



City of Salisbury

MINUTES

The Salisbury Board of Appeals met in regular session on October 3, 2024, in Room 301, Government Office Building at 6:00 p.m. with attendance as follows:

BOARD MEMBERS:

Shawn Jester, Chair

Sandeep Gopalan, Vice Chair

Edward Torbert

William Hill

Miya Horsey (VIA ZOOM/PHONE)

Maurice Ngwaba

CITY STAFF:

Henry Eure, Senior Planner

Beverly Tull, Recording Secretary

Nick Voitiuc, Director

Laura Ryan, City Solicitor

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Mr. Jester called the meeting to order at 6:00 p.m.

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MINUTES:

Upon a motion by Mr. Torbert, seconded by Mr. Hill, and duly carried, the Board **APPROVED** the minutes of the February 1, 2024 meeting as submitted.

Upon a motion by Mr. Hill, seconded by Ms. Horsey, and duly carried, the Board **APPROVED** the minutes of the May 2, 2024 meeting as submitted.

Upon a motion by Mr. Ngwaba., seconded by Mr. Hill, and duly carried, the Board **APPROVED** the minutes of the August 1, 2024 meeting as submitted.

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Mr. Eure administered the oath to anyone wishing to speak before the cases heard by the Salisbury Board of Appeals.



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RE: Case #2024011054 – Lisa Dale – Special Exception to Operate a Restaurant – 620C W. Naylor Mill Road – Light Industrial District.

Ms. Lisa Dale came forward. Mr. Eure presented the Staff Report and all accompanying documentation in to the record. Mr. Eure explained that the applicant proposes establishment of a restaurant (bakery with food service) on this property. Board approval of a Special Exception is requested.

Mr. Jester moved the staff report and accompanying documentations into the record.

Ms. Dale explained that her business offers allergy free options. There will be no gluten in the area where she prepares the food so there is no chance of contamination. She explained that her business has been open for three (3) weeks.

Mr. Torbert questioned what would be available besides baked goods. Ms. Dale responded that she would also offer salads and sandwiches. Mr. Eure added that Ms. Dale has received a Certificate of Occupancy for her business.

Mr. Ngwaba thanked Mr. Eure for the staff report. He questioned the square footage of the unit. MS. Dale responded that her unit was 5400 sq. ft. Mr. Ngwaba stated that he was concerned about the ingress/egress to the building. Mr. Eure explained that the occupant load for the building is 49 people so the ingress/egress is sufficient and Ms. Dale has received her Certificate of Occupancy.

Mr. Jester questioned if the business would mainly be grab and go items. Ms. Dale responded in the affirmative.

Mr. Gopalan questioned Ms. Dale if she could forecast the number of customers she would have on a weekly basis. Ms. Dale responded that she can't give an estimate. Mr. Gopalan questioned what the projection number of customers would be. Ms. Dale responded that her busiest day is Saturday. An estimate for patrons on Thursday and Friday would be about 20 people a day. She added that she doesn't anticipate having many patrons using the seating area. Mr. Gopalan questioned the days and hours of operation. Ms. Dale responded that the hours of operation are 7am to 1pm Thursday and Friday and 8am until noon on Saturday. She added that she has another business but could expand her hours of operation if needed.

Mr. Jester questioned if the other businesses in the complex were open on the weekends. Ms. Dale responded in the negative.

Upon a motion by Mr. Gopalan, seconded by Mr. Ngwaba, and duly carried, the Board, **APPROVED** the requested Special Exception to operate a restaurant, as submitted.



The Board vote was as follows:

Sandeep Gopalan	Aye
Ed Torbert	Aye
Maurice Ngwaba	Aye
William Hill	Aye
Shawn Jester	Aye

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RE: Case #202401104 – Greenlake Adult Medical Daycare Services, LLC – Special Exception to Operate at Daycare Facility – 224 Phillip Morris Drive – Light Business & Institutional District.

Mrs. Ryan discussed the Board’s ability to continue or table the case due to lack of a representative at the meeting. The Board discussed their options and came to the consensus that they would prefer to have a representative to answer questions.

Upon a motion by Mr. Hill, seconded by Mr. Torbert, and duly carried, the Board **CONTINUED** the requested Special Exception for Greenlake Adult Medical Daycare Services, LLC for a Daycare Facility for the elderly and handicapped until the November 7, 2024 meeting to allow for a representative to be present for the hearing.

The Board vote was as follows:

Sandeep Gopalan	Aye
Ed Torbert	Aye
Maurice Ngwaba	Aye
William Hill	Aye
Shawn Jester	Aye



City of Salisbury

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ADJOURNMENT

With no further business, the meeting was adjourned at 6:30 p.m.

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This is a summary of the proceedings of this meeting. Detailed information is in the permanent files of each case as presented and filed in the City of Salisbury Department of Infrastructure and Development Department.

Shawn Jester, Chair

Nick Voitiuc, Secretary to the Board

Beverly R. Tull, Recording Secretary