

**Town of Rotterdam
Planning Commission
December 18, 2018**

Approval of the Summary of Minutes December 4, 2018

1. **AMG Associates, LLC – 1963 Altamont Avenue.** Final Site Plan/Special Use Permit Public Hearing to convert an existing 2,228 square foot former jewelry store into a Saratoga National Bank with associated drive-thru on ±0.49 acre parcel. Engineer: Greenman/Pedersen, Inc.

Waiver(s)

1. **Sarah Sherwin – 207 E. Campbell Road.** The applicant requests a Waiver of Site Plan review to operate an office for Ultimate Roofing, former Carman Hardware, in existing ±9,200 square foot building on ±0.31 acres.

**DPW Comments
December 18, 2018**

- 1. AMG Associates, LLC – 1963 Altamont Avenue.** Final Site Plan/Special Use Permit Public Hearing to convert an existing 2,228 square foot former jewelry store into a Saratoga National Bank with associated drive-thru on ±0.49 acre parcel. Engineer: Greenman/Pedersen, Inc.

1. Final Fees Due:	Site Plan Application	\$150.00
	Final Site Plan	150.00
	Special Use Permit	500.00
	<u>Advertising</u>	<u>37.62</u>
	Total	\$837.62

2. Show location of snow storage area or indicate if it will be removed off site.
3. **Add note to plan sheet C-102 entitled “Site Plan Layout and Landscaping Plan:”** *“Snowfall accumulations in excess of four (4) inches shall be removed from all parking areas/walkways within 48 hours.”*
4. **Add note to plan sheet C-102 entitled “Site Plan Layout and Landscaping Plan:”** *“All lighting shall be shielded and/or placed in such a manner as to prevent off-site illumination.”*
5. **Add note to plan sheet C-102 entitled “Site Plan Layout and Landscaping Plan:”** *“All signage must comply with Rotterdam Town Sign Code.”*
6. **Add note to plan sheet C-102 entitled “Site Plan Layout and Landscaping Plan:”** *“All landscaping must be maintained in perpetuity on-site and in NYSDOT right-of-ways. Dead and/or dying landscaping shall be replaced.”*
7. **Add note to plan sheet C-102 entitled “Site Plan Layout and Landscaping Plan” and on architectural drawings:** *“Lighting in bank drive-thru canopy and in ATM area shall be recessed and shielded in such a manner as to prevent glare for drivers on Altamont Avenue and Curry Road.”*
8. Full and final approval is contingent upon review and approval of the final site plan maps by the Town DPW on this project.

DPW Comments from October 16, 2018

1. Parking easements exists on adjoining property for the lands N/F Altamont Associates. Provide copy and update site plan to include this for potential employee/overflow parking area.
2. Planning Commission should determine if the services of a Town Designated Engineer (TDE) is necessary to assist in the review of this project.
3. Detail proposed ATM/Teller kiosk and proposed improvements to the area for the drive thru (curbing, drainage, signage, striping, lighting, etc.) as well as improvements to the building and existing entryway.
4. Queuing/Bypass lane appears to be extremely tight and may not function. Widening/Striping should be considered.

DPW Comment

SEQR Requirement: 6 NYCRR 617 Unlisted Action. Rotterdam Planning Commission should declared lead agency on October 16, 2018 and circulated application materials to the interested and involved agencies on October 17, 2018. A Draft Negative Declaration has been prepared by the Town Planner and is attached for your consideration.

Involved/Interested Agencies

Schenectady County Economic Development and Planning
New York State Department of Transportation
Rotterdam Police Department
Fire District #2

ZONING COORDINATION REFERRAL

SCHENECTADY COUNTY DEPT. OF ECONOMIC DEVELOPMENT & PLANNING
Recommendations shall be made within 30 days after receipt of a full statement of the proposed action.

