

**Town of Rotterdam Planning Commission**

**Minutes of February 17, 2026**

The Rotterdam Planning Commission held a meeting on Tuesday, February 17, 2026, at 7:30 p.m. at the Rotterdam Town Hall, 1100 Sunrise Boulevard, Rotterdam, New York 12306

Present: Lynn Flansburg, Chairman  
Kim Ricker-Scannell, Vice Chairman  
Thomas Zink  
Joseph Signore  
Joseph Miglucci  
Danielle Ciampino  
John Mertz, Attorney  
Donna Levasseur, Secretary

Excused: Peter Comenzo

Chairman Flansburg called the workshop to order at 7:00 p.m.

**Waivers:**

1. **Wonderland Nursery School – 590 Giffords Church Road** - The applicant requests a Waiver of Site Plan review to operate a nursery school in existing Tenant Space #5 (including use of existing playground and gym) on a ±4.27-acre parcel.

Motion was made by Vice Chair Ricker-Scannell to approve the Waiver conditioned on the following:

1. Compliance with all NYS Building and Fire Codes.
2. Applicant must obtain a Fire Inspection and/or Building Permit and be issued a Certificate of Occupancy from the Town of Rotterdam Building Safety Inspector and/or Building Inspector/Code Enforcement Officer prior to operation.
3. Applicant to comply fully with Town Sign Code and obtain a building permit for any signage.
4. Owner/applicant shall install Knox box for emergency personnel. Please contact Fire District #6 and/or #7 for specifics.
5. Applicant shall obtain NYS Office of Children and Family Services (OCFS) registration and licensing prior to operation.

Mr. Collins seconded the motion and vote resulted in unanimous approval of the motion.

2. **Puppia Ventures – 750 Burdeck Street**- The applicant requests a Waiver of Site Plan review to operate an Art Center located in existing Tenant Space #2 (±2,550 square feet) on a ±2.70-acre parcel.

Motion was made by Vice Chair Ricker-Scannell to approve the Waiver conditioned on the following:

1. Compliance with all NYS Building and Fire Codes.
2. Applicant must obtain a Fire Inspection and/or Building Permit and be issued a Certificate of Occupancy from the Building Inspector/Code Enforcement Officer prior to operation.
3. Applicant to comply fully with Town Sign Code and obtain a building permit for any signage.

4. Owner/applicant shall install Knox box for emergency personnel. Please contact Fire District #6 and/or #7 for specifics.

Mr. Miglucci seconded the motion and vote was unanimous approval of the motion.

Attendance was taken and determined there was a quorum.

All in attendance stood for recitation of the Pledge of Allegiance.

**Chairman Flansburg** asked for a motion to approve the minutes from the February 3, 2026, meeting, reminding that if you were not present, please recuse yourself. Mr. Signore made the motion, and Mr. Collins seconded the motion. Mr. Miglucci recused himself. The roll was called and the motion was unanimously approved.

**1. J&N Adamec Enterprises, LLC., Debra/Cody Vagnier- Fort Hunter Road/Terminus of Valentine Drive and 3172 Carman Road.**

Final Subdivision and Boundary Line Adjustment Public Hearing to create three (3) lots from a  $\pm 1.82$ -acre parcel with an additional  $\pm 0.225$ -acre added to Lot 3 from 3172 Carman Road. Lot 1 =  $\pm 0.82$ -acres (Fort Hunter Proposed Duplex), Lot 2 =  $\pm 0.58$ -acres (proposed Single-Family Residence), and Lot 3 =  $\pm 0.44$ -acres (proposed Single-Family Residence. Engineer: ABD Engineers and Surveyors, LLP.

The Planning Commission held a public hearing on a proposed three-lot subdivision and boundary line adjustment for J&N Adamec Enterprises and Debra & Cody Vagnier at Fort Hunter Road (terminus of Valentine Drive) and 3172 Carmen Road. The applicant's engineer, John Hitchcock of ABD Engineers, explained that the existing 1.82-acre parcel would gain 0.23 acres through a lot line adjustment, bringing the total to just over two (2) acres.

The proposal includes:

- One duplex facing Fort Hunter
- Two single-family homes at the end of Valentine Drive
- Septic systems for all homes
- Municipal water service
- A shared driveway agreement
- Easements reviewed and revised per the town attorney's recommendations

The town had previously issued a SEQRA Negative Declaration on January 22, 2025.

Mr. Hitchcock from ABD Engineering stated he was here tonight for the public hearing and approval. He stated they received and looked over all DPW's comments. They will add all the required notes to the final plans. They were good with everything.

Chairman Flansburg brought up the easement. Mr. Hitchcock said it was submitted. Mr. Mertz acknowledges that he received it and said it appears that his recommendations were incorporated but would look at it more thoroughly.

Chairman Flansburg asked for questions or comments from the members.

Most of the board discussion centered on grading, tree removal, slope stability, and erosion control. Vice Chair Ricker-Scannell reiterated prior concerns from earlier meetings about extensive grading and tree clearing that had altered the original contour conditions. Questions were raised about whether retaining walls or other safety measures would be required along the slope.

