

## Town of Rotterdam Planning Commission

### Minutes of January 6, 2026

The Rotterdam Planning Commission held a meeting on Tuesday, January 6, 2026 at 7:30 p.m. at the Rotterdam Town Hall, 1100 Sunrise Boulevard, Rotterdam, New York 12306

Present: Lynn Flansburg, Chairman  
Kimberly Ricker Scannell, Vice Chairman  
Mr. Clark Collins  
Thomas Zink  
Joseph Miglucci  
Danielle Ciampino  
John Mertz, Attorney  
Peter Comenzo, Town Planner  
Donna Levasseur, Secretary

Excused: Joseph Signore

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

Chairman Flansburg called for a motion to appoint a Vice Chairman. Mr. Collins made motion to appoint Mrs. Ricker-Scannell as Vice Chairman and Mrs. Ciampino seconded the motion. The motion was passed unanimously with all members present.

#### Waivers:

- 1. Jackson Hewitt Tax Services – 93 W. Campbell Road.** The applicant requests a Waiver of Site Plan review to operate a tax preparation office in tenant space G-108 (1,022 square feet) formerly Gertrude Hawk from January 1, 2026 – April 20, 2026 in ViaPort Rotterdam Mall.
  - Motion to approve the waiver of site plan was made by Mr. Collins and Mrs. Ciampino seconded the motion and the vote resulted in unanimous approval of the motion.
- 2. AhramTraders, LLC – 93 W. Campbell Road.** The applicant requests a Waiver of Site Plan review to allow for cellular phone repair and sale of phone accessories in tenant space B-114 (±471 square feet), near fountain, from January 1, 2026 – March 31, 2026, in ViaPort Rotterdam Mall.
  - Motion to approve the waiver of site plan was made by Ms. Ricker-Scannell and Mr. Collins seconded the motion and the vote resulted in unanimous approval of the motion.
- 3. Fonda Speedway LLC – 93 West Campbell Road.** The applicant requests a Waiver of Site Plan review to hold a car show throughout ViaPort Rotterdam Mall from March 19, 2026 – March 22, 2026.

- Motion to approve the waiver of site plan was made by Mrs. Ciampino and Mr. Miglucci seconded the motion and the vote resulted in unanimous approval of the motion.

4. **Neil Persaud – 370 Mariaville Road.** The applicant requests a Waiver of Site Plan review to operate a wine and liquor store in existing ±2,729 tenant space, formerly Take it to the Bank Firearms Store on a ±0.46-acre parcel.

- Motion to approve the waiver of site plan was made by Mrs. Ricker-Scannell and Mr. Miglucci seconded the motion and the vote resulted in unanimous approval of the motion.

Attendance was taken and determined there was a quorum.

The Pledge of Allegiance to the Flag was recited.

**Chairman Flansburg:** I would entertain a motion to adopt the minutes from the previous Planning Commission meeting. A reminder, if you were not present for that meeting, to please recuse yourself.

**Mr. Miglucci:** I'll make that motion.

**Vice Chairman Ricker Scannell:** I'll second.

**Chairman Flansburg:** Motion made by Mr. Miglucci and seconded by Vice-Chair Ricker Scannell. Donna, could you please call a vote?

**Mrs. Levasseur:** Mr. Collins?

**Mr. Collins:** Yes

**Mrs. Levasseur:** Mr. Signore? Excused.

**Mrs. Levasseur:** Mr. Miglucci?

**Mr. Miglucci:** Yes.

**Mrs. Levasseur:** Mrs. Ciampino?

**Mrs. Ciampino:** Yes.

**Mrs. Levasseur:** Mr. Zink?

**Mr. Zink:** Yes.

**Mrs. Levasseur:** Vice Chairman Ricker Scannell:

**Vice Chairman Ricker-Scannell:** Yes.

**Mr. Levasseur:** Chairman Flansburg?

**Chairman Flansburg:** Yes. However, I believe Mr. Zink would need to recuse because this is his first meeting.



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

Lynn Flansburg, Chairman  
Peter J. Comenzo, Senior Planner

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**Resolution Number Planning Commission 1-2026**  
**Moved by Mr. Collins, Seconded by Mrs. Ciampino**  
**Appointment of Vice Chairman for 2026**

At the regularly scheduled caucus meeting of the Rotterdam Planning Commission held on Tuesday, January 6, 2026 Chairman Flansburg called for a motion to appoint a Vice Chairman for the Rotterdam Planning Commission; and,

**WHEREAS**, Mr. Collins made a motion to appoint Mrs. Ricker-Scannell as Vice Chairman for the Rotterdam Planning Commission retroactive to January 1, 2026 through December 31, 2026; and,

**WHEREAS**, Mrs. Ciampino seconded the motion; and,

**WHEREAS**, the motion passed unanimously with all members present; **NOW**,

**IT IS HEREBY RESOLVED**, that the Rotterdam Planning Commission has appointed Mrs. Ricker-Scannell as Vice Chairman of the Rotterdam Planning Commission from January 1, 2026 until December 31, 2026.

