

**Town of New Paltz Historic Preservation Commission Meeting**  
**Wednesday March 19<sup>th</sup> 2014 7:30PM - 9:30PM at the Town Hall**

Commissioners attending: John Orfitelli (Chair), Helen Christie (Vice Chair), Caryn Sobel, Dave Gilmour.

Also attending were:

- George Sifre to address any concerns regarding the Certificate of Appropriateness application for a barn addition at 181 Libertyville Road.
- Neil Larsen and Jill Fisher of Larsen-Fisher Associates to present their RFP and discuss recommendations provided by SHPO.

**Agenda**

1. Public Comment
2. Rowley Residence Barn Addition: CoA Public Hearing
3. Landmark Initiative Grant
4. Review/Approve Minutes from February
5. Other Items as Time Permits
  - HPC Code of Ethics
  - Use of Social Media for Outreach
  - Town Historian Job Description

**Minutes**

Meeting was called to order at 7:30pm by motion from Dave Gilmour, seconded by Caryn Sobel. Motion carried.

**1. Public Comment:** No public comments were received.

**2. Rowley Residence Barn Addition: CoA Public Hearing**

A motion to open the Public Hearing was made by Dave Gilmour, Seconded by Caryn Sobel. Motion carried. The completed CoA and supporting materials were distributed to the Commission and made available for public comment.

John Orfitelli reported on the response from Julian Adams to the question by Dave Gilmour as to whether previously undocumented changes to the site should be included in the CoA. Dave Gilmour was referring to the removal of a barn which had occurred just after the property had been designated a local landmark in 2005. The owner had not submitted a CoA at that time and therefore there was no oversight review by the Commission.

Julian stated that the local landmark designation documentation should be amended to include a description of the prior barn, location, and other relevant information provided by the owner and those participating in the removal. The current CoA should focus only on the changes under review.

The notification process was completed as specified in Zoning Article XIV 140-11 of the New Paltz Town Code including:

- Legal Notice of Public Hearing published in the New Paltz Times (March 6<sup>th</sup>).
- Abutter Notifications distributed by the property owner via postal mail.

- Notarized affidavit provided by priority owner that notification were sent.
- CoA application and supporting materials were made available at the Town Clerk's Office for public review.

In addition, Dave Gilmour completed a site visit and the Public Hearing notice and CoA application were published on the HPC website.

George Sifre agreed to provide photos of the barn and the addition during construction. Once completed, the photos will be added to the CoA.

Having received no public comments, a motion to close the Public Hearing was made by Dave Gilmour, seconded by Caryn Sobel. Motion carried.

A motion to approve the CoA was made by David Gilmour, seconded by Caryn Sobel. Motion carried with all in favor.

John Orfitelli agreed to create a Memorandum of Decision which will be recorded with the Town Clerk, filed with the Town Building Department, and sent to the property owner.

### **3. Landmark Initiative Grant**

Lorraine Weiss and Linda Mackey contacted John Orfitelli to discuss the grant objectives and work scope as outlined in our RFP along with the response from Neil Larson and Associates. Linda Mackey documented their comments and recommendations in an email dated 3/17/2014.

Specifically, Lorraine and Linda suggested that the Commission:

- 1) *Shift the emphasis of the grant project to a scope of work that would result in:*
  - *Increase in the number of new local designations*
  - *Greater role for the commission*
- 2) *Utilize information already in place from the reconnaissance and intensive level surveys completed in 2004.*
- 3) *Develop a streamlined approach to research and documentation*
- 4) *Work through the outreach and public hearing process with the aid of a consultant*

*Examples of designation forms were provided by Lorraine and Linda that reflect the level of detail that would support COA reviews.*

*Their ideas for selecting properties included:*

- *Properties located in near proximity to facilitate photography and creation of historic context?*
- *Properties which are or could be threatened by development or neglect?*
- *Properties whose owners would welcome local designation and thus serve as "ambassadors" for subsequent designations?*
- *Designation with a thematic approach, such as stone houses.*

*Focusing on a local historic district would be an efficient way of using the grant project to reach a large number of properties. The survey report suggests several hamlets that could be investigated.*

The Commission reviewed the above suggestions with Neil Larson and Jill Fisher at our HPC meeting on 3/19/2014. The following is a summary of what was discussed:

- Neil Larson considers the designation examples provided by SHPO as insufficient and would prefer more information to mitigate actions by future property owners who may contest the designation.
- The comprehensive landmark designation package created for Mohonk was considered appropriate for that property; however, the level of detail provided is clearly not required for most properties.
- Jill Fisher highlighted how the process of land marking can be very intimidating to property owners. Outreach is a very important aspect. Neil suggested abatements are effective in encouraging land marking.
- Dave Gilmour pointed out that while the Town HPC adheres to the Secretary of Interior standards, New Paltz is characterized by the landscape which is not emphasized.

The Commission identified four groups to consider:

1) North Ohioville Hamlet

- Roughly 90% of a National Register nomination has been complete by Neil Larson.
- The information from the NR nomination could easily be used to create a local historic district for the North Ohioville Hamlet.
- Prior experience with a limited portion of the community indicates that the response would likely be favorable; however, a significant outreach effort would be required to insure a smooth process and successful outcome.
- A public meeting involving the North Ohioville community and led by Jill Fisher would include:
  - a. Overview of land marking and why it's important
  - b. Description of the Designation and CoA Process
  - c. Impact of the designation on individual property owners
  - d. Examples of recent designation and CoA along with testimony by property owners regarding the process.

2) Designation of Individual Properties: Farms

- Critical Areas include:
  - a. South Putt Corners
  - b. Rt 32 South
  - c. North Ohioville

- Properties:
    - a. White Duck Farm (appears to have been landmarked by prior Commission, however, location of the decision recorded in the UCC is not available and needs to be established. May need to be re-designated.)
    - b. Farms located in the Mohonk Preserve
- 3) Designation of Individual Properties: Houses
- House on Saddlebred
  - All stone houses (use recon spreadsheet to prioritize/sort on integrity)
- 4) Rural Historic District
- Basically the areas identified by Neil Larson's intensive level survey
  - Use recon spreadsheet to prioritize/sort on integrity.

Tentative Plan to focus on:

- 1) Stone Houses as a Thematic Group
  - a. Limit number of individual properties based on integrity of structure
  - b. Augment existing data from prior intensive level survey
  - c. Create a thematic overview
  - d. Create designation process and template
  - e. Designate a subset of the total number of properties (est 40 total)
- 2) Public Outreach Event
  - a. Create a presentation package for public outreach led by Jill Fisher.
  - b. Formats: Round Table at Huguenot Street (vs Town Hall).
  - c. Commission to utilize guidance and learn from Jill how to conduct outreach.

Next Steps:

1. Neil Larson to determine the number of designations that can be completed given the updated work scope, budget of \$6,000, and time constraint (grant to be completed by 9/30/2014).
2. John Orfitelli and Neil Larsen to share these findings in a telecon with Linda Mackey and Lorraine Weiss.
3. Once the work scope and schedule is defined and accepted by the Commission, a contract will be provided by Larson-Fisher Associates.

4. **Review/Approve Minutes from February:** John Orfitelli to amend minutes to reflect his recommendation to waive signage requirement in CoA notification process.
5. **Other Items as Time Permits:** Due to lack of time, the following items will be deferred to the next meeting in April.
  - a. HPC Code of Ethics
  - b. Use of Social Media for Outreach
  - c. Town Historian Job Description

Motion to adjourn was made by Dave Gilmour and seconded by Caryn Sobel. Motion carried. Meeting adjourned at 9:55pm.