

**TOWN OF CLARKSON  
PLANNING BOARD MEETING  
March 6, 2018**

The Planning Board of the Town of Clarkson held their regularly scheduled meeting on Tuesday, March 6, 2018 at the Clarkson Town Hall, 3710 Lake Road, Clarkson, NY at 7:00 p.m.

**PRESENT – Board Members**

Conrad Ziarniak, Chairperson  
John Jackson  
William Rowe  
Dave Virgilio  
Leslie Zink

**Support Board Members**

\*Richard Olson, Town Attorney  
\*J.P. Schepp, Town Engineer  
\*Chad Fabry, Bldg. Inspector  
Susan Kelly, Bldg. Dept.

\*Excused

**CALL TO ORDER**

Conrad Ziarniak called the meeting to order at 7:00 p.m. and led all those present in the Pledge of Allegiance with a moment of silence honoring Veterans, military service members and first responders. Conrad Ziarniak read aloud the agenda.

**OLD BUSINESS**

**Steve and Kathy Kepler – Sara’s Farm Market**

**Property Address: 389 East Avenue**

**Tax ID #: 069.06-1-7**

**Zoning: RS-10**

**Acreage: 25 acres total, 5 acres affected**

L. Zink reviewed the Planning Board’s recommendation letter to the Town Board regarding incentive zoning for Sara’s Farm Market. The letter was signed by all board members, except C. Ziarniak. He will submit his own statement to the Town Board. The recommendation letter will be given to S. Mattison, Town Clerk, for distribution to the Town Board.

**Commercial Solar Ordinance**

C. Ziarniak stated that Jerry Underwood (Town Supervisor) called him to discuss the formation of a committee to create a commercial solar ordinance for the Town of Clarkson. The Town Board is responsible for forming a committee to work on this project. L. Zink expressed interest in being on the committee. C. Ziarniak stated that he thinks someone from the Conservation Board should be on the committee and that he thinks the Zoning Board would take an active role on this project.

The Town Board would like to enlist a commercial solar expert to educate the Town Board, Support Boards, and any other interested parties. This would be an individual not in the industry, therefore, eliminating any conflict of interest. J. Underwood and Jackie Smith (Town Board member) entered the meeting at this point. J. Underwood stated that he has an individual in mind – Susan Spencer. C. Ziarniak asked if a moratorium will be put in place while the commercial solar law is being drafted. It was agreed that this would be a good idea.

**NEW BUSINESS**

J. Smith mentioned that plans have been made to have the Planning Board and Zoning Board come before the Town Board once a month to give an update. The Planning Board and Zoning Board will alternate months. The Planning Board will start on March 13<sup>th</sup>. C. Ziarniak stated that he plans to discuss Sara’s Farm Market incentive zoning amenities.

C. Ziarniak stated that he, J. Underwood, and P. Dittman (Zoning Board Chairperson) had a discussion about how to handle any habitual absences by board members that may occur. It was determined that the Town Board would be responsible for tracking and handling any problems.

**3/6/18**

J. Jackson brought up the issue about changing the Planning Board meeting time to 6:00 pm for the summer, as has been done in the past. It was agreed that this would begin May 1<sup>st</sup> and continue through August.

D. Virgilio stated that he will be absent for the April Planning Board meetings. L. Zink stated that she would be absent for the March 20<sup>th</sup> Planning Board meeting.

**MINUTES**

Motion by Leslie Zink  
Seconded by Bill Rowe  
To approve the February 20, 2018 minutes.  
Unanimously carried

**ADJOURNMENT**

Motion by John Jackson  
Seconded by Dave Virgilio  
To adjourn the meeting at 7:30 pm.  
Unanimously carried

**NEXT MEETING**

The next regularly scheduled meeting of the Planning Board will be Tuesday, March 20, 2018 at 7:00 pm.

Respectfully submitted,

*Susan Kelly*  
Building Department

*Approved 3/20/2018*