

TOWN OF GUILDERLAND

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MEMORANDUM

TO: Peter G. Barber, Supervisor
& Town Board

FROM: Kenneth Kovalchik, AICP, Town Planner

Date: November 13, 2025

SUBJ: **Town Board Consideration of Acceptance of the Dutch Mill Acres Planned Unit Development Application – 3633 Carman Road**

Dutch Mill Acres Planned Unit Development Summary

An application for a change of zone has been submitted requesting a rezone of a 16.2 +/- acre parcel located at 3633 Carman Road from a General Business (GB) District to Planned Unit Development (PUD). The current land use on the parcel includes a single-family residence and a number of accessory buildings. Surrounding zoning consists of property located in the R15 District to the east (Lone Pine Subdivision); parcels to the North, on the north side of Lone Pine Road, are located in the MR District and consist of single-family dwellings and the Mallards Pond Condominiums; parcels to the south, on the south side of Spawn Road, are located in the R15 District; Parcels to the West, on the west side of Carman Road, are located in the R40 District.

The project will consist of the following:

- 107 two-story residential units consisting of a mix of 4-unit and 8-unit buildings, along with two mixed-use buildings consisting of 16-units and 13-units.
- A portion of the units will be workforce housing units offering reduced rents to tenants
- 6,000 square feet of commercial space located adjacent to Carman Road.
- On-site amenities will consist of a clubhouse, fitness center, outdoor patio, fire pit/grilling areas and pet friendly gathering spaces.
- New sidewalk on Lone Pine Road, from Carman Road to DiBella Drive.
- Sidewalks internal to the site.
- Over 50% of the site will be preserved as green space.
- A 100ft setback to existing residential properties with a 50' wide no cut area.
- All access to the site will be from Carman Road.

Fort Hunter/Carman Road Neighborhood Transportation Plan

There are several vacant parcels of land along the Carman Road corridor suitable for commercial or residential development. The proposed Dutch Mill Acres PUD site is located on the east side of Carman Road, between Lone Pine Road and Spawn Road is currently zoned General Business (GB). Recommendations in the Plan stated:

“There are several vacant parcels of land in and around the corridor that could lend themselves suitable for commercial or more intense residential development. One such location is the 17 acre parcel located on the east side of Carman Road between Lone Pine Road and Spawn Road. Currently zoned General Business (GB), consideration should be given to changing the zoning of this large parcel to Local Business (LB) for the ***development of a small scale, pedestrian oriented, commercial/retail “village”***, or for the development of a senior apartment/townhouse village.”

“Given the existing zoning classifications, the LB district would be the preferred alternative due to the fact that limiting the amount of commercial activity outside of the commercial nodes along the corridor would lessen traffic impacts to the area. ***However, in an effort to further respond to regional market trends, consideration should also be given by the Town for the creation of a new, “Traditional Neighborhood Development District” (TNDD) for this and other transitional areas of the corridor. It is envisioned that a new TNDD would allow Fort Hunter/Carman Road Neighborhood Transportation Plan for more of a pedestrian friendly, neighborhood scale, mix of small-sized local commercial uses interspersed with and/or incorporating a secondary mix of onsite residential uses. This new district designation would in many ways mirror the more traditional Planned Unit Development Districts (PUD) found in larger parcel developments, but would provide for smaller-scaled, context sensitive, in-fill development in areas physically limited by existing/adjacent development.***”

Conclusions

The Carman Road Study was supportive of a zone change on the parcel. The Study recommended uses such as a commercial/retail development; a mixed-use type of project, which would consist of commercial uses and a mix of residential uses or a senior apartment/townhouse project.

Comprehensive Plan Update 2025

Scheduled on the November 18th Town Board agenda is the consideration of adopting the Comprehensive Plan Update after a 3 ½ year intensive and publicly driven update process. The recommendations in the draft comprehensive plan reflect the vision residents have for the Town. There are a number of Housing recommendations in the draft comprehensive plan that are supportive of the proposed Dutch Mill Acres PUD, as follows:

Recommendation D-1 – Explore tools and approaches to support the Town’s Pro-Housing Designation.

