

**TOWN OF CLARKSON PLANNING BOARD MEETING MINUTES  
VIA ZOOM MEETING  
Tuesday, June 2, 2020 at 6:00 PM**

**Board Members**

John Jackson, Chairperson  
Dave Virgilio  
Harold Mundy  
Daryl Fleischer  
John Culhane

**Support Board Members**

Richard Olson, Town Attorney  
J.P. Schepp, Town Engineer  
Kevin Moore Bldg. Inspector  
Anna Beardslee, Bldg. Dept. Clerk  
\* Excused

**CALL TO ORDER:**

J. Jackson called the meeting to order at 6:00 PM reading aloud the Agenda for tonight.

**NEW BUSINESS:**

**Applicant:** Oak Orchard Health  
**Property Owner:** Oak Orchard Health  
**Property Address:** 270 West Avenue  
**Tax ID:** 068.02-1-21

Applicant has purchased property and is seeking site plan approval for change of use to convert existing building into administrative offices for the health center. They are also proposing new sidewalks to connect the existing health center parking lot to the new proposed offices.

Andrew Burns, Civil Engineer for Labella Associates was on the Zoom Meeting call to represent for Oak Orchard and explained the Oak Orchard Project and gave information in regards to the plans and went over the Town Engineer's letter.

J. Schepp, Town Engineer, spoke about the plans, and found that they looked good.

R. Olson, Town Attorney asked about one of the comments in J. Schepp's letter regarding if they would be merging the parcels or if they would be using access with an easement.

A. Burns stated they are looking to do an easement.

R. Olson stated that a provision needs to be there stating that if the town needs access, it will need to be allowed.

H. Mundy asked about if the building meets egress codes.

Justin Rueckel, from Labella Associates stated that the building does meet all egress and code requirements.

H. Mundy asked about re-siding the house to match the closest building for Oak Orchard.

J. Rueckel stated that they would re-side what is there, so that it looks the same as the house is now.

D. Virgilio asked about the parking lot in the back and access to it by the sidewalk. He stated that he felt it was far to access the building, especially in the winter.

A. Burns stated that they would be using the parking lot in the back as that is what is in the current budget.

J. Culhane asked about the amount of cubicles.

A. Burns stated that there would be 10-12 cubicles.

J. Rueckel stated that they are looking at 10-12 cubicles, but it is able to have a maximum amount of 13. It will be based on what is in the budget.

D. Fleischer asked that with no additional parking lot and with ADA's slope requirements will they need to make handicap spots.

A. Burns stated that handicap spots can be placed.

J. Jackson stated that Oak Orchard will be placed on the agenda for a Public Hearing at the next meeting, June 16<sup>th</sup> at 6:00 PM.

J. Jackson stated that he spoke with Christa, the Town Supervisor and she said that it would be alright to hold the meetings at the courthouse following social distancing protocols.

R. Olson stated that there should still be public access via Zoom.

**MINUTES:**

D. Virgilio made a motion to approve the May 19, 2020 minutes.

J. Culhane seconded.

Unanimously carried.

**ADJOURNMENT:**

J. Jackson made a motion to adjourn the meeting at 6:25 PM.

H. Mundy seconded.

Unanimously carried.

**NEXT MEETING:**

The next scheduled meeting of the Planning Board will be held on Tuesday, June 16, 2020 at 6:00 PM, at the Clarkson Courthouse and via Zoom videoconferencing.

Respectfully submitted, Anna Beardslee Building Department Clerk

*Approved on June 16, 2020*