



CITY OF RENSSELAER PLANNING COMMISSION MEETING MINUTES



DATE: November 14th, 2022

TIME: 6:30 PM

REGULARLY SCHEDULED

SPECIAL MEETING

IN PERSON ONLY*

HYBRID*

ZOOM ONLY

**IN PERSON AND HYBRID MEETINGS ARE HELD AT THE RENSSELAER CITY HALL AT 62 WASHINGTON STREET, RENSSELAER, NY 12144*

MEMBER	PRESENT	ABSENT
Ray Stevens		
Ed Schillaci	X	
Salena Dabbs	X	
George Farrell	X	
Tom Cardamone		
Fred Weakley	X	
Frank McCullain		

STAFF PRESENT

Ketura Vics, Planning Director; Jack Spath, Counsel

CALL TO ORDER

Ed Schillaci called the meeting of the City of Rensselaer Planning Commission to order at 6:30 PM. Roll call was taken and quorum was determined.

APPROVAL OF MINUTES

Motion Made: Ed Schillaci made a motion to approve the September 11th regular meeting and October 18th special meeting minutes. Fred Weakley seconded the motion. The motion passed unanimously.

Voting Record:

MEMBER	YES	NO	ABSTAIN	RECUSE



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Ray Stevens				
Ed Schillaci	X			
Salena Dabbs	X			
George Farrel	X			
Tom Cardamone				
Fred Weakley	X			

COMMUNICATIONS

McManus Center Rezoning: New owners of McManus Center at will need SEQR review and a positive recommendation to the Common Council at next Commission meeting

Video Conferencing Resolution: A resolution for the City of Rensselaer Planning Commission to adopt the policy and procedures on the continued use of video conferencing pursuant to Public Officers Law § 103-a, which are attached to the minutes.

Public hearing:

Opened – 6:38 PM

- **In favor:** No commenters
- **Opposed:** No commenters

Closed – 6:38 PM

Motion Made: Salena Dabbs made a motion to approve the resolution attached to hold remote meetings in accordance with NYS Open Meetings Law. Ed Schillaci seconded the motion. The motion passed unanimously.

Voting Record:

MEMBER	YES	NO	ABSTAIN	RECUSE
Ray Stevens				
Ed Schillaci	X			
Salena Dabbs	X			
George Farrell	X			
Tom Cardamone				
Fred Weakley	X			



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Frank McCullain				
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OLD BUSINESS

1119 First Street: Joe Casale of American Evergreen requested preliminary site plan approval for a 6-unit apartment building. The Planning Commission was generally pleased with the plans but requested the following: a drainage plan for stormwater runoff at the bottom of the slope behind the parking lot; decorative fencing around basement windows; if possible, burial of utilities (if not possible, a letter from National Grid stating so).

The Planning Director explained to Commission members that preliminary approval is a technical step that is executed in order to afford members an opportunity to request revisions to site plans, if necessary, but that is not legally required as a precursor to final site plan approval per the City's zoning code. As such, the Commission could request revisions without granting them as a condition of preliminary approval; this would allow applicant time to provide the additional materials required for the Commission to make SEQR determination of significance and grant final site plan approval in the same meeting instead of granting preliminary approval after a SEQR determination and then holding a third meeting just to do final approval.

The Director also stated the need for a special use permit to develop multi-family housing in an R-2 zone and public hearing at the next meeting prior to issuing final approvals.

Motion Made: Ed Schillaci made a motion to declare the Planning Commission lead agency and declare the project as an unlisted action; the Commission requested a drainage plan prior to issuing a determination of significance. George Farrell seconded the motion. The motion passed unanimously.

Voting Record:

MEMBER	YES	NO	ABSTAIN	RECUSE
Ray Stevens				
Ed Schillaci	X			
Salena Dabbs	X			
George Farrell	X			
Tom Cardamone				
Fred Weakley	X			
Frank McCullain				



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Motion Made: Ed Schillaci made a motion to table the application until the requested site plan revisions (drainage plan, decorative fencing at basement windows, final decision on underground vs. above ground utilities) were provided. George Farrell seconded the motion. The motion carried unanimously.

Voting Record:

MEMBER	YES	NO	ABSTAIN	RECUSE
Ray Stevens				
Ed Schillaci	X			
Salena Dabbs	X			
George Farrell	X			
Tom Cardamone				
Fred Weakley	X			
Frank McCullain				

ADJOURNMENT

Motion Made: George Farrell made a motion to adjourn the meeting at 7:14 PM. Salena Dabbs seconded the motion. Motion carried, meeting was adjourned.

Voting Record:

MEMBER	YES	NO	ABSTAIN	RECUSE
Ray Stevens				
Ed Schillaci	X			
Salena Dabbs	X			
George Farrell	X			
Tom Cardamone				
Fred Weakley	X			



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Frank McCullain

NEXT REGULARLY SCHEDULE MEETING

December 12th, 2022 at 6:30 PM

RECORD OF DECISIONS

An official record of decisions noting the details of motions and votes from this meeting along with any conditions & stipulations of approval has been filed with the City Clerk and a copy maintained in Planning Department records.

Respectfully Submitted,

Ketura Vics, Planning Director

DRAFT