Mr. Hitchcock stated that the final approach would depend on each home's design and layout. Options could include decorative retaining walls (such as Versa-Lok), riprap, erosion control matting, adjusted first-floor elevations, or walk-out basements to better accommodate the slope. He explained that detailed plot plans would be prepared during the building permit phase and reviewed by the town's Building Department. Responsibility for final grading solutions and associated costs would fall on the homeowner or builder.

Mr. Collins expressed confidence in the town's DPW and building inspectors to ensure safe construction. Vice Chair Ricker-Scannell, Mr. Signore and Mr. Miglucchi maintained concerns about slope safety and long-term erosion impacts. Despite these concerns, several members stated the

**J&N Adamec Enterprises, LLC.**

project was an appropriate use of vacant land and that the duplex and single-family homes would fit with surrounding development patterns.

After closing the public hearing, the Commission voted on a motion to grant final plat approval subject to the written resolution and prior SEQRA determination.

Vote result:

- Yes: Mr. Collins, Mrs. Ciampino, Mr. Zink, Chairman Flansburg
- No: Mr. Signore, Mr. Miglucci, Vice Chair Ricker-Scannell

The motion passed 4–3, and the meeting was adjourned.



*Town of Rotterdam*  
*Office of the Planning Commission*

Lynn Flansburg, Chairman  
Peter J. Comenzo, Senior Planner

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**Resolution Number PC08-2026**

Moved by Mr. Collins seconded by Mrs. Ciampino  
Applicant: J&N Adamec Enterprises, LLC,

- Applicant:** J & N Adamec Enterprises, LLC
- Project Location:** Fort Hunter Road/Terminus of Valentine Drive and 3172 Carman Road
- Tax Number or Numbers:** 71.6-4-3 & portion of 71.06-4-19
- Proposed Project:** Final Subdivision and Boundary Line Adjustment to create three (3) lots from a ±1.82-acre parcel with an additional ±0.225-acres added to Lot #3 from 3172 Carman Road. Lot #1 = ±0.82-acres (Ft. Hunter Proposed Duplex), Lot #2 =±0.58-acres (proposed Single-Family Residence), and Lot #3 ±0.44-acres (proposed Single-Family Residence).

**WHEREAS**, public meetings were conducted by the Town of Rotterdam Planning Commission on February 18, 2025, September 2, 2025, November 6, 2025 and a public hearing on February 17, 2026, to consider the above referenced Three (3) Lot Boundary Line Adjustment Subdivision; and,

**WHEREAS**, this matter was discussed and approved, as meeting the standards for Subdivision as set forth in Chapter 249 of the Code of the Town of Rotterdam entitled SUBDIVISION OF LAND; and,

**WHEREAS**, the Town of Rotterdam Planning Commission after careful consideration of the application, testimony of the applicant and/or representative and members of the public in attendance at the hearing, and all other materials of record **HEREBY APPROVES THE THREE (3) LOT BOUNDARY LINE ADJUSTMENT SUBDIVISION; NOW**

**IT IS HEREBY RESOLVED THAT** this Final Two (2) Lot Subdivision is approved with the following conditions as stipulated by the Planning Commission:

1. Fees:
 

Final Lot Fees: 2 x 160	\$ 320.00
Parkland Fee: 2 New Lots Created	\$2,000.00
Boundary Line Adjustment	\$ 100.00
Advertising	\$ 42.90
Total:	\$2,462.90
  
2. Pin and cap all lot corners prior to Chairman's Signature.

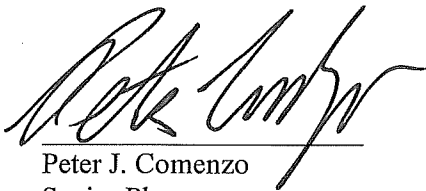
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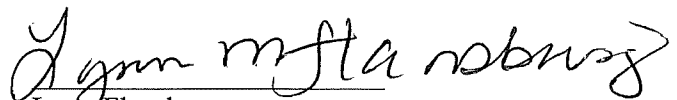
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3. The applicant must receive Highway Work Permits from Schenectady County for access and utility work on Fort Hunter Road prior to the issuance of site development permits for Lot #1. Copies of all correspondence with Schenectady County shall be provided to the Town.
4. The applicant must receive Highway Work Permits from the Highway Department for access and utility work on Valentine Drive prior to the issuance of site development permits for Lot #2 and Lot #3
5. Both the driveway maintenance agreement and snow storage easement shall be approved as to form by the Town Attorney and filed with Schenectady County. Copies to be provided to DPW. These documents shall be filed before or simultaneously with the final plat, and referenced on the final subdivision mylar prior to signature by the Planning Commission.
6. Add note to plan: "One water meter shall be installed on each service connection. Final type and location to be approved by DPW."
7. Add note to plan: "Foundation location surveys shall be provided prior to building construction."
8. Add note to plan: "Shared driveway for Lots 2 & 3 are subject to maintenance agreement filed with Schenectady County."



