



## **Stone House Landmark Designation Initiative**

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**CLG Grant Awarded to the Town of New Paltz Historic Preservation Commission by the State Historic Preservation Office**

**Engage with the owners of Stone Houses  
for the purpose of  
Designating their property as a Local Historic Landmark**

**Candidate Properties Include**

**Nine already documented in previous intensive-level surveys  
Plus six properties from our Inventory Survey.**

# Local Historic Landmark Designation

## Selection Criteria for Properties

- *Possess special character, historic or aesthetic interest, or value as part of the culture , political, economic, or social history of the locality, region, state, or nation.*
- *Identified with historic personages.*
- *Embody distinguishing characteristics of an architectural style.*
- *Work of a designer who has significantly influenced an age.*
- *Represents an established visual feature of the neighborhood due to a singular physical characteristic or unique location.*

**All of the Stone Houses in New Paltz  
meet one or more of these criteria.**

# **Local Historic Landmark Designation Process**

## **1. Nomination Package**

- **Applicant Information**
- **Basic Property Information**
- **Site Description**
- **Discussion of Historic Significance**

## **2. Notifications and Public Hearing Review**

## **3. Decision by the Commission**

# Certificate of Appropriateness

## Based on Three Underlying Principles

1. Historic properties shall be retained with their **historic features altered as little as possible**.
2. Any alteration of existing property shall be **compatible with its historic character**, and with the historic character of surrounding properties.
3. New construction shall be **compatible with the historic character of its surroundings**.

# Certificate of Appropriateness

## Criteria for Approval

### Factors Under Consideration

1. **The general design, character and appropriateness to the property**
2. **The scale** in relation to the property itself, surrounding properties and the neighborhood;
3. **Texture, materials, and color** and their relation to similar features of other properties in the neighborhood;
4. **Visual compatibility with surrounding properties**, including
  - Proportion of the property's front façade
  - Proportion and arrangement of windows and other openings within the façade
  - Roof shape
  - Rhythm of spacing of properties on streets, including setback
5. **The importance of historic, architectural or other features** to the significance of the property.

# Certificate of Appropriateness

## Instructions and Application

- **Available for Download On-Line at:**

<http://www.townofnewpaltz.org/historic-preservation-commission>

- **Home Owner Provides Basic Description of Changes**
- **Additional Materials** as available include:
  - Photographs of the property
  - Scaled site plan or survey of the property
  - Scaled elevation drawing of proposed changes
  - Scaled perspective drawing of proposed changes
  - Samples of color and/or materials to be used
  - If the proposal includes a sign or lettering:
    - Scaled drawing showing type of lettering used
    - All dimensions and colors
    - Description of materials to be used
    - Method of illumination
    - Site Plan showing sign's location on the property

# Certificate of Appropriateness

## Review Process

- **Public Hearing Scheduled:** Commission meets on the third Wednesday of each month.
- **Home Owner (or agent) Notified** of the Public Hearing date and time.
  - Legal Notice Published in New Paltz Times
  - Meeting Published on HPC Web Site
  - Application made available at Town Clerk's Office
  - Abutter Notifications Sent by Postal Mail
  - Sign Posted on Property
- **Home Owner (or agent) addresses any questions or concerns** that the Commission may have.
  - Additional information may be requested.
- **Commission issues a written decision** on the application.
  - Copy mailed to the applicant (or agent).
  - Recorded by Town Clerk.