

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:

Chris Santora	Dante Santora	Ari Goldberg	Joe Mattina	Clemente Toffolo
Michael Anderson	Dan LaPietra			

Item 1

Woodview Construction &
Homeview Properties
Commercial

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

DISCUSSION:

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.

Chris and Dante Santora were present to represent their request, stating that they would like to put up a 24'x40' garage, with stone parking behind it to park trailers on. They are adding landscaping to the left of the driveway, and are repairing the existing fence along the left side of the stone driveway. They will add more trees and plants along the building to help buffer the view from Sheridan Drive.

Mr. Santora stated that the entrance in to the stone driveway will have a gate, with a couple of parking spaces in front of it.

Chairman Sackett asked if the fence extends to the southern boundary of the stone area.

Mr. Santora responded yes.

Mr. Lukowski asked if there will be wall sconces on the proposed garage.

Mr. Santora responded yes.

Mr. Lukowski asked if there will be any lighting to the rear of the garage.

Mr. Santora responded no.

Mr. Lukowski asked when the lighting will be on.

Mr. Santora stated that they will most likely be set for dusk-to-dawn.

In regard to Public Participation, no one spoke.

With no one wishing to speak, Public Participation was closed for this item at this time.

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.

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

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:

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).

Dan LaPietra with Carmina Wood Design, and Michael Anderson with Abstract Architecture were present to represent this project.

Mr. Tytko asked to confirm that the materials being proposed will match the current building.

Mr. Anderson responded yes; this is their headquarters, the face of their company, it has to look good and reflect the quality that they want. They will be using high quality materials; the goal is to make it look like it has always been there.

Mr. Tytka asked if the 2nd floor will be primarily offices and conference space.

Mr. Anderson explained that the company is expanding, and growth is continuing. The first floor will be open space where project managers, field guides, etc. can come in, connect their laptops, and do some office work.

Mr. Anderson stated that upstairs there will be additional offices, and a conference room with access to the front balcony.

Mr. Tytka asked if there will be any new freestanding or additional lighting on the building.

Mr. Anderson noted that all of their site lighting and security lighting will be building-mounted, downward facing, and dark sky compliant. There will also be decorative lighting to highlight the existing company logo.

Mr. Tytka noted that the trees being removed will need to be replaced, and that the applicant will need to meet with the Landscape Committee.

Mr. Anderson responded that revisions have been made to reflect requests, reducing the number of trees that they are removing. The only ones being removed are ones that they need to remove in order to get trucks in and out. They are aware they need to go in front of the Landscape Committee.

Mrs. Salvati asked if there will be any new fencing added anywhere.

Mr. Anderson stated that the applicant has not had any security issues with the materials in the back. They are not opposed to it, but they also do not plan on it currently. They have considered using landscaping to shield the area, which is primarily employee parking.

Mrs. Salvati added that in the future if the applicant desires to install fencing, they can always come to the Planning Department to work with them.

Mrs. Salvati asked if there will be a dumpster located on the property.

Mr. Anderson responded no; it is a construction company, most of their day-to-day waste is on the sites, not at this space. One of the bays in the back building is a pre-fabrication bay, all of the garbage is within the bay, and they use the garbage company to clean it out.

Mrs. Salvati confirmed that no new lighting standards will be added to the rear parking area.

Mr. Anderson responded that is correct.

Mrs. Salvati noted that as part of the development plan, a lighting plan will be included.

Mr. Anderson responded yes.

In regard to Public Participation, no one spoke.

With no one wishing to speak, Public Participation was closed for this item at this time.

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.

The applicant has heard, understands, and agrees to these conditions.

Keith Lukowski	Aye	Daniel Tytko	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:

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.

Present to represent this request are owner Joe Mattina, Ari Goldberg with Barclay Damon, and Chris Wood and Clemente Toffolo with Carmina Wood Design.

