

ZB# 06-59

Rosemary Quercia

49-5-15

ZONING BOARD OF APPEALS
TOWN OF NEW WINDSOR
555 UNION AVENUE
NEW WINDSOR, N.Y. 12553

Granted 12/11/06

06-59
Rosemary Quercia (INT)
758 Blawing Cr. Tpk. (49-5-15)

NEW WINDSOR ZONING BOARD OF APPEALS

SBL: 49-5-15

In the Matter of the Application of

MEMORANDUM OF
DECISION GRANTING

ROSEMARY QUERCIA

INTERPRETATION

CASE #06-59

WHEREAS, Rosemary Quercia , owner(s) of 758 Blooming Grove Turnpike, New Windsor, New York, 12553, has made application before the Zoning Board of Appeals for a/an) Request for an Interpretation and/or Use Variance for a single family home with two kitchens at 758 Blooming Grove Tpk. in an R-4 Zone (49-5-15)

WHEREAS, a public hearing was held on DECEMBER 11, 2006 before the Zoning Board of Appeals at the Town Hall, New Windsor, New York; and

WHEREAS, the Applicant appeared on behalf of this Application; and

WHEREAS, there were no spectators appearing at the public hearing; and

WHEREAS, no one spoke in favor of or in opposition to the Application; and

WHEREAS, a decision was made by the Zoning Board of Appeals on the date of the public hearing granting the application; and

WHEREAS, the Zoning Board of Appeals of the Town of New Windsor sets forth the following findings in this matter here memorialized in furtherance of its previously made decision in this matter:

1. The notice of public hearing was duly sent to residents and businesses as prescribed by law and published in The Official Town Newspaper, also as required by law.
2. The Evidence presented by the Applicant showed that:
 - (a) The property is a residential property located in a neighborhood of residential properties in an R-4 zone.
 - (b) The building is occupied by the applicant and her mother as a single-family dwelling. The building was also formerly occupied by the applicant's grandparents.

- (c) The applicant maintains the house as a single-family residence and if the application is granted, will continue to maintain and market the house as a single-family dwelling.

WHEREAS, The Zoning Board of Appeals of the Town of New Windsor makes the following conclusions of law here memorialized in furtherance of its previously made decision in this matter:

1. The Premises is a One-Family Dwelling occupied by a single family as defined in the Zoning Law of the New Windsor Town. This is a use allowed by said law.
2. There is a single Dwelling Unit on the premises which contains no cooking or sanitary facilities in common with any other dwelling unit.
3. The existence of more than one "Kitchen" on the premises does not effect its status as a One-Family Dwelling and its use as a Two-Family Dwelling or a Multi-Family Dwelling is expressly prohibited.
4. This decision is not intended to permit and may not be used, cited or interpreted to permit or allow the use of this premises as a Two-Family Dwelling or a Multi-Family Dwelling.

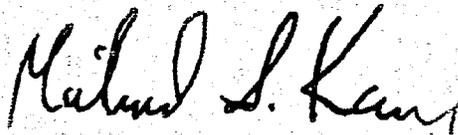
NOW, THEREFORE, BE IT

RESOLVED, that the Zoning Board of Appeals of the Town of New Windsor GRANT a request for a) Request for an Interpretation and/or Use Variance for a single family home with two kitchens at 758 Blooming Grove Tpk. in an R-4 Zone (49-5-15) as sought by the Applicant in accordance with plans filed with the Building Inspector and presented at the public hearing.

BE IT FURTHER

RESOLVED, that the Secretary of the Zoning Board of Appeals of the Town of New Windsor transmit a copy of this decision to the Town Clerk, Town Planning Board and/or Building Inspector and Applicant.

Dated: December 11, 2006



Chairman

**OFFICE OF THE BUILDING INSPECTOR
TOWN OF NEW WINDSOR
ORANGE COUNTY, NEW YORK**

COPY

NOTICE OF DISAPPROVAL OF BUILDING PERMIT APPLICATION

**APPLICANT IS TO PLEASE CONTACT THE ZONING BOARD SECRETARY AT (845) 563-4630 TO
MAKE AN APPOINTMENT WITH THE ZONING BOARD OF APPEALS.**

DATE: October 12, 2006

**APPLICANT: Rosemary Quercia
758 Blooming Grove Tpk.
New Windsor, NY 12553**

PLEASE TAKE NOTICE THAT YOUR APPLICATION DATE: October 10, 2006

FOR: Existing second kitchen.

LOCATED AT: 758 Blooming Grove Tpk.

