

Town of Clarence  
Planning Board Minutes  
Wednesday February 6, 2008

**Work Session 6:30 pm**

Roll Call  
Update on Pending Items  
Zoning Reports  
Committee Reports  
Miscellaneous

**Agenda Items 7:30 pm**

**Approval of Minutes**

**Item 1**

First Presbyterian Church  
Community Facility

Requests Concept Approval of a proposed addition to existing church at 9675 Main Street.

**Item 2**

Doodle Bugs  
Restricted Business

Requests Preliminary Concept Review of a proposed Day Care Center and Office Park at 8574 Sheridan Drive.

**Item 3**

Steve Kieffer  
Restricted Business

Requests Preliminary Concept Review of a proposed Office Park at 8175 Sheridan Drive.

**Item 4**

Frey's Old Time Furniture  
Commercial

Requests revised Concept Plan Approval for a proposed addition to an existing retail/warehouse facility at 9992 Main Street.

**Item 5**

Roll Road Industrial Business Park/Bufalo Filter  
Industrial Business Park

Requests Recommendation on Development Plan for Industrial Business Park and first occupant at Roll Road Industrial Business Park.

**Item 6**

Architectural Design Standards

Discussion.

Chairman Gerald Drinkard called the meeting to order at 7:30 p.m. Councilman Peter DiCostanzo led the pledge to the flag.

Planning Board Members Present:

Chairman Gerald Drinkard  
2<sup>nd</sup> Vice Chairman Timothy Pazda  
George Van Nest

1<sup>st</sup> Vice Chairperson Wendy Salvati  
Jeffrey Grenzebach  
Richard Bigler

Planning Board Members Absent:

Albert Schultz

Other Town Officials Present:

Director of Community Development James Callahan  
Planner Brad Packard  
Councilman Peter DiCostanzo

Other Interested Parties Present:

Jane Sweet  
Chuck Hodges  
George Deal  
Bob O'Connor  
Mark Dean  
Robert Blood  
Douglas Klotzbach  
Chris Palmerton

Sue Paterson  
Don Aubrecht  
Scott Crego  
Barwell  
Anthony Insinna  
Steve Kieffer  
Nick Piestrak

Motion by Wendy Salvati, seconded by Jeffrey Grenzebach, to **approve** the minutes of the meeting held on December 12, 2007, as written.

Richard Bigler	Aye	George Van Nest	Aye
Jeffrey Grenzebach	Aye	Timothy Pazda	Aye
Wendy Salvati	Aye	Gerald Drinkard	Aye

MOTION CARRIED.

Chairman Drinkard reads a preamble: The Planning Board is a recommending body who may vote to refer agenda items to other committees such as TEQR, Fire Advisory or Traffic Safety for their study and comment. The Planning Board may vote to recommend an action to the Town Board with conditions. The Town Board is the governing body of the Town of Clarence and as such will have the final vote on each item.

Chairman Drinkard explains the process each agenda item will follow. After an introduction by the Director of Community Development James Callahan, the applicant will have the opportunity to speak on the project. The Planning Board members will then have an opportunity to discuss the project with the applicant. The public will then be offered the opportunity to speak on the subject with a limit of three (3) minutes per speaker. All commentary from the public is to be addressed to the Planning Board not to the applicant. The applicant will then be given the opportunity to respond. The

Planning Board will then call for a motion with appropriate conditions and a roll call vote will be taken.

**Item 1**

First Presbyterian Church  
Community Facility

Requests Concept Approval of a proposed addition to existing church at 9675 Main Street.

**DISCUSSION:**

Jim Callahan provides background on the project. It is located on the south side of Main Street east of Gunnville Road, adjacent to the Clarence High School property and consists of approximately 5.5 acres. The applicant is proposing expansion to the existing church per the submitted designs. The project has received a Negative Declaration under SEQRA.

Don Aubrecht is the architect on the project. He explains that, in response to the Planning Board's previous comments, the landscaping around the perimeter of the project has been enhanced.

Gerald Drinkard asked for confirmation on the number of parking spaces. Mr. Aubrecht said the number has remained at 105; this is down from the original 122 proposed spaces. He goes on to say that the 105 meets the code and if future parking is needed there is an area to the south of the existing parking that can be utilized.

