

Zoning/Planning Board of Appeals
MEETING AGENDA / PUBLIC HEARING

MONDAY DECEMBER 29, 2025

MECHANICVILLE SENIOR CITIZEN BUILDING – 7:00 P.M.

1. CHAIRMAN CALLS THE MEETING TO ORDER AT: _____ P.M.

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL:

FRANK SCIROCCO, CHAIRMAN
ROBERT CHASE
MATTHEW DUNN
DAN O'CONNOR
ANDY SWEDICK
ADDY WALDIE
DANA WATT

4. ACCEPTANCE OF THE MINUTES OF THE PREVIOUS MEETING

ACCEPTED BY: _____

SECONDED BY: _____

ROLL CALL: AYES _____ NAYS: _____

5. CHAIRMAN ACKNOWLEDGES RECEIPT of the Notice of Public Hearing, which was duly published in the official newspaper, the DAILY GAZETTE, according to the law.

6. Application for a Conceptual Sketch Plan Review:

- a. Jeremias Castaneda for a Conceptual Sketch Plan Review, 141 Saratoga Avenue, Mechanicville.

7. CHAIRMAN EXPLAINS the public hearing is being conducted to approve the following applications:

- b. MP3 Rentals LLC, for an Area Variance and Minor Subdivision located at 303 North Second Avenue, Mechanicville.
- c. Vision Planning Consultants, LLC, Site Plan Review, 324 North Sixth Avenue, Mechanicville,

7. CHAIRMAN EXPLAINS how the hearing will be conducted:

- a. First, those wishing to speak in favor of the Applicant's request.
- b. Second, those opposed

8. CHAIRMAN THANKS EVERYONE for their participation and calls for roll call vote.

9. ADJOURNMENT

City of Mechanicville – Concept Review/Sketch Plan Submission

Planning Commission / Zoning Board of Appeals – Pursuant to §200-53 of the Mechanicville City Charter

Applicant: Jeremias Castaneda

Property Address: 141 Saratoga Avenue, Unit 2, Mechanicville NY 12218

Mailing Address: [REDACTED]

Phone: [REDACTED]

Email: [REDACTED]

Date of Submission: 11/04/2025

Purpose of Submission

This conceptual sketch plan is being submitted in accordance with §200-53 of the Mechanicville City Charter ("Concept Review / Sketch Plan Conference"). The intent of this submission is to present a flexible preliminary design for review by the ZBA/Planning Commission prior to the preparation of a detailed site plan.

As permitted under §200-53(1), this submission is intended to facilitate early feedback and discussion, allowing for adjustments to the proposed design concept as deemed necessary by the reviewing body before detailed plans are finalized.

Included Materials

In compliance with §200-53(2), the following items are enclosed for review:

1. Hand-drawn sketch plan (8½" x 11") outlining the proposed design concept for the basement apartment, indicating building massing, general layout, access routes, and relevant site features.
2. Copy of the City Plot Viewer Map, showing the parcel under consideration and adjoining properties, subdivisions, and easements within 200 feet.

Project Description

The applicant envisions the completion of a basement apartment within the existing structure, designed to comply with city standards and integrate harmoniously with the property's current footprint. The sketch plan is provided to illustrate the proposed layout and to aid in the preliminary review process.

Submitted for: Concept Review / Sketch Plan Conference

To: Mechanicville ZBA / Planning Commission

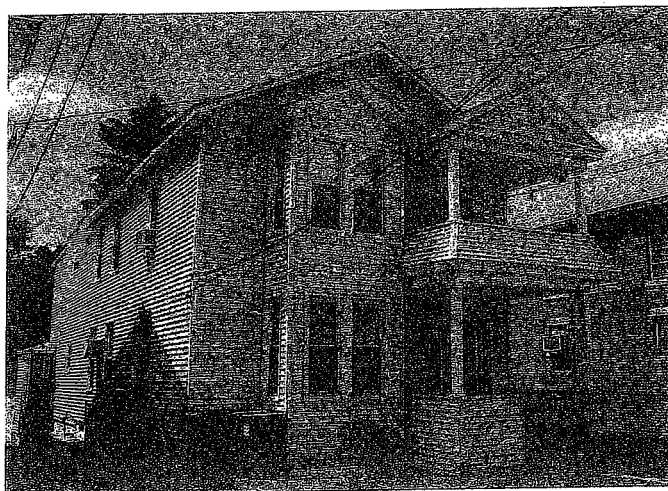
Submitted to: Code Enforcement Officer / Building Inspector

Property Details - 141 Saratoga Ave, Mechanicville - 262.45-5-8 - SWIS: 411000 (Mechanicville)

