



DANIEL P. MCCOY
COUNTY EXECUTIVE

MICHAEL McLAUGHLIN
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
ECONOMIC DEVELOPMENT, CONSERVATION, &
PLANNING DEPARTMENT
112 STATE STREET, ROOM 1020
ALBANY, NY 12207
(518) 655-5670
www.albanycountyny.gov

ANN MARIE SALMON
DIRECTOR

GOPIKA MUDDAPPA
DEPUTY DIRECTOR

LIST OF NON-REFERRAL ITEMS TO THE ALBANY COUNTY PLANNING BOARD

(This list applies only to the City of Albany, Town of Bethlehem, Town of Guilderland, Town of Colonie, Town of New Scotland, and Village of Voorheesville, as the County has entered into Memoranda of Understanding with these municipalities.)

From the Planning Board and/or Planning and Economic Development Department:

- Minor Site Plans for:
 1. Temporary tents
 2. Change in tenant or use
 3. Storage sheds in all zoning categories except when there is a change to curb cuts on county or state roads
 4. Façade changes to existing buildings
 5. Replacement of wall signs on existing building

From the Zoning Board of Appeals and/or Planning and Economic Development Department:

- Area Variances (i.e. yard setbacks, lot width, lot frontage) that relate to existing or proposed residential structures only, and are for the following types of construction or remodeling:
 1. Additions
 2. Decks
 3. Swimming Pools
 4. Sheds

5. Replacement of mobile homes, except those where a driveway has access to a county or state road
 6. Garages, except those where a driveway has access to a county or state road
- Area Variance related to signage,
 1. Installation/replacement of free standing signs or changes to the existing signs including the ones that may require an area variance from the Town/City/Village, as long as the signs do not cause existing and/or proposed site visibility or pedestrian obstruction to the road or located in a County/ DOT ROW.
 2. Signs that may require variance for internal or external illumination
 3. Proposal for new signs or change in square footage for existing signs that are wall/building mounted.
 - Use Variances for relocation of businesses within the same building.
 - Accessory Structure - EV Charging Stations
 - Chickens – Special Use Permit and Variance to have chickens
 - Lot Line Adjustment that is,
 1. Not a part of subdivision review
 2. Does not create land lock parcels
 3. Does not create any land disturbance (disturbance over one acre will require a SWPPP review)
 - Fences (unless it is corner lot due to possible site distance issues)

The Albany County Planning Board requires the Town/City/Village to send a summary list of all non-referrals showing project name, type of action, and location within 30 days of approval.