

Town of Clarence
One Town Place, Clarence, NY 14031
Planning Board Minutes
Wednesday, August 19, 2026

Work Session 6:30 pm

Status of SEQR Coordinated Reviews
Review of Agenda Items
Miscellaneous

Agenda Items 7:00 pm

Chairman Robert Sackett called the meeting to order at 7:00 p.m.

Councilman Shear led the Pledge of Allegiance.

Planning Board Members present:

Chairman Robert Sackett
2nd Vice-Chair Wendy Salvati
Daniel Tytko

Vice-Chair Richard Bigler
Gregory Todaro
Keith Lukowski

Planning Board Members absent:

Jason Geasling

Jason Lahti

Town Officials Present

Director of Community Development Jonathan Bleuer
Senior Planner Andrew Schaefer
Councilman Paul Shear
Deputy Town Attorney David Donohue

Other Interested Parties Present: (*transcription in progress*)

Item 1

Woodview Construction &
Homeview Properties
Commercial

Requests Site Plan and Architectural approvals for a
detached accessory structure at 8955 Sheridan Drive.

DISCUSSION: (*transcription in progress*)

Mr. Bleuer introduced this project at 8955 Sheridan Drive, located on the south side of Sheridan Drive, east of Shimerville Road. It is an existing 0.6-acre parcel in the Commercial zone, containing an existing principal structure used as professional office space.

The applicant is requesting Site Plan and Architectural approvals for a detached accessory structure. The structure is proposed to be 960 sq. ft., constructed with vinyl siding and an asphalt shingle roof. Finally, a screened and gated stone parking lot is proposed to the rear of the structure for business fleet vehicle and trailer storage.

This proposal was first on the Town Board work session agenda in June of 2025. At that time, the item was not advanced to a formal agenda due to concerns regarding structure size, architecture, and use. The applicant then reduced the size of the structure from 6,120 sq. ft. to 2,520 sq. ft. and committed to not renting the space out, resulting in a referral from the Town Board to the Planning Board in February of this year. Since that time, the applicant has addressed further comments received, and reduced the size of the structure to 960 sq. ft. Most recently in August, the Landscape Review Committee approved a final landscape plan.

The Planning Board has the authority to act on this request, and is the recommending body to the Town Board for an outside storage Temporary Conditional Permit.

ACTION:

Motion by Keith Lukowski, seconded by Wendy Salvati, to issue **Site Plan** and **Architectural Approvals** for the Woodview Construction & Homeview Properties detached accessory structure located at 8955 Sheridan Drive per the submitted site plans received in the Planning Office on July 28th, 2026, and August 11th, 2026, and August 19th, 2026, all subject to the following conditions being met:

1. Applicant meeting the requirements of the Engineering and Building Departments, including Fire Inspector, and all associated conditions, prior to any permits being obtained for site work activity or construction on the property.
2. Subject to the issuance of permits from outside agencies, as required, and any associated conditions.
3. Applicant meeting the requirements of the Landscape Committee Approval on August 11th, 2026, and associated conditions, including but not limited to, the management of all landscaping in perpetuity and replacement, in-kind, should there be any deterioration, or death, or disease to plantings; and the maintenance of all fencing and gates, and replacement in kind, should there be any deterioration or damage.
4. Structure to be constructed per the labeled materials, not including optional metal, and such materials to be used shall be of industry standard high quality for durability and appearance. The structure colors shall be per the rendered colors, to match the principal structure.
5. Structure and site shall be maintained as approved, in perpetuity, and any building and site deficiencies shall be repaired or replaced as approved.
6. All drive and parking areas north of the accessory structure shall be paved and striped, and maintained in perpetuity. No parking of vehicles outside the designated parking areas.
7. All site lighting shall be dark sky compliant and shielded to prevent spillage onto adjoining properties. No lighting shall be elevated above the roof ridge lines and all lighting shall be turned off no later than one hour after business hours except for any necessary security lighting.
8. Any future proposed outside dumpsters or totes shall be fully enclosed by Town approved screening, and shall remain closed at all times when not in use. Garbage service shall occur in

conformance with Town Code. No garbage or debris shall accumulate outside of dumpsters or totes.

9. Any future proposed building or site modifications subject to Town review.
10. No additional future business operations or operators unless reviewed and approved by the Town.
11. Any permanent signage subject to review and approval by the Sign Review Committee, and any temporary signage subject to review and approval by the Town Planning Office.
12. Subject to Open Space, and any other applicable fees as required by Town Code.

The applicants have heard, understand, and agree to the conditions.

ON THE QUESTION:

Mr. Lukowski stated that this proposal has been deemed a Type 2 action by the Town, and therefore requires no further environmental review nor action under the State Environmental Quality Review Act.

