



CITY OF RENSSELAER PLANNING COMMISSION

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DATE: June 9, 2025

TIME: 6:30 PM

LOCATION: City of Rensselaer-City Hall, 62 Washington Street, Rensselaer NY

STAFF PRESENT

Thomas E. Hulihan, Director of Planning and Development

Amy Lolik, Assistant Director of Planning

Jason Schofield, Planning

Jack Spath, Deputy Corporation Counsel

CALL TO ORDER

Ray Stevens, Chairman, called the meeting of the City of Rensselaer Planning Commission to order at 6:30 PM. Roll call was taken and it was determined that a quorum was present.

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

Communication:

Tom Hulihan, Director of Planning and Development gave updates on the following items;

- Hudson River Estuary Program for Conservation Overlay Grant update - There have been two meetings to date, one in person which included a visit to Mill Creek. The second, was a Zoom meeting which reviewed the existing stream corridors and discussed potential protective measures for each.
- Clean Mobility Transition Plan- Survey & Workshops concluded May 16th. Results are being reviewed with CRTA, the County Department of Aging & CDTA. There have been several meetings including visits to the Senior Center, Library and a meeting with the Rensselaer County Aging Department. Sixty surveys were completed, the data from them has been reviewed. The next step is to apply for a Demonstration Grant to test the use of the service.
- Grant Applications Underway (Inland Flooding & Local Revitalization Implementation Program, CDBG)



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- Grant Applications Submitted (BUILD, OSHA Training, Local Govt Grant & Food Access & Retail Expansion Fund, NYS Archives 2025 Grant, Farmers Market Resiliency Grant, NYSOPR-MPR Grant, Intended Use Plan for CSO Elimination) – The City has been awarded a \$50,000 grant for improvements to the Thursday Night Farmers Market. The city was unsuccessful in obtaining the Local Govt Grant & Food Access & Retail Expansion Fund. A follow up meeting is scheduled.
- NYPF Flyer-June 24th -Building Health-Infrastructure’s Role in Public Well-Being 12-1PM Zoom – This course will provide Members with 1 hour of the required 4 hours of annual training.
- Other Updates – Chairman Stevens noted that the city for the first time has been awarded \$300,000 for Brownfields. He hopes this will lead to additional funding opportunities. Chairman Stevens also reminded members the importance of completing the mandated 4 hours of training.

OLD BUSINESS

- **Approval of Minutes** – May 12, 2025 Chair Stevens noted that the Motion Made for 901 Third St. in the minutes needed to be amended to include the word “Approval” instead of the word Review.

Motion Made: George Farrell made a motion to approve the May 12, 2025 regular meeting minutes as amended. Fred Weakley seconded the motion. The motion passed unanimously 5-0.

Voting Record (Approval of May 12th, 2025 minutes):

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

901 Third St- Rensselaer Volunteer Ambulance, Inc. is seeking Final Site Plan Review for an emergency vehicle quarter, dispatch center and staff quarters, serving the surrounding community, for an existing building.

Chairman Stevens stated that this application was reviewed for completeness by the Planning, Building and Engineering Departments before being scheduled for Preliminary Site Plan Review. At the May 12th review, the Commission conducted its review alongside a Public Hearing,



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declaring the project a SEQR Type II Action and granting Preliminary Site Plan approval. Following approval, the Planning Director issued a letter on May 14th, 2025, advising the applicant that a Use Variance from the Zoning Board of Appeals (ZBA) was required before Final Site Plan review. The ZBA held a meeting and Public Hearing on May 27th, 2025, ultimately approving the Use Variance.

Applicant Bonnie Hahn stated that she was available to answer further questions the Commission may have.

Motion Made: George Farrell made a motion to grant Final Site Plan Approval. Frank McClellan seconded the motion. The motion passed unanimously 5-0.

➤ **Voting Record (901 Third St – Final Site Plan Approval):**

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

NEW BUSINESS

96 Columbia Street- William Brayton is seeking – Site Plan Review and Special Use permit for an addition to Crailo Plaza.

William Brayton presented the Commission with color copies of his proposal. He is looking to add on to an existing structure. He informed the Commission that he has had issues renting the space over the past 11 year and potentially has an interested tenant if he can complete the addition. He informed the Commission that there was plenty of parking, no need to for additional lighting and all drainage requirement have been met.

Public Hearing: The public began at 6:50 p.m. There were 2 members of the Public who spoke. Bonnie Hahn – Resident, spoke in favor of the project, saying anything that can be done to attract new business to the city is a good thing. She also stated the applicant has a long history of doing excellent work in the city.



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Miranda Gillian – Resident commented on the visual impact the current fence has on the side of the property.

Chairman Stevens stated the applicant does have a long history of doing good work within the city.

Public Hearing Closed – 6:56 p.m.

Motion Made: Ed Schillaci made a motion to make the Planning Commission Lead Agency. George Farrell seconded the motion and the motion passed unanimously 5-0.

➤ **Voting Record** (96 Columbia St – Planning Commission as Lead Agent)

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

Motion Made: Ed Schillaci made a motion to grant Preliminary Site Plan Approval. Fred Weakly seconded the motion and the motion passed 4-1.

➤ **Voting Record** (96 Columbia St – Preliminary Site Plan Approval)

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



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Frank McClellan		X		
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202 Broadway- Flavia Lindsay is seeking Preliminary Site Plan Review and Special Use Permit for a play space in a former office location.

Flavia Lindsay -Applicant, explained to the Commission that she is looking expand her current business of short-term babysitting to this location. There is a three-hour limit on how long a parent can leave their child. She informed the Commission that due to the time limit there are no licenses required. She will be providing a copy of that to the Commission.

There was no public hearing. A public hearing will be conducted prior to final site plan approval.

Motion Made: Ed Schillaci made a motion to declare this a Type II SEQR. George Farrell seconded the motion and the motion passed unanimously 5-0.

➤ **Voting Record (202 Broadway Type II SEQR)**

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

Motion Made: Ray Stevens made a motion to grant Preliminary Site Plan Approval. Ed Schillaci seconded the motion and the motion passed 5-0.

➤ **Voting Record (202 Broadway – Preliminary Site Plan Approval)**



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

77-79 Washington Avenue – Uday Patel is seeking Preliminary Site Plan Review for a Multi-Family dwelling.

Motion Made: Fred Weakly made a motion to table as the applicant was not present. Ed Schillaci seconded the motion. The motion passed unanimously 5-0.

➤ **Voting Record** (Table – 77-79 Washington St.)

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

ADJOURNMENT

Motion Made: George Farrell made a motion to adjourn the meeting at 7:05 PM. Ed Schillaci seconded the motion. Motion carried; meeting was adjourned.

Voting Record: (Adjournment)

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

NEXT REGULARLY SCHEDULE MEETING

Monday, July 21, 2025 @ 6:30 PM, City Hall-1st Floor Conference Room. Applications are due by June 23, 2025. Incomplete applications will not be placed on the agenda.

RECORD OF DECISIONS

This official record of decisions 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,

Thomas Hulihan
Director of Planning and Development