / Special

284

Permit application for detached apartment on single-family residential lot (Section 208) / DOR:

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06/01/2026 / *Public Hearing Scheduled for July 6, 2026 at 6:45PM via Zoom*

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Adjournment

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Motion: To adjourn the Meeting at 9:40PM.

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Made by Cockerline, seconded by Riva.

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Vote: 5-0-0 in favor.

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Respectfully Submitted,

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Erika Spino

297

Secretary of Minutes