Peter J. Comenzo  
Senior Planner

Lynn Flansburg  
Planning Commission Chairman

**AGENDA 7:30PM:**

- 1. MOS Developers LLC (Owner)/Chrisler Automotive Group, LLC (Lessee)- 600 Consalus Avenue.** Waiver of Site Plan/Special Use Permit Public Hearing to convert an existing ±11,040 square foot building to allow for up to four (4) tenants. In addition, the applicant would like to lease a ±1,500 square foot tenant space to operate a motor vehicle repair establishment in the building which is located on a ±1.1 -acre parcel.

**Chairman Flansburg:** Okay, so on to the first item on our agenda, which is MOS Developers LLC, Chrisler Automotive Group, LLC, 600 Consalus Avenue. Waiver of Site Plan Special Use Permit Public Hearing to convert an existing plus or minus 11,040 square feet building to allow for up to four (4) tenants. In addition, the applicant would like to lease a 1,550 square foot tenant space to operate a motor vehicle repair establishment in the building, which is located on a ±1.1-acre parcel. If you could please identify yourself for the record and give us an explanation of your project.

**Emily Jacobson:** Hi, I'm Emily Jacobson with Empire Engineering. I am representing MOS Developers at 600 Consalus Avenue for the application for a special use permit for an automobile repair establishment. The parcel is currently zoned light industrial and is 1.1 acres. The building is existing where the tenant would be running the establishment, 1,550 square feet would be the tenant area. In accordance with the Town Code, parking of vehicle would be no less than 10 feet from any property line. No greater than 20 vehicles stored in an open area for no more than 60 days out of a 365-day period. The business owner and typically one (1) additional employee would be on site working daily. Hours of operation are 9 a.m. to 5 p.m. weekdays. There are existing parking spaces on the site already. Eleven (11) are underutilized and then we're proposing two (2) additional. That would provide 13 total spaces for the tenant and customers. There is access to the site, two (2) access points, entrance and exit. They're both two (2) ways. The proposed project is not anticipated to have any impact on the adjoining properties any greater than is already taking place with the various uses and rentals that are there now. The proposed activity will predominantly take place indoors and will have minimal noise impact. We'll also keep with the visual aesthetics of the area and we'll meet all town codes regarding drainage and runoff. We are requesting that the Board make a decision for the Special Use permit. If you have any questions, I'm open to them.

**Chairman Flansburg:** Just the first thing I wanted to start off with is, do you have or have you received a copy of the DPW comments so you can see what they have asked for to have as notes on the plan?

**Ms. Jacobson:** Yes, I do have those comments.

**Chairman Flansburg:** Only just because based from your presentation, number three (3) I think is in conflict with part of your presentation. So, if you wouldn't mind going through them that way we have them on paper and you can speak to if there's an issue or not.

**Ms. Jacobson:** The first comment is that the building department will inspect the facility to confirm that no floor drains exist in the garage. The next would ...

**Vice Chairman Ricker-Scannell:** I'm sorry to interrupt, is there a floor drain?

**Ms. Jacobson:** Not that I'm aware of. The second note from DPW is that the existing property shall be maintained and kept in orderly fashion. No more than ten (10) vehicles shall be stored outside at any time. All vehicles on site must be in the process of being repaired for customers only and long-term storage of vehicles more than two (2) weeks is prohibited. The next would be that all storage of

materials and equipment shall be within the principal building except for refuse and trash, which should be stored in closed containers and in an area screened from view at all points on any public or private property or street when viewed from the ground level. All repairs shall be performed within the principal building on the premises. No body work or auto painting shall be performed on site. A dumpster shall be in a screened enclosure. And I would like to note that there is no dumpster for this proposed use, but if there were to be one, it would be screened.

**Vice Chairman Ricker-Scannell:** What will you be doing with your garbage?

**Ms. Jacobson:** It will just be in a tote that's stored inside and then taken out for trash service.

**Vice Chairman Ricker-Scannell:** To the curb?

**Ms. Jacobson:** I believe so.

**Chairman Flansburg:** Like residential, just commercial?

**Ms. Jacobson:** Yes.

**Vice Chairman Ricker-Scannell:** And just to be clear, they're not going to be generating the kind of garbage that would require a dumpster at an auto mechanic place?

**Ms. Jacobson:** It is not assumed so at the moment, but if that were to occur and a dumpster were needed, it would be screened in an appropriate location.

**Chairman Flansburg:** I think, do you not have a dumpster on your plan, right? So, I think if you were to have one (1), it would need to be sited through us prior to just placing it somewhere. So, if the need arises, I would reach out to DPW and rectify it ahead of time, be more proactive about it rather than reactive.

**Ms. Jacobson:** Okay, sure.

**Chairman Flansburg:** And you just have a couple more and then we can revisit one (1) of them.

**Ms. Jacobson:** No vehicles shall be parked less than ten (10) feet from any property line. And the last one (1), the sale of motor vehicles is strictly prohibited.

**Chairman Flansburg:** Okay. We'll revisit number three, but all the rest that you read out, are there any issues with those with your inaudible?

**Ms. Jacobson:** No.

**Chairman Flansburg:** Okay, so we'll go back to number three (3) because I think your presentation said 20 vehicles stored outside. That's right.

