

**Town of Rotterdam Planning Commission
Minutes of the January 20, 2026**

The Rotterdam Planning Commission held a meeting On Tuesday January 20, 2026, at 7:30 p.m. at the Rotterdam Town Hall, 1100 Sunrise Boulevard, Rotterdam, NY 12306.

Members Present: Lynn Flansburg, Chairman
 Kimberly Ricker-Scannell, Vice Chairman
 Clark Collins
 Danielle Ciampino
 Thomas Zink
 Joseph Signore
 Joseph Miglucci

Staff: Town Attorney - John Mertz
 Senior Planner - Peter Comenzo
 Secretary - Donna Levasseur

The Planning Board meeting of January 20, 2026, was called to order by Chairman Flansburg. Following the Pledge of Allegiance, roll call was conducted and a quorum was confirmed. The Board then considered the approval of the summary minutes from the prior meeting. Member Signore recused due to absence at the previous session, and the minutes were approved by majority vote.

- 1. Patricia McGuiness (Owner)/Yara Auto Group LLC (Lessee) – 1750 Chrysler Avenue.** Waiver of Site Plan/Special Use Permit Public Hearing to operate a motor vehicle repair establishment and motor vehicle sales in existing ±1,800 square foot building on ±a 0.36-acre parcel. *(Tabled from 1 6 26)*

The first item of business was the continuation of a public hearing for an application submitted by Patricia McGuiness, owner of Yara Auto Group, LLC, seeking a waiver of site plan review and issuance of a special use permit to allow motor vehicle repair and motor vehicle sales at 1750 Chrysler Avenue. Presenting at the meeting were Patricia McGuiness and John McGuiness, owners of the property.

The Chairman reviewed outstanding comments from prior discussions at the January 6, 2026, public hearing, including building inspection findings and Department of Public Works input.

It was confirmed that the proposed operation involves only minor vehicle repairs, with no lifts, pits, or floor drains present.

Required corrective actions included minor interior repairs, installation of a ventilation fan, updated fire extinguishers, and installation of Knox Boxes for emergency access, all of which were acknowledged by the applicant.

The applicant also agreed to conditions related to vehicle storage, designated sales and parking areas, compliance with sign permit requirements, and removal of two accessory garage structures by June 30, 2026. These are outlined in the DPW comments that were given to the property owners. After determining that no further comments were offered by the Board or the public, the public hearing was closed.

A motion was made by Vice Chair Ricker-Scannell to approve the waiver of site plan, and it was seconded by Mr. Miglucci. The Board classified the application as a Type II action under SEQR and unanimously approved the waiver of site plan review and issuance of the special use permit.



Town of Rotterdam
Office of the Planning Commission

Lynn Flansburg, Chairman
Peter J. Comenzo, Senior Planner

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Resolution Number PC004-2026

Moved by Mrs. Ricker-Scannell seconded by Mr. Miglucci
Applicant: Patricia McGuiness (Owner/Yara Auto Group LLC)

Applicant: Patricia McGuiness (Owner)/Yara Auto Group LLC (Lessee)

Project Location: 1750 Chrysler Avenue

Tax Number or Numbers: 49.19-1-13

Proposed Project: Waiver of Site Plan/Special Use Permit Public Hearing to operate a motor vehicle repair establishment and motor vehicle sales in existing ±1,800 square foot building on ±a 0.36-acre parcel. *(Tabled from 1 6 26)*


WHEREAS, a public meeting was conducted on January 6, 2026, and a public hearing on January 20, 2026 by the Town of Rotterdam Planning Commission to consider the above referenced Waiver of Site Plan/Special Use Permit; and

WHEREAS, the matter was discussed as meeting the standards for a Waiver of Site Plan/Special Use Permit Review as set forth in Chapter 270 of the Code of the Town of Rotterdam entitled ZONING; and,

IT IS HEREBY RESOLVED THAT on this day, Tuesday, January 20, 2026, the Rotterdam Planning Commission hereby authorizes the Planning Commission Chairman to approve it with the following conditions a stipulated by the Planning Commission:

- | | | |
|--------------------|--------------------|-----------------|
| 1. Final Fees Due: | Advertising | \$53.35 |
| | Special Use Permit | <u>\$500.00</u> |
| | Total | \$553.35 |
2. Both McGuiness and Yara Auto Group shall be inspected and brought up to code prior to the issuance of a Certificate of Compliance by the Building Department.
 3. A Knox Box shall be installed prior to the issuance of a Certificate of Compliance. Check with Carman Fire District for specifications.
 4. The two (2) temporary garage structures with no doors on the south side of the property must be removed no later than June 30, 2026. Failure to do so will result in revocation of the Special Use Permit.

