

For Economic Development, Historic Preservation & Environmental Conservation Committee

AGENDA

March 1, 2024

8:30 am

Schaefer Room

a. PUBLIC CONCERNS

b. MINUTES

- a. February 2, 2024

c. Resolutions / Finance Committee

- a. *TENTATIVE* A Resolution amending the 2024 TDE rates (reached out to Prime)
- b. *TENTATIVE* A Resolution to accept land from the owner of 2890 River Road
- c. *TENTATIVE* A Resolution to accept a Linkage Study grant through the Capital Region Transportation Council (CRTC)

d. Discussions

- a. The RFP for the Comprehensive Plan Update consultant services
- b. Combining Historic Committees

e. Planning Board (Kevin Walsh) – report attached

- a. 2890 River Road – land to be deeded to the Town of Niskayuna
- b. New GE Building
- c. B Inspired Gift Shop
- d. Capital District Holocaust Memorial

f. Zoning Board – 4 cases for March, 1 commercial area variance, 1 code interpretation, 2 residential area variances

g. Grants Update

- a. Lions Park
- b. Critical Pedestrian Grant – still working on these invoices
- c. Linkage Study Grant

h. Complete Streets

- a. Setting 2024 goals and priorities
- b. Updating Transportation Chapter of Comprehensive Plan

i. Tree Council

- a. Requesting meeting with Town to help get more trees planted next year

j. Conservation Advisory Council / Climate Smart Communities Task Force (Dart Strayer)

- a. Consultants awarded for NRI – presentation to CAC and Town Board
- b. GHG/CAP – setting up schedules
- c. Reviewing new GE building

k. Architectural Review Board

- a. Building Department project referrals

l. Comprehensive Plan Committee

- a. Public Input Survey has been released
- b. Successful public outreach at senior center Thursday 2/29/2024
- c. RFP

m. Building Department / Enforcement

- a. 3410 State St. – Upstate Guns and Ammo – building addition replacing a storage container
- b. 2861 Troy Schenectady Rd. – Brookdale Sr. Living – shed replacing a storage container

n. Planning Department

- a. Drainage Analysis & coordination with Water, Sewer, Engineering & Highway
- b. Process maps of common Planning Department processes (site plan, subdivision, etc.)
- c. Consaul Road Sidewalk
- d. Winnie Road Easement

o. Metroplex (Dr. Horton)

p. Legal (Alaina Finan)

q. Historical (Rita Ogburn-McCall)

Board Vacancy List

Planning Board (1 vacancy – alternate)

Zoning Board (2 vacancies – alternates)

CAC: (1 Vacancy)

Tree Council (2 vacancies)

Complete Streets Committee: (2 vacancies)

Architectural Review Board: (2 vacancies)

NEXT COMMITTEE MEETING: April 12, 2024*
at 8:30 am, Via Hybrid In-Person & Remote Meeting Software

****2nd Friday of the month***

Economic Development, Historic Preservation & Environmental Conservation Committee

MINUTES
February 2, 2024
8:30 am

Members Present: John DellaRatta, Chariman
Jaime Puccioni, Town Supervisor
Laura Robertson, Town Planner
Alaina Finnan, Town Attorney
Rita Ogburn McCall, Town Historian (virtual)
Beth Greenwood, Comptroller
Matt Yetto, Engineering
Kevin Walsh, Chairman of Planning Board
Trisha Bergami, Planning Dept

Chairman DellaRatta called the meeting to order at 8:30am and asked for roll to be called.

a. Public Concerns

There were no public concerns for this meeting.

b. Minutes

a. January 5, 2024

Chairman DellaRatta asked for a motion to approve the January 5, 2024 minutes. A motion was made by Supervisor Puccioni, it was seconded by Mr. Walsh. The minutes were approved unanimously with one abstention from Chairman DellaRatta.

c. Resolutions / Finance Committee

a. A Resolution amending the 2024 TDE rates

Ms. Robertson said Prime is changing their name, she will send their paperwork in to the Town for approval.

b. A Resolution recognizing the service of former Town Historian Denis Brennan

Ms. Robertson said Ms. Ogburn-McCall is working on this with help from Mr. Drescher.

c. A Resolution awarding an RFP for the Comprehensive Plan Update consultant services

Ms. Robertson said she reached out to CDRPC and they gave her a list of firms to send to, which she emailed directly. Mr. Robertson said they put her in Contact with Upstate New York APA and they sent an email out to all planning members within Upstate New York and they put it on their website as well.

d. A Resolution appointing a chair for the Historic Preservation Committee

Ms. Robertson said she needs to do the resolution to appoint Ms. Ogburn-McCall.

d. Discussions - There were none

e. Planning Board (Kevin Walsh) – report attached

a. 2890 River Road-land to be deeded to the Town of Niskayuna (plans attached)

48 Mr. Walsh said 2890 River Road sketch plan application was approved and SEQR determination was
 49 made. The Public Hearing was held and a tentative resolution for approval of the minor subdivision is
 50 proposed at the next meeting.