Wendy Salvati voices her concern with the long expanse roof line that faces Main Street. She asked if the applicant can do something to enhance the visual quality of the roof line. Mr. Aubrecht said this issue was discussed, however, the current plan reflects the direct needs of the church. The proposal is parallel with the existing east/west main corridor of the church. As an architectural feature, a bay window has been added facing Main Street. Ms. Salvati wonders if the proposed dormers could be moved to the side of the building facing Main Street. Mr. Aubrecht said the design reflects the function of the inside of the building.

**ACTION:**

Motion by Jeffrey Grenzebach, seconded by Wendy Salvati, to **recommend** Concept Approval for a proposed addition to an existing church at 9675 Main Street with the following condition:

-Approval of a Landscape Plan. This is in the process of being reviewed.

Richard Bigler	Aye	George Van Nest	Aye
Jeffrey Grenzebach	Aye	Timothy Pazda	Aye
Wendy Salvati	Aye	Gerald Drinkard	Aye

MOTION CARRIED.

**Item 2**

Doodle Bugs  
Restricted Business

Requests Preliminary Concept Review of a proposed Day Care Center and Office Park at 8574 Sheridan Drive.

**DISCUSSION:**

Jim Callahan provides history on the project. It is located on the north side of Sheridan Drive east of Harris Hill Road and consists of 5+ acres, the land is currently vacant. Town Board referred the project to the Planning Board on December 19, 2007.

George Van Nest recuses himself from all discussion and voting on the proposal. He will forward the appropriate recusal form(s) to the Planning and Zoning Office.

Robert Blood, landscape architect with Lauer-Manguso & Associates Architects, is representing the applicant. Anthony Insinna, president of Doodle Bugs, is present as well. Mr. Blood explains that the proposal is currently for three (3) buildings. One building will be located at the central rear of the site; this building is for a proposed 11,300 square foot day care facility with an adjacent playground. At the front corners of the site there will be a professional office building and a medical office building. Chairman Drinkard explains that since the rear building exceeds 10,000 square feet it will require a Special Exception Use Permit to be handled at the Town Board level.

Mr. Grenzebach asked about the driveway, Mr. Blood explained that the driveway consists of one lane entering the site and two exiting the site.

Mr. Pazda likes the layout of the project; he asked what the plans are for lighting. Mr. Blood said the proposed light standard fixtures are shown on the plan. They would like to mimic the same type of light fixtures that were used at the Walgreen's at the corner of Sheridan Drive and Main Street.

Mr. Blood confirms that all the offices/buildings will close between 6:00 p.m. and 7:00 p.m. every night.

Mr. Insinna said his intention is to proceed with the construction of Doodle Bugs and overall general site work. At that same time he would solicit tenants for the buildings. At that time the additional site work will begin. He thinks Phase II will begin within months of completing Phase I. The entire underground infrastructure will be put in during Phase I. The design of the three buildings will compliment each other. Landscaping will be done as well. The color of the building design is earth tones.

One septic system would take care of all three (3) buildings. The system would be placed in the front of the property.

Mr. Blood said the sign will be a monument ground sign; the lights on the sign will not be on all night they will go off at a certain time.

Ms. Salvati said she knows the grading has been changed on the site as the previous owner brought in a lot of fill; this changed drainage conditions in and around the site. There are concerns that the drainage properties across the street were impacted and Ms. Salvati wonders if what the applicant's plans will improve the drainage. Mr. Blood said there is actually a Town drainage easement on the east side of the property. He goes on to say there are preliminary discussions with the DEC; it is a protected stream corridor, there is a 50' setback from there. The proposal has no buildings placed in this area. Ms. Salvati said by virtue of developing the site, it would be great if the drainage issue could be remedied.

Timothy Pazda reads a letter dated February 6, 2008 into the record. The letter is from Laurie A. Hauer-LaDuca and lists such concerns as lighting, signs, architecture, landscaping, services and site drainage with regards to the project proposal. The letter is on file.

Mr. Insinna addresses the lighting concern by saying the business closes at 6:30 p.m. and the lighting will be turned off at approximately 10:00 p.m. The lighting in the sign will not be an issue because the sign will be lit internally and the sign location is perpendicular to the road, it will not be shining on the neighbors' house. The light in the ground sign will probably be turned off late evening. The newest sign graphic is not like the graphic on Transit Road, the primary colors on the Transit Road location are the old color scheme and will not be used at this location, the new color scheme includes earth tones. The landscaping will be well done. With regards to the traffic concern, Mr. Insinna said it is Sheridan Drive and if a daycare center wasn't located there, some other building would eventually be built. He will not create any more traffic than a typical business; the daycare's traffic patterns are in the morning from 6:30 a.m. to 9:00 a.m. and again at 4:00 p.m. to 6:30 p.m.