ZONE: R-4 Sec/Blk/ Lot: 49-5-15

DESCRIPTION OF EXISTING SITE: Existing house.

IS DISAPPROVED ON THE FOLLOWING GROUNDS:

- 1. Existing second kitchen creates a two (2) family house which is not permitted in a R-4 zone.**

Robert J. Jini
BUILDING INSPECTOR

PERMITTED

PROPOSED OR
AVAILABLE:

VARIANCE
REQUEST:

ZONE: R-4 USE: Bulk Tables A-6

MIN LOT AREA:

MIN LOT WIDTH:

REQ'D FRONT YD:

REQ'D SIDE YD:

REQ'D TOTAL SIDE TD:

REQ'D REAR YD:

REQ'D FRONTAGE:

MAX BLDG HT:

FLOOR AREA RATIO:

MIN LIVABLE AREA:

DEV COVERAGE:

cc: Z.B.A., APPLICANT, FILE, W/ ATTACHED MAP

PLEASE ALLOW FIVE TO TEN DAYS TO PROCESS
IMPORTANT
YOU MUST CALL FOR ALL REQUIRED INSPECTIONS OF CONSTRUCTION

Other inspections will be made in most cases but those listed below must be made or Certificate of Occupancy may be withheld. Do not mistake an unscheduled inspection for one of those listed below. Unless an inspection report is left on the job indicating approval of one of these inspections it has not been approved and it is improper to continue beyond that point in the work. Any disapproved work must be re-inspected after correction.

1. When excavating is complete and footing forms are in place (before pouring.)
2. Foundation inspection. Check here for waterproofing and footing drains.
3. Inspect gravel base under concrete floors and under slab plumbing.
4. When framing, rough plumbing, rough electric and before being covered.
5. Insulation.
6. Final inspection for Certificate of Occupancy. Have on hand electrical inspection data and final certified plot plan. Building is to be completed at this time. Well water test required and engineer's certification letter for septic system required.
7. Driveway inspection must meet approval of Town Highway Superintendent. A driveway pond may be required.
8. \$50.00 charge for any site that calls for the inspection twice.
9. Call 24 hours in advance, with permit number, to schedule inspection.
10. There will be no inspections unless yellow permit card is posted.
11. Sewer permits must be obtained along with building permits for new houses.
12. Septic permit must be submitted with engineer's drawing and percolation test.
13. Flood opening permits must be obtained from Town Clerk's office.
14. All building permits will need a Certificate of Occupancy or a Certificate of Compliance and here is no fee for this.

RECEIVED

OCT 10 2006

BUILDING DEPARTMENT

FOR OFFICE USE ONLY:
Building Permit #: 2006-1034

AFFIDAVIT OF OWNERSHIP AND/OR CONTRACTOR'S COMP A LIABILITY INSURANCE CERTIFICATE IS REQUIRED BEFORE THE BUILDING PERMIT APPLICATION WILL BE ACCEPTED AND/OR ISSUED

PLEASE PRINT CLEARLY - FILL OUT ALL INFORMATION WHICH APPLIES TO YOU

Owner of Premises Rosemary Quercia

Address 758 Bloomington Tpk New Windsor NY 12553 Phone # 845-565-3693

Mailing Address 758 Bloomington Tpk New Windsor NY 12553 Fax # _____

Name of Architect _____

Address _____ Phone _____

Name of Contractor _____

Address _____ Phone _____

State whether applicant is owner, lessee, agent, architect, engineer or builder _____

If applicant is a corporation, signature of duly authorized officer _____
(Name and title of corporate officer)

1. On what street is property located? On the _____ side of _____
(N, S, E or W)
and _____ feet from the intersection of _____

2. Zone or use district in which premises are situated _____ is property a flood zone? Y _____ N _____

3. Tax Map Description: Section 49 Block 5 Lot 15

4. State existing use and occupancy of premises; and intended use and occupancy of proposed construction.

a. Existing use and occupancy R9 Single Family w/ Kitchens b. Intended use and occupancy _____

5. Nature of work (check if applicable) New Bldg. Addition Alteration Repair Removal Demolition Other Single Family Converted to Single Family with two Kitchens

6. Is this a corner lot? _____

7. Dimensions of entire new construction. Front _____ feet _____ feet _____ feet _____ feet No. of stories _____

8. If dwelling, number of dwelling units: _____ Number of dwelling units on each floor _____

Number of bedrooms _____ Baths _____ Toilets _____ Heating Plant: Gas _____ Oil _____
Electric/Hot Air _____ Hot Water _____ If Garage, number of cars _____