Mr. Goldberg explained that this is another phase of the Mattina Development on the James Ryan Industrial Parkway, two commercial buildings. Before starting the thorough review, Mr. Goldberg wanted to state that lessons have been learned from the first project, and they hope to have fewer deficiencies this time. All materials and designs will mimic the previous project, including the cupolas, and the landscape plan is robust with extreme consideration given to buffering the view for vehicles traveling on County Road.

Mr. Toffolo explained that the two proposed buildings will have an orientation whereas they are facing James Ryan Parkway, drainage and stormwater management will be through a series of bio retention basins which were done for the previous project at 6729 James Ryan Parkway, and they will connect to the pond that has been developed to service the entire development, once it is fully developed.

Mr. Toffolo stated that the dumpsters are located in the back, and will be screened sufficiently so as to mitigate the view from the roads.

Mr. Toffolo added that lighting will be dark-sky compliant, the free-standing lights will be in the parking areas, and there will be lights attached to the buildings.

Mr. Toffolo noted that the aesthetics will all be similar to the previously approved building currently being constructed, and how the site in its entirety is designed to have a nice flow to it.

Mr. Goldberg added that they will need to seek the same variances for these proposed projects as they did the first project.

Mr. Mattina briefly explained the types of tenants that they are hoping to have on the site, noting that they are currently working with a coffee shop, a deli, tire store, and they are also hoping for a dry cleaner. The plan is to have mom and pop type of businesses on site.

Mr. Todaro started off saying that he likes this project, it is a great thing to have at the north end of town, there are not any similar types of plazas or stores. He also likes that they are focused on keeping a similar type of architecture for the area.

Mr. Todaro asked how much of the 10,900 sq. ft. building is anticipated for the potential drive-through piece of this project.

Mr. Toffolo stated that it is 2,000 sq. ft.

Mr. Todaro asked what the anticipated traffic numbers will be for the drive-through use.

Mr. Goldberg noted that they do not know just yet, but they figure it will be typical demand of most coffee-shop drive-throughs. As they proceed through concept level approval, they will have a better idea of numbers.

Mr. Todaro stated that the reason he asked is because of the queuing line, and the impact that it might have on the site.

Discussion continued regarding the potential for parking on the site as the site develops.

Mr. Toffolo explained that they are a little short on the required parking spaces, and they will be looking for relief for that.

Mr. Todaro asked how deliveries will work, will there be semi-trucks.

Mr. Toffolo and Mr. Mattina both responded that deliveries are typically early in the morning, to the rear of the buildings.

Mr. Todaro asked if there will be mostly box trucks.

Mr. Toffolo responded yes; there will not be tractor trailers, only box trucks.

Mr. Goldberg explained that they are not looking to have any larger retail businesses or business that would require tractor trailers, only the smaller businesses that would utilize box trucks for deliveries.

Mr. Todaro asked about the drive-through operations for the proposed coffee shop will work, and how the board and the sound will operate.

Mr. Mattina stated that it will be just like any other drive-through board that you see locally. There is no music that plays.

Mr. Goldberg stated that based on the initial design, it will be located along the landscape strip to the south of all of the drive-through queues.

Mr. Todaro asked if the amplified order board will have any effect on the residential area.

Mr. Goldberg responded no.

In regard to stormwater drainage, and noting that there is a pond on site, Mr. Todaro asked the applicant to explain that the pond is engineered for the build out of this site.

Mr. Toffolo stated that the pond is engineered for the build out, and approximately 36% larger than needed for the entire subdivision.

Mr. Todaro asked who will do the maintenance on the stormwater system for the site.

Mr. Toffolo responded that it will be Mattina Development.

In regard to landscaping, Mr. Todaro asked how they plan to provide screening the operations for these buildings.

Mr. Toffolo explained the ample and heavy vegetation that is planned for the site.

Mr. Mattina explained that the entire design of the site is for a park like setting.

Mr. Todaro asked how the lighting will work on the properties; both the building and the parking lot.