Peter J. Comenzo  
Senior Planner



Lynn Flansburg  
Planning Commission Chairman

**2. Burdeck Street Ventures, LLC. – 785 Burdeck Street & Princetown Road.** Preliminary Site Plan/Special Use Permit review to construct seven (7) ±12,000 square foot flex warehouse buildings on a combined ±14.6-acre parcel. Engineer: ABD Engineers. LLP.

This is a preliminary plan and special use permit review for Burdeck Street Ventures at 785 Burdeck Street and Princetown Road. This is a preliminary review with no formal action tonight.

Burdeck Street Ventures, represented by engineer John Hitchcock of ABD Engineers and applicant Mike Floccuzio, presented a revised preliminary plan for 785 Burdeck Street and Princetown Road in Rotterdam. The proposal has been scaled back from a previously shown full build-out to a single phase consisting of seven 12,000-square-foot warehouse/flex industrial buildings with access from both Burdeck Street and Princetown Road. The project will connect to municipal water and utilize on-site septic systems, with prior test pits deemed sufficient by the Department of Health, which has granted conceptual approval. No additional test pits are needed. A traffic study was completed and found that the development, even at full build-out, would not negatively impact on the level of service on surrounding roads. The applicant addressed Department of Public Works comments, agreeing to add signage and pavement markings, ensure fire hydrant accessibility, and coordinate with the Water Department on hydrant placement. He expresses concern about limiting access on Princetown Road to passenger vehicles. That was not brought up in the traffic study. They would like to leave that open to full access to all vehicles. While Burdeck Street will be the main entrance point, we don't want to limit access out of the site onto Princetown Road. Mr. Hitchcock also brought up fencing. The applicant does not intend on having any fencing around the site. They are asking that not be a requirement. They do not want to be held to a sign on Burdeck Street. If they change their mind, they are aware it is a separate application to the Planning Board.

Chairman Flansburg addressed a couple of points. The entrance onto Princetown Road being limited to passenger vehicles only. The reasoning for the limitation being the larger trucks turning radius would cross over to oncoming traffic. The fencing was more for security reasons.

Chairman Flansburg opened the discussion to members of the Commission.

Vice Chair Ricker-Scannell brought up signage. Mr. Floccuzio said there will be signs they just have not made final decisions on that. She also asked how the mail was going to be handled. Mr. Floccuzio said the mailbox will be on the individual buildings. She asked who the TDE was. Mr. Floccuzio responded GPI. Vice Chair Ricker-Scannell, said she liked the project.

Mr. Signore commented that it's a nice piece of property for this project.

Mr. Miglucchi asked about fire hydrants placement. Mr. Floccuzio said he has been in contact with Mike Colorossi from the Town's Water Department. Everyone agreed that they will tap off Princetown Road, and they would have a hydrant roughly at the corner where Condition Air Products is, where it meets the property. He also stated that there are two (2) fire hydrants on Princetown Road. Mr. Miglucchi suggested that he get in contact with the Post Office about the mail.

Mr. Zink had no comment.

Mrs. Ciampino said all her questions were addressed.

Mr. Collins asked about the trees. Mr. Floccuzio said the plan is to take most of it out because the buildings are so close to them. They meet with Mary Barrie from the Town, and they are proposing to plant some new trees along there.

**Burdeck Street Ventures, LLC.**

In summary the applicant expressed a preference for maintaining full access but agreed to further coordinate with the traffic engineer and potentially demonstrate through engineering that trucks can exit safely without encroaching into opposing traffic lanes.

The applicant does not intend to install perimeter fencing or gates due to maintenance concerns, board members emphasized the need for security measures, suggesting surveillance cameras to deter trespassing and dumping, especially given proximity to railroad tracks.

Signage and aesthetics were also discussed in detail. Although the applicant plans to install a sign, the exact design and configuration have not yet been finalized. Board members stressed the importance of an attractive monument-style sign with landscaping and hard-scaping elements, as well as wayfinding for tenants. Landscaping improvements were encouraged, particularly along Princetown Road and at the rear of the property, which faces residential homes. While much of the existing vegetation is not salvageable, the applicant indicated plans to remove most of it and install new trees and potentially enhance the rear building façades with windows, façade treatments, or varied coloring to improve visual appeal. Mail delivery logistics were raised, with a suggestion to consult the post office regarding possible cluster mailbox units instead of individual door-mounted boxes.

Chairman Flansburg opened the discussion to the audience even though it was not a public hearing. No one in the audience requested to speak.

Chairman Flansburg thanked the applicant and said no action will be taken tonight and to address the Department Public Works comments and return for final review.

Chairman Flansburg asked for a motion to adjourn. Mr. Collins made the motion, and Mrs. Ciampino seconded the motion. The motion was unanimously carried.

Meeting adjourned at 8:00 p.m.

Next meeting is scheduled for March 3, 2026.

Respectfully Submitted,

Donna Levasseur  
Planning Commission Secretary