9. If business, commercial or mixed occupancy, specify nature and extent of each type of use _____

10. Estimated cost _____ Fee \$ 50,000

Cash

ZONING BOARD

PAID

APPLICATION FOR BUILDING PERMIT
TOWN OF NEW WINDSOR, ORANGE COUNTY, NEW YORK
Pursuant to New York State Building Code and Town Ordinance

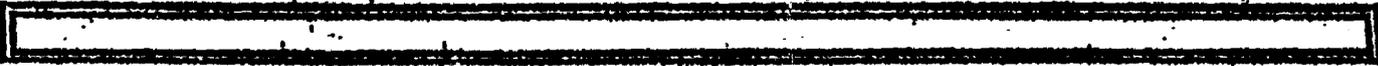
date

____/____/____
date

APPLICATION FOR BUILDING PERMIT
TOWN OF NEW WINDSOR, ORANGE COUNTY, NEW YORK
Pursuant to New York State Building Code and Town Ordinances

Building Inspector: Michael L. Babcock
Asst. Inspectors: Frank Lisi & Louis Kuyehar
New Windsor Town Hall
555 Union Avenue
New Windsor, New York 12553
(845) 663-4618
(845) 663-4695 FAX

Big Map Examined _____
Fire Map Examined _____
Approved _____
(Dis)approved _____
Permit No. _____



INSTRUCTIONS

- A. This application must be completely filled in by typewriter or in ink and submitted to the Building Inspector.
- B. Plot plan showing location of lot and buildings on premises, relationship to adjoining premises or public streets or areas, and giving a detailed description of layout of property must be drawn on the diagram, which is part of this application.
- C. This application must be accompanied by two complete sets of plans showing proposed construction and two complete sets of specifications. Plans and specifications shall describe the nature of the work to be performed, the materials and equipment to be used and installed and details of structural, mechanical and plumbing installations.
- D. The work covered by this application may not be commenced before the issuance of a Building Permit.
- E. Upon approval of this application, the Building Inspector will issue a Building Permit to the applicant together with approved set of plans and specifications. Such permit and approved plans and specifications shall be kept on the premises, available for inspection throughout the progress of the work.
- F. No building shall be occupied or used in whole or in part for any purpose whatever until a Certificate of Occupancy shall have been granted by the Building Inspector.

APPLICATION IS HEREBY MADE to the Building Inspector for the issuance of a Building Permit pursuant to the New York Building Construction Code Ordinances of the Town of New Windsor for the construction of buildings, additions, or alterations, or for removal or demolition or use of property as herein described. The applicant agrees to comply with all applicable laws, ordinances, regulations and certifies that he is the owner or agent of all that certain lot, piece or parcel of land and/or building described in this application and if not the owner, that he has been duly and properly authorized to make this application and to assume responsibility for the owner in connection with this application.

Rosemary Quercia

(Signature of Applicant)

(Address of Applicant)

Rosemary Quercia

(Owner's Signature)

(Owner's Address)

PLOT PLAN

NOTE:

Locate all buildings and indicate all set back dimensions. Applicant must indicate the building line or lines clearly and distinctly on the drawings.

