



DANIEL P. MCCOY
COUNTY EXECUTIVE

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DEPUTY COUNTY EXECUTIVE

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COUNTY OF ALBANY
ALBANY COUNTY PLANNING BOARD
ECONOMIC DEVELOPMENT, CONSERVATION, & PLANNING
DEPARTMENT
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CHAIRPERSON

VICE CHAIRPERSON

ACPB 03-19-26 Meeting Minutes

NOTE: The March 19th, 2026 meeting of the ACPB was held in person at the Albany County office building located at 112 State Street in Albany. The meeting was also available remotely via Microsoft Teams for the public to participate.

Board Members Present: Brian Crawford, Ta-Sean Murdock, Aimee McKane, Jeff LaFontaine and Michael Allain

Board Members Absent: None

Albany County: Gopika Muddappa (Deputy Director of Economic Development, Conservation and Planning); Bhagyashree (Senior Planner); Ann Marie Salmon (Director of Economic Development, Conservation and Planning); Wesley Hartmann (Senior Operations Analyst)

Guests: Ian Reeve (Via Teams) and Christine Breton (Via Teams)

Minutes: Autumn Countermine (ACPB Secretary)

Call to Order: Brian Crawford called the meeting to order at 3:35 PM

Vote for Meeting Minutes: Aimee McKane made a motion to approve the January 15th, 2026, and February 19th, 2026, Meeting Minutes. The Motion was seconded by Michael Allain and was also Approved by Brian Crawford, Jeff LaFontaine and Ta-Sean Murdock.

Ta-Sean Murdock made a motion to move all Referrals with a Staff Opinion of "Defer to Local Consideration" to the front of the agenda and to vote on them as a group. The motion was seconded by Jeff LaFontaine and was also approved by Brian Crawford, Aimee McKane and Michael Allain

Case #: 01- 2603040821
Project Name: **Ordinance 4.31.26**

Applicant: Albany Common Council
Project Location: 164 Delaware Ave and Pt. 164 Delaware Ave
Municipality: City of Albany
Parcel Size: 2.28 acres
Zoning: Land Conservation
Tax Map Number: 76.10-1-2
76.10-1-3
Referring Agency: City of Albany Legislative Board

Considerations: Rezone the two parcels at 164 Delaware Ave and Pt. 164 Delaware Ave, from land conservation to mixed use neighborhood edge to allow for reuse of lands known as "sunshine school".

Action Type: **Adoption/Amendment of Zoning Ordinance or Local Law**

Juris. Determinant: N/A
Potential Impacts: N/A

Staff Notes: Application received amending chapter 375 of the Code of the City of Albany (Unified Sustainable Development Ordinance) by changing the zoning classification of a portion of parcels currently known as 164 Delaware Avenue and pt. 164 Delaware Avenue from Land conservation (LC) to Mixed-use Neighborhood Edge (MU-NE) and amending the zoning map accordingly. As per the narrative statement provided by the council member, a total of 2.28± acres are to be created from portions of the following parcels of land situated in the City of Albany. The proposed rezoning would allow for the reasonable reuse of the building and lands known as the "Sunshine School," including the James Hall Office, an individually listed historic property and National Historic Landmark. The property was the subject of an auction by the Albany City School District, which is under contract to dispose of the property to a private owner who will be subject to applicable zoning regulations. The current Land Conservation zoning designation encumbers the parcel with a limited number of allowable uses and a maximum lot coverage allowance of just 10% (which the existing building already exceeds). This greatly inhibits the reuse potential of the existing historic building and property, even where the proposed reuse complements and enhances the public space surrounding it. As per Short Environmental Assessment form (SEAF) form, the said ordinance is adopted for a total of 2.28 acres. The proposed action is consistent with existing character of the

surrounding. Wetlands and waterbodies are present in Lincoln Park, in which the location lies, but rezoning the parcels will not encroach.

Staff Opinion: Defer to local consideration
1. This board has found that the proposed action will have no impact upon the jurisdictional determinant referring to this case, nor will it have significant countywide or intermunicipal impact.

Advisory Note: N/A

Case #: 07-2603040824
Project Name: Verizon Wireless Antenna

Applicant: Cellco Partnership D/b/a Verizon Wireless
Project Location: 630 Columbia St Extension
Municipality: Town of Colonie
Parcel Size: 3.60 acres
Zoning: Commercial Office Residential (COR)
Tax Map Number: 19.2-5-2
Referring Agency: Town of Colonie Zoning Board of Appeals

Considerations: The installation of a cellular antenna and modified equipment on an existing tower.

