SALISBURY PLANNING AND ZONING COMMISSION

REGULAR MEETING MINUTES

Monday September 21, 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:

Staff Present

Miles Todaro, Land Use Technical Specialist (LUTS)
Jeremy DeCarli, Temporary Zoning Enforcement Officer (ZEO)

Brief Items and Announcements

1. Call to Order / Establish Quorum

Chair Shyer called the Regular Meeting to order at 6:30PM. 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 proposed the following amendment:
Add "15. Train Station Update" under "Other Business"

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

3. Minutes of July 20, 2026 - tabled
4. Minutes of August 3, 2026 - tabled
5. Minutes of August 17, 2026 - tabled
6. Minutes of September 8, 2026 - *pending*

Other Business

15. Train Station Update

Chair Shyer explained a motion passed at a recent Town Meeting to relocate the train station. The Land Use Office (LUO) and First Selectman Curtis Rand were completing paperwork for a Special Permit Application that would be brought to the Commission at an upcoming Meeting on Monday October 5, 2026.

14. Planning & Organization Discussion

a. Staffing

Chair Shyer said Michael Lucas accepted the position of Land Use Coordinator and would hopefully be joining the meeting on Monday October 5, 2026. She said the four days per week part-time position would begin in three weeks. Mr. Lucas would start full-time hours at the beginning of 2027. Chair Shyer said ZEO DeCarli of TYCHE Planning & Policy Group would remain as support staff.

b. Commission Vacancy

Chair Shyer said there were two Alternate Member vacancies, one being potentially filled by David Wright, which would be finalized by an upcoming Meeting on October 5, 2026.

Public Hearing - at or after 6:45

8. #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 09/21/2026 / *Pending Engineering Review*

The Public Hearing continued. Engineer George Johannesen joined the meeting. He explained a response from Town Consulting Engineer Tom Grimaldi was still pending and granted an extension to an upcoming Meeting on Monday October 5, 2026 at or after 6:45PM via Zoom.

9. #2026-0328 / 11 Route 7 / Map 04, Lot 31-1 / Owner: Delbert L Auray Jr / Applicant: Patrick Mulberry / Special Permit Application for the Establishment of a Single Family Residential Use in the Inner Corridor of the Housatonic River Overlay District (Section 402) and the Flood Plain Overlay District, with Associated Site Work (Section 401) / DOR: 08/03/2026 / *Possible Consideration*

The Public Hearing continued. Applicant Patrick Mulberry joined the meeting to present the application. He explained two representatives from the Housatonic River Commission (HRC) joined him on the property for a Site Visit. Chair Shyer wished to wait for a written response from the HRC before approving the application. She said the Public Hearing would continue to an upcoming Meeting on Monday October 5, 2026 at or after 6:45PM via Zoom.

Brief Items and Announcements

7. *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.*

Member of the Public Elizabeth Conn joined the Meeting. Ms. Conn requested to speak with ZEO DeCarli after reviewing a report following a GRIDLIFE event hosted at Lime Rock Park (LRP) in August, 2026. She expressed concern about drifting as a neighboring Property Owner of the track. She asked for additional clarification of the air monitoring data. ZEO DeCarli explained the PurpleAir monitoring system used an air quality metric Particulate Matter (PM) 2.5. PM2.5 monitors measured the amount of pollution in ambient air at any given time based on Environmental Protection Agency (EPA) standards, with one hour and ten minute averages. In order to compare data with air quality outside of the racetrack, ZEO DeCarli located PurpleAir monitors in Winsted and Pine Plains New York; locations around fifteen miles east and west to LRP. AQ numbers represented the amount of particulate matter in the air, with 0-50 considered clean, 50-100 as low risk, 100-150 as high risk, and 150+ those with respiratory issues should stay indoors.