Structure

Building 1

Building Style	08 - Old style
Number of Stories	2.0
Exterior Wall Material	03 - Alum/vinyl
Actual Year Built	1877
Eff. Year Built	
Year Remodeled	
Number of Kitchens	2
Number of Full Baths	2
Number of Half Baths	
Number of Bedrooms	4
Number of Fireplaces	
Heat Type	3 - Hot wtr/stm
Fuel Type	2 - Natural Gas
Central Air	No
Basement Type	4 - Full
Total Sq Ft	2078
1st Story Sq Ft	1039
2nd Story Sq Ft	1039
1/2 Story Sq Ft	
3/4 Story Sq Ft	
Additional Story Sq Ft	
Finished Attic Sq Ft	
Finished Basement Sq Ft	
Finished Rec Room Sq Ft	600
Finished Over Garage Sq Ft	
Condition	3 - Normal



2025 Final Assessment Information

Land Assessed Value	\$28,500
Total Assessed Value	\$233,800
Equalization Rate	100.00%
Full Market Value	\$233,800
Partial Construction	No
County Taxable	\$175,350
Municipal Taxable	\$213,800
School Taxable	\$213,800
Agricultural District	No

Property Description

Property Location	141 Saratoga Ave
Property Type	220 - 2 Family Res
Neighborhood Code	41400
SWIS	411000
Water Supply	3 - Comm/public
Utilities	4 - Gas & elec
Sewer Type	3 - Comm/public
Zoning	02
School	Mechanicville Csd
Book	2021
Page	24406
Grid East	709054
Grid North	1485955
Roll Section	1
Acres	0.19
Front	31.00
Depth	265.50

Last Property Sale

Deed Date	07/12/2021
Deed Book	2021
Deed Page	24406
Contract Date	05/08/2021
Sale Date	06/30/2021
Full Sale Price	\$224,000
Net Sale Price	\$224,000
Usable For Valuation	Yes
Arms Length	Yes
Prior Owner	JASON SAUNDERS

Owner Information

Owner Name	Address 1	Address 2	PO Box	City	State	Zip	Unit Name	Unit Number
Jeremias Castaneda	141 Saratoga Ave			Mechanicville	NY	12118		

Sales

Deed Date	Deed Book	Deed Page	Contract Date	Sale Date	Last Physical Inspection Date	Sale Price	Net Sale Price	Usable for Valuation	Arms Length	Prior Owner
07/12/2021	2021	24406	05/08/2021	06/30/2021		\$224,000	\$224,000	Yes	Yes	JASON SAUNDERS
11/25/2009	2009	42117	09/23/2009	11/10/2009		\$140,000	\$140,000	Yes	Yes	Jerri Snell
09/18/2007	2007	36231	07/27/2007			\$10,000	\$10,000	No	No	Brian Snell
01/10/2002	1601	450		01/07/2002		\$96,000	\$96,000	Yes	Yes	Nora Scott