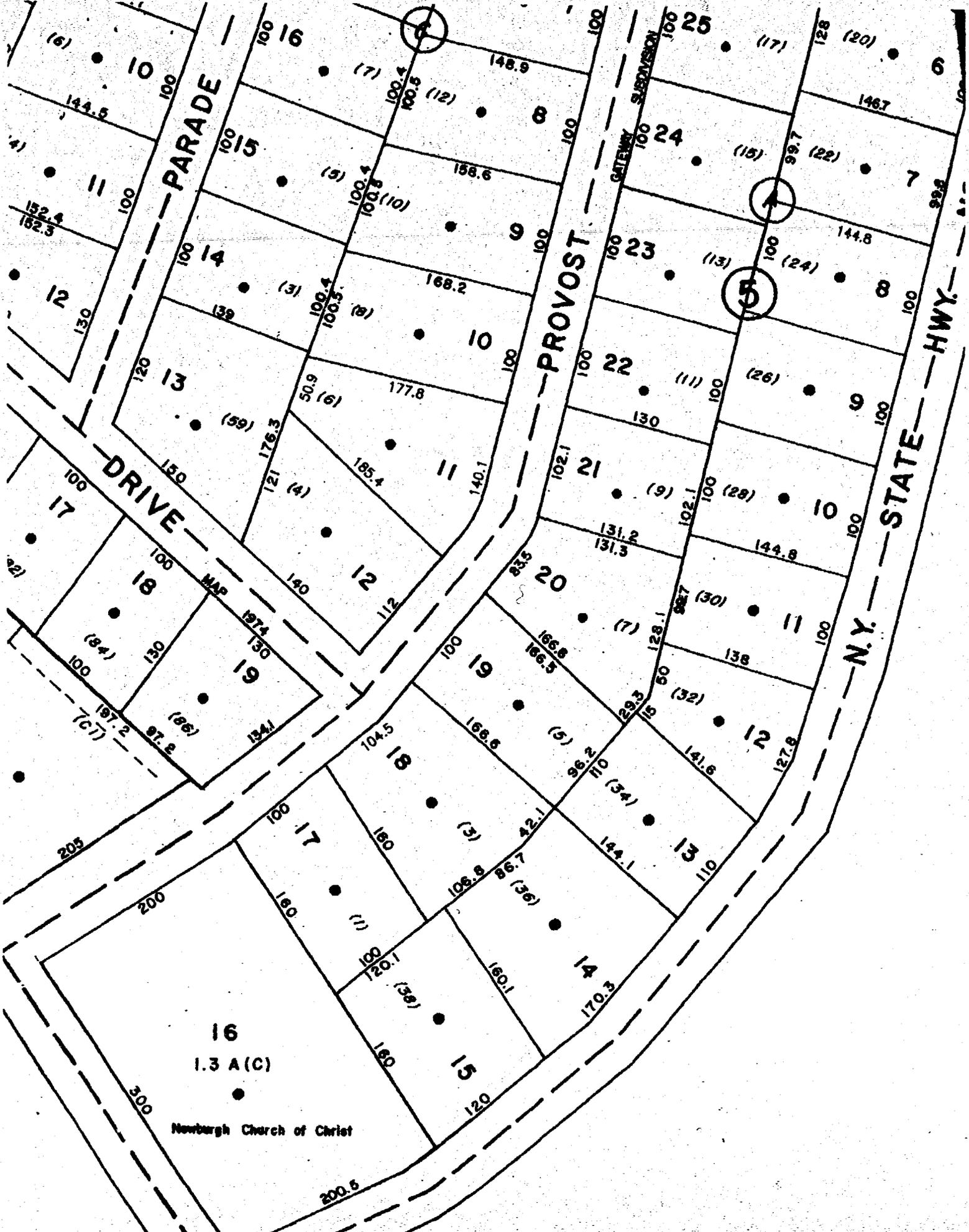
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PLEASE ALLOW TIME TO PROCESS
APPLICANT'S DRAWINGS
YOU MUST CALL FOR ALL NECESSARY INFORMATION



PARADE

PROVOST

STATE HWY.
N.Y.

