

TOWN OF CLARKSON
PLANNING BOARD – MINUTES

August 2, 2011

Board Members

Don Osborne – Chairperson
John Jackson
Scott Hanko
Dave Virgilio *
Tom Schrage

Support Board Members

Richard Olson, Town Attorney
John Paul Schepp, Town Engineer *
Chad Fabry, Building Inspector/Code Enforcement
Ursula Liotta, Administrative Assistant
*excused

CALL TO ORDER

D. Osborne called the meeting to order at 7:00 p.m. He led all present in reciting the Pledge of Allegiance and reviewed the agenda.

OLD BUSINESS

1. **Geri Fresch.**
Review of Special Use Permit & Notice of Decision
Brockport/Clarkson Learning Center
4099 Lake Road, Tax ID #069.05-1-6

Present: Geri Ann Fresch, Douglas Fresch, Kelly Young

D. Osborne stated that G. Fresch was invited to this meeting by the Board to explain the change in her business plan. In March, 2011, this Board granted her a Special Use Permit for the operation of a K-5 before and after school program. Discussion followed, including:

- In addition to the K-5 before and after school program, she has started a morning pre-school program for 2-2 1/2 hours each weekday (school days only) from September through June.
- The drop-off and pick-up times will be staggered by 15 minutes to avoid congestion in the parking lot. .
- The preschool program will run on the Brockport Central school district calendar, i.e. when school is off, the preschool program will not be in session.
- The preschool kids and the school age kids will never be in the building at the same time.

Parking:

- The major concern is the parking.
- D. Fresch stated that there are 8 spaces available on the South side for parents to drop-off and pick-up children; plus there is a gravel parking lot on the West side that may be used for overflow.
- G. Fresch and K. Young offered to write letters to the parents to make them aware of the importance of being timely for both drop-off and pick-up so that there are no parking issues.
- The Board was concerned about the 15 minute time frame between classes; that it may not be a sufficient time-frame for the available parking.
- It was suggested that the time frame between classes be changed from 15 minutes to 30 minutes.

Code issues:

- None per C. Fabry. NYS code is the same for ages two and older. Because the pre-school program is for less than 3 hours, it is not considered a day care. G. Fresch provided a letter from the Child Care Council, Inc. stating that *“As the proposed program will not be operating for longer than 3 hours per day and because the program will not overlap with the currently registered School-Age Child Care Program, there is no requirement for a day care center license for this proposed preschool program”*. G. Fresch also provided a copy of her School-Age Child Care Registration from NYS Office of Children and Family Services.

Modification to Notice of Decision:

- J. Jackson made a motion to modify the Notice of Decision dated March 17, 2011 to include Applicant’s intent to operate a morning pre-school program for 2-3-4 year old children that will run from September through June on school days per the Brockport Central School District calendar. This modification is conditioned upon the Applicant including a thirty (30) minute allowance between the start and end times of the individual classes to alleviate any possible parking issues. This modification is also contingent upon there being no reported parking issues. Second by S. Hanko; unanimously carried.

NEW BUSINESS

1. Review sample legislation for driveway setbacks

R. Olson explained the background, and stated that the Town Board referred the following question to the Planning Board for consideration: Should the Town have a law that requires minimum side setbacks? The Planning Board members had an opportunity to review the sample legislation provided by General Code, and discussed, i.e. regulating the percentage of pavement in front of a house; and should it include existing driveways w/an allowance period for residents to comply.

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Should the Town Board move forward with a new law, the Planning Board suggests the following:

- that a certain percentage (to be determined by the Town Board) of the front yard be deemed green space;
- that drainage must be considered with regard to the setback requirement;
- that existing driveways are grandfathered.

Further, that the Planning Board is not addressing the current issue that exists henceforth.

OTHER

1. Henry Conradt, owner – 3599 Lake Road, Tax ID#054.13-1-2, Clarkson Storage

H. Conradt was not present. U. Liotta explained that the Building Department recently received a call from a resident questioning whether permission was granted to the owner for storage of trailers/vehicles outside of the storage units at the property. U. Liotta researched the Planning Board minutes relative to the approval of the original site plan for four mini-storage units, and the minutes dated November 8 & 21, 1989 state that the site will have “no external storage or hazard materials” and “there will be no outside storage”. C. Fabry was asked to contact H. Conradt to advise him of the same, and allow him the opportunity to rectify the situation, or come before the Planning Board to ask for permission to allow the outside storage and to present a plan.

2. John Centrone, owner – 3931 Lake Road, Tax ID#054.17-2-5 – potential B&B

J. Centrone was not present. U. Liotta stated that J. Centrone recently discussed his future plans for converting his home into a bed & breakfast, and questioned the procedure involved (the property has a septic system). U. Liotta researched the file relative to the former Portico Bed & Breakfast, which was located nearby at 3741 Lake Road, and found that permission was granted via a Customary Home Occupation (CHO) application in 1988. Discussion was had. J. Centrone will be required to apply for a CHO through the ZBA, and will need to work with C. Fabry on the details of the house conversion.

REVIEW OF MEETING MINUTES: July 19, 2011

D. Osborne made a motion to approve the minutes as amended; second by T. Schrage; unanimously carried.

NEXT MEETING: August 16, 2011.

ADJOURNMENT: D. Osborne made a motion to adjourn at 7:50 p.m.; second by J. Jackson; unanimously carried.

Approved 8-16-11

Respectfully submitted,

Ursula M. Liotta
Administrative Assistant