**Ms. Jacobson:** That's right.

**Chairman Flansburg:** And our limitation says ten (10). So, will you consent to the ten (10) that we've allotted?

**Ms. Jacobson:** Yes.

**Chairman Flansburg:** Okay, so that will be part of the official record, that it would be limited to ten (10).

**Ms. Jacobson:** Yes.

**Chairman Flansburg:** Because failure to adhere to the condition would result in revocation of your special use permit.

**Vice Chairman Rcker- Scannell:** Madam Chairman, I also note that as you were reading through these things, these are notes that need to be put onto the plans.

**Chairman Flansburg:** Okay. Thank you. Mr. Zink, we will start with you.

**Mr. Zink:** No Comment.

**Chairman Flansburg:** Mr. Collins?

**Mr. Collins:** No, I think it's a good project. It's a good area because it's all light industrial up there. There's a lot of automotive places and repair shops, and that building's always been in great condition. They always took care of it. So, with all those new buildings being built, I'm sure it will continue with that process. So, I'm happy that it's going to be reopened, and good luck. Thank you. But is it going to be inspected?

**Chairman Flansburg:** Right. The building department will inspect the facility. Are you in agreement or, well, accepting that prior to issuance of a certificate of compliance, the building department's going to inspect the facility to confirm that there's not a floor drain in the garage, as they're not permitted under DEC regulations?

**Ms. Jacobson:** Yes.

**Chairman Flansburg:** Mr. Miglucchi, questions?

**Mr. Miglucchi:** The one (1) I had was about the 20 vehicles thing, but it seems like we got that straightened out. Yeah, and we're sure there's no floor drains in there?

**Ms. Jacobson:** Not that we're aware of.

**Mr. Miglucchi:** Okay, because you're not going to be doing any painting or anything like that, which is going to require a drain. Okay. No, as long as everything is in compliance with, I'm okay.

**Vice Chairman Ricker- Scannell:** Again, I just want to make sure that we're on the record, that we are adding all of those notes to the plans. I'm not sure if our town attorney wants to, for number two (2), I believe that three, (3) four (4) are very specific and detailed, and I like that. Maintained and kept in an orderly fashion. I don't know if that's something, even moving forward, not just with this particular project, but all of our projects that we can have language that's a little more specific to the site than orderly and kept in orderly fashion, because I can tell you my daughter and I do not see eye to eye on what is kept in orderly fashion when it comes to my house. But yeah, as long as we're, and you know, I can't imagine that we're doing the kind of repairs and things that we don't require a dumpster for. I mean, I feel like I could have a dumpster at my house after Christmas, and I'm not repairing cars. So, I would like to see on the map, on your site plan, the place where the dumpster is going to go if it's got to go somewhere. And then we know as a Planning Commission where it's going to be. That's all I have.

**Chairman Flansburg:** Thank you. Just a couple of things that have come up with us. Is there a plan for disposal of oil, antifreeze, liquids, and things like that that are part of it? I mean, other than saying proper disposal of it, I guess adding that to the plan, whatever that may be under whoever's standards overlook these businesses.

And I, too, similar to Clark, when I was over there, the whole neighborhood is, this is an appropriate business, certainly placed, well kept building as it is. So, although the comment is fairly vague of maintained in an orderly fashion, as you found it, and even better. And we'll go from there. This is a Type II action under SEQR, no action is necessary. There is a public hearing for the special use permit. So, I would now open the public hearing for anyone who would like to come up and make a comment. Is there anyone in the audience that would like to come up and make a comment on this project? Don't be afraid.

Okay. The public hearing is now closed. I would entertain a motion on the waiver of site plan and the special use permit.

**Mr. Collins:** I'll make that motion, Madam Chairman

**Mrs. Ciampino:** I'll second.

**Chairman Flansburg:** Mr. Collins made the motion and Mrs. Ciampino seconded. Donna, please call the roll.

**Mrs. Levasseur:** Mr. Collins?

**Mr. Collins:** Yes.

**Mrs. Levasseur:** Mr. Signore, excused. Mr. Miglucci?

**Mr. Miglucci:** Yes.

**Mrs. Levasseur:** Mrs. Ciampino?

**Mrs. Ciampino:** Yes.

**Mrs. Levasseur:** Mr. Zink?

**Mr. Zink:** Yes.

**Mrs. Levasseur:** Vice Chairman Ricker-Scannell:

**Vice Chairman Ricker Scannell:** Yes.

**Mrs. Levasseur:** Chairman Flansburg?

**Chairman Flansburg:** Yes. Motion carries. Thank you very much for your participation.



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

Lynn Flansburg, Chairman  
Peter J. Comenzo, Senior Planner

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**Resolution Number PC02-2026**

Moved by Mr. Collins seconded by Mrs. Ciampino

Applicant: MOS Developers LLC

- Applicant:** Chrisler Automotive Group, LLC (Lessee)
- Project Location:** 600 Consalus Avenue
- Tax Number or Numbers:** 59.5-8-11.111
- Proposed Project:** MOS Developers LLC (Owner)/Chrisler Automotive Group, LLC (Lessee) – 600 Consalus Avenue. Waiver of Site Plan/Special Use Permit Public Hearing to convert an existing a ±11,040 square foot building to allow for up to four (4) tenants. In addition, the applicant would like to lease a ±1,550 square foot tenant space to operate a motor vehicle repair establishment in the building which is located on a ±1.1-acre parcel.

