



City of Albany  
 Department of Planning and Development  
 200 Henry Johnson Boulevard  
 Albany, New York 12210

FOR STAFF USE ONLY	
Date Submitted:	Fee Paid:
Date Complete:	Staff:
Project #:	DPR #:

## Development Plan Review Application Form

### Part 1. Application Notes

Development plan review is performed to assure a proposed development conforms to the standards in the USDO, the Comprehensive Plan and any other applicable provisions of the City code. There are two types of development plan review; this application is used for both types. Check the box by development plan review type below to indicate which type is requested by this application:

Minor Development Plan Review: The proposed development meets the applicability criteria in Section 375-5(E)(4)(a) of the USDO.  
*Note: The Chief Planning Official decides a minor development plan review but may refer the application to the Planning Board if it is unusually large or complex, or may create significant adverse impacts on the surrounding area.*

Major Development Plan Review: The proposed development meets the applicability criteria in Section 375-5(E)(14)(a) of the USDO.

*Note: A pre-application meeting is available upon request prior to submitting this application.*

### Part 2. Property Information

Project Address:  
 90 State Street, Albany, NY 12207

Tax ID Number(s):  
 76.42-1-5

Present use of the Property (*Select from uses listed in Table 375-3-1, Permitted Use Table, in Section 375-3(B) of the USDO*):

### Part 3. Project Description

Project Name:

Project Cost (Anticipated): \$

Proposed Use of the Site (*Select from uses listed in Table 375-3-1, Permitted Use Table, in Section 375-3(B) of the USDO*):

Estimated Construction: Start Date:

Occupancy Date:

Indicate the Type of Work:  New Construction  New Construction, Addition  Renovation, Change in Use  Demolition  
 Change in Use Only  Parking Lot or Site Alteration

Project Description: This project proposes to convert the upper 10 stories of this 15 story concrete and masonry structure, presently used primarily for office space with some commercial/ retail space into residential dwelling units. The floors to be converted would be floors 5-12 and 14-15, there is no 13th floor. The commercial space will continue its present use. 120 residential units would be created of between 600-1,200 sq.ft., with the units being a mix of 40 studios, 20 one (1) and 60 two (2) bedroom units. The conversion would occur on a floor by floor basis working around existing lease expirations, with the conversion to be substantially complete not later than 2021.

### Part 4. Site Development Information

A. Floor Area	Existing	Proposed
First Floor Building Area	16,728 Square Feet	16,728 Square Feet
Total Gross Floor Area	233,753 Square Feet	233,753 Square Feet
Existing Gross Floor Area to be Razed	_____ Square Feet	
Existing Gross Floor Area to be Retained	_____ Square Feet	
Retained Gross Floor Area to be Renovated		_____ Square Feet
Gross Floor Area to be Constructed		_____ Square Feet
Building Footprint (gross floor area)		_____ Square Feet

<b>B. Use Information</b>	<b>Existing</b>		<b>Proposed</b>	
Total Number of Dwelling Units	_____ Dwelling Units		_____ Dwelling Units	
Non-Residential Use(s) Floor Area <i>(List Type below)</i>				
a.	_____ Square Feet		_____ Square Feet	
b.	_____ Square Feet		_____ Square Feet	
c.	_____ Square Feet		_____ Square Feet	
<b>C. Dimensional Information - Complete for all Zoning Districts</b>				
1. Proposed Number of New Structures or Building Additions: _____				
	<b>Existing</b>		<b>Proposed</b>	
2. Height	Feet	Stories	Feet	Stories
Primary Building Height	172	15	172	15
Addition or Extension Height			0	0
Accessory Building(s) Height <i>(List Type below)</i>				
a.				
b.				
c.				
	<b>Existing</b>		<b>Proposed</b>	
3. Parking and Loading	Total Spaces	ADA Spaces	Total Spaces	ADA Spaces
On-Site Automobile Parking Spaces	0	0	0	0
On-Site Surface Parking Spaces	0		0	
Number of Bicycle Parking Spaces	0		0	
Off-Street Loading	0		0	
4. Lot Information				
Lot Area	16,728 Square Feet		16,728 Square Feet	
Impervious Lot Coverage	_____ Percent		_____ Percent	
<b>D. Other Project Information</b>				
1. Indicate all items that will be part of the proposed work: <input type="checkbox"/> N/A <input type="checkbox"/> Demolition <input type="checkbox"/> HVAC (Interior) <input type="checkbox"/> HVAC (Exterior) <input type="checkbox"/> Electrical <input type="checkbox"/> Fire Alarm <input type="checkbox"/> Fire Protection/Sprinklers <input type="checkbox"/> Deck Construction <input type="checkbox"/> Commercial Cooking Hood <input type="checkbox"/> Sign				
2. Indicate all items that pertain to any work proposed on private plumbing: <i>(i.e., plumbing between a public sewer or water line and a building, including plumbing inside the building)</i> <input type="checkbox"/> Repair or Replace Existing Plumbing <input type="checkbox"/> New Construction of Plumbing <input type="checkbox"/> No Plumbing Work is Proposed				
<b>E. Water and Sewer Information</b> <i>(Note: The term "sewer" refers to sanitary sewers, storm sewers, and combined sewers owned by the City of Albany.)</i>				
1. Indicate the number of each of the following sewer and/or water items that will be part of the proposed work: _____ New Water Service (Connection) _____ Termination of Existing Water Service Tap(s) _____ New Sewer Service (Connection) _____ Termination of Existing Sewer Service Tap(s)				
2. Will the proposed work change the current water consumption and sewer discharge of the building or site? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
3. Check one of the boxes below to indicate the status of main water and sewer lines if the development includes the construction of main lines: <input type="checkbox"/> Applicant requests Albany Water and Sewer Department to accept ownership of the sewer mains and/or water lines <input type="checkbox"/> Applicant retains private ownership of sewer mains and/or water lines <input type="checkbox"/> Not applicable (Development does not include construction of sewer mains and/or water lines)				

