

Town of Parma  
Planning Board Meeting Minutes  
June 17, 2024

Members Present:

Chairman: Daryl Maslanka

Executive Secretary: Luke McGrath

Daryl Maslanka

Mike Reinschmidt

Tod Ferguson -Town Board Liaison

Jack Wade

Ray Wenzel

Mark Lenzi

Members Absent: Nick Lukomskly Alt.

Public Present: Kris Schultz, John Hotto, Justin Mensing

The meeting was called to order at 7 pm by Chairman Maslanka.

The meeting minutes from May 6, 2024, were presented for approval. Jack Wade had a correction of his name on page 1, first paragraph from the bottom. Being no further questions regarding the minutes. Jack Wade made a motion to approve the meeting minutes from May 6, 2024, as presented. Seconded by Mike Reinschmidt. Motion carried unanimously 5-0.

**Continuing Business**

Site Plan 2 Lot 563 Trimmer Rd

John Hotto from Land Tech Surveying presented to the Board the final site plans for the 2-lot subdivision of 563 Trimmer Rd.

Chairman Maslanka questioned the Monroe County Water authority approval letter has Town of Ogden, instead of Town of Parma. Mr. Hotto says it must be a typo, because the property is right on the border. Chairman Maslanka asked if there was a letter from the department of transportation. Mr. Hotto states that they reviewed the plans and had no other comments. (Usually, they issue the permit but do not sign the plans.) Mark Lenzi says that the building department should get a copy of the DOT permit before they issue the building permit.

The following signatures are on the plans:

Monroe County Water Authority: 5.16.24

Town of Parma Engineer: 5.30.24

Monroe County Health Department: 5.22.24

Mark Lenzi asked where the nearest fire hydrant is and the board looked back at the site plans. Mr. Hotto pointed out the nearest fire hydrant is going to be 210 feet to the north.

There being no further discussion, comments or concerns, **Jack Wade made a motion to grant Final Approval for the 2 Lot Subdivision Site Plan at 563 Trimmer Rd. Motion seconded by Ray Wenzel, carried unanimously 5-0.**

### NEW BUSINESS

Fill Permit	Parking Lot Expansion	4925 West Ridge Rd
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Kris Schultz corrected that this is a site plans for the expansion of the parking lot and not for a fill permit like it was originally submitted. He is proposing the expansion of the north parking lot, which would be an additional 127 additional parking spaces. This will be basically extending the aisles of the lots.

Jack Wade asked about the application for a fill permit, Mr. Schultz explained that they were trying to figure out how to turn this in and it was advised that leveling and paving wouldn't be a full site plan. He says he plans on submitting this plan to JP with a SWPPP because they have added the modification of a pond offset.

Mark Lenzi asked if there were any plans to add buildings. Kris Schultz's states that property owners had plans at one point to expand the building for school facilities. He stated they were going to move the front portion of the building to the north, which is where the leech system is located, and Kris Schultz said they have done soil testing on the west and it's all sand. Kris Schultz Also explained they were getting 2-3-minute Perc Tests.

Mr. Schultz continues to explain they do have those plans, but nothing tonight.

Jack Wade asked about the proposed pole mounted lights in the parking lot. Kris Schultz explains they are low level lights for the winter months when it gets dark at 5pm. They are going to be far enough off Ridge Road, so it will not impact anyone.

Mark Lenzi asked what the plans are for the dirt after digging the pond. Kris Schultz says that they will be using it for something on site and Mr. Schultz says they will not take it off site. Chairman Maslanka asks if there will be any impact of the location of the pond on the existing properties. Kris Schultz explains that it's a low-lying area.

Mike Reinschmidt asked if the lights would be on 24/7 in the winter. Kris stated that the lights will turn off, they will only be on when people are coming and going, the lights will be on.

Chairman Maslanka asked Luke McGrath if the parking increase triggers anything with the ADA. Luke McGrath explains that if the building was expanded then they would need to have handicap accessibility ramps and handicap parking. Kris states that currently the building is not expanding.

The board discusses that the building department will handle most of the permitting process after the Fill permit is approved. Luke McGrath states that this site plan will have to go through the Town Engineer for comments. Mr. Shultz says he will send the site plans to JP to receive comments and if he needs anything changed on the plans, he will then update the plans.

Chairman Maslanka asked the board if there were any more questions or concerns. The Board agrees they would like the Town Engineer to review the plans before approving the plans. Mark Lenzi would also like there to be a condition put into place for the lighting to be on and off at a certain time, this is to make sure the lights don't create any disturbance. Mark Lenzi asked how tall the lights were. Mr. Schultz says that they are going to 20 ft.

**Mark Lenzi made a motion to table the Fill Permit pending the Town Engineer's review. Seconded by Mike Reinschmidt. Motion carried unanimously 5-0.**

### **MISCELLANEOUS**

Kris Schultz told the board that he submitted a plan for 301 North Ave for the next meeting. Kris said they went to the zoning board and received the Area Variance needed and that he also spoke with the Town Engineer. Kris asked the Town engineer if it's okay to connect to the 6-inch force main, and it was advised to him that he would have to be an out of district customer to connect. This will be presented on the new plans for 301 North Ave. Kris said according to MRB there wouldn't be any issue hooking up a house or two to the force main.

There being no further business to discuss, Jack Wade made a motion to adjourn the meeting at 7:25 pm. Seconded by Ray Wenzel. Motion carried unanimously 5-0.

Respectfully submitted,

Christen Mensing, recording secretary,

Town of Parma Planning Board