GATEWAY SUBDIVISION

DRIVE

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Newburgh Church of Christ

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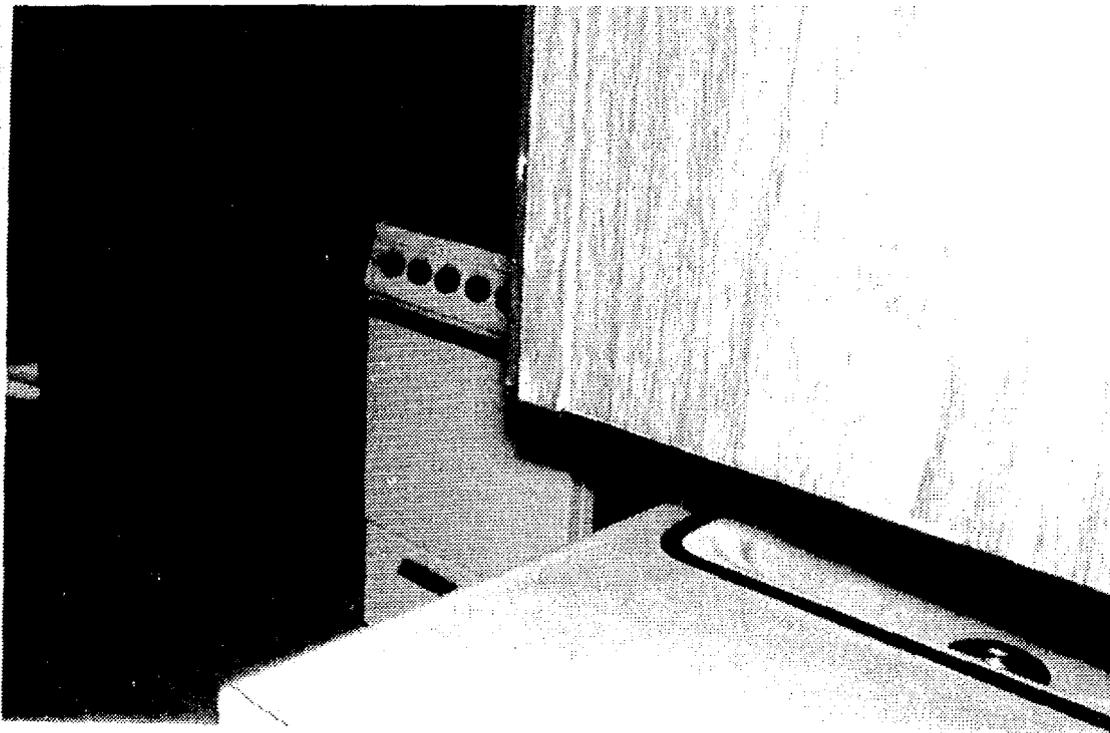
