Town of Salisbury
ZBA / Planning Board
P.O. Box 241 Mechanic Street
Salisbury Center, N.Y. 13454

Planning Board Meeting – November 24, 2025

Members in Attendance: J. Robert Schmid – Chairman
Glen Boyer
Patricia Brinkley
Patrick Hoffa
Marc Tanner

Meeting called to order at 7:00 PM by Chairman Robert Schmid. The Pledge of Allegiance was recited. Meeting minutes from the previous Town of Salisbury ZBA/Planning Board meeting of October 27, 2025 were read. Patrick Hoffa made the motion and Patricia Brinkley seconded the motion to accept the minutes as read. Five ayes were recorded to accept the minutes of October 27, 2025.

No applicants attended the meeting.

For the remainder of the meeting, the ZBA/Planning Board discussed subdivision map requirements designated by the Herkimer County Clerk's Office. ZBA/Planning Board representative Robert Schmid made a phone call to Deputy Herkimer County Clerk Laura Carpenter, as to their requirements on subdivision applications and maps. Ms. Carpenter e-mailed Mr. Schmid, Real Property Law Section 334 Article 9 as amended August 1984, requirements they need to process a subdivision application. It appears that The Town of Salisbury and Herkimer County have similar requirements when it comes to subdivision applications and their approvals.

No further business or correspondence was discussed.

Our next meeting will be Monday December 22, 2025 at 7:00 PM.

Marc Tanner made the motion and Glen Boyer seconded the motion to adjourn the meeting at 7:43 PM. Five ayes were recorded to accept the motion.

Respectfully Submitted,
Robert Schmid, Chairman

c: Salisbury Town Board
Salisbury Codes Officer