Exemptions

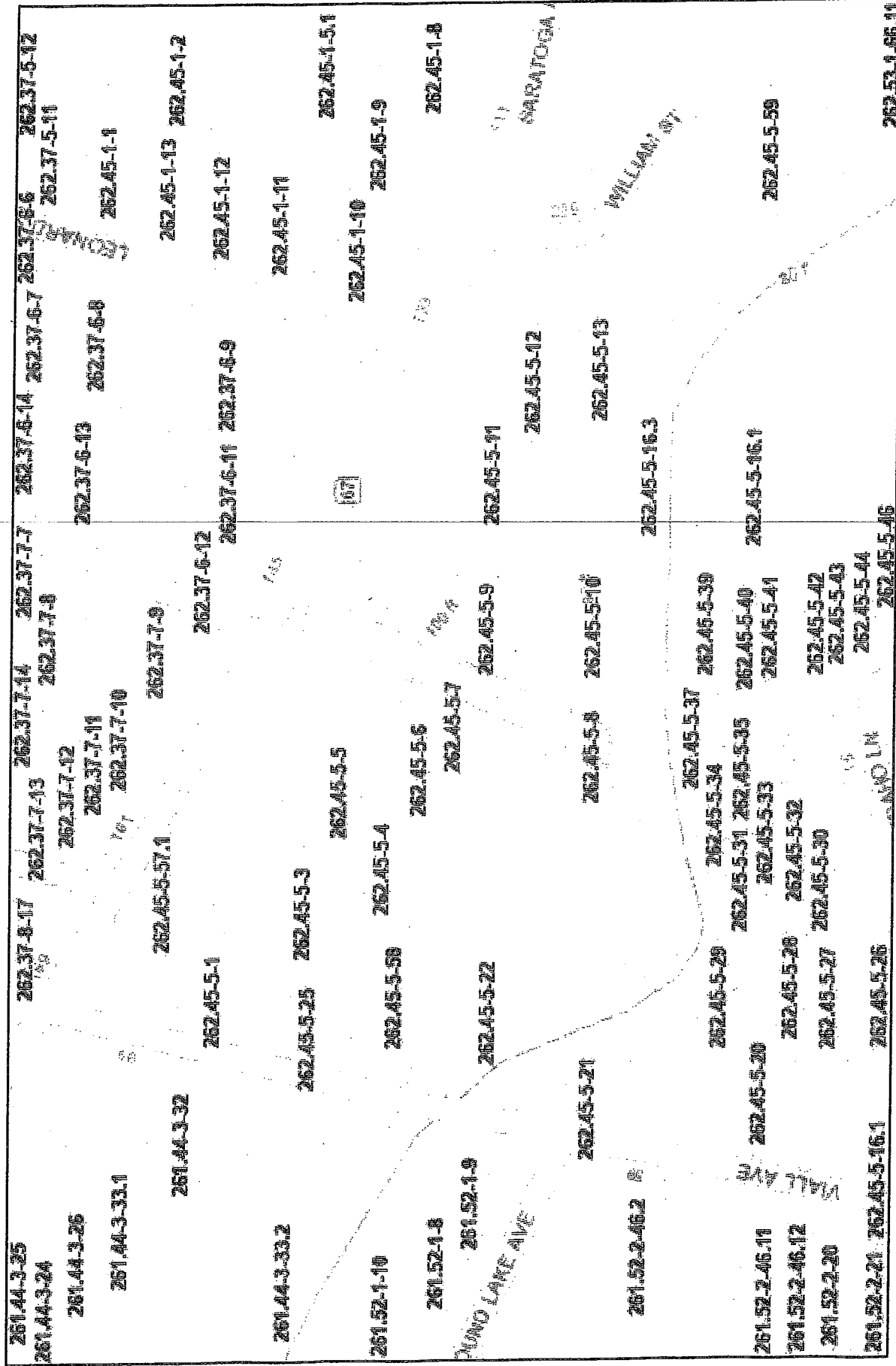
Code Description	Amount	Exemption %	Start Year	End Year
41130 - VETCOM CTS	\$20,000.00	25%	2022	

Land						
Site #	Land Type	Acres	Front	Depth	Sq Ft	Soil Rating
1	01 - Primary	0.19	31.00	265.50		

Improvements						
Site #	Structure Code	SqFt	Dimensions	Quantity	Overall Condition	Actual Year Built
1	RP8 - Porch-up enc		21.00 x 8.00	1.00	3 - Normal	1877
1	RP4 - Porch-enclsd	188.00		1.00	3 - Normal	1877
1	XX1 - User defined			1.00	3 - Normal	1877

Special Districts			
Code Description	Type	Primary Units	Secondary Units
SE005 - County sewer	S	2.00	0.00
SE010 - County sewer dist #1	A	0.00	0.00

