



Enforcement and Compliance Committee Meeting Minutes

A meeting of the Enforcement and Compliance Committee of the Albany County Land Bank Corporation was convened on June 14, 2023, via audioconference.

Committee attendance: Charles Touhey, Sam Wells, Joseph Seman-Graves, Mark Bobb-Semple

Staff attendance: Adam Zaranko (Executive Director), Amanda Wyckoff (Director of Operations), Erica Ganns (Assistant Director of Operations) Elista Gayle (Applications Coordinator), Will Sikula (Planning & Projects Coordinator), Susan Baker (Enforcement and Administrative Coordinator)

The meeting was called to order at 4:33 PM.

Review of Minutes: The minutes from the May 10, 2023, Enforcement and Compliance meeting were reviewed and approved as presented.

Updates: The Executive Director recommended moving the Enforcement and Compliance Committee meeting to 4:00 PM to better correspond with other recurring Committee meetings. The Committee supported this recommendation.

The Executive Director recommended requesting an engineering report from buyers who wish to return their properties to the Land Bank. The Committee suggested providing a list of staff-approved engineers. The Executive Director will confer with counsel to determine if this should be incorporated into the Land Bank's Enforcement and Compliance policy.

Review of Enforcement and Compliance Actions: The Director of Operations presented the following requests.

Buyer Requests: The following requests were submitted to the Land Bank for review.

190 Orange Street, Albany: Buyer is requesting a release of the reverter so they can sell the property. Staff recommends supporting this request. The Committee recommends supporting the request providing the new buyer is properly vetted.

98 Congress Street, Rear, Cohoes: Buyer is requesting to resell the property. Staff are seeking guidance. The Committee recommends the staff vets the new buyer. Since this lot has very specific limitations under municipal zoning, the new buyer would have to confirm any intended use with the municipality to make sure they understand any potential limitations. Committee recommends supporting the request contingent upon these requirements.



81 Elizabeth Street, Albany: Buyer is requesting to sell the property. Staff recommends supporting this request, providing the new buyer is vetted. The Committee recommends approving this request.

144 Fourth Avenue, Albany: Buyer is requesting an extension of the enforcement mortgage until August 31, 2023. Staff supports an extension through September 30, 2023. The Committee recommends approving this request.

52 Delaware Street, Albany: Last month, the Committee requested that the property owner provide an engineering report to inform the review of the request to be reviewed. The buyer has not provided the report and is requesting to return the property to the Land Bank. The Committee reiterated that without the report, the request to return the property would not be considered. The Director of Operations will relay this again to the buyer. The Committee also suggested discussing the next steps should the buyer not comply.

Staff Requests: The following requests were submitted by Land Bank for review.

17 Garfield Place, Albany: The building permit for this property wasn't properly closed out, as the buyer was unable to provide an electrical permit for the rehab. The buyers have been living on the property for several years. The Committee suggested a six-month timeline for the buyers to obtain the permit to close the property, and Sam Wells will see if there's a third-party electrician who can assist the property owner with the final inspection for the permit.

525 First Street, Albany: Staff is recommending to send request of deed in lieu of foreclosure as there is an expired permit and unpaid taxes on the property. The Committee recommends approving this request.

316 Sheridan Avenue, Albany: Staff recommends sending a letter of non-compliance, as rehab completion was due in 2022. The Committee recommends approving this request.

543 Clinton Avenue, Albany: The buyer has done no renovations and has not paid taxes on the property. A neighboring property owner, who has a successful record with Land Bank, would like to take on the property and the accompanying liabilities. Staff has been unable to contact the buyer. The potential buyer would like to know if the Committee is OK with them reaching out to the original buyer and purchasing the property. The Committee recommends approving this request.

The meeting adjourned at 5:11 PM.

Respectfully submitted,

Susan Baker
Enforcement and Administrative Coordinator
Albany County Land Bank