**WHEREAS**, a public hearing was conducted on January 6, 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 6, 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             | \$52.25   |
|                    | Special Use Permits (2) | \$1000.00 |
2. Prior to the issuance of a Certificate of Compliance, the Building Department shall inspect the facility to confirm that no floor drains exist in the garage as they are not permitted pursuant to DEC regulations.
  3. Add note to plan: The existing property shall be maintained and kept in an orderly fashion.
  4. Add note to plan: No more than ten (10) vehicles shall be stored outside at any time. All vehicles on-site must be in the process of being repaired for customers only. Long term storage of vehicles (more than 2 weeks) is prohibited. Failure to adhere to this condition may result in revocation of the Special Use Permit.

**Resolution Number PC02-2026**

Moved by Mr. Collins seconded by Mrs. Ciampino

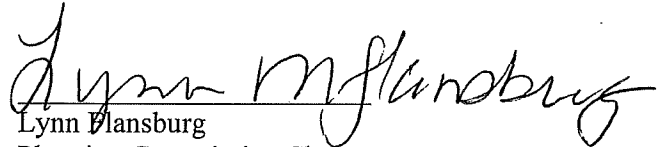
Applicant: MOS Developers LLC

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5. Add note to plan: All storage of materials and equipment shall be within the principal building, except for refuse and trash, which shall be stored in closed containers and in an area screened from view at all points on any public or private property or street when viewed from the ground level.
6. Add note to plan: All repairs shall be performed within the principal building on the premises.
7. Add note to plan: No body work or auto painting shall be performed on-site.
8. Add note to plan: Dumpster shall be in a screened enclosure.
9. Add note to plan: No vehicles shall be parked less than 10 feet from any property line.
10. Add note to plan: The sale of motor vehicles is strictly prohibited.



Peter J. Comenzo  
Senior Planner



Lynn Flansburg  
Planning Commission Chairman

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

**Chairman Flansburg:** The second project on the agenda tonight is Patricia McGinnis, Yara Auto Group LLC, 1750 Chrisler Avenue. This is a Waiver of Site Plan, Special Use permit public hearing to operate a motor vehicle repair establishment and motor vehicle sales in existing plus or minus 1,800 square foot building on a plus or minus 0.36-acre parcel. If you could please identify yourself and explain what your project is for us.

**Ms. McGuiness:** My name is Patricia McGinnis, and we own John's Body Shop and Auto Sales, but we're not really changing anything there other than the new tenant, that's all. We're all still there. So, nothing's really changing.

**Chairman Flansburg:** Okay. I know that you and Peter have spoken about your project. Have you had an opportunity to see the comments that the Public Works Department had with regard to the project? I'll give them a minute. Okay. If you wouldn't mind. Sorry to put you on the spot.

**Mr. Comenzo:** So, Patricia, I brought a map. Do you want me to put this map up in case you need to point to something?

**Ms. McGuiness:** Sure. Okay.

This is where the recording stopped.

**Chairman Flansburg** went through the DPW comments.

**Mr. Comenzo** commented that it is in standard condition. It's zoned Light Industrial. He stated that he has not been on site and believes the Building Inspectors have not either. He suggested a site visit was in order. He will need to speak to the building inspector.

**Mr. Collins** commented that he has never seen a lot of cars outside. He knew there was a body shop there and has never seen anything not appropriate.

**Vice Chairman Ricker Scannell** said she thought it was a great idea and thanked them for doing business in Rotterdam. But they might have to re-group.

**Mr. Miglucci** commented on number seven (7) on the DPW comments. Said that's all he has.

**Mrs. Ciampino** had no comment.

**Mr. Zink** had no comment.

**Attorney Mertz** agrees to keep the public hearing open.

**Chairman Flansburg** opened public hearing to the public.  
Motion to leave public hearing open.

**Vice Chairman Ricker- Scannell** made the motion.

**Mr. Miglucci** seconded the motion.

A vote was called and it was unanimous to leave the public hearing open until January 20, 2026.



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

Lynn Flansburg, Chairman  
Peter J. Comenzo, Senior Planner

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**Resolution Number PC 03-2026**

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

**TABLED**

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

**Project Location:** 1750 Chrisler Avenue  
Rotterdam, New York

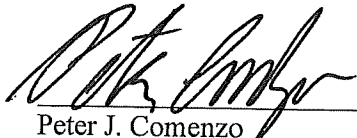
**Tax Number or Numbers:** 49.19-1-13

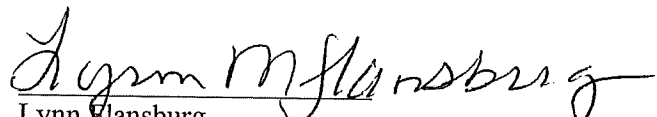
**Proposed Project:** Waiver of Site Plan/Special Use Permit Public Hearing to operate a motor vehicle repair establishment and motor vehicle sales in existing  $\pm$ 1,800 square foot building on  $\pm$ a 0.36-acre parcel.

