

**TOWN OF CLARKSON  
PLANNING BOARD MEETING  
November 1, 2016**

The Planning Board of the Town of Clarkson held their regularly scheduled meeting on Tuesday, November 1, 2016 at the Clarkson Town Hall, 3710 Lake Road, Clarkson, NY at 7:00 p.m.

**PRESENT – Board Members**

Donald Osborne – Chairperson  
Conrad Ziarniak  
John Jackson  
Dave Virgilio  
William Rowe

**Support Board Members**

Richard Olson, Town Attorney  
Chad Fabry, Bldg. Inspector/Code Enf.  
JP Schepp, Town Engineer  
Kristen DiFilippo, Bldg. Dept.

\*Excused

**CALL TO ORDER**

D. Osborne opened the meeting at 7:00 p.m. and led all those present in the Pledge of Allegiance with a moment of reflection for those serving in the military. D. Osborne read aloud the agenda.

**NEW BUSINESS**

**David Aquino – 7056 & 7060 Ridge Road West  
Tax acct# 055.040-1-15.1  
Zoning: Industrial**

Regarding: Site Plan Approval for a proposed parking area to support a remodeled automotive repair shop.

Kris Schultz of Schultz Associates represented Owner, David Aquino. K. Schultz presented a site plan rendering for the proposed parking area. He stated D. Aquino started the Fill process prior to approval from the Planning Board and Building Inspector, C. Fabry placed a “Stop Work Order” on the activity. K. Schultz stated D. Aquino is in full cooperation with the Town of Clarkson and will follow the correct procedures before moving ahead.

K. Schultz briefly outlined the application:

- Fill on the west side of the building.
- Improvements to the front of the existing building to direct parking to the west, behind the front set back.
- Proposed (18) parking spaces.
- 250 cubic yards of Fill needed.
- 

J. Jackson stated he has concerns with parking in front of the existing building because of it being in the state right of way. K. Schultz stated the parking will be redirected to the west, behind the proposed building.

Building Inspector, C Fabry asked if D. Aquino has installed a silt fence. K. Schultz stated it is depicted on the site plan but is unaware if D. Aquino has installed one. C. Fabry stated the importance of installing a silt fence for the sediment control.

Town Engineer, JP Schepp stated some engineering comments:

- Signs restricting parking in the front of the building should be provided.
- Compliant ADA parking spaces should be shown and need to meet the ADA accessibility requirements, including slope.
- Curbs and parking bumpers should be considered.
- Areas for customer access/walk ways should be shown.

**TOWN OF CLARKSON  
PLANNING BOARD MEETING  
November 1, 2016**

- The impact of the impervious surfaces and change in slope should be provided.
- The site plans should indicate that the site is now zoned INDUSTRIAL.
- Proposed lighting should be shown.
- Location of the dumpsters.
- The Engineer should verify that the septic system is sufficient for the proposed use.
- An oil-water separator should be shown for the facility.
- Sufficient buffering.

Building Inspector, C. Fabry stated per Clarkson Town Code **§140-36 F(3);All parking and loading spaces provided, along with their necessary driveways and passageways, shall be graded and drained as necessary to dispose of all surface water accumulation within the area and shall be surfaced with an asphaltic or portland cement binder pavement so as to provide a durable and dustless surface.** Building Inspector, C. Fabry stated although the Clarkson Town Code requires the parking area to be paved, he believes a gravel surface would control the drainage/run-off and be more permeable to the elements. Town Engineer, JP Schepp stated an oil and stone surface would be conducive to the needs of the proposed parking area and keep the mud and dirt off the vehicles.

Motion by Donald Osborne

Seconded by John Jackson

To schedule Public Hearing on November 15, 2016 at 7:00 p.m.

Unanimously carried

**Pino Bovenzi – 9329 West Ridge Road**

**Tax acct# 053.01-1-8**

**Zoning: Highway Commercial**

Regarding: A Special Permit for an auto repair business.

P. Bovenzi was absent for the Planning Meeting. Building Inspector, C. Fabry stated P. Bovenzi's intention is to lease his building for an auto repair business. He stated in the past years 9329 West Ridge Road was used as an auto repair business but because it was vacant for a few years, the Special Permit expired as per Clarkson Town Code **§140-38 F(2); Any use for which a special permit has been granted shall, in its operations and maintenance, conform strictly to the description of the use as submitted in the application to the appropriate board, subject to any conditions or limitations that such board may have attached in granting the special permit. A special permit shall be deemed to authorize only one particular special use and shall EXPIRE IF THE SPECIAL USE SHALL CEASE FOR MORE THAN SIX MONTHS FOR ANY REASON.**

**MINUTES**

Motion by Donald Osborne

Seconded by Dave Virgilio

To approve the October 18, 2016 minutes.

Unanimously carried

**NEXT MEETING**

The next regularly scheduled meeting of the Planning Board will be Tuesday, November 15, 2016 at 7:00 p.m.

**ADJOURNMENT**

Motion by Donald Osborne

Seconded by John Jackson

To adjourn the meeting at 7:30 p.m.

Unanimously carried

Respectfully,

*Kristen DiFilippo*  
Building Department Coordinator

*Approved 11/15/2016*