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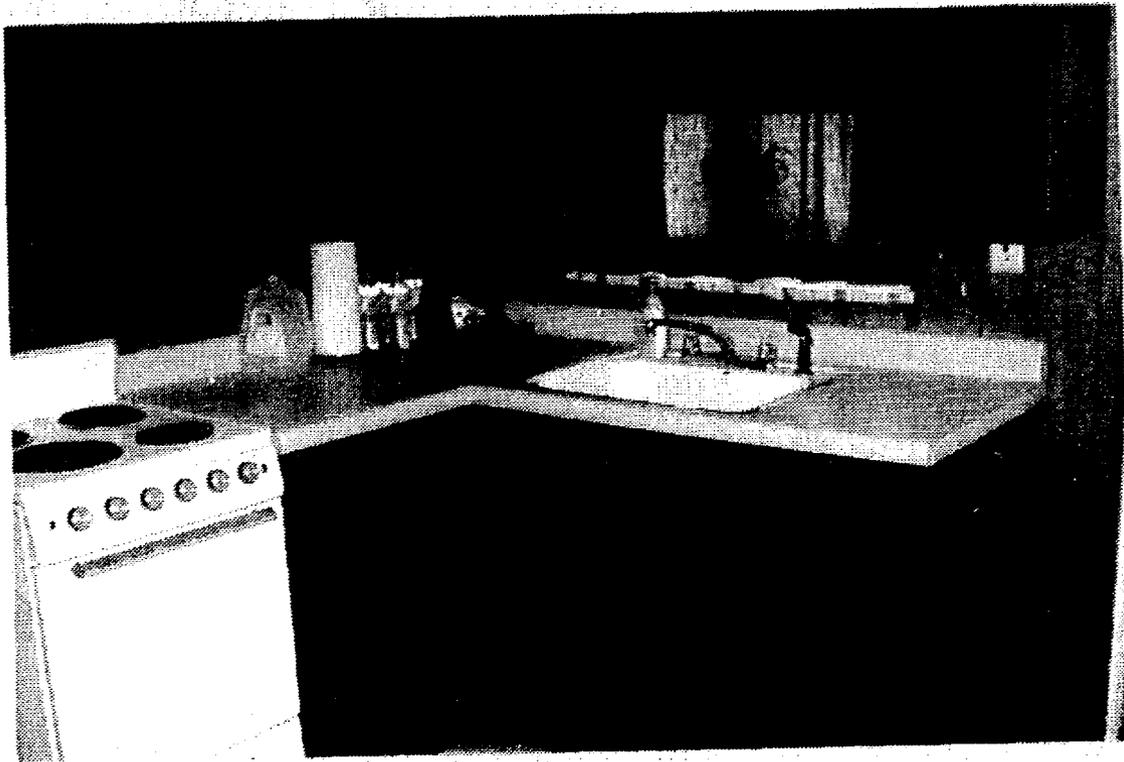
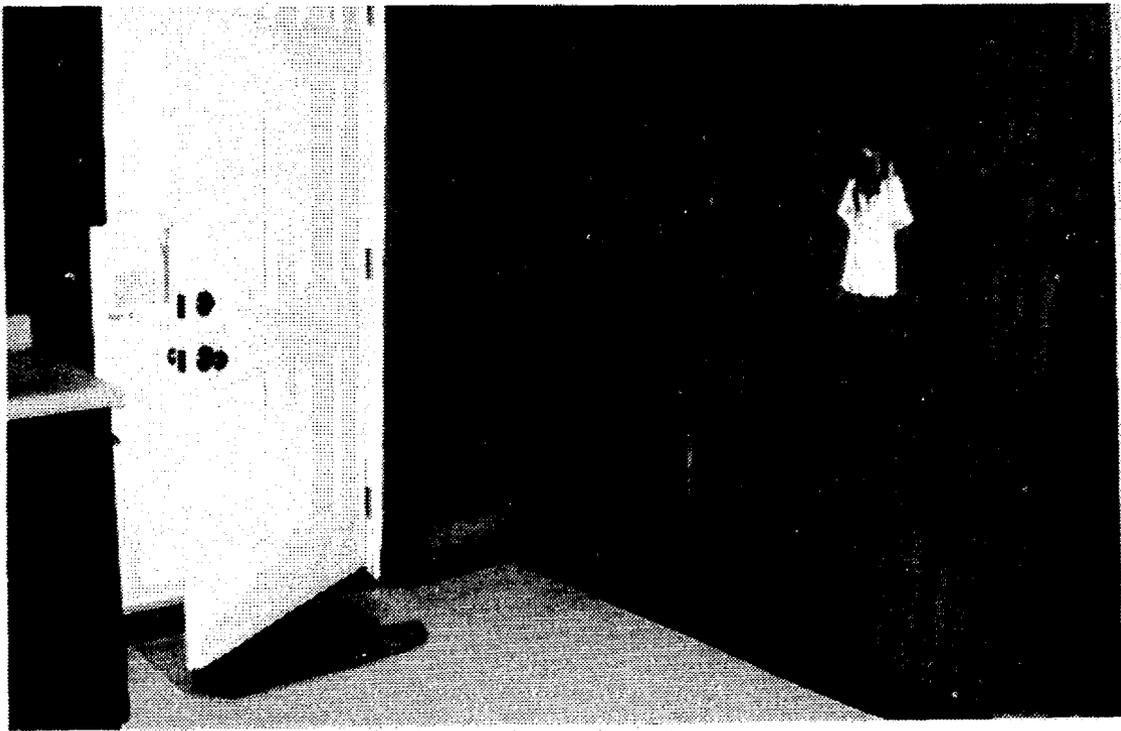
ORANGE COUNTY—1