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

**WHEREAS**, this matter was discussed and agreed that additional information was needed and to leave the public hearing open till a date certain of January 20, 2026. **NOW THEREFORE**

**IT IS HEREBY RESOLVED THAT**, on this day, Tuesday, January 6, 2026, the Rotterdam Planning Commission hereby **TABLED** any action on this project to the next Planning Commission meeting scheduled for January 20, 2026.

  
Peter J. Comenzo  
Senior Planner

  
Lynn Flansburg  
Planning Commission Chairman

3. **BD Upstate Construction, Inc. 1696 Crane Street.** Preliminary Site Plan to allow the construction of six (6) unit apartment buildings on a ± 1.63 -acre parcel containing four (4) unit apartment buildings. Engineer: Empire Engineering, PLLC

Mr. Chris Longo with Empire Engineering, PLLC, was present to represent this project.

Mr. Longo briefly mentioned the demo of a garage on East Campbell Road that was brought up at the last meeting. All set in regard to East Campbell. Some updates are they will grant an easement to the County, incorporate a dumpster, more detail for handicap access, detail on landscaping, septic system 880-gallon flow per day, County wants to witness the perc test pits prior to the issuance of a building permit. Vice Chairman stated she was comfortable with the design.

The recorder working; verbatim minutes below.

**Mr. Longo:** That'll be necessary for what's contemplated for a project from County funds or a grant application and whatnot. So, the developer is proposing to install that sidewalk as part of this project. We will grant a five-foot easement. The sidewalk is kind of like right on the property line, but an easement will help for maintenance of that so that you know the snowplow ATVs you'll be able to get through there. There is a power pole along the shoulder of the road as well. So, to make the alignment work, we're proposing to grant an easement and deed the completed sidewalk to the County along the right of way. So, that was the major addition we did also incorporate the dumpster with some screening and we further detailed the handicap access through the center of the site which also kind of doubles as the lawnmower ramp to get into the backyard and whatnot so the handicap route to the first unit which would be accessible flat access would be right through the parking space and up a ramp that's less than 5% walking slope. Then as you go down to the next entrances those would have a step. So, a small stoop in the front but not the step like the other building has that the existing building has about four (4) or five (5) steps up off the parking area so yeah, the dumpster handicap access we detailed out the landscaping a little further. We did some slight adjustments to the septic system we've we did a detailed design there with the septic tanks that are required. This is eight (8) bedrooms so it'll be producing 880 gallons a flow per day, so we've got the tank sized and also the leach field sized. I do see in the notes, and I did get a call from the county about them wanting to witness the pits here maybe a little bit of misunderstanding or we did call them. We did pits in this location, so we're comfortable with the design for the septic system here. But we had called the county and told them about this property They had done a previous not with us, but they had done previous test pits in the front middle there was a previously contemplated site plan so when the county got the referral plans the system was a little further than the center of the site, so he asked if the Dom DeCarlo from the Schenectady County Health Department asked if they could just witness the pits come in the spring. So, we would ask that the Board continue on this review. We do have test pit data in the reports. They did witness tests and qualified the soils in the past, but he just asked us to do another witness for that.

**Chairman Flansburg:** When you say in the past? I don't mean interrupt. How past?

**Mr. Longo:** It was like 2022 maybe it was it was kind of during the rehab of the four (4) units. I've done some test pits in the middle kind of where that planter is but it was only yeah three (3) or four (4) years ago.

**Mr. Comenzo:** I did call Dom DeCarlo, he actually called me and we spoke and I asked him flat out if he was comfortable with the Town moving forward with the project and waiting for the springtime for it and he said yes, he would be okay to condition if the Town were to condition it on a County septic approval prior to building permit.

**Mr. Longo:** So, I believe that's pretty much the update since the last meeting. I think I've hit the DPW comments, but if there's anymore, I could certainly take any questions.

**Chairman Flansburg:** Building elevations of six (6) and seven (7) and decks or patios?

**Mr. Longo:** Yes, so we do have we did provide the building elevations from previously those have not changed. They were in the November packets. They did not change it is the same frontage as the existing building just with two (2), you know that that nice Adirondack look of the peak that's in the middle here. And as I mentioned will not have steps up, the first one (1) would be flat the second one would have a single step as the sidewalk slightly slopes, but the back will not have access that will be a flat wall with windows. So, there won't be decks on the back that is 10 feet off of the line. So that wouldn't have any additional porches or patios behind there.

**Vice Chairman Ricker-Scannell:** So, our chairman asked to have proposed building elevations provided based on the DPW comments. And so, you referred us to our November packets. But then it sounded like in addition to us going back in our memories to November to what your picture looked like. We're also supposed to modify some of the things; am I understanding that correctly?

**Mr. Longo:** No.

**Vice Chairman Ricker- Scannell:** Isn't that what you just said. It's going to look exactly so if I go find my November packet. It's going to look just like that?

**Mr. Longo:** Yes.

**Vice Chairman Ricker- Scannell:** Okay. Do you think the next time you're here you could maybe bring a big picture for us so that we could see those elevations.

**Mr. Longo:** Yes.

**Vice Chairman Ricker-Scannell:** I understand that sometimes it's difficult to maybe provide us everything in our agendas but even if we just had something to look at for the elevation itself, I think it would help spark our memory I know it would help spark mine.