For Use By SCDEDP

Received 10-19-18
Case No. R-15-18
Returned 10-30-18

FROM: Legislative Body
 Zoning Board of Appeals
 Planning Board

Municipality:
Town of Rotterdam

TO: Schenectady County Department of Economic Development and Planning
Schaffer Heights, 107 Nott Terrace, Suite 303
Schenectady, NY 12308

(tel.) 386-2225
(fax) 382-5539

ACTION: Zoning Code/Law Amendment
 Zoning Map Amendment
 Subdivision Review
 Site Plan Review

Special Permit
 Use Variance
 Area Variance
 Other (specify) _____

PUBLIC HEARING OR MEETING DATE: November 20, 2018

SUBJECT: AMG Associates, LLC – 1963 Altamont Avenue. Site Plan/Special Use Permit to convert an existing 2,228 square foot former jewelry store into a Saratoga National Bank with associated drive-thru on ±0.49 acre parcel.

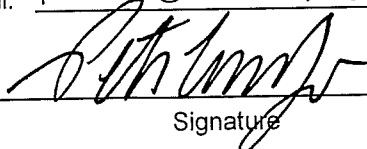
REQUIRED ENCLOSURES:

1. Public hearing notice & copy of the application.
2. Map of property affected. (Including Tax Map I.D. number if available)
3. Completed environmental assessment form and all other materials required by the referring body in order to make its determination of significance pursuant to the state environmental quality review act.

1. This zoning case is forwarded to your office for review in compliance with Sections 239-l, 239-m and 239-n of Article 12-B of the General Municipal Law, New York State.
2. This material is sent to you for review and recommendation because the property affected by the proposed action is located within 500 feet of the following:
 - the boundary of any city, village or town;
 - the boundary of any existing or proposed County or State park or other recreation area;
 - the right-of-way of any existing or proposed County or State parkway, thruway, expressway, road or highway;
 - the existing or proposed right-of-way of any stream or drainage channel owned by the County or for which the County has established channel lines;
 - the existing or proposed boundary of any County or State-owned land on which a public building or institution is situated;
 - the boundary of a farm operation located in an agricultural district, as defined by Article 25-AA of the agriculture and markets law. The referral requirement of this subparagraph shall not apply to the granting of area variances.

SUBMITTED BY:

Name: Peter Comenzo Title: Senior Planner
Address: 1100 Sunrise Boulevard, Schenectady, NY 12306
E-mail: pcomenzo@rotterdamny.org Phone: 518-355-7575 Ext 338



Signature

Date: 10 17 18



PLANNING & ZONING COORDINATION REFERRAL

Case No. R-15-18

Applicant AMG Associates, LLC

Referring Officer Peter Comenzo

Municipality Rotterdam

Considerations: Site plan/special use permit for a change in tenancy to a bank with drive thru.

RECOMMENDATION

Receipt of zoning referral is acknowledged on October 16, 2018. Please be advised that the undersigned Commissioner of Economic Development and Planning of the County of Schenectady (having under the Schenectady County Charter the powers and duties of a County Planning Board) has reviewed the proposed action stated on the opposite side of this form and makes the following recommendations:

- *Approve of the proposal.**
- Defer to local consideration (No significant county-wide or inter-community impact)**
- Modify/Conditionally Approve. Conditions:**

Advisory Note:
 The site plan should include a detailed landscaping plan and identify all cross access easements with adjoining parcels. The Town should consider access restrictions for the driveway at Altamont Ave. and Curry Road. Exiting left turns would appear to be particularly difficult. The non-standard sidewalk at the eastern end of the site along Altamont Ave. should be replaced.

Disapprove. Reason:

*A recommendation of approval should not be interpreted that the County has reviewed all local concerns and/or endorses the project; rather the proposed action has met certain County considerations.

Section 239-m of the general Municipal Law requires that within 30 days after final action, the referring body shall file a report of the final action it has taken with the Schenectady County Department of Economic Development and Planning. A referring body which acts contrary to a recommendation of modification or disapproval of a proposed action shall set forth the reasons for the contrary action in such report.

