

TOWN OF GUILDERLAND

Planning Department

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MEMORANDUM

TO: Peter G. Barber, Supervisor
& Town Board

FROM: Kenneth Kovalchik, AICP, Town Planner

Date: November 13, 2025

SUBJ: **Comprehensive Plan Update**

The Town Board closed the public hearing for the Draft Comprehensive Plan at the October 21st meeting. The Town Board extended the public comment period to November 11th. Since the October 21st meeting the Planning Department has completed the following final edits to the plan based on public hearing comments from the October 21st meeting and written comments that were received during the extended public comment period, with a summary as follows:

- Grammatical edits received through the public comment process have been incorporated into the draft comprehensive plan.
- Revisions to The Albany Pine Bush Ecosystem within Section 1: Introduction have been incorporated into the Comprehensive Plan (pages 10-17).
- Recommendations E-18 and E-19 have been added to Section 6: Parks, Recreation, Open Space & Historic Resources related to open space preservation (pages 113-115).
- Information has been added to Section 6: Parks, Recreation, Open Space & Historic Resources related to the recently completed Altamont Trails Master Plan (pages 102-103).
- Recommendation E-20 has been added to Section 6: Parks, Recreation, Open Space & Historic Resources related to the Altamont Trails Master Plan (page 115).
- Recommendation H-1 added text to include community member involvement to monitor implementation of the Comprehensive Plan (page 152).
- Revisions have been made to the 'Potential Lead and Partners' column in the Action Plan Table in Section 9: Implementation (pages 154-171).

- Revisions have been made to Section 10: Priorities Map and the Future Land Use Plan. The previous land use classification titled 'Pine Bush Preserve Management Area' was revised to 'Albany Pine Bush Preserve Commission Study Area'. The acronym for this category, 'PB', has remained the same (page 178).

The Comprehensive Plan Update began in the Spring of 2022 and during the past 3 ½ years there has been significant time and effort put into the document the Town Board will consider adopting on November 18th.

The Town Board selected MJ Engineering and appointed a 9-person Comprehensive Plan Update Committee (CPUC) to guide the Town through the preparation of a Draft Comprehensive Plan Update. The CPUC deserves acknowledgement for volunteering their time over a 2-year period, and with the assistance of MJ Engineering, held over a dozen public meetings, open house events, workshops, etc. in preparing the first draft of the Comprehensive Plan Update that was delivered to the Town Board. During the preparation of the draft plan numerous stakeholder groups and subcommittees were formed and provided a valuable resource to the CPUC with recommendations that were considered as part of the CPUC Draft Comprehensive Plan.

Once the Draft Comprehensive Plan was referred to the Town Board, the draft plan was then referred to the Planning Board. The Planning Board conducted a thorough review of the draft plan over 4 separate Board meetings and went page by page as part of their review. Significant revisions were incorporated into the draft plan based on the Planning Board review.

The Town Board commenced their public hearing and adoption process in July 2025 and held multiple public hearings from July through October. Additional significant revisions were made to the draft plan throughout this process. At the November 18th meeting the Town Board should feel comfortable in considering making a SEQR determination and consideration of adoption of the Comprehensive Plan Update.

Lastly, I would like to acknowledge the hard work and dedication of Mansi Parmar and Brandon Roopnarain in the Planning Department, particularly since April of this year. Since April, Planning Department staff has spent, conservatively, over 1,200 hours of time in formatting the Word version of the Draft Comprehensive Plan to the InDesign version, obtaining additional photos, updating the charts and graphs, incorporating Planning Board, Town Board and public comments, revisions, recommendations, etc into the Comprehensive Plan Update. Without their dedication and assistance the Town would not be in the position today for consideration of adopting the plan.