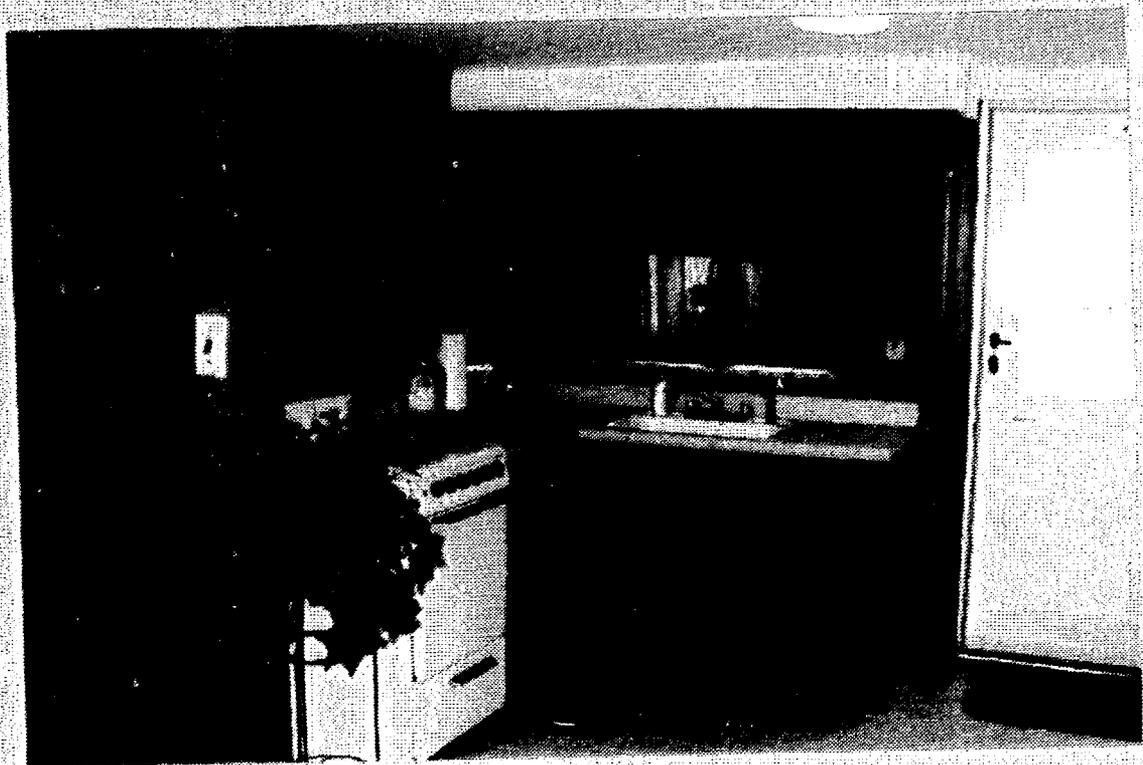
Date of Map 9-24-67 Date of Revision

Scale 1" = 100' Technician .









**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS
OFFICE
845-563-4615**

MEMORANDUM

TO: LARRY REIS, COMPTROLLER
FROM: MYRA MASON, SECRETARY TO THE ZONING BOARD
DATE: 04-17-07
SUBJECT: ESCROW REFUND

**PLEASE ISSUE A CHECK IN THE AMOUNT OF \$ 372.94 TO CLOSE OUT
ESCROW FOR:**

ZBA FILE #06-59

NAME & ADDRESS:

**Rosemary Quercia
758 Blooming Grove Tpk.
New Windsor, NY 12553**

THANK YOU,

MYRA

L.R.04-17-07



**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS
RECORD OF CHARGES & PAYMENTS**



FILE #06-59 TYPE: AREA TELEPHONE: 565-3693

APPLICANT:
Rosemary Quercia
758 Blooming Grove Tpk.
New Windsor, NY 12553

RESIDENTIAL:	\$ 50.00	CHECK # _____
COMMERCIAL	\$ 150.00	CHECK # _____
INTERPRETATION	\$ 150.00	CHECK # <u>209</u>

ESCROW: COMMERCIAL \$500.00 CHECK # 210



	MINUTES	ATTORNEY
<u>DISBURSEMENTS:</u>	<u>\$7.00 / PAGE</u>	<u>FEE</u>

PRELIMINARY:	<u>3</u>	PAGES	\$ <u>21.00</u>	\$ <u>35.00</u>
2 ND PRELIMINARY:	—	PAGES	\$ _____	\$ _____
PUBLIC HEARING:	<u>3</u>	PAGES	\$ <u>21.00</u>	\$ <u>35.00</u>
PUBLIC HEARING:	—	PAGES	\$ _____	\$ _____

LEGAL AD: Publish Date: 12-1-06 \$ 15.06

TOTAL: \$ 57.06 \$ 70.00



ESCROW POSTED: \$ 500.00
LESS: DISBURSEMENTS: \$ 127.06

AMOUNT DUE: \$ _____

REFUND DUE: \$ 372.94

Cc:

L.R. 04-17-07

November 13, 2006

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PRELIMINARY MEETINGS: _____

ROSEMARY QUERCIA (06-59) _____

MR. KANE: Request for an interpretation and/or use variance for a single family home with two kitchens at 758 Blooming Grove Turnpike.

Ms. Rosemary Quercia appeared before the board for this proposal.

MR. KANE: Stand right up here, state your name, speak loud enough for this young lady over here to hear you and tell us what you want to do.

MS. QUERCIA: My name is Rosemary Quercia and I'd just like to make my house a legal single family with two kitchens.

MR. KANE: So you want to have two kitchens in the house. What we do in New Windsor we use a preliminary meeting so we can get an idea of what you want to do. And if there's something you need to bring that you will have that when we have a public hearing. Any decision that we make has to be done in a public hearing. Sometimes you do everything on one day and if you don't have the right stuff, you lose, that's why we do a two part system here. As far as the second kitchen, single meter for electric and gas coming into the home?

MS. QUERCIA: Yes.

MR. KANE: And the intent of the kitchen is to always use that as a single-family home, never as a rental space or anything?

MS. QUERCIA: No. When we moved up here in '78, my grandparents were with us and they lived downstairs, then they passed away, then my father he was sick for a

November 13, 2006

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while then he passed away, so it's just me and my mother right now and we don't even really use it.

MS. GANN: So it's an existing second kitchen?

MS. QUERCIA: Yes, exactly.

MR. KANE: Again, the second kitchen has been around for a long time. Part of what they're doing in New Windsor is to get everything on file so people don't turn around and rent it out. That's why we look at those issues there. Second kitchen located in the basement?

MS. QUERCIA: Yes, downstairs.