10/29/18
Date

Ray Gillen, Commissioner
Economic Development and Planning

THE DAILY GAZETTE

dailygazette.com

Ad Proof

Enlarged

-Public Notice Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below. Please proof read carefully if changes are needed, please contact us prior to deadline at Schenectady (518) 382-1100 or email at legals@dailygazette.net

TOWN OF ROTTERDAM LEGAL NOTICE

PLEASE TAKE NOTICE, that a public hearing will be held by the Rotterdam Planning Commission on Tuesday, December 18, 2018 in the V. Dalton Bambury Hearing Room, at the John F. Kirvin Government Center, 1100 Sunrise Boulevard, Rotterdam, New York at 7:30 p.m. to consider the following:

APPLICATION OF PETITIONERS, AMG Associates, LLC, owners of property requesting Site Plan and Special Use Permit approvals. The applicants are proposing to convert an existing 2,228 square foot former jewelry store into a Saratoga National Bank branch with associated drive-thru window. The property is located at 1963 Altamont Avenue, in the Town of Rotterdam, New York, and is known as Tax Parcel #59.9-2-12.1. The subject property is located in the General Business (B-2) Zoning District.

PETITIONERS RESPECTFULLY REQUEST, that they be granted a Special Use Permit as prescribed by the Town of Rotterdam Zoning Code being Chapter 270-56 entitled "Special Uses." Rotterdam Town Code Chapter 270-56(a) states that a drive-in establishment accessory to a permitted use may be permitted or denied subject to a Special Use Permit review. Please contact Peter Comenzo - Town Planner at (518) 355-7575 Extension 338 if you would like to review the application materials prior to the Public Hearing.

By Order of the Rotterdam Planning Commission
John Denny III - Chairman
12/12 2360765

Date:	12/10/18
Account #:	90024
Company Name:	TOWN OF ROTTERDAM
Address:	JOHN F KIRVIN GOVT CTR 1100 SUNRISE BOULEVARD ROTTERDAM
Telephone:	(518) 355-7575
Fax:	(518) 356-9029

Publications:
THE DAILY GAZETTE, Online
Advertising

Ad ID:	2360765
Copy Line:	1963 Altamont Saratoga Nationa
PO Number:	
Start:	12/12/18
Stop:	
Total Cost:	\$37.62
# of Lines:	66
Total Depth:	5.944
# of Inserts:	2
Ad Class:	101

6NYCRR PART 617
State Environmental Quality Review
NEGATIVE DECLARATION
Notice of Determination of Non-Significance

Date: December 18, 2018

This notice has been prepared in accordance with Article 8 of the Environmental Conservation Law by the Town of Rotterdam Department of Public Works Department (Reference: 6 NYCRR 617.5 Unlisted Action)

SEQRA Status: Type I
Type II
Unlisted

Conditioned Negative Declaration: Yes
No

Owner: AMG Associates, LLC
6 Normandy Square
Altamont, NY 12009

Location: 1963 Altamont Avenue
Schenectady, NY 12303

Tax Map Number(s): 59.9-2-12.1

Zoning: General Business (B-2) Zoning District.

Action: Site Plan/Special Use Permit approval to convert an existing 2,228 square foot former jewelry store into a Saratoga National Bank branch with associated drive-thru window.

Reasons Supporting This Determination:

(See 617.7(a)-(c) for requirements of this determination)

This project was conducted as a SEQR coordinated review. The site plan was sent to all interested/involved agencies on October 17, 2018. The applicant has supplied an Environmental Assessment Form and the Planning Commission has or has caused to complete Part 2 of this checklist.

The applicants have requested approvals to convert an existing 2,228 square foot former jewelry store into a Saratoga National Bank branch with associated drive-thru window. The property was previously utilized as an HSBC bank and the lessee (Saratoga National) is proposing the installation of a drive thru kiosk with a pneumatic tube and ATM machine. The existing parking area of the Price Chopper Plaza is connected to the existing parking lot and will be utilized by employees as overflow for parking if necessary. Signage and pedestrian access isles have been added to the plans to aid in navigation and reduce pedestrian/vehicular conflicts. This proposed use of this property will not create an adverse environmental impact and all potential impacts have been mitigated to the greatest extent practicable.