Keith Lukowski	Aye	Daniel Tytko	Aye	Gregory Todaro	Aye
Wendy Salvati	Aye	Richard Bigler	Aye	Robert Sackett	Aye

MOTION CARRIED

Motion by Keith Lukowski, seconded by Wendy Salvati, to **recommend** issuance of an outside storage **Temporary Conditional Permit** to the Town Board for Woodview Construction & Homeview Properties, located at 8955 Sheridan Drive, per the approved site plan, subject to the following conditions being met:

1. Initial permit shall be for a term no greater than one year.
2. Stone parking area to be kept in a maintained condition, that prevents excessive dust.
3. Stone parking area shall be removed upon the termination or expiration of the Temporary Conditional Permit, and returned to lawn.
4. Outside storage shall be limited to licensed vehicles and trailers, and no outside storage shall occur outside of the stone parking area.

Keith Lukowski	Aye	Daniel Tytko	Aye	Gregory Todaro	Aye
Wendy Salvati	Aye	Richard Bigler	Aye	Robert Sackett	Aye

MOTION CARRIED

Item 2

Brawdy Construction
Industrial Business Park

Requests Concept Plan approval for a proposed office
and shop/warehouse addition at 9795 County Road.

DISCUSSION: *(transcription in progress)*

Mr. Bleuer introduced this project at 9795 County Road, located on the south side of County Road, east of Goodrich Road. It is a 4.1-acre parcel in the Industrial Business Park zone, containing a construction company facility.

The applicant is requesting Concept Plan approval for a proposed office and shop/warehouse addition. The 2-story office addition is approximately 5,324 sq. ft. and constructed with brick and metal. The shop/warehouse addition is approximately 6,615 sq. ft. and constructed with CMU block.

The Town Board referred this proposal to the Planning Board in April of this year. Since then, the applicant has addressed comments received.

The Planning Board has the authority to act on this request, after an action through the State Environmental Quality Review Act (SEQRA).

ACTION:

Motion by Daniel Tytka, seconded by Richard Bigler, that pursuant to Article 8 of the Environmental Conservation Law, to **accept** the Part 1 Environmental Assessment Form as submitted and **approve** the Part 2 & 3 Environmental Assessment Forms as prepared and to **issue a Negative Declaration** on the proposed Brawdy Construction addition at 9795 County Road. This Unlisted Action involves the proposed office and shop/warehouse addition in the Industrial Business Park zone. After thorough review of the submitted plans, documents, meeting minutes, reports, letters, and Environmental Assessment Forms, it is determined that the proposed action will not have a significant negative impact on the environment.

Keith Lukowski	Aye	Daniel Tytka	Aye	Gregory Todaro	Aye
Wendy Salvati	Aye	Richard Bigler	Aye	Robert Sackett	Aye

MOTION CARRIED

Motion by Daniel Tytka, seconded by Richard Bigler, to **approve** the Brawdy Construction **Concept Plan**, located at 9795 County Road, per the submitted plan by Carmina Wood Design, dated April 7th, 2026, with a final revision date of August 10th, 2026, and to **approve** the **Conceptual Architectural** drawings by Abstract Architecture, dated August 11th, 2026, all subject to the following conditions being met:

1. Subject to Development Plan review by the Town, including a technical review of the final Development Plan by the Town Engineering Department.
2. Applicant meeting the requirements of the Engineering and Building Departments, including Fire Inspector, and all associated conditions, prior to any permits being obtained for site work activity or construction on the property.
3. Subject to the issuance of permits from outside agencies, as required, and any associated conditions.
4. Landscape Committee approval of a final landscape plan, prior to Development Plan approval, including any planting and fencing where applicable. In addition, a maintenance plan shall be submitted as part of the landscape plan.
5. A landscape plan shall be submitted, and any fencing remain in perpetuity, and are maintained or replaced in kind should there be any deterioration, or death and disease to plantings.
6. Any outside dumpsters or totes shall be fully enclosed by Town approved screening, and shall remain closed at all times when not in use. Garbage service shall occur in conformance with Town Code. No garbage or debris shall accumulate outside of dumpsters or totes.