51

52 Ms. Robertson added that the parcel is a three-lot subdivision with a sizable piece of the parcel deeded
 53 over to the Town for future drainage conditions and sewer access. Ms. Robertson said they are hoping
 54 the Town Board accepts this as lot four. The path will also be deeded over to the Town which will help
 55 connectivity and achieve Comprehensive Plan objectives.

56

57 *b. New GE Building (plans attached)*

58 Mr. Walsh said this is a new building for GE Vernova. Ms. Robertson said after the subdivision a few
 59 months ago GE Vernova now owns the north part of the GE campus. Ms. Robertson said this new addi-
 60 tion will be work space not adding any new employees. Ms. Robertson said the building is 54 feet high
 61 so it will need an area variance from the Zoning Board of Appeals.

62

63 *c. B Inspired Gift Shop*

64 Mr. Walsh said this is a home gift and garden shop that is relocating from upper Union Street to Nott
 65 Street. This building used to be a nail salon.

66

67 *d. Capital District Holocaust Memorial approval renewal*

68 Mr. Walsh said they are looking for an extension. He said he supports this. Mr. Walsh stated 2754 Aq-
 69 ueduct Road Jackson Demolition has a new tenant, Warren Tire for indoor storage. 2475 Brookshire
 70 Drive Tall Oaks Apartments is looking for signage and 850 Oregon Avenue / 875 Stark Avenue a lot
 71 line adjustment.

72

73 Mr. Walsh stated that 2861 Troy Schenectady Road Brookdale replacement of a POD with a shed was
 74 not completed and there is enforcement action against them.

75 Mr. Walsh said recently completed actions from the Planning Board were:

76 Metro Ford updated their signage - approved

77 1430 Balltown Road – Niskayuna Central School District building - approved

78 2333 Nott Street East is a tenant change to Market 32 – approved

79

80 **f. Zoning Board** –5 cases for February, residential area variances

81

82 **g. Grants Update**

83 *a. Lions Park – need to create a bid package for deck this summer*

84 Ms. Robertson said Mr. Henry reached out to Jim and is trying to start a bid package for the deck.

85

86 *b. Critical Pedestrian Grant – need to pay final invoice and submit for reimbursement*

87 Ms. Robertson said there is one final invoice that needs to be paid and then she will work on submitting
 88 that for reimbursement.

89

90 **h. Complete Streets**

91 *a. Setting 2024 goals and priorities*

92 Ms. Robertson said Complete Streets would be having their meeting later in the day and they are going
 93 to work on setting up their goals and priorities for 2024.

94

95 *b. Updating Transportation Chapter for Comprehensive Plan*

96 Ms. Robertson said they would be giving an update on the Transportation Chapter of the Comprehensive
97 Plan later as well.

98

99 **i. Tree Council**

100 *a. Requesting meeting with Town to help get more trees planted next year*

101 Ms. Robertson said she and Mr. Henry have spoken to Mr. Smith and he is willing to set up a meeting to
102 schedule tree planting for this year.

103

104 **j. Conservation Advisory Council / Climate Smart Communities Task Force (Dart Strayer)**

105 *a. Consultants awarded for NRI and GHG/CAP-setting up schedules*

106 Ms. Robertson said Mr. Strayer was unable to attend the meeting but he wanted to thank the Town
107 Board for awarding the consultants for the NRI and Greenhouse Gas Inventory and Climate Action Plan.
108 Ms. Robertson said she spoke with Jim, the person that was awarded the Greenhouse Gas Inventory, and
109 he is putting a schedule together for her and sending the contract soon.

110

111 *b. Reviewing new GE building*

112 Ms. Robertson said the CAC will be reviewing this at Wednesday's meeting.

113

114 **k. Architectural Review Board**

115 *a. Building Department project referrals*

116 Ms. Robertson said Mr. Henry let her know that the Building Inspector sent a few projects to the ARB .

117

118 **l. Comprehensive Plan Committee**

119 *a. Public Input Survey has been released*

120 Ms. Robertson said she is working with Ms. Cassidy-Dorion on getting the survey out to the public.

121

122 *b. RFP released – looking to award at end of February*

123

124 **m. Building Department / Enforcement**

125 *a. 3410 State St. – Upstate Guns and Ammo – building addition replacing a storage con-*
126 *tainer*

127 *b. 2861 Troy Schenectady Rd. – Brookdale Sr. Living – shed replacing a storage container*

128 No discussion on these items.

129

130 **n. Planning Department**

131 *a. Drainage Analysis & coordination with Water, Sewer, Engineering & Highway*

132 Ms. Robertson said there have been a couple really good meetings. All the districts have been com-
133 bined, that was finished last year, and engineering is working on an RFP for this.

