



City of Johnstown

Meeting: Planning Board
 Date: Tuesday, May 5, 2026
 Time: 4:00 p.m.
 Location: Conference Room, City Hall
 Presiding Officer: Peter Smith, Chairman

Meetings are broadcast using Facebook Live. The public is able to view the meeting from the official City of Johnstown Facebook page: [City of Johnstown, New York](#)

The proceedings of meetings are taped for the benefit of the City Clerk; the minutes are not a verbatim record of the proceedings; therefore, the minutes are not a word-for-word transcript.

Planning Board Meeting Minutes

- CALL MEETING TO ORDER**

- MEMBERS IN ATTENDANCE**

		PRESENT	ABSENT / EXCUSED	LATE
Peter Smith	Board Member, Chairman	X		
Chandra Cotter	Board Member	X		
Terri Easterly	Board Member	X		
Betsy Camarra	Board Member	X		
Roberta Thomas	Board Member	X		
Michael M. Albanese	City Attorney	X		4:11
Christopher J. Vose	City Engineer	X		4:02
Larry O'Regan	Fire Chief	X		
Carrie M. Allen	City Clerk	X		
Scott Jeffers	Council Liaison	X		

- APPROVE MINUTES**

[April 7, 2026](#)

Action Taken

Motion:	Board Member	Easterly	Ayes:	5	Absent:	0
Seconded:	Board Member	Camarra	Noes:	0	Abstain:	0

- PUBLIC HEARING**

1. [314 W. Main Street - Apartments](#)

Opened: 4:02 pm

Closed: 4:03 pm

Applicant presented proposal to convert a former commercial business back to residential. Currently 1 business and 2 rentals units, now will have 3 units in building.

- Property located on a State Highway; referral made to Fulton County Planning Board; No response received from the County.

Public Hearing Opened

- No public comment received; No written submissions received.

Discussion:

- Board confirmed property is located in a multi-unit residential zoning district.
- No zoning conflicts identified.
- Application consistent with prior use of the building.

- SITE PLAN APPROVAL**

1. [314 W. Main Street - Apartments](#)

Action Taken

Motion:	Board Member	Cotter	Ayes:	5	Absent:	0
Seconded:	Board Member	Thomas	Noes:	0	Abstain:	0
Discussion:	Applicant advised to coordinate with Code Enforcement for permitting.					

- SITE PLAN REVIEW**

1. [Cayadutta Street – Party Venue](#)

Application Summary: Proposal to utilize a portion of an existing structure as a rental event space (e.g., weddings, parties, business meetings). No on-site cooking.

Discussion:

- Clarification that this is a separate application from a previously approved portion of the property (24/hr Gym).
- Code Enforcement indicated prior compliance issues are being addressed.
- Fire/Code review:
 - No immediate compliance concerns.
 - Inspection required prior to occupancy.
 - Occupancy load to be determined based on use.
 - Bathroom facilities must be adequate.
- Parking deemed sufficient.
- Alcohol service:
 - Requires appropriate State licensing (ABC) if applicable or catered event
- Board discussed potential time restrictions due to residential location.
 - Determined that hours of operation should be addressed through the operating permit process rather than site plan conditions.

Action:

- Public Hearing scheduled: June [insert date], 4:00 PM

Applicant extended an invitation to Board members for grand opening of the 24/hr. gym on Friday @ noon.

2. [19 McMartin Street - fence](#)

Application Summary: Request to install a six (6) foot privacy fence within a front yard setback area.

Discussion:

- Fence height and location require area variance.
- Applicant presented photos demonstrating no impact on sight lines.
- Code Enforcement confirmed variance is required due to:
 - Height
 - Front yard placement
- Code Enforcement has no issues with the fence request

Next Steps:

Applicant directed to appear before ZBA on May 21, 2026.

Deny Application – applicant needs to receive variances from Zoning Board of Appeals					
<u>Action Taken</u>					
Motion:	Board Member	Camarra	Ayes:	5	Absent: 0
Seconded:	Board Member	Thomas	Noes:	0	Abstain: 0

Recommendation to Zoning Board of Appeals					
<u>Action Taken</u>					
Motion:	Board Member	Cotter	Ayes:	5	Absent: 0
Seconded:	Board Member	Camarra	Noes:	0	Abstain: 0

3. [Vision Properties – 343 N. Comrie Ave](#)

Application Summary:

- Construction of approximately 900 sq. ft. addition for secure storage (vault).
- Reconfiguration of site to include drive-thru circulation and additional pavement.

Discussion:

- Existing access points confirmed.
- Board reviewed preliminary site plan (unstamped).
- Key concerns:
 - Stormwater management due to increased impervious surface.
 - Potential NYS DOT involvement.
 - Lighting and security camera placement.
- Applicant advised:
 - Engineered, stamped plans required.
 - Drainage review strongly recommended.
- Codes has no issue with applicants request for addition or drive-thru

Referral:

- County Planning Board referral required due to State Highway location.

Action:

- Public Hearing scheduled: June 2, 2026 @ 4:00 pm

SEQRA – Declare Lead Agency

Action Taken

Motion:	Board Member	Camarra	Ayes:	5	Absent:	0
Seconded:	Board Member	Easterly	Noes:	0	Abstain:	0
Discussion:	Clerk to notify Involved Agencies					

• ADJOURN

Time: 4:35 pm

Motion:	Board Member	Cotter	Ayes:	5	Absent:	0
Seconded:	Board Member	Thomas	Noes:	0	Abstain:	0

Respectfully Submitted,



Carrie M. Allen, City Clerk