MOHONK PRESERVE, INC. CERTIFICATE OF APPROPRIATENESS HISTORIC PRESERVATION COMMISSION

#### AFFIDAVIT OF MAILING AND NOTICES

PETER KARIS, RLA, being duly sworn, deposes and says:

- 1.) I am the Director of Land/Stewardship for Mohonk Preserve, Inc. with a mailing address of PO Box 715, New Paltz, New York, 12561 and I am one of the consultants representing Mohonk Preserve, Inc. in the pending Application for a Certificate of Appropriateness for certain repairs and maintenance to the Mohonk Preserve, Inc. Gatehouse Premises, as now pending before the Town of New Paltz Historic Preservation Commission.
- 2.) On March 30, 2015, in accordance with authorization by the Town of New Paltz Historic Preservation Commission and pursuant to the Town of New Paltz Code provision Section 140-150, your affiant served a true copy of the Public Hearing Notice for the April 15, 2015 Town of New Paltz Historic Preservation Commission Public Hearing upon said Application, by mailing the same in a sealed envelope with postage prepaid thereon in an official depository of the U.S. Postal Service within the State of New York addressed to the persons/agencies as set forth below:
- A.) To all noticees as required pursuant to the "Neighbor Notification Provision" of Section 140-150 of the Town of New Paltz Code [Exhibit "A"].
- 3.) I also posted the "Pink Signs" as required by the Neighbor Notification Provision aforesaid at all requisite roadway locations on April 1, 2015.
- 4.) I am further attesting to the mailings aforesaid by way of duly executed Town of New Paltz Affidavit of Mailing [Exhibit "B"].

5.) A copy of the Notice of Public Hearing, as aforesaid, is provided herewith [Exhibit "C"].

PETER KAR

RIS RLA

rn to becore me this day of April, 2015

Notary Public State of New

Notary Public, State of New York
Resident In And For Ulster County
Commission Expires Dec. 28, 1931

Neighbor Notification of Public Hearings for Planning Board Applicants Page 1 of 3

## Code of the Town of New Paltz "Neighbor Notification Provision" **Chapter 140 Zoning** Section 140-150 - Public Notice and Hearing (excerpt)

#### Section 4. Local Law

Chapter 140, "Zoning," of the Code of the Town of New Paltz is hereby amended to add a new Article XVI, entitled "Public Hearings" to read as follows:

Section 140-150. Public notice and hearing.

A. Whenever this chapter requires that the Town Board, Planning Board, Zoning Board of Appeals or the Historic Preservation Commission conduct a public hearing on a matter before it, notice of such public hearing shall be given in accordance with all applicable laws and regulations, including the following requirements:

- (1) Notice of public hearing and publication. The board shall set the date and time of the public hearing by resolution and direct the secretary of the board to prepare a notice of hearing, including, at minimum, the date, time and place of the hearing; the substance of the action or approval sought from such board, including any change in the nature of permitted uses or density that would result from adoption of a proposed zoning amendment; and the place where copies of the application and supporting documents may be examined by the public, and cause such notice to be:
- (a) published in an official newspaper of the Town of New Paltz not less than five (5) calendar days prior to the date of such hearing, unless SEQRA requires the notice to be published fourteen (14) date prior to the date of hearing;
- (b) provided to the applicant, Planning Board, Zoning Board of Appeals, Historic Preservation Commission, Building Department and Town Board on or before the date of publication; and
- (c) provided to any other municipality, county, regional, state or federal agency in the manner prescribed by applicable law.
- (2) Mailing to adjoining owners. In addition to such published notice, the applicant shall mail notice of the hearing, at least ten (10) calendar days prior to the date of the hearing, unless fourteen (14) days notice is required by SEQRA, to the owners of all real property that is contiguous with the boundaries of the plot, piece or parcel of land to which the appeal or application applies and to all other owners of real property within five hundred feet (500') of such boundaries. The board conducting the hearing may also require that notice be mailed to owners, occupants or others within such additional distance as it deems reasonable and necessary under the circumstances. In the case of land subject to a declaration of condominium or homeowners association, notice may be mailed to the office of the association.

Neighbor Notification of Public Hearings for Planning Board Applicants Page 2 of 3

- (3) Addresses of adjoining owners. The board holding the hearing shall request that the Office of the Assessor of the Town promptly provide the applicant with a list of the names and addresses of the owners, as shown on the last completed assessment roll of the Town, to whom notice shall be mailed.
- (4) Mailing by applicant. Such notice shall be mailed by the applicant, at its sole cost and expense, by depositing a true copy of such notice in a post-paid properly addressed envelope, in a post office or other official depository under the exclusive care and custody of the United States Postal Service within the State of New York. The applicant shall, at or prior to the date of the public hearing, file with the secretary of the board an affidavit of mailing, as proof of compliance with the foregoing notification procedure.
- (5) Continued hearings. When a hearing has been continued, the board holding the hearing may require that notice of a continued hearing date be remailed where circumstances warrant, such as a hearing date that has been repeatedly adjourned or adjourned to a future date such that those interested in the application would benefit from the additional notice, or the board receives plans with significant changes or new information bearing on the application
- (6) Property signage for zoning amendments. In the case where an amendment of the zoning map or zoning law of the Town of New Paltz has been initiated by a property owner or applicant, at least fifteen (15) days prior to the initial hearing on such amendment the owner or applicant shall post a sign giving notice of the public hearing within twenty-five (25) feet of each property line having frontage on a road or highway, including the road or highway providing access to the property, so that it is clearly visible to the public from such road or highway. The size of the sign and text shall be approved by the Town Board or such Town official as the Board may designate, and the notice shall include a statement that an application to change the zoning classification or regulations affecting the property has been made and such other information as the Town Board may require. The applicant shall submit a photograph and affidavit, or other satisfactory evidence, at the public hearing that the required signage was duly erected and maintained in good condition until the hearing, and shall ensure that the sign is maintained until after the hearing is closed or the application in withdrawn, whichever occurs first. It shall be a violation of this chapter for any person, except the applicant or duly authorized Town official, to remove, deface or tamper with duly erected signage during the period it is required to maintain by this section.