**Chairman Flansburg:** Do you have anything more for your presentation before I open it up to the Board?

**Mr. Longo:** No.

**Chairman Flansburg:** I'm going to start with you Mr. Collins.

**Mr. Collins:** Okay I had gone over there and talked to the gentleman that owns the garage and I asked him, I said, did you have a conversation with the developer or engineering? He said he never had a conversation with anybody about fencing. That's just what he told me so I you know, I just want to throw it out there he has concerns. I know he doesn't want a vinyl fence all the way out the road because it'll block his view and I understand that I still think we should have a vinyl fence behind the building and that chain link fence, it's just terrible. It needs to be replaced. It doesn't even have the top rail on it and he's concerned. He likes the fence there because the kids kick the ball, he doesn't want them running in and the cars pulling into the shop or something for safety reasons so that fence is in bad shape. But his main concern is one of my concerns is I know you said a screen, but you're going to build a block dumpster. The dumpster area is going to be blocked, right? Says on your plan.

**Mr. Longo:** Yes.

**Mr. Collins:** Okay, but his question was this and he was very adamant about it. He has the dumpster right now. Sometimes he gets it overflows. He gets a lot of squirrels running around, he gets a lot of natty flies because the dumpster doesn't hold the garbage for four (4) apartments, so my concern is how is it going to hold it up for additional six (6) apartments? I mean that needs to be addressed somehow because that was one (1) of his main concerns that it's unsightly. There's garbage on the sides now maybe people drive up and dump stuff, but maybe you know what I mean? But my concern is if that dumpster just barely covers four (4) apartments because people can make a lot of garbage and they throw out a lot of stuff is that dumpster going to be sufficient for additional six (6) apartments or you're going to have to have the dumpster on the plan saying it's going to be dumped twice a week. So, there's not an unsightly problem and that was his main concern but like I said he told me nobody talked to him, which was concerning after I read this, but that's here nor there but the fence definitely needs to be repaired. There's not even a top rail on it, and it's kind of wobbly and he wants it for safety because kids play out there, but his main concern was a dumpster is just unbelievable in the summertime. So, I don't know but that was my concern if it won't fit four (4) apartments how's going to additional six (6) apartments. So, that's my concern is the dumpster area I think there should be a vinyl fence. Are there going to be patios behind these or decks behind these?

**Mr. Longo:** No.

**Mr. Collins:** So, nothing on the back?

**Mr. Longo:** Right.

**Mr. Collins:** I know he didn't want to block the view of the road. It's just correct, but that fence needs to be repaired, and it's you know I'm open to have the vinyl that's put there just for protection, but the main concern is, I'm concerned about the dumpster. So, I don't know if you can address it and maybe give us a copy of that he's going to have it dumped twice a week, so I'm more comfortable because once a week isn't going to cut it to add six (6) more apartments, so I don't know what your thought on that is.

**Mr. Longo:** Yeah, If I could wait until you know our final response to our final plans to get that response but yeah, it maybe I'll also check the size yeah, the size of what's there and the size of what we have maybe we're showing more room for a larger container.

**Mr. Comenzo:** It's not in an enclosure now, so if there may be people driving over from somewhere else and use the dumpster?

**Mr. Collins:** If you could bring us back some more information next time I'd appreciate it, that's all I have Madam Chairman.

**Chairman Flansburg:** Thank you very much and thank you for going to visit the neighbor.

**Mr. Collins:** Nope no problem.

**Chairman Flansburg:** Mrs. Ciampino, do you have any questions or comments?

**Mrs. Ciampino:** I agree with repairing the chain link, even making it vinyl you have a beautiful building there it should I mean, the fence should match it. Last time you were here in November did the six (6) apartments all have, did you originally say that they were all going to have two (2) bedrooms and now you went back down to eight (8) is that what? Because, I remember being worried

about the parking, but now that I see that there's only eight (8) bedrooms in the six (6) apartments I'm a little I'm better with that.

**Mr. Longo:** Okay. Yeah, the floor plans haven't changed, don't recall the exact layout of where those bedrooms are two (2) stories, and how the units layout.

**Mrs. Ciampino:** I Just thought because now I was actually very concerned about parking last time, but seeing that there's only eight (8) bedrooms in this six. (6) I'm better with that, but that's all I have, thank you.

**Chairman Flansburg:** Mr. Longo at the beginning of your presentation you said 880 gallons of flow because of eight (8).

**Mr. Longo:** Yes

**Chairman Flansburg:** So, is it six (6) right? It's a six (6) unit eight (8) bedrooms so it is one or two. Can you tell me the breakdown, or do you not know yet?

**Mr. Longo:** It is four (4) bedrooms for per floor so I believe what it is there's a two-bedroom and two one-bedroom and then on the second floor is a two-bedroom and two one-bedrooms So, it's the three (3) units on the first floor one of those is a two-bedroom same thing on the second floor only one of them is a two (2) bedroom.

**Chairman Flansburg:** Mr. Zink any questions or comments.

**Mr. Zink:** No.

**Chairman Flansburg:** Mr. Miglucci any questions or comments?

**Mr. Miglucci:** A couple things yeah, the fence definitely needs some attention. I have the same concern as Clark about the dumpster. You know you're adding over twice as much refuse people so that's going to have to be addressed the size of the dumpster If it's going to be adequate when they're going to come in you know empty it because like I said it is It is a street where you know Like you said people can see it open and stuff but I would I definitely like to see something addressed about that dumpster. It should probably be doubled.