The Town of Guilderland has been designated a Pro-Housing Community by the NYS Office of Homes and Community Renewal and strategies should be investigated to support the steps of the program. When considering potential streamlining of approvals and land use permitting the focus

should be affordable housing, accessible housing, accessory dwelling units, and supportive housing. To shepherd the program, the Town should act as a resource for developers to understand and access applicable public funding sources.

The Town should be proactive in seeking affordable housing opportunities as this approach can increase neighborhood diversity while meeting the housing needs of low- and moderate-income citizens. Pursuing such projects can assist in alleviating housing shortages and attract a wide range of residents. Furthermore, this may lead to increased collaboration with developers, allowing the Town to secure funding and incentives for inclusive development.

Recommendation D-3 - To maximize the Town's investments in public water and sewer, transportation, and pedestrian connections, expand opportunities for housing types other than single-family in appropriate districts, provided there are design standards to ensure new housing is compatible with existing neighborhoods.

Multi-family housing types can allow for efficient use of water, electrical utility, and transportation infrastructure, since a greater number of people are connected by fewer miles of pipe, cable, and road. Multi-family housing can also support the maintenance or expansion of public transportation service in a given area by providing sufficient population densities to satisfy transportation system demand models. Like other types of development, multi-family residential development should be situated appropriately, where infrastructure investments can support such construction, and should conform to design guidelines that are in accord with the envisioned neighborhood character.

Pro-Housing Community Designation

In June 2024 the Town of Guilderland became a designated Pro-Housing Community by NYS Homes and Community Renewal. In 2023, Governor Hochul signed Executive Order No. 30 to establish the Pro-Housing Community Program in order to recognize and reward municipalities actively working to unlock their housing potential and encourage others to follow suit. Localities that have successfully unlocked housing growth or committed to taking important steps to support housing, such as by streamlining permitting and adopting pro-housing policies, and that have applied and submitted critical housing and zoning data to the state, will receive a certification from New York State Homes and Community Renewal.

As part of the certification process the Town submitted documentation showing that our housing stock had increased by 0.33 percent in the previous year or 1 percent over the previous three years to qualify for the certification. Additionally, the Town Board had to pass a resolution (Resolution No. 1 of 2024) stating the Town's commitment to Pro-Housing principles along with submitting the required housing and zoning data. The resolution included a number of steps the town would take to assist in alleviating the housing crisis, including:

1. Streamlining permitting for multi-family housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.
2. Adopting policies that affirmatively further fair housing.
3. Incorporating regional housing needs into planning decisions.

4. Increasing development capacity for residential uses.
5. Enacting policies that encourage a broad range of housing development, including multi-family housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.

As highlighted above, Recommendation D-1 in the Comprehensive Plan Update recommends the Town explore tools and approaches to support the Town's Pro-Housing Designation. A number of the Pro-Housing policies listed above are supportive of the proposed PUD.

Review Process for Planned Unit Development Applications

The PUD review process is outlined in §280-17.E of the town zoning code. The Town Board is the lead agency with the Planning Board providing site plan review and recommendations to the Town Board.

Planning Board Sketch Plan Review

If the Town Board accepts the application the next step in the review process would be for the Town Board to refer the application to the Planning Board for sketch plan review. The Planning Board will review the plan and provide a report back to the Town Board.

Town Planner Recommendations

The Town Planner recommends the Town Board accept the Dutch Mill Acres PUD application based on the following:

1. Comments made during the current comprehensive plan update process is the need for more affordable housing in Guilderland. The applicant is proposing a percentage of the units to be workforce housing units, addressing the housing affordability issue the Town is facing. As the Town Board may recall, not too long ago a member of the Fort Hunter Fire District attended a Town Board meeting and during the public comment portion of the agenda discussed housing affordability and issue members of the fire district are having in finding affordable places to live in the district. The proposed PUD addresses this issue by offering workforce housing units.
2. The proposed PUD is implementing recommendations of the Fort Hunter/Carman Road Neighborhood Transportation Plan and Comprehensive Plan Update. The recommendations of these plans were the result of lengthy public involvement and represent the vision residents have for the Town.
3. Providing off-site pedestrian improvements via a sidewalk connection from Carman Road to DiBella Drive allows safer connections to neighborhood resources such as Volunteer Firefighters Park, DiCaprio Park and Albany Pine Bush Preserve Trails.

For the reasons listed above the Town Planner supports the acceptance of the Dutch Mill Acres PUD.