

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

Special ZBA/Planning Board Meeting – July 09, 2026

Members in Attendance: J. Robert Schmid – Chairman Patrick Hoffa
Glen Boyer - Absent Marc Tanner
Amy Mowers

Meeting called to order at 6:25 PM by Chairman Robert Schmid. This Special Meeting is being called for the purpose of extending the approval timeline of the Special Use Permit application from the Salisbury Ridgerunners Snowmobile Club Inc to the Town of Salisbury ZBA/Planning Board. The Special Use Permit involves the request from the Ridgerunners Snowmobile Club Inc. to construct a 40 cabin campground facility on their property at 717 Curtiss Road, Town of Salisbury, Herkimer County, N.Y. The Special Use Permit approval timeline will need to be extended in light of SEQR involved agencies issues, the change in the number of cabins being reduced from the original cabin campground facility project proposal. Also when the ML 239 Referral was forwarded to the Herkimer-Oneida Counties Comprehensive Planning Program, a cursory review was done and concerns were raised. Their concerns centered around the number of acres to be disturbed by the 40 cabin campground project and their request for the Long Form EAF instead of the Short Form EAF which was submitted by the snowmobile club's consulting engineer, Douglas Van Deusen, of Lamont Engineers, P.C, of Cobleskill, N.Y.

Therefore the Town of Salisbury ZBA/Planning Board is voting to extend the above mentioned Salisbury Ridgerunners Snowmobile Club Inc. Special Use Permit approval process timeline for a minimum of thirty days starting on July 19, 2026 and extending to August 19, 2026. Patrick Hoffa made the motion and Marc Tanner seconded the motion to extend for a minimum of thirty days, the Special Use Permit approval process timeline for the Salisbury Ridgerunners Snowmobile Club Inc. located at 717 Curtiss Road, Town of Salisbury, Herkimer County, N.Y. to construct a 40 cabin campground facility. Four ayes were recorded to accept the motion.

The ZBA/Planning Board also discussed the exact dimensions of the cabins to be constructed by the Salisbury Ridgerunners Snowmobile Club Inc.

Town of Salisbury, Supervisor John Mowers attended the meeting. He discussed meeting with the Salisbury Ridgerunners Snowmobile Club President, Donald Denapole. This meeting could result in a possible compromise on a smaller number of cabins and a more condensed timeline for constructing the snowmobile club's cabin campground.

Mr. Mowers also discussed the long overdue need for updates to the Town of Salisbury's Zoning and Subdivision Laws and Regulations. We are using booklets written in October 09, 1997 and March 10, 1994 respectively.

No further business or correspondence was discussed.

Marc Tanner made the motion and Patrick Hoffa seconded the motion to adjourn the meeting at 6:59 PM. Four ayes were recorded to accept the motion.

Respectfully Submitted,
J. Robert Schmid, Chairman

c: Salisbury Town Board
Salisbury Codes Officer

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ZBA/Planning Board Meeting – July 27, 2026

Members in Attendance: J. Robert Schmid – Chairman Patrick Hoffa
Glen Boyer Marc Tanner
Amy Mowers - Absent

Meeting called to order at 7:00 PM by Chairman J. Robert Schmid. The Pledge of Allegiance was recited. The Salisbury ZBA/Planning Board meeting, and the Public Hearing of June 22, 2026, and the Special Salisbury ZBA/Planning Board meeting of July 09, 2026 were read for accuracy. Marc Tanner made the motion and Glen Boyer seconded the motion to accept the minutes as read. Four ayes were recorded to accept the ZBA/ Planning meeting minutes and the Public Hearing of June 22, 2026, and the Special ZBA/Planning Board meeting minutes of July 09, 2026.

Carl and Pamela Spofford of 143 Daley Road. Town of Salisbury, Herkimer County, N.Y. attended the meeting. Pamela Spofford is requesting Final Approval of a subdivision of 17 acres, from the 100 acre Parcel #102.3-1-35.1, which she owns, located at 955 Thompson Road, Town of Salisbury, Herkimer County, N.Y. Mrs. Spofford's subdivision application was issued Preliminary Approval by the Salisbury ZBA/Planning Board on 06/22/2026, and then approved by the Herkimer-Oneida Counties Comprehensive Planning Program on 07/20/2026. Glen Boyer made the motion and Marc Tanner seconded the motion to issue Final Approval to Pamela Spofford for her subdivision request. Four ayes were recorded to accept the motion. The mylar survey subdivision map was signed, stamped Final Approval, and dated 07/27/2026.

Juston Smith and Theresea Morris of 359 Clay Hill Road, St. Johnsville, N.Y. attended the meeting. Stephen Weaver of 707 Thompson Road, Town of Salisbury, Herkimer County, N.Y. also attended the meeting. Mr. Smith is interested in purchasing a 6 acre lot which would be a subdivision of 26 acre Parcel # 102.3-6-3 located one-half mile South of the intersection of State Route 29 and State Route 170A on the East side of State Route 170A. This Parcel is owned by Stephen and his wife Lena Weaver. Mr. Weaver brought in a Subdivision Application Form, Short Environmental Assessment Form, and a subdivision survey map of Parcel # 102.3-6-3 done by Benjamin Gallup, P.L.S, 55 East Main Street, Nelliston, New York 13410. After review by the Salisbury ZBA/Planning Board, it was decided to issue Preliminary Approval to Mr. Weaver's subdivision request. This subdivision met all the requirements for the Town of Salisbury's Subdivision Regulations. Marc Tanner made the motion and Glen Boyer seconded the motion to issue Preliminary Approval to Stephen Weaver's subdivision application. Four ayes were recorded to accept the motion.