The Planning Commission has considered the following criteria to determine if this proposal has significant adverse impacts on the environment:

- (i) a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic or noise levels; a substantial increase in solid waste production; a substantial increase in potential for erosion, flooding, leaching or drainage problems;
- (ii) the removal or destruction of large quantities of vegetation or fauna; substantial interference with the movement of any resident or migratory fish or wildlife species; impacts on a significant habitat area; substantial adverse impacts on a threatened or endangered species of animal or plant, or the habitat of such a species; or other significant adverse impacts to natural resources;
- (iii) the impairment of the environmental characteristics of a Critical Environmental Area.
- (iv) the creation of a material conflict with a community's current plans or goals as officially approved or adopted;
- (v) the impairment of the character or quality of important historical, archaeological, architectural, or aesthetic resources or of existing community or neighborhood character;
- (vi) a major change in the use of either the quantity or type of energy;
- (vii) the creation of a hazard to human health;
- (viii) a substantial change in the use, or intensity of use, of land including agricultural, open space or recreational resources, or in its capacity to support existing uses;
- (ix) the encouraging or attracting of a large number of people to a place or places for more than a few days, compared to the number of people who would come to such place absent the action;
- (x) the creation of a material demand for other actions that would result in one of the above consequences;
- (xi) changes in two or more elements of the environment, no one of which has a significant impact on the environment, but when considered together result in a substantial adverse impact on the environment; or

(xii) two or more related actions undertaken, funded or approved by an agency, none of which has or would have a significant impact on the environment, but when considered cumulatively would meet one or more of the criteria in this subdivision.

The Planning Commission has also considered the reasonably related long-term, short-term, direct, indirect and cumulative impacts, including other simultaneous or subsequent actions, which are:

- (i) included in any long-range plan of which the action under consideration is a part;
- (ii) likely to be undertaken as a result thereof; or
- (iii) dependent thereon.
- (3) The significance of a likely consequence (i.e., whether it is material, substantial, large or important) has been assessed in connection with:
 - (i) its setting (e.g., urban or rural);
 - (ii) its probability of occurrence;
 - (iii) its duration;
 - (iv) its irreversibility;
 - (v) its geographic scope;
 - (vi) its magnitude; and
 - (vii) the number of people affected

The environmental effects of the above described action were discussed at regularly scheduled Planning Commission Public Hearing held on February 20, 2018 at the Rotterdam Town Hall, 1100 Sunrise Boulevard, Rotterdam, NY 12306. Adoption of this Negative Declaration was moved by XXXXXXXXXXXXXXX, seconded by XXXXXXXXXXXXXXXXXXXX, and approved by the Rotterdam Planning Commission.

John Denny III
Planning Commission Chairman

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information				
Name of Action or Project: Bank with Drive-Thru				
Project Location (describe, and attach a location map): See Attached				
Brief Description of Proposed Action: Updated parking lot layout for bank to include a drive-thru for customers.				
Name of Applicant or Sponsor: AMG Associates, LLC		Telephone: 518-858-1983 E-Mail: btland28@aol.com		
Address: 6 Normandy Sq.				
City/PO: Altamont	State: NY	Zip Code: 12009		
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO	YES
			<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO	YES
			<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		0.49 acres		
b. Total acreage to be physically disturbed?		± 0.1 acres		
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		0.49 acres		
4. Check all land uses that occur on, adjoining and near the proposed action.				
<input checked="" type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)				
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____				
<input type="checkbox"/> Parkland				

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____ _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ Site Code: 447031. Name: KEM Cleaners - Curry Road. Site Class: N. Both Voluntary and State Superfund cleanup effort of an old cleaners' building on adjacent site. Site is currently monitored.	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor name: <u>MICHAEL GIORGIO</u>		Date: <u>10/2/18</u>
Signature: <u>Michael Giorgio</u>		

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project: Saratoga NationalDate: December 18, 2018

Short Environmental Assessment Form
Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Rotterdam Planning Commission

December 18, 2018

Name of Lead Agency

Date

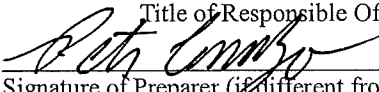
John Denny III

Planning Commission Chairman

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency


 Signature of Preparer (if different from Responsible Officer)