141 Saratoga Avenue



November 2, 2025



Counties

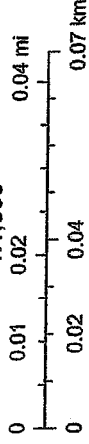
2025



Cities

2025 Labels

1:1,800

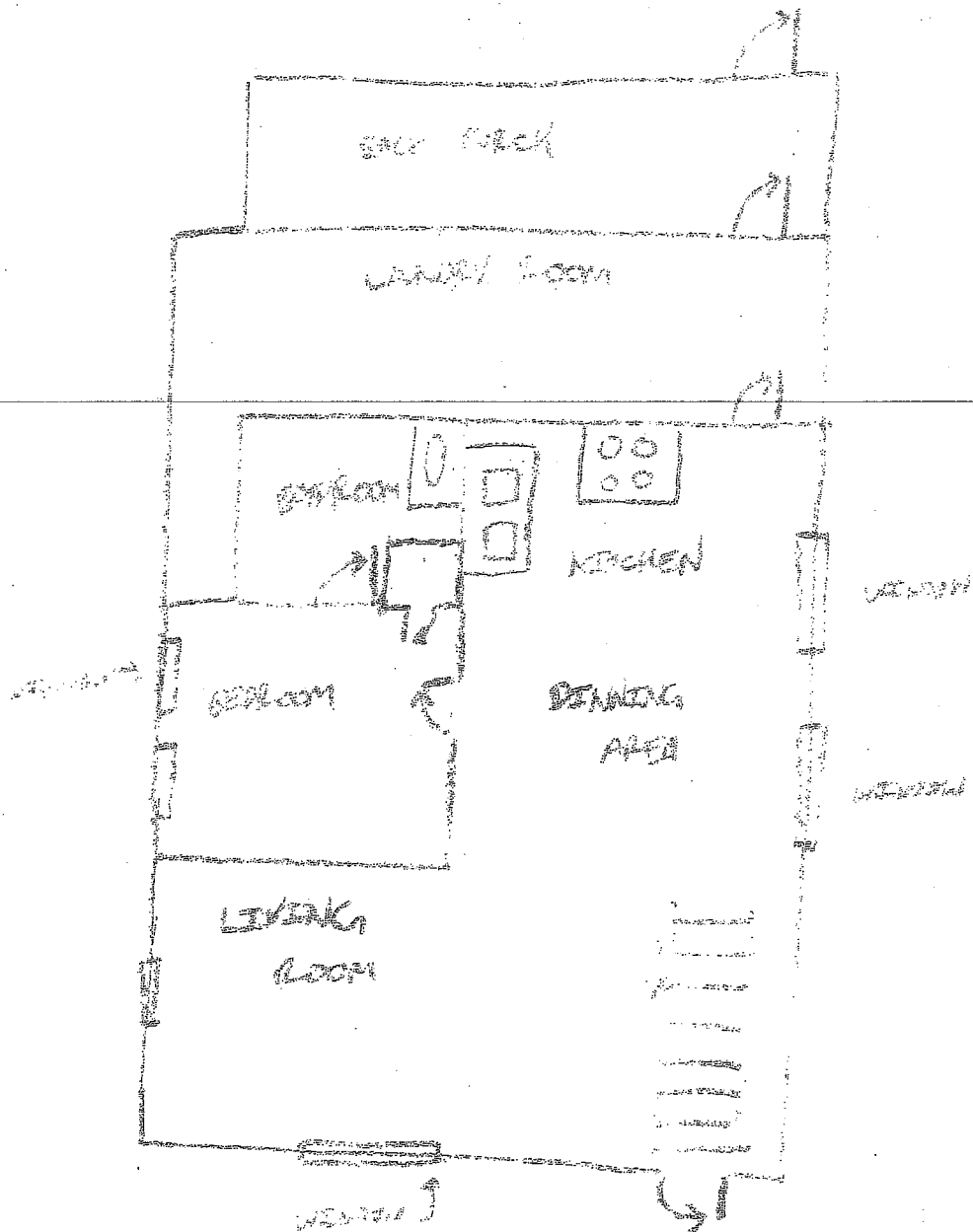


Esri, Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA

DISCOUNT APPROVED - (1) CANTON DE

92-120

2025.2



55-200 #

Application for
Area Variances and
Minor Subdivision

MP3 Rentals LLC

303 North Second Avenue, Mechanicville, New York
12118

City of Mechanicville
Planning Commission
and Zoning Board of Appeals

Submitted January 13, 2025


Prepared By:
Bruce D. Steves, Esq.
Jones Steves Grassi LLP
68 West Avenue
Saratoga Springs, New York 12866


Table of Contents

1. Area Variance Application
 2. Narrative to Area Variance Application
 3. SEQR Short Environmental Assessment Form
 4. Concept Development Plan (Included Separately)
 5. Subdivision Plat (Included Separately)
-

AREA VARIANCE APPLICATION

SECTION 2: PROPERTY INFORMATION

Property Address/Location: 303 North Second Avenue

Tax Map Number: 261.60-5-28

Zoning District where the property is located: General Commercial District

Present Land Use: Multiple Dwelling

SECTION 3: PROJECT INFORMATION

- a. Indicate the City Zoning Chapter Section from which this variance application is being requested.

Article IV Section 200 Subsection 13(D)

Additional code citations: _____

- b. Describe the project requiring the area variance(s):

Please see attached project narrative.

- c. Please complete the following table indicating all area variances needed. If a variance is not needed for an element (ex. Rear setback), you may leave it blank.

	Required per Code	Requested Dimensions
Front Setback		
Side Setback(s)		
Rear Setback		
Lot Width/frontage		
Height		
Other:	Minimum Lot Area	
	Proposed Lot 1	10,000 sq.ft.
	Proposed Lot 2	10,000 sq.ft.
		6,945± sq.ft.
		6,945± sq.ft.

SECTION 4: JUSTIFICATION FOR AREA VARIANCE REQUESTED

Please read this section carefully before completing the questions that follow.

In making its determination on this variance application, in accordance with the Laws of New York State, the Zoning Board of Appeals shall take into consideration the benefit to the applicant if the variance is granted, as weighted against the detriment to health, safety and welfare of the neighborhood or community by such grant. The Zoning Board of Appeals in the granting of a variance shall grant the minimum variance that it shall deem necessary and adequate and at the same time preserve and protect the character of the neighborhood and the health, safety and welfare of the community. In making such determination the Board shall also consider:

- a) Whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by granting the area variance;
- b) Whether the benefit sought by the applicant can be achieved by some method, feasible for the applicant to pursue, other than by an area variance;
- c) Whether the requested area variance is substantial;
- d) Whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district; and
- e) Whether the alleged difficult was self-created; which consideration shall be relevant to the decision of the Zoning Board of Appeals, but shall not necessarily preclude the grant of an area variance.