4. If Yes to the first or second statement in Item 3 above, then identify the type of property where the sewer mains and/or water lines will be constructed:

- Public Property, Existing City Street       Public Property, New City Street to be constructed as part of the development/project  
 Private Property       Not Applicable

**F. Work in and Around City Rights-of-Way**

1. Please indicate all items below that apply to the proposed work:

- Applicant requests to change or designate the name of a City Street  
 The proposed work includes a private structure (e.g., deck, porch, awning, sign, fence, etc.) encroaching on a City dedicated right-of-way  
 Modification or reconstruction of City curbs  
 Design and construction of a new street where the Applicant will request the City to accept ownership of the street  
 Applicant requests the City to vacate an existing City street/sidewalk so the Applicant can use the property for private development  
 The proposed work will create an obstruction of traffic on City rights-of-way  
 The proposed work includes the excavation of a City street or sidewalk  
 The proposed work includes the placement of a demolition dumpster in a City right-of-way  
 The proposed work includes the addition, deletion, and/or relocation of City street lights in a City right-of-way

**Part 5. Submittal Requirement Checklist**

	Required Document	Hard Copies	Electronic Submission (.pdf) (Required Document Name)
<b>A. Required for All Development Plan Review Applications</b>			
<input type="checkbox"/>	Master Development Application (Signed by the property owner or Authorized Agent)	2	01_Master_Application_Form
<input type="checkbox"/>	Development Plan Review Application Form	2	02_Development_Plan_Review_Form
<input type="checkbox"/>	Color photographs of the property in context with surrounding properties, on printed paper	2	03_Photos
<input type="checkbox"/>	Survey (A boundary and topographical survey, sealed by an Engineer or Surveyor)	2	04_Survey
<input type="checkbox"/>	Existing conditions plan showing any existing lot lines, with lot dimensions, existing buildings, driveways, parking, landscaping, and utility locations	5	05_Existing_Conditions_Plan
<input type="checkbox"/>	Site plan on 24" x 36" sheet and drafted at a scale that best conveys the development (1"=50", 1"=100", or 1"=200")	5	06_Site_Plan
<input type="checkbox"/>	Construction Detail Drawings (i.e., paving, grading, and drainage plans, water/sewer plans, landscape plans, etc.)	5	07_Construction_Detail_Drawings
<input type="checkbox"/>	Floor plan, drawn to scale	3	08_Floor_Plan
<input type="checkbox"/>	Elevations are required for all new buildings N/A	2	09_Elevations
<input type="checkbox"/>	Application fee as established in the Albany Fee Schedule identified in Appendix __ of the Albany Administrative Manual.	1	N/A
<b>B. Voluntary or Upon Request</b>			
<input type="checkbox"/>	Environmental Assessment Form as required by SEQR	2	10_EAF
<input type="checkbox"/>	Project Narrative and Project Narrative Amenity	2	11_Project_Narrative
<input type="checkbox"/>	Water/Sewer Engineering Report	2	12_Water_Sewer_Report
<input type="checkbox"/>	Storm Water Management Report	2	13_Storm_Water_Report
<input type="checkbox"/>	Traffic Study	2	14_Traffic_Study
<input type="checkbox"/>	Maintenance of Traffic Plan	2	15_Maintenance_Traffic_Plan
<input type="checkbox"/>	Geotechnical Report	2	16_Geotechnical_Report
<input type="checkbox"/>	Any additional information determined to be necessary by the Chief Planning Official	2	[##]_[Document_Name]