

**City of Watervliet
Planning Board Meeting Minutes
April 22, 2026 6:00 p.m.**

Members Present:

Chairman Jeff Collett
Vice Chairman Eli Sands
Steve Hoffman
Fred Timberlin

Members Absent:

James Hayes

Also Present:

Melissa Cherubino, General Manager
Mike Fagnoli, Operations Manager

1. Minutes – Consideration of the minutes was tabled until next month.
2. 2313 Second Avenue

Christian Luizzi, Real Estate Director for Luizzi Companies (the “Applicant”), presented a preliminary site plan regarding redevelopment of 2313 Second Avenue (the “Project”) that addressed several issues raised by the Planning Board during its review of the concept plan at its March meeting, including dumpster location, utility connections, site driveway access and number of parking spaces which were reduced to 1.5 per dwelling unit.

Board members made additional observations as detailed in the table below:

Question from the Planning Board	Response from Developer
Bollards should be installed behind the dumpsters to prevent encroachment onto the alley or damage to the fence.	Agreed.
Will car headlights cause light nuisance to first floor tenants’?	Developer will supply blackout shades to ensure consistency in window treatments with the added bonus of blocking light. No complaints have been received at similar facilities.
There are steeper slopes on the north end of the property. Will stormwater drain to neighbors’ land? Please provide an analysis and address any additional runoff quantity or velocity.	Agreed.
Will there be a planting plan? Please speak with Tree Committee for specific native species that will fit in with the community.	Agreed
What is the plan for snow storage?	Removal and hauling off-site.

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What specific park project will be proposed?	Grading, installation of a subbase and pouring concrete (that was donated from another company) at the southeast quadrant of the Broadway and 4 th Street intersection. This will support an outdoor fitness studio the City of Watervliet is installing.
Is there a lighting plan?	Elevation drawings show very few downcast, dark sky compliant lights on the face of the building. There are streetlights on Second Avenue that will keep the parking lot lit.
Where will fencing be installed?	White vinyl fencing is proposed along the alleys and encloses the dumpster.
What will the rear elevation look like?	Identical to the façade, and an image will be emailed to the City and Planning Board.
Are there rear exits?	Only to patios. The stairwells are at the front of the building. First floor units have entry directly to units and through the shared corridor.
Has the Fire Department reviewed?	This will be done prior to the next meeting.

Procedural Issues

The March 2026 original application included a concept plan, project narrative, Planning Board application and Full Environmental Assessment Form (“FEAF”) part 1. At the March meeting, the Planning Board approved of the concept and sought dumpster location, signage, lighting, utility connections, landscaping and sidewalk improvements. The Planning Board also requested a reduction of two parking spaces.

The Planning Board received a preliminary site plan and renderings submitted by the Applicant for the April 2026 meeting that addressed these issues. The Planning Board made the additional comments above based on this supplemental submission.

Melissa advised she prepared parts 2 and 3 of the FEAF on behalf of the City. The Planning Board will need to take a “hard look” at the environmental issues in order to make a SEQRA determination before approving the preliminary site plan. In addition, the Applicant will need SEQRA closed before obtaining the requested area variances for the Project.

SEQRA Review

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The Planning Board reviewed regulations in 6 NYCRR Part 617 regarding classification, and criteria for review in 6 NYCRR Part 617.7. Issues considered included stormwater runoff, traffic impacts, architectural / archeological resources, and community character. In considering the potential impacts the Planning Board determined that the history of the site, its current state, its location and the proposed Project's mitigation measures will protect the City's natural resources.

Chairman Collett read Resolution 1, which stated that the Planning Board reviewed the FEAF parts 1-3, and based on the regulations in 6 NYCRR Part 617 classified the Project as an Unlisted Action, assumed lead agency status and adopted a negative declaration. The contents of the attached negative declaration findings statement addressed issues discussed during the meetings.

Member Steve Hoffman moved to approve Resolution 1 of 2026 and Vice Chairman Eli Sands seconded the motion which passed unanimously.

Preliminary Site Plan

The Planning Board were generally in favor of the preliminary site plan. Owen Harter, engineer with McFarland Johnson, explained that the reduction in two parking spaces was made specifically in response to comments from the Planning Board. The dumpster location was identified with an enclosure and renderings of the proposed Project showed the façade treatment, which includes brick and concrete board siding will fit the residential facades of neighboring properties as will the peaked roof line, balconies and patios.

Based on the initial discussion during the meeting, Planning Board members identified several conditions or alterations to be made on a final site plan:

1. Analyze and address runoff on the north property line where topography slopes to the neighboring properties.
2. Sign an agreement to improve the Broadway and 4th Street park as discussed.
3. Obtain Fire Department approval.
4. Request a list of tree species suitable for plantings from the Tree Committee Arborist.
5. Provide specifications on site lighting and a lighting page.
6. Obtain a NYSDOT Highway Permit.
7. Obtain Albany County DOH approval.
8. Install bollards on the back of the dumpster area to prevent damage to the fence and encroachment into the alley.
9. Install heat pumps on the roof, to be hidden by the peaks.

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Member Steve Hoffman moved to approve Resolution 2 of 2026 as conditioned. Member Fred Timberlin seconded the motion which passed unanimously.

Member Steve Hoffman moved to adjourn. Member Fred Timberlin seconded the motion which passed unanimously.