

Town of New Paltz Historic Preservation Commission Meeting **Wednesday April 29th 2015 7:00PM - 9:00PM at the Community Center**

Commissioners attending: John Orfitelli (Chair), Caryn Sobel, and Dave Gilmour, along with Dawn Elliott, nominated for Commission seat.

Agenda

1. Mohonk Preserve Gatehouse COA (minutes)
2. Mohonk Preserve Foothills Project and Mohonk Subdivision/Lot Line Revision
3. CVS Site Plan Approval (letter from Pat Schwartz)
4. Status of Nominated Commissioner
5. Update on Joint Efforts with Village HPC (Master Plan)
6. Rules of Procedure (for future CoA reviews)

This meeting was primarily intended as a working session to address the items that were not covered at the regular monthly meeting on April 15th which ended after the public hearing was closed. The meeting notice and agenda were published on the Town's Web site, however, no members of the public attended.

Minutes

1. **Mohonk Preserve Gatehouse COA (minutes):** John Orfitelli agreed to create notes from the audio file of the meeting and include in the draft of minutes along with all supporting materials.
2. **Mohonk Preserve Foothills Project and Subdivision/Lot Line Revision:** John Orfitelli provided hard a hard copy of the materials presented by Mohonk Preserve for the Mohonk Preserve Foothills Project and Mohonk Preserve Subdivision and Lot Line Revision. *(John later verified that digital copies of key portions of both sets of materials had been sent via email for review prior to the meeting).*

The Town Planning Board will serve as Lead Agency for both projects. The Town Historic Preservation Commission will serve as an Involved Agency for the Foothills Project (requiring a CoA) and has been listed under Involved/Interested for the Subdivision/Lot Line Revision.

The following requests will be made to the Planning Board (Lead Agency) regarding the Subdivision/Lot Line Revision materials:

- All maps need to be dated.
- HPC prefers the note regarding identification of the parcel as part of the National Register of Historic Places as shown on page x be located on each map.
- The small parcel identified as SBL 86.1-1-39 can be excluded form HPC action if plans for development are limited to structures or the building envelope is non-contributing i.e. will not disturb the historic landscape.

John Orfitelli agreed to draft a letter to the planning Board for review by the Commission. John also agreed to follow-up with Mike to determine the schedule for public hearings on both actions and to obtain supporting materials in digital form. *(Follow-up: all docs/meeting schedules are available from the PB Web site).*

3. **CVS Site Plan Approval** (letter from Pat Schwartz): Caryn Sobel agreed to write a letter to Pat Schwartz on behalf of the Commission supporting her position on the CVS design as stated in her letter to the Planning Board. A copy will be sent to Mike Calimano, Chair of the Planning Board.

4. **Status of Nominated Commissioner:** Dawn Elliott's nomination was approved by the Town Board. Dawn will proceed to be sworn in by the Town Clerk and provide Financial Disclosure.
5. **Update on Joint Efforts with Village HPC (Master Plan):** John Orfitelli met with the Village HPC on April 20th to discuss the need for a joint Historic Preservation Master Plan. The Village HPC agreed that both Commissions would benefit from a Master Plan for Historic Preservation that would identify resources for assisting owners of Local Landmarks. A joint meeting has been scheduled for June 15th.
6. **Rules of Procedure (for future CoA reviews):** The CoA process will be modified to include:
 - SEQRA Status Review and Position by Town Attorney, George Lithco, will be requested following the first meeting with the owner.
 - All materials supporting the CoA will be provided by the owner to the Commission two weeks prior to the Public Hearing.

Other Meeting Rules: Agenda will be published 3 days prior to meetings.

Code of Ethics: Need to codify.

Meeting adjourned at 9:00pm.