Action Type: Speacial Use Permit

Juris. Determinant: State or County Road
Potential Impacts: State Route 7,
9R Columbia Street Ext.

Staff Notes: A Special Use Permit application has been submitted for the installation of one (1) small cell wireless antenna on the roof of an existing commercial building containing office and gym uses, along with the installation of associated electrical and telecommunications equipment at grade within a proposed fenced area. The application was previously approved by the Town of Colonie Building and Fire Services Department; however, the facility was not constructed before the approval expired. According to the applicant's narrative, the proposal includes: a) Installation of one cylindrical small-cell antenna (24 inches in height and 15 inches in diameter) to be ballast-mounted on the roof of the existing 28.33-foot-tall building, with a maximum height of 36.5 feet above ground level; b) Installation of ground-

mounted electrical and telecommunications equipment adjacent to the building wall on a 4-foot by 8-foot equipment platform with a canopy. The applicant states that increased demand for Verizon Wireless’ network in the area has exceeded the capacity of nearby macro cell facilities. The proposed small cell installation, which is a low-power, single-sector radio unit with a small external antenna, is intended to provide localized coverage with an approximate 1,500-foot service radius. The facility would improve wireless service and network capacity in the commercial area surrounding Crossroads Center Shopping Plaza and nearby businesses. The existing macro cell facility serving the area, located on the Town water tank at 76 Miller Road, has reportedly reached maximum capacity, and the proposed installation would help relieve network congestion. Verizon Wireless is considered a public utility for land use purposes and a provider of “personal wireless services” under the Telecommunications Act of 1996. The proposed roof-mounted antenna complies with applicable design and siting requirements of the Town of Colonie Land Use Law. According to the Short Environmental Assessment Form (SEAF), the project will result in less than one acre of land disturbance. The proposed action is a permitted use and is consistent with the surrounding commercial land use pattern.

Staff Opinion: Defer to local consideration
1. This board has found that the proposed action will have no impact upon the jurisdictional determinant referring to this case, nor will it have significant countywide or intermunicipal impact.

Advisory Note: N/A

Case #: **07-2603040825**
Project Name: **Conversion of Commercial Space**

Applicant: Gig Realty, LLC
Project Location: 1314 Central Ave
Municipality: Town of Colonie
Parcel Size: 0.25 acres
Zoning: Neighborhood Commercial Office Residential (NCOR)
Tax Map Number: 42.18-1-19.1
Referring Agency: Town of Colonie Zoning Board of Appeals

Considerations: Modification of an existing structure into a two-family dwelling.

Action Type: Speacial Use Permit

Juris. Determinant: State or County Road
Potential Impacts: 5 Central Ave

Staff Notes: A Special Use Permit application has been submitted to convert two existing commercial office spaces into a two-family dwelling unit. According to the Application for Zoning Verification and Building/Zoning Permit, the applicant proposes to convert the currently vacant office spaces into residential units primarily through interior modifications, including the installation of two kitchens. The application was denied by the Town of Colonie Building Department, as conversion to a two-family dwelling is not an approved use by right within the Neighborhood Commercial Office Residential (NCOR) Zoning District and therefore requires Special Use Permit approval. In the appeal narrative, the applicant states that the proposal would restore the building to its original residential use as a two-family dwelling. The applicant notes that the conversion would involve minimal interior alterations, including replacement of the previously removed kitchens and installation of a tub/shower within existing bathrooms, in compliance with applicable building and zoning codes. As per the site plan more than adequate parking area is present. The applicant further states that the proposal is consistent with the surrounding neighborhood character, which includes a mix of residential and commercial uses within the zoning district. The applicant notes that multiple residential uses exist in the vicinity, and the proposal would be similar in nature. According to a memorandum submitted by Vision Planning, LLC, a variance was granted in 1974 to convert the original residential structure to a retail sales use. The current owner purchased the property approximately 20 years ago. Since the COVID-19 pandemic, the applicant has had trouble securing long-term commercial tenants, prompting the request to convert the space back to residential use. The main tenant level has 2 floors which was built as a home with typical kitchen, dining room living room, two bedrooms and a bathroom the upstairs has 2 bedrooms and one bath. Second unit consists of one bathroom, two bedrooms and a open living area. The building contains separate entrances, utilities, HVAC systems, and parking spaces for each unit. The property also includes separate gas and electric meters for each tenant space. The first floor was previously used as the owner's office until it was rented from 2021 to 2023, while the lower level had been used primarily for storage and briefly rented as office space. According to the Short Environmental Assessment Form (SEAF), the proposed action would involve no physical land disturbance. The project would utilize existing water supply and

wastewater infrastructure and is stated to be consistent with the surrounding land use pattern.