- a. Explain why it would not cause an undesirable change to the neighborhood or detriment to the nearby properties if the variance is granted:

Please see attached project narrative.

- b. Explain if it is possible to satisfy your needs through any means other than a variance.

Please see attached project narrative.

- c. Will the proposed variance have an adverse effect on the physical or environmental conditions in the neighborhood? Explain your reasoning.

Please see attached project narrative.

- d. Was the alleged hardship self-created? Detail how and when the property was acquired.

Please see attached project narrative.

SECTION 5: SITE INSPECTION AUTHORIZATION

I hereby give the City of Mechanicville and their agents come upon and inspect these premises with respect to this application for an area variance for the property identified by the address and tax map number provided in SECTION 2 above.

Craig Perkins
(Signature of Applicant)

1/10/2025
Date

(Signature of property owner if different than applicant)

Date

**SECTION 6: STATE ENVIRONMENTAL QUALITY REVIEW (SEQR)
SHORT ASSESSMENT FORM**

Please complete the attached SEQR Short EAF Part 1 ONLY as required by New York State. This form may also be downloaded and much of the information completed for you using the NYS Department of Environmental Conservation EAF Mapper Application program located at: <http://www.dec.ny.gov/permits.6191.html>.

PROJECT NARRATIVE
AREA VARIANCE APPLICATION
303 NORTH SECOND AVENUE, CITY OF
MECHANICVILLE

Project Description

MP3 Rentals LLC (the "Applicant") is seeking two (2) area variances in order to allow for the subdivision of its property located at 303 North Second Avenue to create two (2) lots, each with a proposed area of 6,945+/- square feet. Proposed Lot 1 (identified on the submitted maps as Lot 1) will contain the existing 4-unit residential building. The Applicant intends to seek approval to develop proposed Lot 2 (identified on the submitted maps as Lot 2) with a new 4-unit residential building. The development of Lot 2 will require the Planning Commission/ZBA's approval of a Special Use Permit application and a Site Plan application, which the Applicant anticipates submitting if the area variances and subdivision sought herein are approved. The subject property is located in the City's General Commercial District.

Section 200-13(D) of Article IV of the City's Zoning Code imposes minimum lot area requirements in the General Commercial District based upon the use of the property. While there are no minimum lot area requirements for commercial uses, residential uses require 2,500 square feet of lot area for each dwelling unit. Lot 1 will contain the existing 4-unit dwelling and the Applicant proposes to develop Lot 2 to also contain a 4-unit dwelling. Thus, the Zoning Code requires both Lot 1 and Lot 2 to have a minimum lot area of 10,000 square feet. The Applicant is seeking relief from the minimum lot area requirements for both proposed lots (Lot 1 and Lot 2) to allow each lot to be 6,945+/- square feet instead of the required 10,000 square feet.

Area Variance Criteria

- A. The proposed variances will not cause an undesirable change to the neighborhood or detriment to nearby properties if the variances are granted.

The area within the immediate vicinity of the project site contains a mix of residential and commercial uses and the variances, which would allow for the development of proposed Lot 2 with a multi-family dwelling (subject to site plan and special use permit approval), will be consistent with land uses in the neighborhood. At several locations within the City and within the neighborhood of the project, multi-family dwellings are located on lots smaller than the lots proposed in this instance. For example, two blocks from the project site, public records show (i) a 3-family dwelling at 218 North Fourth Avenue on a .06-acre lot (2,613.6 square feet) and (ii) a 3-family dwelling at 216 North Fourth Ave on a .06-acre lot (2,613.6 square feet). The referenced lots on Fourth Avenue have 871+/- square feet of lot area per dwelling unit. By comparison, the proposed project would result in each dwelling unit having 1,736 +/- square feet of lot area, which is nearly double that of the lots within the vicinity of the project on Fourth Avenue. Proposed Lot

1 and Lot 2 each have sufficient area to locate the requisite number of parking spaces on site and more than sufficient green space to meet the requirements of the Code.

Importantly, with subdivision approval, but without any variances, the Applicant could create two lots and locate any of the following land uses on a second lot: retail store, professional office building, bank, eating and drinking establishment, dry-cleaning business or gasoline station. Any of such land uses can be located in the General Commercial District without any restriction on the minimum lot area and all of these permitted uses would be significantly more intense than a proposed 4-unit dwelling in terms of neighborhood impacts. An approval of the variances would therefore reduce neighborhood impacts, including traffic, when compared with any of the other principally permitted commercial uses that could be located at the project site.