Wendy Salvati suggests the applicant request garbage pick-up not made before a certain time, Mr. Insinna agrees. The dumpster is pick-up once a week.

Mr. Insinna can request the snow be plowed at a certain time, but it is up to the contractor to plow before the facility opens.

Mr. Insinna feels that any improvements made to the drainage and the grade will enhance the drainage.

Mr. Insinna said the sign plan would be coordinated to include signage for all three buildings on one sign. He understands that he will need to obtain a sign permit.

Timothy Pazda explains that this project is subject to the Phase II Stormwater Regulations and goes on to explain that the detention ponds can no longer be mowable; they will be an ecosystem.

The height of the daycare center is 29'; the other two (2) buildings are not as high.

**ACTION:**

Motion by Timothy Pazda, seconded by Richard Bigler, to **refer** agenda item #2 to the TEQR Committee, Fire Advisory and Traffic Safety.

Richard Bigler	Aye	George Van Nest	Recuse
Jeffrey Grenzebach	Aye	Timothy Pazda	Aye
Wendy Salvati	Aye	Gerald Drinkard	Aye

MOTION CARRIED.

**Item 3**

Steve Kieffer  
Restricted Business

Requests Preliminary Concept Review of a proposed Office Park at 8175 Sheridan Drive.

**DISCUSSION:**

Jim Callahan provides the history on the project. The property is located on the south side of Sheridan Drive east of the Eastern Hills Mall entrance and consists of approximately 3.8 acres. The applicant was tabled at the November 14, 2007 Planning Board meeting and asked to supply additional information and redesign to meet setback parking requirements. The applicant has resubmitted an amended design and is present seeking to continue the review process.

Steve Kieffer is the project sponsor for Rockledge Professional Park. Mark Dean with Dean Sutton Architects is also present. Mr. Kieffer presents a color rendering to the Planning Board, the building will look like what is depicted in the rendering. Mr. Dean describes the building as one (1) story with the ridge line at 24'. There will be four (4) individual buildings with the total square footage of approximately 23,000.

Mr. Kieffer explains that he forwarded a letter from a certified arborist to the Planning and Zoning Office, the letter is on file. Chairman Drinkard explains that a tree survey is still required showing what trees will remain; the applicant does not need to go through the entire property, just the front 30' or 40' and the 45' greenbelt. Mr. Kieffer said everything on the 45' greenbelt will be saved. Chairman Drinkard suggests the applicant clean up the 45' greenbelt; he goes on to say that the Town's law is to save any tree 4" or greater in diameter. Chairman Drinkard said the applicant will need to put up yellow tape to protect the 45' greenbelt, and any other area to be protected, during construction.

Chairman Drinkard thanks the applicant for providing requested information such as an opening to the rear of the property, the location of the dumpster and how it will be screened and connectivity between all the adjoining parking.

George Van Nest suggests it may be easier for the applicant to show what trees are to be removed from the 45' greenbelt rather than those that will be saved, since the trees to be saved are numerous. The trees that are to be saved along the eastern portion or the front of the property should be tagged. Chairman Drinkard said the Landscape Committee is willing to walk the property with the applicant.

Jeffrey Grenzebach asked for an explanation regarding the septic system. Mr. Kieffer said the plan is for one septic system to handle all four (4) buildings. The field would be located behind the second building on the east side of the property.

Timothy Pazda said the calculated parking is acceptable. Mr. Kieffer said the parking has been set up so that each building can be put up as a phase and each parking lot associated with that building will accommodate that building's parking requirement based on mixed-use professional office with a total of 20% medical office space.

Mr. Kieffer explains there will be additional lot lighting; this is in addition to the building lighting. The lot lighting will have a cut off lens and dark sky lighting; these lights will be on timers.

**ACTION:**

Motion by Jeffrey Grenzebach, seconded by George Van Nest, to **refer** agenda item #3 to the TEQR Committee, Fire Advisory and Traffic Safety.