**Chairman Flansburg:** And maybe once it's enclosed the refuse will be limited.

**Mr. Miglucci:** Exactly, I mean you're talking four (4) units now you're talking six (6) units, so you're talking another hundred fifty percent of addition to it. So that would be my concern. I like to see something on that.

**Chairman Flansburg:** Thank you. Vice Chairman Ricker-Scannell any questions or comments?

**Vice Chairman Ricker- Scannell:** Yes, I think that this is a great plan, and I'm excited about it. I'm very excited about it. Thank you, and please thank everyone involved for the addition of the sidewalk and for being so mindful of our complete streets policy. I think that this is this is a huge benefit to the Town of Rotterdam. I think that this is in general a fabulous project. Speaking of complete streets is I wondered if a bike rack is something that your apartment complex might like to have. Lots of folks are driving electric bikes nowadays, and I'm hoping that when we have the addition of all those nice sidewalks people are going to be taking advantage of all those opportunities to be walking and biking more now that they are able to do now so. I just thought it would really

blend in well with our complete streets policy, many of the projects at the suggestion of this Planning Commission have added bike racks with great success. Their tenants have really liked it. With regard to number ten (10) show proposed location in detail of project signage your answer is there is no advertisement signage planned at this time for the project. What does that mean, like what does that response mean?

**Mr. Longo:** That there's no like facility sign or apartment sign like you know the homes at whatever.

**Vice Chairman Ricker-Scannell:** So, you don't have any way finding at all. Somebody just is going to know if they're visiting if I go to visit somebody there. Well, I'm not talking about people that live there. If I'm Grub-Hubing and I'm bringing you something. There's not going to be anyway finding for me to know which apartment I'm going to.

**Mr. Longo:** There would be street numbers on the building, but not a monument sign or advertisement of what you know it's not, doesn't have a name of a community or anything like that. But it's no different than a house with a street number yeah, and then unit numbers on the door.

**Vice Chairman Ricker-Scannell:** Okay, so there's no like when you drive in there's no go left to go to these numbers of the apartments go right. You know it's just here you are okay. Yeah, I just wanted to make sure I understood what that meant that there's no way finding because I did notice that there were you know there are some signs that were being proposed. I guess on your plans, so I wasn't just really sure if it wasn't wayfinding if there's other project signing. Where the proposed location a detail of the these signs are going so like you have a do not enter and you have a sign I mean are those signs going somewhere, and if so where they are they all just noted where they're going.

**Mr. Longo:** The stop signs where you know exiting the facility, the handicapped and no parking are for the handicapped that do not enter may have been a carryover from some previous driveway, we had the driveways a little bit different so they do not enter may may no longer be applicable.

**Vice Chairman Ricker-Scannell:** So, I guess to go back to comment number ten (10) show proposed location in detail of project signage for any project signage that you're showing us on this site plan if you wouldn't mind adding it to the site plan not just on the detail page. I think maybe that was what I just don't know if everybody was on the same page with what DPW was necessarily looking for. It's not a bad idea to have it on the plan, I would like to see where things are going. And my final comment would be you talked about an easement. I would just like to make sure that you get that to our Town Attorney so that he can review any easements that will become part of this project

**Mr. Mertz:** On that note did you say this is going to the County the easement?

**Mr. Longo:** The Town will maintain the sidewalk.

**Mr. Mertz:** Yeah, I know he mentioned that the easement would be going to the County, that is why I was asking.

**Mr. Longo:** I guess we can give it to the Town, or you can advise us who the appropriate party is.

**Mr. Mertz:** Okay.

**Mr. Longo:** I thought maybe the County because it's County right-of-way, but if the Town maintains the sidewalk maybe it's more appropriate to say.

**Mr. Comenzo:** I believe we have agreements in place similar to DOT where the Town is maintaining the sidewalk. So, I don't know if it really matters that much whether it's to the County or to the Town. It's a county road, so maybe it does make more sense to dedicate it to the County.

**Mr. Mertz:** We'll take a look at it because ultimately the responsibility of who has to maintain that property. You know the sidewalk is what it's going to come down to and making sure that we have access, so okay.

**Chairman Flansburg:** Clark am I coming back to you?

**Mr. Collins:** Yeah, I got a question right now, the snow removal is to the right of the first set of apartments. That's where they push all the snow. But the existing four units you push all the snow there now this this one you're going to have a sidewalk. Where are you going to plow it?

**Mr. Longo:** The snow removal or snow storage would be in the center that we plan to have a depressed area. That's where the drywell would go. So that that middle area is where the snow would be.

**Mr. Collins:** Okay because right now they're just pushing it. Thank you, I want to know what you're going to do with the snow.

**Chairman Flansburg:** And I'll follow up and say are you pushing it into the plantings? Where they are or are you going back far enough so that they don't get away?

**Mr. Longo:** So, this first one that that's the drywell this first corner here.

**Chairman Flansburg:** We can call our areas to work with over. You know over on this side. Well obviously, you don't want it at the road but we don't want you plowing over your plantings and every year having to redo them again.