- B. The benefit sought by the Applicant cannot be achieved by any method that is feasible for the Applicant to pursue, other than by way of the proposed area variances.

Due to the minimum lot requirements within the General Commercial District for residential (but not commercial) uses and the Applicant's desire to make use of the substantial area on the existing lot (which remains unused and vacant) for residential purposes, the Applicant cannot achieve the benefit it seeks absent a grant of the requested variances.

- C. The requested area variances are not substantial.

A grant of the area variances requested will not result in any substantial impacts. As discussed previously, with only subdivision approval, but without any variances, the Applicant could create a second lot and develop that lot with any of several commercial uses that would create much more substantial impacts than any impacts that may be created by a multi-family dwelling. Substantial impacts that would be avoided by the proposed project when compared to other more intense projects include increased traffic, congestion, emissions and environmental impacts associated with the constant coming and going of patrons/customers in an area which, while labeled a General Commercial District, has many residences. Multi-family residential is a permitted use in the General Commercial District subject to the issuance of a Special Use Permit.

- D. The proposed area variances will not have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district.

The proposed variances which would allow for a multi-family dwelling to be located on proposed Lot 2 following this Board's review and approval of the Applicant's Site Plan and Special Use Permit applications, will not have an adverse effect or impact on any physical or environmental conditions in the neighborhood or district. The Applicant anticipates the need for only the variances requested herein as the remainder of the project will be fully compliant with the City's Code in that the proposed new dwelling will be located within all relevant setbacks and proposed Lot 1 and Lot 2 will have sufficient space to accommodate the required on-site parking and green space for use by the Applicant's tenants. Moreover, the proposed new building will connect to municipal water and sewer and sidewalks will be installed per requirements of the City Code thus increasing walkability and pedestrian access. Most of the Applicant's current lot remains vacant and unused by anyone. The proposed project is an opportunity for infill

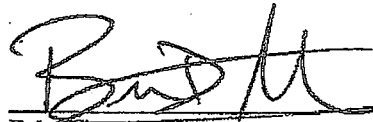
development in the City's downtown in a sensible manner that would be significantly less intense than other permitted commercial uses that would likely disturb surrounding residential properties. As such, the proposed use will create less impacts in terms of noise, fumes, vibration, lights, etc. than principally permitted commercial uses.

E. A Self-Created Hardship on the Part of the Applicant Does Not Defeat the Application.

The hardship is self-created by the Applicant, but this is not fatal to the Application. The Applicant and its principals own a single rental building in the City (or anywhere else) that being the existing dwelling at 303 North Second Avenue and the Applicant has maintained its property in quality condition for its tenants since taking ownership in 2015, free of tenant complaints and City violations.

When applying the required balancing test in evaluating the area variance factors above in the context of this application, the Applicant respectfully submits that the Planning Commission and Zoning Board of Appeals should grant the requested area variances and the subdivision of the Applicant's property in accordance with plans submitted herewith.

Respectfully Submitted,



Bruce D. Steves

Jones Steves Grassi LLP
Attorneys for Applicant

68 West Avenue, P.O. Box 4400
Saratoga Springs, New York 12866
(518) 587-0080
bsteves@saratogalaw.com

Minor Subdivision Application

(4 lots or less)

Project # _____

1. PROJECT INFORMATION

Business/Project Name: MP3 Rentals LLC Minor Subdivision

Business/Project Address: 303 North Second Avenue, Mechanicville, New York 12118

Applicant Name: MP3 Rentals LLC Date of Birth: N/A

Mailing Address: c/o Jones Steves Grassi LLP, 68 West Avenue, P.O. Box 4400, Saratoga Springs, New York 12866

Telephone #: [REDACTED] Fax #: [REDACTED] Email: [REDACTED]

Property Owner (if different than Applicant AND the Owner does not sign below, please submit an original notarized "Owner Authorization" form – attached)

Property Owner Name: Same As Applicant Date of Birth: N/A

If a corporation, please name a responsible party/designated officer: Bruce Steves, Esq.