Staff Opinion: Defer to local consideration
1. This board has found that the proposed action will have no impact upon the jurisdictional determinant referring to this case, nor will it have significant countywide or intermunicipal impact.

Advisory Note: N/A

Case #: 01-2603040827
Project Name: **Conversion of Townhouse**

Applicant: Jamarr Thornton
Project Location: 581 Clinton Avenue
Municipality: City of Albany
Parcel Size: 0.07 acres
Zoning: Residential, Townhouse (R-T)
Tax Map Number: 65.55-1-35
Referring Agency: City of Albany Planning Board

Considerations: Conversion of a Townhouse Two-Unit Dwelling, into a Townhouse Three-Unit Dwelling.

Action Type: **Special Use Permit**

Juris. Determinant: State or County Property
Potential Impacts: 58 Quail St,
607 Clinton Ave ,
449 Elk St,
402 Second St

Staff Notes:

A Special Use Permit application has been submitted to convert an existing two-unit detached residential dwelling into a three-unit detached residential dwelling by finishing the existing basement to create one additional one-bedroom apartment. No changes to the building footprint are proposed. All work will comply with the New York State Building Code and City of Albany zoning requirements. According to the completeness review materials, the applicant states that the project will bring existing interior space into compliance with current building, fire, and life-safety codes, resulting in positive public health and safety outcomes. The proposed three-unit dwelling is consistent with the scale and intensity of residential uses in the surrounding neighborhood, where similar multi-unit residential buildings exist. No major exterior modifications to the structure are proposed. The proposed use will continue to utilize existing utility connections, including water, sewer, and electric services. Primary building entrances are directly connected to the public sidewalk along Clinton Avenue, providing clear pedestrian access. Residents will access the building from the sidewalk and from on-street parking areas in a manner consistent with other residential properties in the neighborhood. Parking will be accommodated through existing on-street public parking along Clinton Avenue. No off-street parking is proposed or required as part of the project. The proposal does not require upgrades or improvements to public infrastructure. The addition of one dwelling unit is expected to result in a minor increase in household refuse. Refuse and recycling will be stored in designated containers located on the property. Construction is anticipated to take approximately 30 to 60 days following approval. The property is located within a local historic district.

Staff Opinion:

Defer to local consideration

1. This board has found that the proposed action will have no impact upon the jurisdictional determinant referring to this case, nor will it have significant countywide or intermunicipal impact.

Advisory Note:

N/A

Case #:

01-2603040828

Project Name:

Demolition at 255 First Street

Applicant:

Albany County Land Bank Corporation (Representative: Susan Baker)

Project Location:

255 First Street

Municipality:

City of Albany

Parcel Size:

0.06 acres

Zoning:

R-2 Residential Two-Unit

Tax Map Number: 65.64-6-46
Referring Agency: City of Albany Planning Board

Considerations: Demolition of the existing Residential Townhouse multi-unit Dwelling, with water and fire damage to construct a new building on the property.

Action Type: **Demolition Review**

Juris. Determinant: State or County Road,
State or County Property

Potential Impacts: 9 Henry Johnson Blvd

Staff Notes: An application has been submitted requesting demolition review of the existing vacant two-family residential structure on the property. According to the SEAF form, less than one acre of land will experience physical disturbance as part of the proposed action. The proposed action is a permitted use and is consistent with the surrounding neighborhood character. The site is listed on the State and/or National Register of Historic Places. The property has also been subject to environmental remediation due to the presence of asbestos-containing materials identified in an asbestos survey. Prior to demolition, the applicant will conduct asbestos abatement in accordance with New York State Department of Labor guidelines. According to the completeness review document, the applicant states that the structure has sustained extensive structural damage and still contains debris from prior incidents. Significant fire and water damage have further complicated the feasibility of rehabilitation. The Albany County Land Bank (ACLB) intends to redevelop the property with the construction of a new two-family home. Construction is anticipated to begin in late 2026 or 2027. ACLB is currently seeking funding for the project through New York State Homes and Community Renewal and is in the process of selecting design plans. Once these steps are completed, the applicant will pursue the necessary approvals from the City of Albany for new construction. The applicant cites structural instability and the cost of stabilization and rehabilitation exceeding the value of the property. A 2025 structural report prepared by CT Male identified several significant deficiencies, including unstable floor sheathing near the center of the building with floor framing collapsing into the basement; a leaking roof with deteriorating structural framing; severe deterioration in the rear portions of the first and second floors rendering them unsafe; and unsafe basement stairs. Efforts were made to sell the property; however, no qualified buyer submitted an application capable of financing the required rehabilitation. According