**Mr. Longo:** Right. And these are proposed as more shade trees as well, so they shouldn't be taking up all the ground cover.

**Chairman Flansburg:** You know these don't plan accordingly and have them in far enough. You know three (3) four (4) feet to have your little "inaudible." Okay I had a couple of questions and then comments. How does mail work at this place and packages are there each is there a kiosk is there mails delivered to each individual place?

**Mr. Longo:** I do not know if there's a kiosk right now at the top of these steps, but I would assume I guess the post office is the post office is different these days.

**Mr. Miglucci:** Is there going to be upstairs and downstairs apartments.

**Mr. Longo:** Yes.

**Mr. Miglucci:** It's probably going to be an NDCBU neighborhood distribution cluster box unit.

**Mr. Collins:** Yeah, yeah. In the back.

**Mr. Longo:** I wanted to say that we would just put these boxes here, but I don't think that's going to be allowed. I think If we need to site something we will put that the cluster box in a convenient location.

**Chairman Flansburg:** Also, I'll give my opinion on the vinyl fence. I think would be lovely he has done an amazing job to clean up this project and as you're coming over the bridge that you're entering into Rotterdam so we would love to keep it nice or make it nicer than it is. So I think that would appease the property owner next to you in keeping the division between the family site, and you know for safety purposes. He's a working garage next door so that is where my vote would be and my opinion is.

**Mr. Longo:** Are you looking for like full stockade because I guess there is an option there to be like a somewhat?

**Mr. Collins:** He likes the chain link fence, but you can either put the slats in there. You know you make it a little more decorative.

**Mr. Longo:** Well, I guess I was I was kind of in my mind you know we'll select a certain material, but I was thinking almost somewhat you know not fully opaque not fully stockade but had because right now It's a chain link that you can see through.

**Chairman Flansburg:** Yucky vines and stuff growing on it, and it only goes to a certain point, that's my two cents worth would be at least to the definitely the edge of building to the front if not the edge of the dumpster to. Keep coming that way yeah to right about there. It doesn't need to go super far because you don't want to impede his vision of people coming in and out of his that's his concern.

**Mr. Collins:** He doesn't want it with people coming down that they got a visual of the line of sight.

**Chairman Flansburg:** To be able to turn in and out of his thing.

**Mr. Collins:** Yeah, people come in and out.

**Chairman Flansburg:** Maybe come up with an idea of something what you were thinking but know that it needs to be better than and nicer than what was there and I would imagine that Byron would want to keep with the level of service that he's looking to provide here and aesthetics. Any more questions, any other things that you would like to address?

**Mr. Longo:** I don't think so. I know we have definitely a shorter list than last time and hopefully you know with this short list we'll get we'll get back to you, and you know we'd like the Board to consider a hearing at the next meeting and in the final review.

**Chairman Flansburg:** Okay, so it sounds like maybe elevations or an image of what your new building is.

**Mr. Comenzo:** We do have elevations that were submitted with the original package, so I don't know if you want to look at them. Yeah, I'm just thinking instead of printing out.

**Vice Chairman Ricker-Scannell:** I just need a big one that we can all look at to refresh our memories.

**Mr. Longo:** Wasn't so much of what these plans were but the existing building the goal here was to match what the existing buildings were. So, what I meant to say is these have not changed since November and they this is the rear no doors or patios on the rear the front was intended to mimic what is there now on the four(4) unit?

**Chairman Flansburg:** And on the far left is that showing the ramp just we just don't see it from here, or it's a step?

**Mr. Longo:** Yeah, so this is shown as this step, but you're talking about the six-inch difference. We will make sure that step is not there, so it is an accessible unit. And we did look into the accessible unit regulations and it's you don't really need to have like all first-floor units sometimes you see like five percent, but this will be this at least this side these two units here would have accessible.

**Chairman Flansburg:** Access it's a great feature.

**Vice Chairman Ricker-Scannell:** I agree, and I think even maybe not even as a person that's living there but you know if they're having a mom or a dad or family member or friend come over that has some mobility issues It's just a selling feature right. It's such. This is a lovely project. It's I think a nice selling feature.

**Chairman Flansburg:** Okay, Peter. Do you have anything you want to talk about?

**Mr. Comenzo:** No.

**Chairman Flansburg:** Clark?

**Mr. Collins:** No, I'm good.

**Chairman Flansburg:** Okay, this is a preliminary site plan, so there are no motions necessary for today for this project. Just thank you for working with us. We appreciate what you guys are doing, and I think we're getting to the end.

**Mr. Longo:** Thank you.

**Vice Chairman Ricker-Scannell:** So, we'll see you soon. Once you have approval, what is your time frame when will you start?

**Dan Gaudio:** He is planning on once he gets to 75% completion of Annabelle, probably by spring.

**Chairman Flansburg:** Anybody else have anything to add.

**Mr. Collins:** I make a motion to adjourn.

**Vice Chairman Ricker-Scannell:** I second.

**Chairman Flansburg:** All in favor?

**Planning Commission Members:** I.

Meeting adjourned at 8:35 p.m.

Next meeting scheduled for January 20, 2026.

Respectfully submitted,

Donna Levasseur  
Planning Commission Secretary