ZBA/Planning Board member Marc Tanner left the meeting at 8:00PM to attend a prior commitment.

Brendan Hurley of 1203 State Route 29A, Salisbury Center, N.Y. 13454 attended the meeting. Mr. Hurley is requesting Final Subdivision Approval for 38.3 acre Parcel # 097.4-1-38.1, which he and his wife Jennifer own located at 1203 State Route 29A, Salisbury Center, N.Y. 13454. Mr. Hurley's subdivision application was issued Preliminary Approval by the Salisbury ZBA/Planning Board on 06/22/2026, and then approved by the Herkimer- Oneida Counties Comprehensive Planning Program on 07/20/2026. Glen Boyer made the motion and Patrick Hoffa seconded the motion to issue Final Approval to the Hurleys. Three ayes were recorded to issue Final Approval to Brendan and Jennifer Hurley for their subdivision request. The mylar survey subdivision map was signed, stamped Final Approval, and dated 07/27/2026. The ZBA/Planning Board did mention to Mr. Hurley that he had wetlands and a NYSDEC protected trout stream on a portion of his property. Mr. Hurley told us he was aware of both issues.

Mark Voorhees of 5251 Elliott Road, Butler, Pa. 16001, attended the meeting. Mr. Voorhees owns 5.8 acre Parcel #102.2-2-4, located at 147 Sonny Lane, Salisbury Center, N.Y. 13454. Mr. Voorhees is requesting Preliminary Approval for the subdivision of the aforementioned parcel. Mr. Voorhees brought in a Subdivision Application Form, Short Environmental Assessment Form, and a subdivision survey map of Parcel # 102.2-2-4, done by Emrich Land Surveying, P.O. Box 27, 26 Pine Street, Ilion, N.Y. 13357. After review by the Salisbury ZBA/Planning board, it was determined that Mr. Voorhees' subdivision met all requirements of the Town of Salisbury's Subdivision Regulations. Glen Boyer made the motion and Patrick Hoffa seconded the motion to issue Preliminary Approval for Mark Voorhees subdivision request of Parcel #102.2-2-4. Three ayes were recorded to accept the motion.

Adam Petkovsek of 133 Spruce Drive North, Little Falls, N.Y. 13365, Town of Salisbury, Herkimer County, N.Y. attended the meeting. Mr. Petkovsek and his wife Rachel own 7.0 acre Parcel # 096.70-1-2 located at 155 Spruce Lake Drive North, Little Falls, N.Y. Town of Salisbury, Herkimer County, N.Y. Mr. Petkovsek is requesting Preliminary Approval for the subdivision of the aforementioned parcel. Mr. Petkovsek brought in a Subdivision Application Form, Short Environmental Assessment Form, and a subdivision survey map done by Benjamin Gallup P.L.S, of 55 East Main Street, Nelliston, N.Y. 13410. After review by the Salisbury ZBA/Planning Board, it was determined that Mr. Petkovsek's subdivision met all the requirements of the Town of Salisbury's Subdivision Regulations. Glen Boyer made the motion and Patrick Hoffa seconded the motion to issue Preliminary Approval for Adam Petkovsek's subdivision request of Parcel # 096.70-1-2. Three ayes were recorded to accept the motion.

Theodore Viegas of 752 Dairy Hill Road, Town of Salisbury, Herkimer County, N.Y, attended the meeting. Mr. Viegas wants to purchase 2+ acres of land from David Aubin of 2637 State Route 29, Town of Salisbury, Herkimer County, N.Y. Mr. Aubin owns 6.60 acre Parcel # 102.4-2-74.1, located at 2637 State Route 29, Town of Salisbury, Herkimer County, N.Y. Mr. Aubin submitted a subdivision application to the Salisbury ZBA/Planning Board on April 27, 2026. The application met all the requirements of the Town of Salisbury's subdivision regulations. The only issue at the time was that Mr. Aubin did not have a subdivision map done by a licensed land surveyor. Mr. Viegas gave us an update on the surveyor's time line. He told us it would be a few more weeks before the surveyor could get to Mr. Aubin parcel.

Jace Sherwood of 489 State Route 29A, Salisbury Center, N.Y. 13454 attended the meeting. Mr. Sherwood wanted to inquire about the possibility of starting a retail business at the location of the old headquarters of the MOVAC ambulance building, on 1.2 acre Parcel #097.3-1-31.5, located at 843 State Route 29A, Salisbury Center, N.Y. 13454. He brought in a sketch of his proposal and an Owner Permission Letter signed by Kent and Kim Sherwood of 831 State Route 29A, Salisbury Center, N.Y. 13454. Kent and Sherwood are the owners of Parcel #097.3-1-31.5 and an adjacent property. A cursory review by the ZBA/Planning Board noted a non-conforming parcel, a set back issue, and a question as to whether the Salisbury Town Board would approve of changing the status of this parcel to a commercial property. The Salisbury ZBA/Planning Board suggested Jace Sherwood attend the next Salisbury Town Board meeting and present his proposal to them, before any further action is taken by the ZBA/Planning Board.

No other applicants attended the meeting.

No further business or correspondence was discussed.

Our next meeting will be Monday August 17, 2026 at 7:00 PM.

Glen Boyer made the motion and Patrick Hoffa seconded the motion to adjourn the meeting at 8:42 PM. Three ayes were recorded to accept the motion.

Respectfully Submitted,
J.Robert Schmid, Chairman

c: Salisbury Town Board