to the Demolition Debris Diversion Plan, the Albany County Land Bank will divert a minimum of 35 percent of demolition debris from landfill disposal through recycling and material reuse.

Staff Opinion: Defer to local consideration
1. This board has found that the proposed action will have no impact upon the jurisdictional determinant referring to this case, nor will it have significant countywide or intermunicipal impact.

Advisory Note: N/A

Case #: **01-2603040829**
Project Name: **Demolition at 256 First Street**

Applicant: Albany County Land Bank Corporation (Representative: Susan Baker)
Project Location: 256 First Street
Municipality: City of Albany
Parcel Size: 0.07 acres
Zoning: R-2 Residential Two-Unit
Tax Map Number: 65.64-4-24
Referring Agency: City of Albany Planning Board

Considerations: Demolition of the existing Residential Townhouse multi-unit Dwelling, with water and fire damage to construct a new building on the property.

Action Type: **Demolition Review**

Juris. Determinant: State or County Road,
State or County Property

Potential Impacts: 9 Henry Johnson Blvd

Staff Notes: An application has been submitted requesting demolition review of an existing vacant two-family residential structure on the property. According to the Short Environmental Assessment Form (SEAF), the proposed action will result in less than one acre of land disturbance and is permitted use. The property is listed on the National and/or State Register of Historic Places and is identified as archaeologically sensitive by the New York State Historic Preservation Office (SHPO). The site has previously been subject to environmental remediation. According to the completeness review materials, the structure has sustained significant fire and water damage, substantially limiting the

feasibility of rehabilitation. The building has been vacant for more than four years. The applicant states that the building is structurally unsafe and that the cost of stabilization and rehabilitation exceeds the value of the property. A 2025 structural report prepared by CT Male notes extensive exterior fire damage and structural instability. Attempts were made to sell the property; however, no qualified buyer submitted an application capable of financing the necessary rehabilitation. The Albany County Land Bank (ACLB) intends to redevelop the site with a new two-family residential structure. Construction is anticipated to begin in late 2026 or 2027. ACLB is currently seeking funding through New York State Homes and Community Renewal and is in the process of selecting design plans. Following completion of these steps, the applicant will seek the necessary approvals from the City of Albany for new construction. SHPO has approved this action with a letter dated 12/2/2025.

Staff Opinion: Defer to local consideration
1. This board has found that the proposed action will have no impact upon the jurisdictional determinant referring to this case, nor will it have significant countywide or intermunicipal impact.

Advisory Note: N/A

Case #: **04-2603040831**
Project Name: **Dwelling at 50 Adams place**

Applicant: Jenna Giacone
Project Location: 50 Adams Place
Municipality: Town of Bethlehem
Parcel Size: 0.32 acres
Zoning: H - Hamlet District
Tax Map Number: 85.16-10-14
Referring Agency: Town of Bethlehem Zoning Board of Appeals

Considerations: Area variance for increasing the density from two-units to three-units and demolish an existing garage to create 6 parking spaces.

Action Type: **Area Variance**

Juris. Determinant: State or County Road
 Stae or County Facility
 State County Property

Potential Impacts: 443 Delaware Ave

Staff Notes:

The applicant is requesting an area variance to increase residential density at 50 Adams Place, a 0.32-acre property located in the Hamlet (H) Zoning District. The existing multi-use building currently contains two units, and the applicant proposes to convert the structure into three residential dwelling units. The Hamlet District allows residential development at a density of 8 units per acre, which permits approximately 2.56 units on the parcel, effectively limiting the property to two dwelling units. The proposal therefore requires an area variance to allow a third unit. The project also includes demolition of an existing detached garage and construction of a six-space off-street parking area at the rear of the property. The application has been reviewed by the Planning Board and the Zoning Board of Appeals (ZBA) on June 25, 2025 and March 4, 2026. Initial site plans dated May 8, 2025 raised concerns related to traffic, parking, privacy, visual impacts, and stormwater drainage. The revised plan provides six off-street parking spaces located at the rear corner of the property. The updated layout improves circulation by preventing vehicles from backing onto Adams Place and reduces potential headlight glare toward adjacent properties. The plan also removes the existing on-street parking area along the property frontage and restores the area to a landscaped grass strip to maintain the neighborhood streetscape. Additional site improvements include installation of 6-foot solid vinyl fencing and evergreen screening trees along the southern and western property lines to buffer adjacent residential properties. Stormwater management improvements include a stormwater trench along the driveway to manage runoff from the expanded paved area. A Stormwater Analysis Report dated December 10, 2025 concluded the site can accommodate the additional pavement without adversely impacting adjacent or downstream properties. The Town Engineering Division confirmed compliance with drainage requirements in a memorandum dated January 27, 2026. A traffic analysis prepared by ABD Engineers & Surveyors determined that the proposed three residential units would generate approximately 1.41 AM peak-hour trips and 1.71 PM peak-hour trips, compared to 5.55 AM and 7.11 PM peak-hour trips generated by the previous dental office use, representing a reduction in traffic. Based on the revised site plan and supporting analyses, the Planning Board determined that the proposal adequately addresses parking, drainage, circulation, and neighborhood character concerns and recommended that the Zoning Board of Appeals rely on the revised site plans dated January 26, 2026 when evaluating the requested area variance. A detailed stormwater analysis was submitted as part of the application materials.

Staff Opinion: Defer to local consideration
1. This board has found that the proposed action will have no impact upon the jurisdictional determinant referring to this case, nor will it have significant countywide or intermunicipal impact.

Advisory Note: N/A

Case #: **05-2603040833**
Project Name: **Kalney Area Variance**

Applicant: Russell Kalney
Project Location: 9 Uthe Blvd
Municipality: Town of Coeymans
Parcel Size: 0.23 acres
Zoning: R-2 Single- and Two-Family Residence
Tax Map Number: 168.8-1-11
Referring Agency: Town of Coeymans Zoning Board of Appeals

Considerations: Proposal requesting a 13.5’ relief on rear setback to construct a lean-to on the side of the garage in a R-2 Single and Two-Family Residential zoning district.

Action Type: **Area Variance**

Juris. Determinant: State or County Road
Potential Impacts: 144 S Main St

Staff Notes: The applicant is seeking an area variance to provide 13.5 feet of relief from the required rear yard setback in order to construct a lean-to structure attached to the side of the existing garage for storage purposes within the R-2 Residential District. If approved, the proposed structure would be located approximately 1.5 to 2 feet from the rear property line. The applicant states that granting the variance will not result in an undesirable change to the character of the neighborhood nor create any detriment to nearby properties. According to the Short Environmental Assessment Form (SEAF), the proposed lean-to will extend the existing garage roofline and will be supported by three monotubes with 14-inch footings, 6×6 posts, and a 2×8 header. Non-structural framing will be installed between the posts. The structure will feature board-and-batten siding and a shingled roof, with one open end fitted with a canvas curtain door. The proposed project will result

in less than one acre of physical disturbance and is considered consistent with the character of the surrounding neighborhood. The property is listed under National Register Building Listings.

Staff Opinion: Defer to local consideration
1. This board has found that the proposed action will have no impact upon the jurisdictional determinant referring to this case, nor will it have significant countywide or intermunicipal impact.

Advisory Note: N/A

Ta-Sean Murdock made a motion to accept Staff Opinion for the following Cases: **01- 2603040821, 07-2603040824, 07-2603040825, 01-2603040827, 01-2603040828, 01-2603040829, 04-2603040831 and 05-2603040833.** The motion was seconded by Aimee Mckane and was also approved by Brian Crawford, Jeff LaFontaine and Michael Allain.

Case #: **18-2603040834**
Project Name: **Monkell Minor**

Applicant: Linda Monkell
Project Location: 767 CR1
Municipality: Town of Westerlo
Parcel Size: 113.90 acres
Zoning: RD/A
Tax Map Number: 115.3-1-1.11
Referring Agency: Town of Westerlo Planning Board

Considerations: Proposal for two lot subdivision to provide separate lots for the existing dwelling and vacant land for future development.

