

**MINUTES FROM THE CITY OF WATERVLIET ZONING BOARD MEETING HELD ON AUGUST 12, 2026 AT 5:00 P.M.  
IN THE WATERVLIET PUBLIC LIBRARY, 1501 BROADWAY, WATERVLIET, NEW YORK**

**MEMBERS PRESENT:**

Frank Gilchrist  
Michele Jamrosz  
Ken Keefer  
Tom Hulihan  
Kayleigh O'Neill

**ALSO PRESENT:** Chris Chartrand  
Melissa Cherubino

Chairman Gilchrist called the meeting to order at 5:00 p.m. He asked Chris Chartrand to take attendance and to read the agenda.

The City of Watervliet purchased this land from the Albany County Landbank who then conveyed it to Steven Quick with the provision he builds a home on said property. The lot is in an R2 zoning district. Mr. Quick intends to build a two-family home on said property which means he would have to provide off-street parking. The parking will be in the rear of the alleyway. Each space will be nine feet wide with a grassy area in between. He will make the spaces 20 feet deep to accommodate a tenant who may have a pickup truck. Driveway will be blacktop and pitched toward the alley. He will be taking trees down in the back and front of property.

Keith Neaton, who lives at 1338 7<sup>th</sup> Avenue, and Jacqueline Bostick who lives at 1330 7<sup>th</sup> Avenue attended the meeting. The addressed their concerns and all were answered. Concerns included snow removal and fencing.

**CONSIDERATION OF APPLICATION OF STEVEN QUICK, OWNER OF PROPERTY LOCATED AT 1336 7<sup>TH</sup> AVENUE, WATERVLIET, NEW YORK, SEEKING AN AREA VARIANCE TO INSTALL A DRIVEWAY IN THE REAR OF THE PROPERTY THAT DOES NOT MEET THE REAR LOT LINE SETBACK CRITERIA.**

Regarding SEQR the board concluded that the proposed action is a Type II action and will not result in any significant adverse impacts to the environment and is not subject to further review under SEQRA. A motion was made by Mr. Keefer and seconded by Mr. Houlihan to approve the SEQR findings.

|                  | YES    | NO |
|------------------|--------|----|
| Frank Gilchrist  | Motion |    |
| Michele Jamrosz  | X      |    |
| Kayleigh O'Neill | Second |    |
| Joe Kokernak     | X      |    |
| Tom Houlihan     | X      |    |

Watervliet ZBA weighed the effects of the requested variance on the interests of the applicant and on the health, safety and welfare of the neighborhood and community and makes the following findings: (1) The requested variance will not create an undesirable change to the character of the neighborhood or detriment to nearby properties because the owner is moving vehicles to the rear; (2) The benefit sought by the applicant cannot be achieved by some other feasible method because off-street parking is required per City of Watervliet Building Code; (3) The requested area variance is not substantial because it is simply a driveway; (4) The proposed variance will not have an adverse effect or impact on the physical and environmental conditions of the neighborhood or district because it matches the characteristics of the neighborhood; (5) The alleged difficulty is not self-created because the city requires off-street parking.

A motion was made by Ms. O'Neill and seconded by Mrs. Jamrosz to grant the application with the following conditions: (1) Any lighting must be downcast and/or dark sky compliant; (2) Snow storage must be on located on the property; (3) The driveway pitch must be sloped onto the property/alleyway; (4) The applicant shall comply with all required permit approvals and all other applicable provisions of the Code of the City of Watervliet; (5) If the applicant does not take the necessary steps to act upon this variance within 90 days of the date of this Resolution, then this variance shall be deemed null and void.

|                  | YES    | NO |
|------------------|--------|----|
| Frank Gilchrist  | X      |    |
| Michele Jamrosz  | Second |    |
| Ken Keefer       | X      |    |
| Kayleigh O'Neill | Motion |    |
| Tom Houlihan     | X      |    |