Mailing Address: 68 West Avenue, P.O. Box 4400, Saratoga Springs, New York 12866

Telephone #: [REDACTED] Fax #: [REDACTED] Email: [REDACTED]

Business Representative Name/Company(if different from above): Craig Perkins

Address: [REDACTED]

Telephone #: [REDACTED] Fax #: None Email: [REDACTED]

II. Subdivision Information

Number of lots existing: 1 Number of additional lots proposed: 1

Parcel Identification Number (SBL#) of existing lots included: 261.60-5-28

Zoning District(s): General Commercial District

Size of Existing Lot(s): 13,890 square feet +/-

Proposed Use: Single Family ☐ Two-Family (Duplex) ☐ Multi-Family ☒ Commercial ☐ Other ☐

Proposed Water Service: ☒ Public ☐ Private ☐ Existing Service

Proposed Sanitary Sewer ☒ Public ☐ Private ☐ Existing Service

Proposed Street Name(s): N/A

Date Property Acquired: September 4, 2015

Has applicant subdivided any portion of the above described property prior to the date of this application? No

If Yes, indicate the number of parcels N/A Date(s) of each prior subdivision: N/A

Describe any easements or other restrictions on this property: See proposed Subdivision Plat.

Permits/Approvals required from other agencies: Only approvals required for project are from City of Mechanicville Planning Commission/Zoning Board of Appeals.

Applicant/Owner Signature: [Signature]

Date: 5/19/2025

Short Environmental Assessment Form

Part I - Project Information

Instructions for Completing

Part I – Project Information. The applicant or project sponsor is responsible for the completion of Part I. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part I 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 I. 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 I – Project and Sponsor Information			
Name of Action or Project: 303 North Second Avenue Subdivision			
Project Location (describe, and attach a location map): See Subdivision and Concept Plans Submitted herewith. T.M. No. 261.60-5-28 of the City of Mechanicville			
Brief Description of Proposed Action: A two lot minor subdivision of an existing 0.319 Acre parcel. Lot 1 to be 0.159 acres (6,945 Sq. Ft. and contains an existing two story 1,660 Sq. Ft. four unit apartment building and associated parking. Lot 2 to be 0.159 acres (6,945 Sq. Ft. and have a new two story 2,000 Sq. Ft. four unit apartment building constructed on it. with associated parking.			
Name of Applicant or Sponsor: MP3 Rentals, LLC		Telephone: [REDACTED] E-Mail: [REDACTED]	
Address: c/o Jones Sieves Grassi LLP, 68 West Avenue			
City/PO: Saratoga Springs		State: New York	Zip Code: 12866
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 <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: City of Mechanicville Planning Commission & ZBA Area variance, Subdivision approval, site plan and special use permit		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		0.319+/- acres	
b. Total acreage to be physically disturbed?		0.094+/- acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		0.319+/- acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input checked="" type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" 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			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations? With an Area variance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
b. Are public transportation services available at or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
The former D & H Railroad train station is eligible for listing on the State Register but currently is not. See USN 09141.000001	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If needed, any storm water runoff would be directed into the existing storm water collection on North Second Ave, i.e. catch basins		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	<input checked="" type="checkbox"/>	<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	YES
	<input checked="" type="checkbox"/>	<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:	NO	YES
The nearby former D & H Railroad yard (now owned by the City of Mechanicville, a.k.a. Mechanicville Light Industrial Park) See site code E546060	<input type="checkbox"/>	<input checked="" type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: <u>BRUCE D. STEVES, Attorney</u> Date: <u>1/10/2025</u>		
Signature: <u>[Signature]</u> Title: <u>PARTNER</u>		

PRINT FORM

CITY OF MECHANICVILLE
ZBA/ PLANNING COMMISSION
36 North Main Street
Mechanicville, New York 12118
(518) 664-9884 ext. 322 ~ gina.kenyon@mechanicvillenyc.gov

SITE PLAN REVIEW APPLICATION

SECTION 1: APPLICANT/PROPERTY OWNER INFORMATION

APPLICANT

Name: Vision Planning Consultants LLC
Address: PO Box 442 Mechanicville NY 12128
Home Phone: _____ Work/Cell: _____ Email: _____

PROPERTY OWNER (if not applicant)

Name: Krug Group LLC
Address: 20 White St. Cohoes NY 12047
Home Phone: _____ Work/Cell: _____ Email: _____

SIGNATURES (See also Section 5)

Applicant: [Signature] Date: 11/20/25
Property Owner(s)(if not applicant): [Signature] Date: 11/21/25

OFFICIAL USE ONLY:

Date Application Received: _____

Amount Received: _____

Received By: _____

☐ APPROVED

☐ CONDITIONALLY APPROVED

☐ DENIED Date: _____

PROPERTY INFORMATION

Property Address: 324 N 6th AVE

Tax Map Number: 261.60-1-34

Present Use of Property

Vacant lot

Zoning District where property is located (Check One):

- ☐ Residential District ☒ Multi-family/ Townhouse Residential
- ☐ General Commercial ☐ Restricted Commercial
- ☐ Light Industrial ☐ Heavy Industrial
- ☐ (AA) Waterfront Mixed Use
- ☐ (BB) Planned Development

PROJECT INFORMATION

Description of Proposed Use of Site:

To build a new two family home

Area of Parcel (in square feet or acres):

Construction Type:

☒ New

Expansion of existing structures

Building Area (SF)

Existing

0

Proposed

6350 sq. ft.