5. Applicant shall comply with all NYS Building and Fire Codes and must obtain a Building Permit and be issued a Certificate of Compliance from the Town of Rotterdam Building Inspector prior to operation.
6. Applicant to comply fully with Town Sign Code and obtain a building permit for any signage.
7. Outdoor vehicle sales areas should be kept in a neat and orderly fashion. No storage of vehicles is permitted outside of the sales area.
8. No parking of vehicles for employees or vehicles to be serviced shall be permitted to be parked on the County Road right-of way.
9. Vehicle display shall be limited to areas as depicted on the site plan. Areas not designated on the site plan as outdoor vehicle sales shall not be utilized to display vehicles for sale.
10. Property shall not contain any banners, balloons, or any other types of temporary signage. For automobile sales, signage is limited to vehicles on display for sales purposes only or as permitted on the buildings or freestanding sign in conformance with the Tow Sign Code Chapter 270.151.
11. All storage of materials and equipment shall be within the principal building, except for refuse and trash, which shall be stored in closed containers.
12. All repairs shall be carried out within the principal building on the premises in the areas designated as service bays only.
13. Motor vehicle body work shall be limited to the western bays of the building and be in conformance with all local and state codes.
14. A water meter must be installed prior to the issuance of a Certificate of Compliance. Check with DPW for specifications on meter prior to installation.
15. All lighting shall be shielded and/or placed in such a manner as to prevent off-site illumination.


Peter J. Comenzo
Senior Planner


Lynn Flansburg
Planning Commission Chairman

2. Primax Properties, LLC (Contract Vendee) – 774-778 Duanesburg Road. Preliminary Site Plan review for the proposed construction of a ±21,930 square foot retail building on a combined ±13.01-acre parcel. Engineers: Bohler Engineering.

The next agenda item consisted of a project update presented by Caryn Mlodzianowski of Bohler Engineering on behalf of Primax Properties regarding the proposed Tractor Supply retail development on Duanesburg Road.

Ms. Mlodzianowski summarized progress from the previous review, including continued coordination with NYSDOT, DPW, LaBella Engineering, and utility providers. The applicant reported completion of septic system testing and receipt of County Health Department approval, confirmation of water service connection plans, and advancement of site design, lighting, and architectural elements. The applicant requested a parking waiver, proposing 81 parking spaces in lieu of the 110 required, citing operational characteristics of the proposed use.

The Board engaged in extensive discussion regarding site layout, landscaping, buffering, fencing, and stormwater management. Particular emphasis was placed on enhancing perimeter and frontage landscaping to offset reduced interior parking lot islands, providing appropriate buffering for adjacent residential properties, and selecting durable fencing materials, with vinyl fencing preferred by the Board.

A discussion was held about the two (2) parcels being purchased by Primax. Currently, they both are being left as is. The one (1) house is vacant currently. It was discussed as to the upkeep of the house/land. The other is occupied as of now. A discussion was had about the fencing between Tractor Supply and the house. Attorney Mertz suggested they have a conversation with the neighbors about fencing.

The placement of fencing along property boundaries and potential encroachments were discussed, and the applicant was encouraged to consider coordination with neighboring property owners. The Board also addressed pedestrian accommodations, including on-site sidewalks, contributions toward future sidewalks along Duanesburg Road, and installation of bicycle racks.

The Board requested that all signage proposals be subject to Planning Board review and approval to ensure aesthetic consistency along the developing corridor.

Architectural renderings were reviewed and received favorably. No formal action was taken, as the project remains in the preliminary review stage, with a final resolution anticipated following submission of revised plans addressing outstanding comments.

3. Hatchet Hardware – 80 West Campbell Road. Preliminary Site Plan to convert a former ±23,500 square foot former Office Max into a ±25,900 square foot ACE Hardware Store on a ±4.97-acre parcel. ABD Engineers, LLP.

The final agenda item involved a preliminary site plan application for Hatchet Hardware, proposing the redevelopment of a former OfficeMax building into an Ace Hardware store located at 80 West Campbell Road.

Luigi Palleschi of ABD Engineers presented revisions made since the prior meeting, including reconfiguration of internal traffic circulation to allow two-way movement, installation of perpendicular parking in front of the building, widening of drive aisles, improved pedestrian safety measures, and enhanced landscaping. Mr. Palleschi had with him Thomas Dingley of Hatchet Hardware. Mr. Dingley manages the construction side of all projects. He is here to answer any questions the Board might have.

The revised layout relocates handicapped and veteran-designated parking spaces closer to store entrances and adds landscaped islands and crosswalks to improve accessibility and site aesthetics.

Mr. Palleschi handed out revised layout which tried to address DPW comments and added a proposed propane dispensing location at the entrance to the property.

A detailed discussion was held about the location of the proposed propane station. One suggestion was to locate it away from the building; however, concerns were raised that this option could create traffic issues. Another suggestion was to place the propane station adjacent to the building. It was determined to have further discussion with the Hatchet team.

There was a discussion regarding the dumpster enclosure. Mr. Palleschi and Mr. Dingley expressed concern about traditional enclosure. Mr. Dingley noted that at several of their locations, dumpster enclosures are frequently damaged by trash haulers, resulting in thousands of dollars in repair costs each year. As an alternative they are proposing fencing on either side of the dumpster with an open configuration.

The Board discussed parking counts, ADA compliance, customer pickup operations, and the long-term functionality of the site. The applicant indicated that the proposed design reflects operational experience at similar facilities and provides improved circulation and visual appearance.

Review of Department of Public Works comments continued, with additional revisions anticipated prior to final consideration.

No formal action was taken, as the project remains in the preliminary review stage, with a final resolution anticipated following submission of revised plans addressing outstanding comments.

Vice Chair Ricker-Scannell made a motion to adjourn the meeting. Mrs. Ciampino seconded the motion. The meeting was adjourned by unanimous vote.

Meeting was adjourned at 9:12 p.m.

Next meeting February 3, 2026.

Respectfully submitted,
Donna Levasseur
Planning Commission Secretary