Action Type: **Subdivision Review**

Juris. Determinant: State or County Road,
Municipal Boundary

Potential Impacts: County Rt 1,
Town of Berne

Staff Notes: The applicant has submitted an application for a two-lot subdivision to create separate lots for the existing dwelling and the remaining vacant land intended for potential future development. According to the Short Environmental Assessment Form (SEAF), no physical land disturbance is

proposed as part of this action. The proposed subdivision is a permitted use and is consistent with the character of the surrounding area. A portion of the site, or lands adjoining the site, contains wetlands or waterbodies regulated by a federal, state, or local agency.

Staff Opinion:

Modify Local Approval to include

1. A County highway work permit from Albany County Department of Public Works for driveway construction, drainage and public utility connections within the county right of way should be required for any future development proposed on the subdivided lots.
2. A Notification of the application should be sent to Town of Berne including all required notices pursuant to GML §239-nn.

Advisory Note:

1. The Town should ensure that any wetlands disturbance from future development will require notification to and review by the U.S. Army Corps of Engineers for permits under Section 404 of the Clean Water Act.

Ta-Sean Murdock made a motion to accept Staff Opinion for the following Case:

18-2603040834. The motion was seconded by Jeff LaFontaine and was also approved by Brian Crawford, Aimee Mckane and Michael Allain.

Case #:

01-2603040826

Project Name:

Conversion at 52 & 54 State Street

Applicant:

54 State Associates Limited, Partnership

Project Location:

52, 54 State Street

Municipality:

City of Albany

Parcel Size:

0.41 acres

Zoning:

MU-DT

Mixed-Use Downtown

Tax Map Number:

76.42-3-8,

76.42-3-21

Referring Agency:

City of Albany Planning Board

Considerations:

Conversion of floors three to ten in an existing building into Multi-Unit dwelling for a total of 120 units including residential amenities.

Action Type:

Site Plan Review

Juris. Determinant: State or County Road
Potential Impacts: 5 State Street
32 S Pearl Street

Staff Notes: Site plan review application submitted proposing the conversion of an existing commercial building to residential use on floors three through ten, creating 120 apartment units consisting of 24 studio units, 72 one-bedroom units, and 24 two-bedroom units (totaling 144 bedrooms). Commercial uses will remain on the first floor, including NBT Bank and a coffee shop (Blend and Brew), while the second floor will contain residential amenities. According to the Short Environmental Assessment Form (SEAF), the project is expected to involve less than one acre of land disturbance. The proposed action is permitted use and is consistent with the surrounding land use context. The project will connect to existing municipal water supply and wastewater infrastructure. The property is listed on the National Register of Historic Places and is also identified as an archaeological site by the New York State Historic Preservation Office (SHPO). Environmental data indicates the presence of Peregrine Falcon, Atlantic Sturgeon, and Shortnose Sturgeon, which are listed as threatened or endangered species. Stormwater from the site will be directed to the combined sewer system, with roof drains modified to create a partial blue roof system for stormwater management. While the project site was previously identified as a remediation site in NYSDEC records, the database indicates no proximate remediation sites since 1990. The applicant submitted a sewer capacity report estimating an average daily sewer generation of 9,600 gallons per day (GPD). This represents an increase of approximately 4,774 GPD (0.0072 cubic feet per second) compared to existing conditions. Because the increase exceeds 2,500 GPD, mitigation measures are typically required; however, the project engineer states that the site is currently served by an existing public combined sewer system and that the proposed increase can be accommodated without negative impact to the system. According to the completeness review, the property is also located within a local Historic District. The site contains existing off-street parking and loading areas, and the applicant proposes 15 new on-site parking spaces as part of the redevelopment. As per the water report, estimated average daily water use is 9600 GPD, and engineer states that the project can be served by the existing public water system and will require an approved backwater Prevention Devices application (DOH 347).

Staff Opinion: Modify to local approval to include

1. Review by the New York State Office of Parks, Recreation and Historic Preservation for potential impacts on archeological and historic resources should be required prior to final approval.
2. . Review by the Albany County Department of Health for water supply, waste water discharge, and other required permits.
3. The local fire department should be notified to evaluate for public safety, emergency services access, water availability and any sprinkler system that may be required by building code.

Advisory Note:

1. As per the Short Environmental Assessment Form, the project site contains federally enlisted endangered species such as Peregrine Falcon, Atlantic Sturgeon and Shortnose Sturgeon. Review by the New York State Department of Environmental Conservation Division of Environmental Permits should be required to determine if permits or additional reviews are required due to wildlife species identified to be present in the project site.