Richard Bigler	Aye	George Van Nest	Aye
Jeffrey Grenzebach	Aye	Timothy Pazda	Aye
Wendy Salvati	Aye	Gerald Drinkard	Aye

MOTION CARRIED.

**Item 4**

Frey's Old Time Furniture  
Commercial

Requests revised Concept Plan Approval for a proposed addition to an existing retail/warehouse facility at 9992 Main Street.

**DISCUSSION:**

Jim Callahan provides the history on the project. It is located on the north side of Main Street east of Kraus Road and consists of approximately 8.2 acres in the Commercial Zone, with Residential Zone to the rear of the property. It is an existing furniture store/warehouse facility and is proposing a large expansion. This represents the introduction of that expansion to the Planning Board.

Douglas Klotzbach, with K2 Architects, is representing the applicant. The proposal is for a 39,000 square foot structure to be located to the rear of the property, it would be fully sprinklered utilizing a new water line, fire access would be off of Kraus Road. Mr. Klotzbach explains that the new construction is in the area currently used for storage.

Chairman Drinkard refers to what looks like a used road to access the site. Mr. Klotzbach said it used to be used by the previous occupant, Fantasy Pools. Frey's Furniture has never used this driveway. Chairman Drinkard suggests landscaping in this area; Mr. Klotzbach agrees to consider this and understands he will need to go the Landscape Committee for review. There is landscaping proposed in front of the new structure. The front of the building will be a heavy timber structure, this material is the same type used on the current building.

Mr. Pazda asked what the applicant will do with all the displays that are currently stored at the rear of the property. Mr. Klotzbach explains that the furniture store will have less inventory; there are no displays in this area now. There may be some storage outside in this area. Ms. Salvati would like to see exactly what is being proposed for storage. Mr. Klotzbach said there is recycled blacktop in the area to the rear of the site; this area will be repaved.

Mr. Bigler asked what the applicant will do with the drainage from the parking surfaces. Mr. Klotzbach said currently there is a pipe that goes to the west to handle drainage; he will maintain this same structure with the proposal.

George Van Nest said currently there is a pervious surface at the proposed site; the applicant will be creating an impervious surface. Mr. Klotzbach disagrees and goes on to explain that gravel is a non-pervious surface according to SWPP; there is gravel at the area in question. Ms. Salvati asked if the project is subject to SPDES review. Chairman Drinkard asked when the need for a stormwater handling permit from DEC comes into play. Mr. Klotzbach said it is when over an acre of additional area is disturbed; however, the applicant is not disturbing any natural environment; it is all pre-disturbed area. Mr. Klotzbach explains that the new building would be used as retail with the same product, just more of it.

Chairman Drinkard explains that the calculation for parking at a retail business would call for the proposal to have almost 400 spaces, but if the buildings are warehouses the need for parking depreciates. Mr. Klotzbach explains the type of good to be sold is a durable good; it is not like a Wal-Mart. One product will take up a large area of space; the product does not have a high turnover. The applicant is trying to increase his variable product; he will have more of the same type of product. Chairman Drinkard suggests keeping options open to add parking if needed in the future.

Ms. Salvati asked if the applicant would need a variance if he does not meet the parking requirements. Jim Callahan said, "no" and goes on to explain that the code was written so that the Planning Board can recommend, to the Town Board, the number of spaces which submit to the type of business.

Jim Callahan confirms that due to the size of the entire structure this project will require a Special Exception Use Permit (SEUP).

Mr. Klotzbach explains there will be a mezzanine in the middle section of the building.

Chairman Drinkard explains that there must be 8% internal landscaping in the parking area. Mr. Klotzbach understands.

Mr. Klotzbach said all buildings are and will be sprinklered except the concrete block and steel frame building which will be separated with a fire wall. The square footage of the existing metal clad building is approximately 16,000 square feet; this will also be separated by a fire wall. The warehouse is not fully sprinklered.

Mr. Van Nest said one of the questions on storm water may be whether or not the size of impervious surfaces would trigger a general SPDES permit which is separate from the Phase II Storm Water Regulations. Mr. Klotzbach will work with the Town Engineering Department regarding this issue.

Mr. Pazda asked what the lighting plan is for the proposal. Mr. Klotzbach said there is a 40' buffer along the back of the property. Down lighting will be used in the parking lot, wall packs and shielding will be utilized. There will be no flood lights used. The main entrance will remain where it currently is; however, there will be a second entrance.