- (7) Property Signage for Planning Board and ZBA Hearings. The Planning Board and Zoning Board of Appeals shall require that signage be erected in accordance with the provisions above whenever a public hearing on a site plan, subdivision plan, special use permit or variance application is required, except that the board with jurisdiction over such hearing may waive the requirement that signage be erected when it finds that the benefit of notice would be disproportionate to the cost imposed on the applicant. In such case, a waiver shall be granted by a favorable vote of a majority of its members plus one, and the board shall set forth the basis on which it determined the waiver appropriate.
- (8) Substantial compliance. Provided that notice shall have been published as above set forth and that there shall have otherwise been substantial compliance by the applicant with the provisions above, the failure to give notice in exact conformance herewith shall not be deemed to invalidate action taken by the board holding a public hearing in connection with any appeal or application.
- (9) Any proposed zoning amendment introduced by the Town Board and of Town-wide or district-wide effect shall not be subject to this section except for the publication of notice. However, nothing in this law shall prohibit the Town Board from determining on a case-by-case basis to provide additional notice of any such zoning amendment.

### **AFFIDAVIT OF MAILING**

of the attached Notice of Public Hearing as per Section Paltz to those addresses attached herein as identified Paltz as shown on the attached. I affirm that all letter deposited for delivery with the United States Postal Science.	n 140-150 and prov	ided by the Acce	of the Tov	vn of New
PETER KARIS NAME	Date:_	April /5	, 2015	
Sworn before me this 577				
day of April 20 15				

**Notary Public** 

MICHAEL MORIELLO
Notary Public, State of New York
Resident In And For Ulster County
Commission Expires Dec. 28, 1

# TOWN OF NEW PALTZ HISTORIC PRESERVATION COMMISSION NOTICE OF PUBLIC HEARING MOHONK PRESERVE, INC.

PLEASE TAKE NOTICE, that the Town of New Paltz Historic Preservation Commission will convene a public hearing on Wednesday, April 15, 2015, at 7:30 p.m. The public hearing will be held at the Town of New Paltz Community Center, 3 Veteran's Drive, Route 32 North, New Paltz, New York, 12561 and will be in consideration of the March 13, 2015 Application of Mohonk Preserve, Inc. for maintenance and repairs to the Mohonk Preserve, Inc. Gatehouse premises located at 1 Gatehouse Road, New Paltz, New York, 12561 [S/B/L #86.1-1-40.1];

PLEASE TAKE FURTHER NOTICE, that the Application aforesaid is for the repair and maintenance of the existing Gatehouse structure, including the roof, flashing/trim, masonry mortar, windows and doors. There are no proposed ground disturbances or changes to the existing building footprint or surrounding area as part of the work and as a result, there is to be no physical alteration of the premises within the purview the State Environmental Quality Review Act (SEQRA) [6 NYCRR Parts 617.3 and 617.2(ab)].

PLEASE TAKE FURTHER NOTICE that the planned repair and maintenance work does not form a part of the currently pending Application before the Town of New Paltz Planning Board for Site Plan, Subdivision and Lot Line Revision, as the Gatehouse work under review by the Town of New Paltz Historic Preservation Commission is classified as a Type II Action under SEQRA [6 NYCRR Parts 617.5(c)(1) and 617.5(c)(19)].

PLEASE TAKE FURTHER NOTICE, that pursuant to Article XIV of the Town of New Paltz Zoning Law, the repair and maintenance work planned for the Gatehouse premises requires review by the Town of New Paltz Historic Preservation Commission and the Town of New Paltz Building Inspector, as well as the holding of a public hearing by the Historic Preservation Commission, prior to the issuance of a Certificate of Appropriateness by said Commission;

PLEASE TAKE FURTHER NOTICE, that copies of the pending Application and supporting documents may be examined by the public within the Office of the Town of New Paltz Building Inspector, located at 1 Clearwater Road, New Paltz, New York, 12561 during regular Town of New Paltz Office hours;

PLEASE TAKE FURTHER NOTICE, that all persons wishing to be heard on the subject matter of this pending Application shall be heard at the time of the public hearing.

For further information, Contact:

Mr. John Orfitelli Chairman, Town of New Paltz Historic Preservation Commission Town Hall 1 Clearwater Road New Paltz, New York 12561 (845)255-0102

BY ORDER OF JOHN ORFITELLI, Chairman