Ms. Conn believed PM2.5 monitors typically addressed combustion emissions. She suggested that PM10 monitors be considered, as they better capture tire and brake particulates. She expressed concern with the distance of pre-existing monitors from where drifting events are hosted on LRP property. Ms. Conn concluded with concerns about potential particulates polluting nearby water sources, as the LRP

property bordered the Salmon Kill River. Chair Shyer replied placement of the monitors was a previous concern, and LRP had committed to installing two additional monitors on the track. A Site Visit would be hosted to evaluate existing monitor locations and the significance of alternate placements. Chair Shyer explained additional investigation would occur to follow up on concerns about the version of monitors used and the potential for water pollution. Vice Chair Cockerline explained the previous application had subjective criteria about drifting that was difficult to measure. The monitors adhere to state and federal standards and report directly to Connecticut Department of Energy and Environmental Protection (DEEP), and improvements based on investigative data was ongoing. Chair Shyer said the LUO would ensure four monitors were placed in sufficient locations on the property before the next GRIDLIFE event hosted in August 2027.

10. #2026-0329 / 508 Twin Lakes Road / Map 69, Lot 18 / Owner/Applicant: Salisbury School Incorporated / renovation of existing dwellings and establishment of accessory apartment use (Section 208) / DOR: 08/17/2026 / *Open Hearing*

The Public Hearing opened at 7:03PM. Secretary Riva read the Legal Notice. Ken Romeo and Dawn Marti of Salisbury School joined the Meeting to represent the application. Mr. Romeo explained a pre-existing dwelling would retain its structural footprint and be demolished and renovated to the first floor. Chair Shyer asked if there was any intention to construct additional structures on the property. Mr. Romeo replied no, there was an additional building located on the four acre property. The Applicant wished to renovate the secondary structure in the future within the same structural footprint. Vice Chair Cockerline asked if this application would bring the property into compliance. ZEO DeCarli said both pre-existing non-compliant structures were under two-thousand square feet and approval of a Special Permit would bring the lot into compliance with Zoning Regulations.

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

Motion: To close the Public Hearing at 7:12PM.
Made by Cockerline, seconded by Riva.
Vote: 5-0-0 in favor.

Motion: To approve application #2026-0329 / 508 Twin Lakes Road / Map 69, Lot 18 / Owner/Applicant: Salisbury School Incorporated / renovation of existing dwellings and establishment of accessory apartment use (Section 208) .
Made by Riva, seconded by Cockerline.
Vote: 5-0-0 in favor.

11. #2026-0330 / 19 Railroad Street / Map 56, Lot 56-1 / Owner/Applicant: Sharon Electric Company, LLC / Special Permit application for Storage Warehouse (Section 205.2) / DOR: 08/17/2026 / *Open Hearing*

The Public Hearing opened at 7:13PM. Secretary Riva read the Legal Notice. Attorney William Grickis joined the Meeting to represent the application. LUTS Todaro presented the application and Site Plan. Vice Chair Cockerline explained the Commission agreed to waive a consulting review by Town Consulting Engineer Grimaldi. Chair Shyer asked if grasses would be retained in the end portion of the property, Attorney Grickis replied yes. Owner Shawn Duntz joined the Meeting. Alternate Member Ventimilia

asked if overnight security lighting would be installed throughout the property. Mr. Duntz replied yes, the lighting would be motion activated to avoid continuous lighting.

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

Motion: To close the Public Hearing at 7:19PM.
Made by Cockerline, seconded by Riva.
Vote: 5-0-0 in favor.

Motion: To approve application #2026-0330 / 19 Railroad Street / Map 56, Lot 56-1 / Owner/Applicant: Sharon Electric Company, LLC / Special Permit application for Storage Warehouse (Section 205.2).
Made by Riva, seconded by Macchi.
Vote: 5-0-0 in favor.

12. #2026-0331 / 52 East Main Street / Map 57, Lot 09 / Owner/Applicant: Olaf Olsen / Special Permit application for an apartment in an existing barn (Section 208) / DOR: 08/17/2026 / *Open Hearing*

The Public Hearing opened at 7:21PM. Secretary Riva read the Legal Notice. The Applicant was not present to represent the application. LUTS Todaro explained he last had contact with Mr. Olsen two weeks ago in the LUO and notices to neighboring properties were sent. The Commission reviewed the Site Plan. ZEO DeCarli believed submission of a floorplan with the application would be beneficial. Commissioner Schiffer asked if dimensions or elevation calculations were necessary for this application. Chair Shyer asked if the Applicant could submit photographs of the pre-existing building with a description of proposed changes. She believed a hand sketched floorplan was reasonable to provide in order to confirm the Applicant's verbal description of the renovations in writing.