Ta-Sean Murdock made a motion to accept Staff Opinion for the following Case:
01-2603040826. The motion was seconded by Michael Allain and was also approved by Brian Crawford, Aimee Mckane and Jeff LaFontaine.

Case #: **13-2603040832**
Project Name: **Fred The Butcher**

Applicant: Grill 64 LLC - Dave MacVane
Project Location: 386 Maple Ave
Municipality: Town of New Scotland
Parcel Size: 1.46 acres
Zoning: HD-D Development Area
Tax Map Number: 73.00-4-15,
 73.00-4-16
Referring Agency: Town of New Scotland Planning Board

Considerations: The proposal includes a two-storey addition (ground floor and walkout basement) to the existing commercial building, along with expanded parking and an updated parking layout. No change of use is proposed.

Action Type: **Site Plan Review**

Juris. Determinant: State or County Road
Potential Impacts: 85A Maple Rd,
85 New Scotland Rd

Staff Notes: Site Plan Review application proposing to expand the existing butcher shop, Fred the Butcher, through the construction of a two-story building addition (approximately 4,026 square feet) and the expansion of the parking areas to accommodate a total of 41 spaces, including 8 spaces designated for employees. These improvements are intended to allow the business to operate more efficiently and to provide enhanced amenities for customers. The parcel has two access drives from Maple Road (NYS Route 85A). One driveway provides access to the rear of the parcel and is primarily used for deliveries, while the second driveway leads to the main building entrance and the associated customer parking area. According to the applicant's narrative statement, the proposed improvements are not expected to create adverse impacts affecting adjacent properties, including noise, visual, drainage, or other impacts. As indicated in the Short Environmental Assessment Form (SEAF), the project will result in less than one acre of land disturbance. The proposed action is a permitted use and is consistent with the adopted comprehensive plan and the character of the surrounding area. The development will connect existing water supply and wastewater utilities. The site has been identified as potential habitat for the Northern Long-Eared Bat, which is listed by the federal government as a threatened species. The proposed action will generate stormwater runoff, which will be directed to the existing on-site drainage system.

Staff Opinion: Modify to local approval to include
1. As per the Short Environmental Assessment Form, the project site contains federally enlisted endangered specie such as Long Eared Bats. Review by the New York State Department of Environmental Conservation Division of Environmental Permits should be required to determine if permits or additional reviews are required due to wildlife species identified to be present in the project site.
2. Review by the Albany County Department of Health for water supply, waste water discharge, and other required permits.

Advisory Note: N/A

Ta-Sean Murdock made a motion to accept Staff Opinion for the following Case:
13-2603040832. The motion was seconded by Aimee Mckane and was also approved by Brian Crawford, Michael Allain and Jeff LaFontaine.

Case #: 05 -2603040820
Project Name: **Temporary Campground -Magic Forest**

Applicant: Jason Ball
Project Location: 134 Buck Ranch Rd
Municipality: Town of Coeymans
Parcel Size: 82.20 acres
Zoning: R/A - Residential Agriuculture
Tax Map Number: 130.-2.-20.1
Referring Agency: Town of Coeymans Planning Board and Zoning Board of Appeals

Considerations: Proposal for Temporary Campground with a maximum capacity of 600 people not to exceed 65 hours in a calendar year.

Action Type: **Special Use Permit**

Juris. Determinant: State or County Rd
Potential Impacts:

Staff Notes: The applicant seeks a Special Use Permit to operate a temporary campground on a vacant 210-acre parcel located in the R/A zoning district, with approximately 100 acres designated for campground use and a proposed maximum capacity of 600 attendees. The Short Environmental Assessment Form indicates that the proposed action will not result in physical disturbance to the site. The use is permitted within the zoning district and is consistent with the Town’s Comprehensive Plan. The campground will not connect to public or private water systems. Potable water will be provided through bottled water, and portable toilet facilities will manage wastewater. A solar-powered well is also proposed. As per narrative statement, the applicant requests an increase in capacity from 300 to 600 sellable tickets, citing production costs and financial feasibility as the basis for the request. The applicant has stated a willingness to comply with all applicable Town resolutions and regulatory requirements and is prepared for municipal review and oversight. Applicant is requesting that the permit be renewable rather than temporary to streamline future administrative processes. To address traffic circulation concerns, the applicant is in the process of widening the primary internal campground roads to 20 feet in order to accommodate two-way traffic and alleviate potential congestion. A dedicated traffic direction crew will manage arrival and departure periods. The proposed dates of operation are June 26–28, 2026, with hours of operation from 11:00 AM to 11:00 PM on Friday and Saturday, and 11:00 AM to 10:00 PM on