**CONSIDERATION OF APPLICATION OF STEVEN QUICK, OWNER OF PROPERTY LOCATED AT 1336 7<sup>TH</sup> AVENUE, WATERVLIT, NEW YORK, SEEKING AN AREA VARIANCE TO INSTALL A DRIVEWAY IN THE REAR OF THE PROPERTY THAT DOES LEAD TO A GARAGE OR CARPORT**

The Watervliet ZBA weighed the effects of the requested variance on the interests of the applicant and on the health, safety and welfare of the neighborhood and community and makes the following findings: (1) The requested variance will not create an undesirable change to the character of the neighborhood or detriment to nearby properties because the owner is moving vehicles to the rear; (2) The benefit sought by the applicant cannot be achieved by some other feasible method because off-street parking is required per City of Watervliet Building Code; (3) The requested area variance is not substantial because it is simply a driveway; (4) The proposed variance will not have an adverse effect or impact on the physical and environmental conditions of the neighborhood or district because it matches the characteristics of the neighborhood; (5) The alleged difficulty is not self-created because the city requires off-street parking.

A motion was made by Mr. Hulihan and seconded by Mr. Gilchrist to grant the application with the following conditions: (1) Any lighting must be downcast and/or dark sky compliant; (2) Snow storage must be on located on the property; (3) The driveway pitch must be sloped onto the property/alleyway; (4) Garbage cans must remain on property per City code; (5) The applicant shall comply with all required permit approvals and all other applicable provisions of the Code of the City of Watervliet; (6) If the applicant does not take the necessary steps to act upon this variance within 90 days of the date of this Resolution, then this variance shall be deemed null and void.

|                  | YES    | NO |
|------------------|--------|----|
| Frank Gilchrist  | Second |    |
| Michele Jamrosz  | X      |    |
| Ken Keefer       | X      |    |
| Kayleigh O'Neill | X      |    |
| Tom Houlihan     | Motion |    |

**CONSIDERATION OF APPLICATION OF STEVEN QUICK, OWNER OF PROPERTY LOCATED AT 1336 7<sup>TH</sup> AVENUE, WATERVLIT, NEW YORK, SEEKING AN AREA VARIANCE TO INSTALL A DRIVEWAY IN THE REAR OF THE PROPERTY THAT DOES NOT MEET THE CITY OF WATERVIET BUILDING CODE'S WIDTH CRITERIA.**

The Watervliet ZBA weighed the effects of the requested variance on the interests of the applicant and on the health, safety and welfare of the neighborhood and community and makes the following findings: (1) The requested variance will not create an undesirable change to the character of the neighborhood or detriment to nearby properties because the owner is moving vehicles to the rear; (2) The benefit sought by the applicant cannot be achieved by some other feasible method because off-street parking is required per City of Watervliet Building Code; (3) The requested area variance is not substantial because it is simply a driveway; (4) The proposed variance will not have an adverse effect or impact on the physical and environmental conditions of the neighborhood or district because it matches the characteristics of the neighborhood; (5) The alleged difficulty is not self-created because the city requires off-street parking.

A motion was made by Mr. Keefer and seconded by Mrs. Jamrosz to grant the application with the following conditions: (1) Any lighting must be downcast and/or dark sky compliant; (2) Snow storage must be on located on the property; (3) The driveway pitch must be sloped onto the property/alleyway; (4) The applicant shall comply with all required permit approvals and all other applicable provisions of the Code of the City of Watervliet; (5) If the applicant does not take the necessary steps to act upon this variance within 90 days of the date of this Resolution, then this variance shall be deemed null and void.

|                  | YES    | NO |
|------------------|--------|----|
| Frank Gilchrist  | X      |    |
| Michele Jamrosz  | Second |    |
| Ken Keefer       | Motion |    |
| KayLeigh O'Neill | X      |    |
| Tom Houlihan     | X      |    |

Meeting was adjourned at 6:05 p.m.