134

135 *b. Process maps of common Planning Department processes (site plan, subdivision, etc.)*

136 Ms. Robertson said Mr. Henry has been working on these and they are something that the Planning
137 Board has requested including timelines and updated forms.

138

139 *c. Consaul Road Sidewalk*

140 Ms. Robertson said there has been no progress on this. Supervisor Puccioni said she will put this on her
141 to do list. Ms. Robertson said this small section of sidewalk will be expensive because of the drainage
142 in that area.

143

144

145 *d. Winnie Road Easement*

146 There has been no progress on this.

147

148 **o. Metroplex (Dr. Horton)**

149 Supervisor Puccioni said she met with Ray Gillen from Metroplex and they had a productive meeting.
150 Mr. Gillen informed Supervisor Puccioni that Metroplex will be investing in the lighting on Nott Street.
151 Supervisor Puccioni said the goal is to have Nott Street be our “Main Street”. A designer will come to
152 the area and make some recommendations. Supervisor Puccioni said she would love for this to happen
153 in the next 1 to 2 years.

154

155 Ms. Robertson said the Tree Council has asked a couple times about putting planters out in the Co-Op
156 Plaza because there is so much sidewalk and asphalt there, possibly the wide planters that you can put
157 trees in. Supervisor Puccioni said she thinks they have been ordered but are on back order. Supervisor
158 Puccioni also mentioned the benches and the trash receptacles came in and she believes bike racks have
159 come in but have not been delivered yet.

160

161 Mr. Yetto asked what would be the water requirements of trees in the planters. Ms. Robertson said prob-
162 ably at least once a week if it didn’t rain. Supervisor Puccioni said that is something important to con-
163 sider, who would be responsible for watering.

164

165 Ms. Robertson said a few of the owners of the buildings asked her whose responsibility it is to remove
166 the trash. Supervisor Puccioni stated that it is the adjacent property owners responsibility and her under-
167 standing is that this has been communicated to them by Mr. Gillen’s team.

168

169 **p. Legal (Alaina Finan)**

170 Ms. Finan said she has some enforcement actions in local Court pending and a meeting on the deadline
171 for protecting the appeal on the Holdings matter in the middle of February.

172 Chairman Della Ratta asked if the homes have been demolished on Balltown.

173 Ms. Robertson said they have been taken down and the foundations have been filled in and leveled, with
174 the exception of one house on Van Antwerp which didn’t have the same abandonment issues.

175

176 **q. Historical (Rita Ogburn-McCall)**

177 *a. Logo Committee – consultant selected and contract signed*

178 Ms. Ogburn McCall reported that the logo committee selected the consultant and the contract is signed –
179 she will get in touch with the logo committee to plan next steps. Ms. Robertson stated she will ask Marie
180 Bosman to copy Ms. Ogburn-McCall on the proposed schedule.

181

182 **r. Adjournment**

183 Chairman Della Ratta asked if there was any additional business before the Committee. Hearing none,
184 he made a motion to adjourn. Mr. Walsh seconded. All were in favor. The meeting was adjourned at
185 9:05.

EDHPEC Committee; PB Updates

3/1/24

- Recently Completed PB Actions/Resolutions (since last EDHPEC Meeting)
 - 2890 River Rd. - application for a 3-lot minor subdivision, approved on 2/12/24.
 - 2219 Nott St. - application for site plan review for a tenant change to b.inspired, a home, gift and garden shop, approved on 2/26/24.

- Active
 - 2690 Balltown Rd. - GE Vernova, application for site plan review for construction of a new building requiring a height variance, public hearing held, positive PB recommendation made to ZBA and tentative resolution planned for 3/11/24.
 - 2501 Troy-Schenectady Rd. - CDJHM, application for site plan approval extension, once legal time-length of extensions is determined applicant expected to return to PB, current expiration is 11/24.
 - 2475 Brookshire Dr. - Tall Oaks Apartments, application for site plan review for a monument (directory) sign, PB challenged sign location, waiting on applicant to return to PB.
 - 850 Oregon Ave. / 875 Stark Ave - application for lot line adjustment, positive feedback provided by PB

- New Projects
 - 1 Glen Eddy Dr. - Community garden enhancements & new shed.
 - 412 Balltown Rd. - Papa John's Pizza, tenant change.
 - 2546 Balltown Rd. - St. Peters Health Partners, Cardiology Associates of Schenectady, new signage.
 - 2321 Nott St. E. – Albright's Meat & Company, new signage.

- Waiting on Applicant
 - 2538 River Rd. - Kelts Farm - signage review, PB and TB action needed.
 - 2861 Troy Rd. - Brookdale Sr. Living - temporary approval of storage POD has expired, site plan application for POD replacement with a wooden shed in review.

Next PB meeting 3/11/2024