Sunday. Planned event services include designated camping areas for both car and tent camping, potable water access, bathroom and sanitation facilities, food vendors operating in compliance with County Health Department regulations, educational programming and cultural activities, and facilitated gatherings. The event will also provide on-site security, medical services, and emergency coordination. Temporary structures associated with the event include stages, shade structures, tents and temporary fencing or access control installations, all of which will comply with applicable building and safety codes. The applicant anticipates no routine assistance from the Fire Department; however, the Fire Chief will be notified in advance of the event dates and will be provided with the site layout, access roads, and fire safety plans for review. For the purpose of emergency services, a Licensed EMT services (e.g., Ravena Rescue Squad or equivalent) will be on site during all operating hours. A clearly marked medical area will be established. Emergency response protocols will be shared with staff and contractors.

Staff Opinion:

Modify to local approval to include

1. Review by the Albany County Department of Health for temporary arrangements for water supply, wastewater discharge and other required permits.
2. The local fire department should review emergency services access to the site

Advisory Note:

N/A

Ta-Sean Murdock made a motion to accept Staff Opinion for the following Case:

05 -2603040820. The motion was seconded by Aimee Mckane and was also approved by Brian Crawford, Michael Allain and Jeff LaFontaine.

Case #:	<u>14-2603040830</u>
Project Name:	Conversion at 9 Main St
Applicant:	DZ Ravena LLC
Project Location:	9 Main St
Municipality:	Village of Ravena
Parcel Size:	0.35 acres
Zoning:	B-1 General Business District
Tax Map Number:	168.11-2-49
Referring Agency:	Village of Ravena Planning/Zonig Board of Appeals

Considerations: Proposal to convert the first-floor commercial space of an existing building into a second apartment in General Business district.

Action Type: Use Variance

Juris. Determinant: Municipal Boundary,
State or County Road,

Potential Impacts: 143 Main st , Town of Coeymans

Staff Notes: The proposal seeks to convert the vacant first-floor commercial space into a residential apartment, resulting in a two-family dwelling on the property. The site is located in the B-1/C (General Business) zoning district. According to the Short Environmental Assessment Form (SEAF), the proposed action will not result in any physical disturbance to the site as it only includes interior works. The proposed action is consistent with the surrounding neighborhood context and will utilize existing water supply and wastewater utility connections. A building permit and application for a commercial change of occupancy were previously denied by the Village Planning and Zoning Board. The property is located in the B-1/C zoning district, where two-family dwellings are not permitted. Under the zoning regulations, residential buildings in this district must contain three or more dwelling units. As a result, the proposed conversion to a two-family dwelling would require approval of a use variance from the Zoning Board of Appeals.

Staff Opinion: Modify to local approval to include
1. Notification or the application should be sent to the Town of Coeymans including all required notices pursuant to GML §239-
nn.

Advisory Note: N/A

Ta-Sean Murdock made a motion to accept Staff Opinion for the following Case:
14-2603040830. The motion was seconded by Aimee Mckane and was also approved by Brian Crawford, Michael Allain and Jeff LaFontaine.

Unfinished Business –
None

New Business –

- a. The next meeting of the ACPB will be on **Thursday, April 16th, 2026** and the deadline for municipalities to submit referral items for review will be on **April 6th, 2026.**
- b. The Department of Economic Development, Conservation and Planning (EDCAP) will host its 2nd Annual Planning and Zoning Workshop on April 30, 2026, from 10:00 a.m. to 5:30 p.m. The workshop will feature sessions presented by the Capital Region Transportation Council (CRTC), the Capital District Regional Planning Commission (CDRPC), and the New York State Department of State. In addition, the program will include a networking reception for planners, students, and others interested in regional planning. Workshop sessions will provide eligible training hours for planning and zoning board members. Registration will open soon and is free.
- c. The Department of Economic Development, Conservation and Planning is seeking a **Senior Natural Resource Planner**

Details and application instructions can be found on the Albany County website under career opportunities at the bottom of the main page.

Adjourn – A motion to adjourn was made at 4:10 PM by Aimee McKane the motion was seconded by Ta-Sean Murdock. also approved by Brian Crawford, Jeff LaFontaine and Michael Allain.