



# Village of Colonie

VILLAGE HALL  
2 THUNDER ROAD  
COLONIE, NY 12205  
(518) 869-7562 FAX (518) 464-0389

**JAMES M. RUBINO**  
MAYOR

[villagehall@colonievillage.org](mailto:villagehall@colonievillage.org)  
[www.colonievillage.org](http://www.colonievillage.org)

**PATTY SCHWARZ-  
LOCKART**  
DEPUTY MAYOR

**FRANK A PREVRATIL**  
TRUSTEE

**JASON M DEPAULO**  
TRUSTEE

**MARK P STEVENS**  
TRUSTEE

**JAMIE BLOT**  
CLERK

## MINUTES WEDNESDAY, APRIL 10, 2024 6:30 PM

The scheduled meeting of the Village of Colonie Zoning Board of Appeals was held on Wednesday, April 10, 2024, at 6:30PM.

The meeting was called to order by Chairman VanBuren at 6:30 p.m. with a salute to the flag. Chairman Van Buren requested that all electronic devices be turned off or muted.

ROLL CALL:

Chairman:	Lou VanBuren
Members:	Trevor Normandin Joshua Rowinski Phil Minissale Christopher Larrabee
Liaison:	Mark Stevens
Alternate:	Les Decker
Counsel:	Victor Caponera

Chairman VanBuren congratulated the new Mayor Jim Rubino who was in the audience. He also congratulated Mr. Frank Prevratil and Mr. Mark Stevens who are newly appointed trustees for the Village of Colonie. He announced that some changes have been made to the Zoning Board of Appeals, Mr. Mark Stevens has been appointed the liaison for the Zoning Board of Appeals. Congratulations to all.

The minutes from the March 6, 2023, Zoning Board of Appeals meeting were reviewed. Commissioner Minissale made a motion to approve the minutes. Commissioner Larrabee seconded the motion.

**MINUTES  
ZONING BOARD OF APPEALS**

**April 10, 2024**

VOTE: Unanimous to approve the minutes.

**560 Sand Creek Rd  
Tiny Town Daycare  
Use Variance**

Attorney Caponera announced that this matter was placed on tonight's agenda and was not a regular scheduled meeting and has special notice requirements. ***Per Code section 242-17C "Publication. Notice of hearings relative to applications for variances shall be published once in an official newspaper of the Village at least 10 days prior to the hearing date, together with notification, by ordinary mail, to adjoining landowners.*** This notice was not sent to residents until April 2<sup>nd</sup>, which is only 8 days so we legally can not hold this meeting.

The Board can discuss a future meeting date tonight. We can adjourn and reschedule for April 24, 2024 if enough board members will be present for a quorum. This board consists of five Board members and one alternate. All Board Members stated they can attend the meeting on the 24<sup>th</sup>. Attorney Caponera advised that new notices will be mailed to adjoining land owners and not hand delivered.

Ms. Phyllis Hecker from 64 Delafield Dr. stated that her letter was not mailed. It was personally hand delivered by a DPW employee.

Mayor Rubino stated that all notices will be mailed and will be given the 10-day notice required per Village code. He added that the State requirement for notice is only 7 days but our code was different and we will make sure that residents are given proper notice.

Commissioner Minissale made a motion to adjourn the meeting to April 24<sup>th</sup>, 2024 at 6:30pm.

Commissioner Normandin seconded the motion.

VOTE: Unanimous to approve the motion.

Chairman VanBuren stated that he looks forward to hearing from the applicant and any residents.

Respectfully submitted,

Stacie Douglas  
Zoning Board of Appeals Coordinator