

**TOWN OF CLARKSON PLANNING BOARD MEETING MINUTES**  
**Held at Clarkson Town Hall**  
**Tuesday, February 20, 2024, at 7:00 PM**

**Board Members**

John Jackson, Chairperson  
Dave Virgilio  
Daryl Fleischer\*  
Patrick Didas  
Paul Egan

**Support Board Members**

Keith O'Toole, Town Attorney  
J.P. Schepp, Town Engineer  
Kevin Moore, Bldg. Inspector  
Andrea Rookey, Bldg. Dept. Clerk

\* Excused

**CALL TO ORDER:**

J. Jackson called the Planning Board meeting to order at 7:00PM and led everyone in the Pledge of Allegiance and read through the agenda for the night.

**PUBLIC HEARING:**

Applicant: Jeff Heitzenrater

Property Owner: Jeff Heitzenrater

Tax ID: 040.01-1-34.11

Applicant requesting approval of a one lot site plan for a single-family home.

J. Jackson read the legal notice aloud for the public present.

D. Lewis said that he addressed the comments that J.P. Schepp provided.

J.P. Schepp said that his comments state for a letter of credit and that he met fire requirements were addressed.

J.P. Schepp said to refer to R. Viscardi to determine a fee or a letter of credit for the sewer connection.

J. Jackson opened the public hearing.

\* No public commented on the application

J. Jackson motioned to close the public hearing.

D. Virgilio seconded the motion.

Unanimously carried.

J. Jackson motioned that SEQR was determined an unlisted action with a negative declaration.

D. Virgilio seconded the motion.

Unanimously carried.

J. Jackson motioned to approve with the following conditions:

1. Sewer collection is worked out with the highway superintendent.
2. That a note be added to the face of the plan stating all costs for the sewer connection fee and installation be provided by the property owner

P. Egan seconded the motion.

Unanimously carried.

**MINUTES:**

J. Jackson motioned to approve the minutes from 2-6-2024.

P. Didas seconded the motion.

Unanimously carried.

**ADJOURNMENT:**

J. Jackson motioned to adjourn at 7:45PM

D. Virgilio seconded the motion.

Unanimously carried.

**NEXT MEETING:**

The next scheduled meeting of the Planning Board will be on Tuesday, March 5<sup>th</sup>, 2024, at 7:00 PM, at the Town Hall.

*Respectfully submitted,*

*Andrea Rookey Building Department Clerk*