



The Salisbury Planning Board held its regular meeting on Tuesday, August 8, 2023, at 4:00 p.m. with the following being present:

**PRESENT:** Jon Post, John Struzick, Larry Cartner, Tim Norris, PJ Ricks, Dennis Rogers, John Schaffer

**STAFF:** Victoria Bailiff, Senior Planner; Emily Vanek, Long Range Planner

## **WELCOME GUESTS AND VISITORS**

John Schaffer, Chair, called the Planning Board meeting to order at 4:00 p.m.

## **APPROVAL OF MINUTES**

Planning Board Minutes of July 11, 2023 were approved by Members present.

## **NEW BUSINESS**

### **LDOTA-03-2023, Technical Review Committee; Applicant: City of Salisbury**

#### **Request**

To amend LDO Chapters 14 and 15 to update Technical Review Committee (TRC) member make-up, and fix inconsistent terminology.

#### **Staff Presentation**

Victoria Bailiff presented the request to the Board and noted that the impetus is due to internal department re-naming, as well as shifting responsibilities. The request also includes amendments to the Board of Adjustment terminology. The TRC recommended the amendments in their July 20 meeting, and staff does not find the amendment request to be inconsistent with any Forward 2040 policies.

#### **Public Comment**

None.

#### **Deliberation**

Ms. Bailiff was asked if the current LDO is still difficult to navigate for citizens and contractors wishing to do business with the city. She responded that, yes, it is, and that the city is hiring

additional staff for the Land and Development Services department to handle the current development workload and pursue further amendments to the LDO. The board should expect more text amendments once staff is hired.

**Consistency Statement**

PJ Ricks made a motion: “The City of Salisbury Planning Board finds that the text amendment requested in petition LDTOA-03-2023 is consistent with the goals and policies of the adopted Forward 2040 Comprehensive Plan.”

The motion was seconded. All members present voted AYE.

**Recommendation to City Council**

PJ Ricks made a motion: “Having reviewed the proposed amendment, the Comprehensive Plan, and considered information from City Staff, comments from the applicant and other persons, the City of Salisbury Planning Board finds that the text amendment requested in petition LDOA-03-2023 is reasonable and in the public interest, therefore, the Planning Board recommends APPROVAL of the request,”

Larry Cartner seconded the motion. All members present voted AYE.

**STAFF UPDATES**

Ms. Bailiff had no updates from staff. In response to a question on whether short cases such as this can be conducted via Zoom, she stated that City Council had voted to resume in-person meetings after the state lifted the state of emergency.

**ADJOURN 4:10 p.m.**

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John Schaffer, Chair

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Jennifer Pfaff, Secretary