Mr. Klotzbach said there will be additional truck traffic generated from the proposal. Mr. Bigler is concerned with issues like diesel idling affecting the neighbors. The trucks will only be able to access the property 9am to 9pm and the access is only from Main Street. There will be no truck traffic at off hours. There will be no trucks parked over night; the lot is gated at night.

Mr. Pazda asked for an explanation as to why the proposed parking in the back is at an angle. Mr. Klotzbach said it parallels Main Street; it also provides the tractor trailers room to maneuver. Mr. Klotzbach is willing to square off the parking; this will allow for designation of a storage area and/or future parking if needed.

Chairman Drinkard voices his concern regarding the enough space for the trucks to turn around and exit the site. Mr. Klotzbach explains that the tractor trailers turn around inside the buildings.



**ACTION:**

Motion by Wendy Salvati, seconded by Jeffrey Grenzebach, to **table** agenda item #4 to allow the applicant to provide the following requirements:

- Clarification on the necessity of a DEC General SPDES Permit.
- A lighting Plan.
- Landscape Plan.
- Specific location for outdoor storage.

Richard Bigler	Aye	George Van Nest	Aye
Jeffrey Grenzebach	Aye	Timothy Pazda	Aye
Wendy Salvati	Aye	Gerald Drinkard	Aye

MOTION CARRIED.

**Item 5**

Roll Road Industrial Business Park/Buffalo Filter Industrial Business Park      Requests Recommendation on Development Plan for Industrial Business Park and first occupant at Roll Road Industrial Business Park.

**DISCUSSION:**

Jim Callahan provides the history on the project. The property is located on the north side of Roll Road east of Harris Hill Road as an extension to Harris Hill Road. It consists of approximately 29 acres. A Negative Declaration under SEQRA was issued by the Town Board on July 6, 2006, Concept Approval was recommended by the Planning Board on August 2, 2006. Concept Approval was granted by the Town Board on September 13, 2006; the public road being an extension of Harris Hill Road. The first occupant of the park is the proposed Buffalo Filter project.

Nick Piestrak from Roll/Newhouse LLC is present. Chris Palmerton, CEO of Buffalo Filter, is present as well.

Mr. Piestrak said his intention is to make the Roll Road Industrial Park a high end industrial park. There is a deal with Buffalo Filter for them to take on 14 acres of the site. Buffalo Filter has proposed a septic system for their site. The Harris Hill extension will be taken further than the Buffalo Filter project. Mr. Piestrak said he will pursue developing the back 70 acres. He also indicates that the extension of Harris Hill Road is approximately 1400 feet.

Mr. Palmerton said he anticipates building a facility with a total of 100,000 square feet, the first phase would consist of a 50,000 square foot facility, he refers to the rendering that is on display and said the building will reflect what is depicted. The second building would be a duplicate of the first. Buffalo Filter is a light manufacturer; they manufacture medical equipment worldwide with one percent (1%) of their business in New York State. The façade that is shown does not continue around the back of the building; the back will be a metal type building. Two (2) sides of the building will be decorative and two sides will not be decorative. Mr. Palmerton said the dumpster would probably go in the back corner of the facility; there is not a lot of product that is thrown out. There will be only one working shift; the hours are 7:00 a.m. to 5:00 p.m., no weekends.

Mr. Pazda said the Fire Advisory suggests the applicant consider sprinklering the office area. Mr. Palmerton is not sure of the plan for fire protection and asked if sprinklering was the code, Mr. Pazda said whether or not it is the code the Fire Advisory asked that the applicant take the suggestion into consideration. Mr. Pazda asked if there will be a fire hydrant in the park itself. Mr. Piestrak said the hydrant will be along Harris Hill Road; this is where the water line is. The width of the road is enough for two (2) trucks to pass; it is shown as 24' wide.

A landscape plan has been submitted and has had a preliminary review.

There will be a stop sign north and south bound on Harris Hill Road per the requirement of the County. Jim Callahan said the intersection is being reviewed as to whether it should become a 4-way stop. The extension will be called Harris Hill Road.

Mr. Piestrak explains there is an existing road on the Marfurt piece of property, he is going to buy that property and tear down the structure that is on it and incorporate it into the overall park, at this point the applicant has the right to use this road.