Total

2,700 sq. ft.

Paved Area (Including Sidewalks)

EACH FLOOR

600 sq. ft.

Greenspace (all landscaping) 3,000 sq. ft.
Number of Parking Spaces 2 EACH 2
Anticipated Construction Time: ASAP
Will Development be Staged? ☒ Yes ☐ No
Estimated Cost of Improvements: \$ 175K
Other City Planning and Zoning Permits Acquired for the Project or for this site:
Special Exception Area Variance Use Variance
State and Federal Permits Needed (list type and government agency):
No

STATE ENVIRONMENTAL QUALITY REVIEW SHORT ASSESSMENT FORM

Complete Part 1 Only. May be downloaded from the NYS DEC website at:
(http://www.dec.ny.gov/permits_ej_operations_pdf/seafpartone.pdf)

ADDITIONAL CONTACT INFORMATION (As Appropriate)

SITE PLANNER:

Name/Title: Krug Group LLC
Address: 20 White St Cohoes NY 12047
Work Phone: _____ Cell Phone: _____ Fax: _____
Email Address: [REDACTED]

PLOT ENGINEER/SURVEYOR:

Name/Title: ADVANCED ENGINEERING

Address: 11 HERBERT DRIVE LATAMU NY. 12110

Work Phone: _____ Cell Phone: [REDACTED]

Email Address: [REDACTED]

ATTORNEY:

Name/Title: _____

Address: _____

Work Phone: _____ Cell Phone: _____ Fax: _____

Email Address: _____

OTHER:

Name/Title: _____

Address: _____

Work Phone: _____ Cell Phone: _____ Fax: _____

Email Address: _____

Vision Planning Consultants LLC

December 3, 2025

City of Mechanicville

36 No. Main St. Mechanicville NY 12118


Re: 324 No. 6th Ave – Planning Commission meeting for a Two Family Home

This is a summary of a proposal to build a new two family home on this vacant parcel. After working with both the Building Department and the Mayor's office I was advised a two family home needs to be reviewed and approved by the Planning Commission. Please find attached the appropriate material for this process. The site is currently vacant within the neighborhood that has a variety of two family homes along with one family homes. I have been in discussions with Lawrence, the Building Inspector who has advised our proposed two family use is permitted however still requires the Planning Commission to review the proposal. So, I will provide a brief description of the two family home proposal:

324 No. Sixth Ave- This parcel size is 5,000 sq. ft. of open area with no trees or any negative concerns. It has municipal sewer & water services available and is on a portion of the street that is straight with no safety concerns. To the left of this site there are two, two family homes which appear to be recently built. Our proposal, which is provided for your review, will be similar in style with two bedrooms and one bath on each floor. We will provide two off street parking spaces for each tenant space totaling four. After the build the site will have approximately 2,500 sq. ft. of green space or 50%.

The site development will be designed to comply with the storm water regulations and any other requirements that are necessary based on the Cities regulations and permit review process. This is a brief over view of this proposal and we look forward to our meeting for any further questions.

Sincerely,



Ted DeLucia

Building Codes Division Certified -NYS#0007857

617.20
Appendix B
Short Environmental Assessment Form

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:			
Project Location (describe, and attach a location map): 324 No. Sixth Ave Mechanicville NY			
Brief Description of Proposed Action: Build a new two family home on a vacant lot			
Name of Applicant or Sponsor: Vision Planning Consultants LLC		Telephone: [REDACTED]	
		E-Mail: [REDACTED]	
Address: PO Box 442			
City/PO: Newtonville NY		State: NY	Zip Code: 12128
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 <input checked="" type="checkbox"/>	YES <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: Building Permit		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		5,000 sq. ft. acres	
b. Total acreage to be physically disturbed?		2,000 sq. ft. acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		5,000 sq. ft. acres	
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" 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			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation service(s) available at or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the proposed action located in an archeological sensitive area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____			
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:			
<input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
17. Will the proposed action create storm water discharge, either from point or non-point sources?	NO	YES	
If Yes,			
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES	<input checked="" type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?			
If Yes, briefly describe: _____	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES	
City approved system _____			

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	YES
	<input checked="" type="checkbox"/>	<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	YES
	<input checked="" type="checkbox"/>	<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: _____ _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: <u>YES DEWICK AGENT</u> Date: <u>12/2/25</u> Signature: <u>YES DEWICK</u>		

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. 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 type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input 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 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 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 type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input 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 type="checkbox"/>	<input type="checkbox"/>



324 No. 6th AVE.