Vice Chair Cockerline asked for the number of bedrooms in the proposed apartment, Chair Shyer replied two. Alternate Member Ventimilia expressed concern with a door for proposed ventilation use and asked for clarification that the door meets Town Code. Vice Chair Cockerline suggested continuing the Public Hearing to an upcoming Meeting. Chair Shyer suggested a list be sent from the LUO to Mr. Olsen requesting additional documentation be provided. Vice Chair Shyer asked if approval was received from the Town Sewer Commission, LUTS Todaro replied no.

Motion: To continue the Public Hearing to Monday October 5, 2026 at or after 6:45PM via Zoom.
Made by Riva, seconded by Macchi.
Vote: 5-0-0 in favor.

13. #2026-0332 / Regulation Amendment / Applicant: Town of Salisbury Planning and Zoning Commission / Proposed changes include modifications to Articles 1,2,3,7 and the Appendix (Glossary of Defined Terms). Edits will include a new Section 104 governing a temporary moratorium on hotels in residential zones. Other changes pertain to statutory requirements and minor edits for clarity and to account for best practices / *Open Hearing*

The Public Hearing opened at 7:31PM. Secretary Riva read the Legal Notice. Chair Shyer said the alterations included a temporary moratorium on hotels and incorporation of the Regulation changes

that have passed through LRP. ZEO DeCarli proposed a complete review of the Table of Contents which reflected most changes occurring within the document. Vice Chair Cockerline asked if the draft document had been available to the Public for review. LUTS Todaro said yes, the document was uploaded publicly on the Town website around September 9, 2026. ZEO DeCarli said an edited version of the document was uploaded last week on the Town website. ZEO DeCarli began a review of the draft document.

He said there were no sufficient changes in Article I besides the moratorium.

Article II Title would be changed from “Zones, Districts, Maps and Use Requirements” to “Zones, Overlay Districts, Maps and Use Requirements”.

Section 201 and 202 would be flipped to discuss the Map first prior to Overlay Districts.

Section 204 would be removed.

Section 205 “Single Family Residential Zones” changed to “Residential Zones”.

Section 211 “Educational, Health, Religious and Other Non Profit Uses” changed to “Institutional, Health and Related Uses”.

Section 217 “Non Profit Institutions and Organizations” changed to “Institutions and Organizations”.

ZEO DeCarli said dimensional tables would be inserted into the text of Article III rather than at the end of the document.

Article III Title changed from “Lot and Building Dimensional Requirements” to “Dimensional Requirements”.

Section 300 “General” removed from “General Tables of Dimensional Requirements”.

Section 302 “Requirements” added to “Minimum Buildable Area in RR1, RR3, MR, RE and LA Zones”.

ZEO DeCarli said there were minimal changes to Article V.

Appendix changed from “Appendix Glossary of Definitions” to “Appendix Glossary of Defined Terms and Phrases”.

ZEO DeCarli reviewed the Table of Uses and explained most changes were made by previous Land Use Director Abby Conroy, where she cleaned up residential housing within the use table and the corresponding definitions with them.

“Two-family residential” was not a new use but was better clarified in the definitions. “Multi-family dwelling” was changed to “Multi-family housing” with a better clarified definition. “Multi-family residential” was not a new use but was better clarified in the definitions to better differentiate between multi-family housing and multi-family residential. ZEO DeCarli explained multi-family housing was a lot

with multiple families and multiple buildings. He said multi-family residential was a singular building with three or more units within.

ZEO DeCarli explained "Transit Community Middle Housing Development" was newly introduced in the Table of Uses Commercial & Industrial Zones. This use was required from the state legislature passed in 2025 and came into effect July 1, 2026. The use required allowance of middle housing in any commercial and mixed-use Zones, regardless of density, lot size, or any underlying factors. He said setbacks, height requirements and other Zoning standards would still apply.

