**SALISBURY PLANNING AND ZONING COMMISSION**
**MEETING MINUTES**
**MONDAY OCTOBER 5, 2026 – 6:30 PM**

*Remote Meeting by Live Internet Video Stream and Telephone in Accordance with CT Gen Stat § 1-225a*

**Members Present:**
Cathy Shyer (Chair)
Allen Cockerline (Vice Chair)
Bob Riva (Secretary)
Dr. Danella Schiffer (Regular Member)
Alice Macchi (Regular Member)

**Members Absent:**
Jen Ventimilia (Alternate Member)

**Staff Present:**
Miles Todaro (Land Use Technical Specialist)
Michael Lucas (Land Use Coordinator)

**Brief Items and Announcements**

1. Call to Order / Establish Quorum

Chair Shyer called the meeting to order at 6:30pm. A quorum was established with five regular members in attendance (Chair Shyer, Vice Chair Cockerline, Secretary Riva, Regular Member Schiffer, Regular Member Macchi).

2. Approval of Agenda

Chair Shyer suggested adding agenda item 6a: "Schedule a Special Meeting" and 10: "Discuss List of Regulation Amendment Priorities"

***Motion***: To approve the agenda as amended.
Made by Riva, seconded by Cockerline.
Vote: 5-0-0 in favor.

3. Minutes of September 21, 2026 – *pending*
4. Minutes of October 5, 2026 – *pending*

5. 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.*

Bruce Palmer provided a brief comment suggesting announcing new employees on the Town website.

6. Appointment of Zoning Enforcement Officer

***Motion***: To appoint Michael Lucas as the Zoning Enforcement Officer for the Town of Salisbury.
Made by Shyer, seconded by Riva.
Vote: 5-0-0 in favor.

Michael Lucas briefly introduced himself.

6a. Schedule a Special Meeting

The Commission discussed scheduling a special meeting to meet a potential candidate to fill the Commission's vacancy. The Commission agreed to schedule the meeting on Wednesday October 28, 2026 at 3pm in Town Hall (27 Main Street, Salisbury CT).

**Public Hearing – at or after 6:45pm**

6. #2026-0334 / 19 Main Street / Map 54, Lot 06 / Owner: Salisbury Center LLC / Applicant: Sarah March / Special Permit Application for Parking Flexibility Associated with Change of Use to Spa (Section 703.7) / DOR: 10/05/2026 / *Possible Consideration*

The public hearing opened at 6:46pm. The Commission discussed the application. A motion was made to close the hearing at 6:52pm.

***Motion***: To close the public hearing.
Made by Cockerline, seconded by Riva.
Vote: 5-0-0 in favor.

***Motion***: To approve application #2026-0334 / 19 Main Street / Map 54, Lot 06 / Owner: Salisbury Center LLC / Applicant: Sarah March / Special Permit Application for Parking Flexibility Associated with Change of Use to Spa (Section 703.7) / DOR: 10/05/2026 /
Made by Riva, seconded by Cockerline.
Vote: 5-0-0 in favor.

7. #2026-0333 / Ethan Allen Street Train Station Building (7 Ethan Allen Street) / Owner/Applicant: Town of Salisbury / Special Permit for Establishment of Municipal Use in Existing Building and Site Plan Application Associated with Train Station Building Relocation (Section 205.2) / DOR: 10/05/2026 / *Possible Consideration*

The public hearing opened at 6:55pm. The Commission discussed the application between themselves and with First Selectmen Curtis Rand. A motion was made to close the hearing at 7:04pm.

***Motion***: To close the public hearing.
Made by Cockerline, seconded by Riva.
Vote: 5-0-0 in favor.

***Motion*****:** To approve application #2026-0333 / Ethan Allen Street Train Station Building (7 Ethan Allen Street) / Owner/Applicant: Town of Salisbury / Special Permit for Establishment of Municipal Use in Existing Building and Site Plan Application Associated with Train Station Building Relocation (Section 205.2) with the condition that design flexibility is included for entrances and exits including handicapped access.
Made by Riva, seconded by Cockerline.
Vote: 5-0-0 in favor.

**Pending Business**

6. #2026-0323 / 62 Rocky Lane / Map 66, Lot 27 / Owner: Jeffrey & Naomi Bravin, Linda Williams & Wesley Miller / Agent/Applicant: George Johannesen – Allied Engineering Associates, Inc. / Special Permit application for detached apartment on single-family residential lot (Section 208) / DOR: 06/01/2026 / Hearing Opened 07/06/2026 / Extension granted to 10/05/2026 / *Possible Consideration*

LUC Lucas explained that the applicant withdrew their application, and intends to reapply at a later date.

**Other Business**

7. Planning & Organization Discussion – Commission Vacancy

Chair Shyer provided a brief update regarding the Commission vacancy.

8. Discuss List of Regulation Amendment Priorities

The Commission discussed their priorities regarding future regulation amendments.

**Adjournment**

***Motion***: To adjourn the meeting at 7:43pm.
Made by Cockerline, seconded by Riva.
Vote: 5-0-0 in favor.

Respectfully Submitted,
Miles Todaro
Land Use Technical Specialist