Mr. Toffolo explained that lighting will be done at a minimum. Adequate for illumination and safety, dark sky compliant, there will be security lighting at each building.

Mr. Toffolo continued to explain the preliminary lighting plans for the site.

Discussion continued regarding potential lighting.

Mr. Todaro asked if there will need to be an expansion of utilities.

Mr. Toffolo and Mr. Mattina both stated that it is already there.

Mr. Todaro asked how the mechanicals will be shielded on the buildings.

Mr. Toffolo stated that they are primarily on the ground, they will be shielded.

Mr. Todaro asked about the dumpster location, and is it shared with the businesses that are there.

Mr. Toffolo stated that there will be two dumpster areas, the dumpsters will be shared with the businesses that are there.

Discussion continued regarding dumpsters and locations.

Referring to the site plan as shown, Mrs. Salvati asked about the black area in front of the parking area.

Mr. Toffolo stated that it is a gravel strip, serving a couple of different purposes including pre-treatment for the bio retention area.

Mrs. Salvati asked about the line of parking parallel to the center, asking if there will be curb stops.

Mr. Toffolo responded yes.

Mrs. Salvati noted that one of the things that will need to be added are site data tables, and all of the requirements.

Mr. Toffolo pointed out that they are already provided.

Referring to the mechanicals, Mrs. Salvati stated that showing them on the plans would be helpful.

Discussion continued regarding mechanicals.

Mr. Mattina stated that anything they were instructed to do for the first project, they are doing for these projects.

Chairman Sackett noted that the drive-through is different, and asked if there is an estimate for the holding capacity of the stacking lanes for the drive-through.

Mr. Toffolo stated that it is 12.

In regard to Public Participation, no one spoke.

With no one wishing to speak, Public Participation was closed for this item.

ACTION:

Motion by Gregory Todaro, seconded by Daniel Tytka, 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 Tytka	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:

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.

Present to represent this request are owner Joe Mattina, Ari Goldberg with Barclay Damon, and Chris Wood and Clemente Toffolo with Carmina Wood Design.

Mr. Toffolo stated that this is the same site designs, and aesthetics as the last project. They are all similar.

Mr. Todaro asked what a flex warehouse building is, what is it used for, what is stored inside.

Mr. Mattina explained that they are for contractors to store their equipment in.

Mr. Todaro asked if they anticipate vehicles to be stored in the warehouses or just machinery.

Mr. Mattina explained that people may leave their vehicles parked there at their spot, they will need to be registered and insured. The units will have a bathroom, and be heated.

Mr. Todaro noted that they can be used for either commercial or personal uses.

Mr. Mattina responded yes.

Mr. Todaro asked if the same materials will be used as the other building.

Mr. Mattina responded yes, and they are looking to use metal on the flex garages to the rear of the site.

Mr. Todaro confirmed that there is no drive-through planned for this proposed building.

Mr. Toffolo confirmed no drive-through.

Mr. Todaro asked the applicant to explain parking on the site.

Mr. Toffolo stated that parking up front will be mainly for the retail and office portion, and the rear will have allocated parking for the flex space.

Discussion continued regarding parking spaces.

Mr. Todaro asked the applicant to describe the landscaping around this proposed project.

Mr. Toffolo reiterated that the landscaping is visually appealing, creating a nice aesthetic, as well as to visually screen where needed. The landscaping is very ample and plush.

Mr. Todaro asked if these projects will be phased as far as buildout.

Mr. Mattina stated that the first building is being done now, then they would like to get the permits for the drive-through coffee shop on building #2.

Discussion continued regarding the order of buildings and projects that will be completed.

Mr. Mattina noted that the market will dictate the phasing.

Chairman Sackett asked if the doors on the flex warehouse will be metal.

Mr. Mattina stated that the flex warehouse doors will be two-toned nice metal. The first building will be brick.

Discussion continued regarding the Industrial Zone code relative to metal.

In regard to Public Participation, no one spoke.

With no one wishing to speak, Public Participation was closed for this item.

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