Chair Shyer asked for a definition of "perfect sixes". ZEO DeCarli explained it is a building style with six units, two apartments on each floor side by side.

Under Table of Uses Vice Chair Cockerline suggested altering "SUP - Special Permit" to "SUP - Special Use Permit" for improved clarification of the abbreviation. All Commission members agreed.

Alternate Member Ventimilia said she would send her review of grammatical errors and formatting to the LUO. She mentioned Table of Uses 204.1, She mentioned that "Home Shop and Repair Services" and "Outdoor Food and Beverage Services" did not have provided definition and asked if including them would be beneficial. She explained the difference between the definition of "housing" and "dwelling" was confusing and asked if an additional use of "single-family dwelling" could be added for improved clarification. She suggested adjusting language under "Docks" to better identify if all docks are required to be removable. Alternate Member Ventimilia asked if a definition of "Wireless Telecommunication Antennae" could be added. ZEO DeCarli replied he would investigate all requests.

Alternate Member Ventimilia suggested verbiage should be completed under "207 Accessory Uses, Buildings and Structures". Under glossary definitions, Alternate Member Ventimilia reiterated that the definition of "dwelling" could be more clearly defined. She suggested dwelling could exclude hotels, transient housing, boarding and have that be the definition. She advised if the definition of dwelling was improved, redundant language included for clarity in other definitions could be removed.

ZEO DeCarli presented and reviewed the Section 104 Moratorium.

Chair Shyer clarified that Attorney Charles Andres is Legal Counsel for the Commission who provided additional verbiage changes and suggestions. Chair Shyer was comfortable with verbiage added, Vice Chair Cockerline agreed and wished to continue discussion. Commissioner Macchi asked if the effective date could be adjusted or if the moratorium could be terminated earlier. ZEO DeCarli replied it could be terminated earlier than the agreed upon nine month time frame.

Chair Shyer opened the floor to the public.

Member of the public Ryan Hoyler joined the Meeting. Mr. Hoyler introduced himself as a representative from Robinson+Cole who assisted with verbiage changes to the moratorium. He explained ZEO DeCarli described the document sufficiently and complimented the progress made by the LUO, ZEO DeCarli, and Commission.

Member of the Public Darryl Peck joined the Meeting. Mr. Peck questioned why the Commission

accepted verbiage recommendations from Robinson Cole, who he believed was associated with the Wake Robin Inn. He appreciated a moratorium was composed and asked why overturning Regulation changes made in 2024 was not considered. Chair Shyer replied language in the moratorium was composed by the LUO, and explained the moratorium would allow an opportunity for the Commission to consider the previously approved applications, evaluate the current situation with pre-existing hotels and move forward efficiently. ZEO DeCarli said the Commission was unable to prevent a previously approved application from progressing.

Commissioner Schiffer suggested that short-term rentals should be written into the Regulations. She believed nearby Towns acknowledged this through an ordinance, which she asked First Selectman Curtis Rand to consider. Chair Shyer agreed that short-term rentals should be discussed and potentially included in the Terms of Uses. She advised that additional topics not be included to avoid delayed approval of the Regulation Amendment. She expressed interest in polling members of the Public on their thoughts of short-term rentals, Alternate Member Ventimilia agreed.

Motion: To continue the Public Hearing on Monday October 5, 2026 at or after 6:45PM via Zoom.
Made by Cockerline, seconded by Riva.
Vote: 5-0-0 in favor.

Tabled Business

15. #ZP-26-48 / 15 Undermountain Road (The White Hart) / Map 56, Lot 33 / Owner: Deer Friends LLC / Applicant: Emily Vail / Temporary Zoning Permit Application for seasonal operation of an outdoor pizza oven for a period that extends from June 2026 through October 2026

Adjournment

Motion: To adjourn the Meeting at 8:28PM.
Made by Cockerline, seconded by Riva.
Vote: 5-0-0 in favor.

Respectfully Submitted,

Erika Spino

Secretary of Minutes