7. Review of a lighting plan prior to Development Plan approval. All site lighting shall comply with the Town Code, be dark sky compliant and shielded to prevent spillage onto adjoining properties. No lighting shall be elevated above 15' and all lighting shall be turned off no later than one hour after business hours except for necessary security lighting. Any and all security lighting shall be depicted on the lighting plan.
8. Final building elevations to be submitted as part of the Development Plan review, including the labelling of material types and colors. Building materials to be used shall be of industry standard high quality for durability and appearance.
9. Any exterior building mechanicals shall be identified, detailed, and shielded on any future submittals.
10. Building and site shall be maintained as approved, in perpetuity, and any building and site deficiencies shall be repaired or replaced as approved.
11. Parking and drive areas shall be maintained in perpetuity. No parking of vehicles outside the designated parking areas. Any stone parking areas to be kept in a maintained condition, that prevents excessive dust.
12. No additional business operations or operators without proper application made by the applicant and with review and approval by the Town.
13. Any permanent signage subject to review and approval by the Sign Review Committee, and any temporary signage subject to review and approval by the Office of Planning and Zoning.
14. Subject to Open Space, and any other applicable fees as required by Town Code.

Keith Lukowski	Aye	Daniel Tytka	Aye	Gregory Todaro	Aye
Wendy Salvati	Aye	Richard Bigler	Aye	Robert Sackett	Aye

MOTION CARRIED

Item 3

Mattina Development, LLC.
Industrial Business Park

Requests Conceptual review of a proposed commercial plaza on the southwest corner of County Road and James Ryan Parkway, SBL 44.00-1-55.

DISCUSSION: (transcription in progress)

Mr. Bleuer introduced this project, SBL 44.00-1-55, located on the southwest corner of County Road and James Ryan Parkway. It is a proposed 3.36-acre subplot within the previously approved Cimato Industrial Business Park, located in the Industrial Business Park zone.

The applicant is requesting Conceptual review of a proposed commercial plaza. The project consists of two 1-story multi-tenant commercial buildings. One building is approximately 8,000 sq. ft., and the other is approximately 10,900 sq. ft. to include a drive-through facility. This building is labeled as building number 2 on the overall site plan.

The Town Board referred this proposal to the Planning Board this morning.

The applicant is currently constructing a previously approved commercial plaza on the southeast corner of County Road and James Ryan Parkway, which is a separate and distinct project. The

applicant is also concurrently proposing another separate and distinct project on the southwest corner of County Road and James Ryan Parkway.

The initiation of a coordinated review under the State Environmental Quality Review Act (SEQRA) will allow for involved agency and interested party comment.

ACTION:

Motion by Gregory Todaro, seconded by Daniel Tytko, that pursuant to Article 8 of the Environmental Conservation Law, to **accept** the Part 1 Environmental Assessment Form as submitted and to seek Lead Agency status and **commence a coordinated review** among involved and interested agencies on the proposed Mattina Development, LLC. project on the southwest corner of County Road and James Ryan Parkway, SBL 44.00-1-55, in the Industrial Business Park zone. This Unlisted Action involves construction of a commercial plaza, including a drive-through facility.

Keith Lukowski	Aye	Daniel Tytko	Aye	Gregory Todaro	Aye
Wendy Salvati	Aye	Richard Bigler	Aye	Robert Sackett	Aye

MOTION CARRIED

Item 4

Mattina Development, LLC.
Industrial Business Park

Requests Conceptual review of a proposed commercial and flex warehouse plaza on the east side of James Ryan Parkway, SBL 44.00-1-55.

DISCUSSION: (transcription in progress)

Mr. Bleuer introduced this project, SBL 44.00-1-55, located on the east side of James Ryan Parkway, south of County Road. It is a proposed 1.91-acre subplot within the previously approved Cimato Industrial Business Park, located in the Industrial Business Park zone.

The applicant is requesting Conceptual review of a proposed commercial and flex warehouse plaza. The project consists of one 1-story 5,100 sq. ft. multi-tenant commercial building fronting James Ryan Parkway, and two 1-story 5,760 sq. ft. flex warehouse buildings in the rear. Vehicular cross access is proposed to the adjacent commercial plaza currently being constructed on the southeast corner of County Road and James Ryan Parkway.

The Town Board referred this proposal to the Planning Board this morning.

The initiation of a coordinated review under the State Environmental Quality Review Act (SEQRA) will allow for involved agency and interested party comment.

ACTION:

Motion by Gregory Todaro, seconded by Daniel Tytko, that pursuant to Article 8 of the Environmental Conservation Law, to **accept** the Part 1 Environmental Assessment Form as submitted and to seek Lead Agency status and **commence a coordinated review** among involved and interested agencies on

the proposed Mattina Development, LLC. project on James Ryan Parkway, SBL 44.00-1-55, in the Industrial Business Park zone. This Unlisted Action involves construction of a commercial and flex warehouse plaza.

Keith Lukowski	Aye	Daniel Tytko	Aye	Gregory Todaro	Aye
Wendy Salvati	Aye	Richard Bigler	Aye	Robert Sackett	Aye

MOTION CARRIED

Meeting **adjourned** at 7:59 p.m. with a motion by Wendy Salvati.

Amy Major
Senior Clerk Typist