Mr. Palmerton explains his company packages sterilized products, which means they need a clean environment and this room needs to be built and then certified by the Health Department, this takes a few months.

Mr. Piestrak explains that he is working with Engineering for the DEC permit with regards to the stream crossing; however the project has been conditionally approved by the Engineering Department.

Mr. Callahan explains that ultimately the adjacent neighbors are going to gain frontage on Harris Hill Road, this was part of the agreement. Mr. Piestrak said the neighbor's will have access during the course of construction.

Mr. Van Nest asked the applicant how many cars are anticipated for the facility. Mr. Palmerton said today he has about 65 employees; thus 65 cars. Mr. Van Nest suggests the applicant talk to the Engineering Department or the County about changing the traffic device at the intersection to a signal.

Mr. Pazda said the intersection is currently difficult to navigate. Mr. Piestrak did not offer to install a light at the intersection. He said he will work with the Town as the traffic issue presents itself.

**ACTION:**

Motion by Chairman Drinkard, seconded by Richard Bigler, to **recommend** Development Plan Approval for the Roll Road Industrial Park located at Roll Road and Harris Hill Road with the following conditions:

- The conditions of the Town Engineers letter dated January 31, 2008 must be met.
- Payment of all required fees.
- Landscape Approval.

Richard Bigler	Aye	George Van Nest	Aye
Jeffrey Grenzebach	Aye	Timothy Pazda	Aye
Wendy Salvati	Aye	Gerald Drinkard	Aye

MOTION CARRIED.

**ACTION:**

Motion by Chairman Drinkard, seconded by Timothy Pazda, to **recommend** a Negative Declaration for Buffalo Filter for it’s use in the park based on the information and analysis noted in the EAF Part I form; the proposed action will not result in any significant adverse environmental impacts and provides on any attachments any reason for supporting the determination.

Richard Bigler	Aye	George Van Nest	Aye
Jeffrey Grenzebach	Aye	Timothy Pazda	Aye
Wendy Salvati	Aye	Gerald Drinkard	Aye

MOTION CARRIED.

**ACTION:**

Motion by Chairman Drinkard, seconded by Timothy Pazda, to **recommend** Development Plan Approval for a specific use by Buffalo Filter, project as previously described within the Industrial Park with the following conditions:

- Approval of a Landscape Plan.
- There is to be no outside storage of materials.
- The conditions in the Town Engineer’s letter of January 31, 2008 must be met.
- Payment of all required fees.

**ON THE QUESTION:**

Chairman Drinkard reminds the applicant that he was going to look into sprinklering the office, but minimally meeting code. Mr. Palmerton agrees to do so.

Richard Bigler	Aye	George Van Nest	Aye
Jeffrey Grenzebach	Aye	Timothy Pazda	Aye
Wendy Salvati	Aye	Gerald Drinkard	Aye

MOTION CARRIED.

**Item 6**

Architectural Design Standards

Discussion.

**DISCUSSION:**

Jim Callahan explains that the current draft of the Architectural Design Standards is a result of the individual Planning Board members input.

Chairman Drinkard proposes that all Planning Board members go through the most current draft and forward any changes to Jim Callahan or Brad Packard.

Ms. Salvati made some changes and will forward them to Jim Callahan.

Chairman Drinkard reads from the Town Board minutes of June 27, 2007 which indicate the following: Motion by Councilman Kolber, seconded by Councilman Casilio to request that the Planning Board receive a copy for review and discussion to make a recommendation of the Town of Grand Island Design and Performance Standards for Architecture to see how they can be implemented in the Town of Clarence. On the question, Councilman Bylewski said regarding the implementation, as to whether they would be as assigned standards or guidelines or as a local law should be part of that discussion. Upon roll call - Ayes: All; Noes: None. Motion carried.

Jim Callahan explains that the Architectural Design Standards will be part of the Zoning Law. The Planning Board has reviewed the standards starting in June 2007; there are drafts from August 1, 2007, September 5, 2007 and October 3, 2007. The Grand Island standards were reviewed as part of the process.

Ms. Salvati suggests adding illustrations to the Architectural Design Standard section. She also suggests lot coverage to be 75% across the board.

Meeting adjourned at 9:30 p.m.

Carolyn Delgato  
Senior Clerk Typist