MR. KANE: Is there a lockable door coming from upstairs to downstairs?

MS. QUERCIA: No.

MR. KANE: Wide open?

MS. QUERCIA: Yeah.

MR. KANE: Okay, pretty straightforward. Any other questions? I'll accept a motion.

MS. GANN: I'll make a motion that we set up Rosemary Quercia for a public hearing for request for interpretation and/or use variance for a single-family home with two kitchens at 758 Blooming Grove Turnpike in an R-4 zone.

MR. TORPEY: I'll second that.

ROLL CALL

MS. GANN	AYE
MR. LUNDSTROM	AYE

November 13, 2006

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MS. LOCEY AYE
MR. TORPEY AYE
MR. KANE AYE

MR. KANE: So what's going to happen is follow the directions on this sheet, you're going to come back to a public hearing once all of this is completed and we'll go through the formal portion of it.

MS. QUERCIA: Thank you.



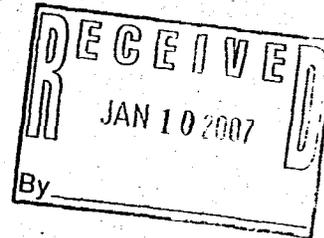
THE SENTINEL

P.O. BOX 406
VAILS GATE, NY 12584

Invoice

Date	Invoice #
12/14/2006	8614

Bill To
TOWN OF NEW WINDSOR 555 UNION AVE NEW WINDSOR, NY 12553



P.O. No.	Terms	Project
47427	Due on receipt	

Issue Date	Description	PCS/Units	Amount
12/1/2006	LEGAL ADS: ROSEMARY QUERCIA (06-59) 1 AFFIDAVIT	11.06 4.00	11.06 4.00
Total			\$15.06

VISA, MASTERCARD, AMERICAN EXPRESS PAYMENTS ACCEPTED, CALL (845) 562-1218

State of New York
County of Orange, ss:
Patricia Quill being duly sworn
disposes and says that she is The
Supervisor of Legal Dept. of the
E.W. Smith Publishing Company;
Inc. Publisher of The Sentinel, a
weekly newspaper published and
of general circulation in the Town
of New Windsor, Town of
Newburgh and City of Newburgh
and that the notice of which the
annexed is a true copy was
published in said newspaper, /X
commencing on
the 1 day of Dec A.D., 2006
and ending on the 1 day of
Dec A.D. 2006

[Handwritten signature]

Subscribed and shown to before
me this 3rd day of Jan, 2006

Deborah Green
Notary Public of the State of New
York County of Orange.

DEBORAH GREEN
Notary Public, State of New York
Qualified in Orange County
4804065
Commission Expires July 15, '07

My commission expires _____

PUBLIC HEARING NOTICE
ZONING BOARD OF APPEALS
TOWN OF NEW WINDSOR

PLEASE TAKE NOTICE that the Zoning Board of Appeals of the TOWN OF NEW WINDSOR, New York, will hold a Public Hearing on the following application:

Appeal No. 06-99

Request of **ROSEMARY QUERCIA**
for a **VARIANCE** of the Zoning Local Law to Permit:

Request for an Interpretation and/or Use Variance for a single family home with two kitchens at 758 Blooming Grove Tpk. in an R-4 Zone (49-5-15)

PUBLIC HEARING will take place on **DECEMBER 11, 2006**
at the New Windsor Town Hall, 555 Union Avenue, New Windsor, New York
beginning at 7:30 P.M.

Michael Kane, Chairman

ROSEMARY_QUERCIA_(06-59)

Ms. Rosemary Quercia appeared before the board for this proposal.

MS. GANN: Request for an interpretation and/or use variance for a single family home with two kitchens at 758 Blooming Grove Turnpike.

MS. QUERCIA: My name is Rosemary Quercia, I live at 758 Blooming Grove Turnpike in New Windsor and I'm just here to ask for a variance to make my house a single family with two kitchens.

MR. LUNDSTROM: What's the house currently being used as?

MS. QUERCIA: It's just me and my mother, it's an existing kitchen that's downstairs that my grandparents used to live in and then they passed on so we don't even use it, it's just there.

MR. LUNDSTROM: You're looking to change it from a two family to a single family?

MS. QUERCIA: Yeah, exactly.

MR. KRIEGER: There's now a single family living in the house?

MS. QUERCIA: Yeah, just me or my mother, we don't rent out.

MR. KRIEGER: Even if this variance were granted, it would still be a single family, will always be marketed as a single familiar in the neighborhood of single-family houses?

MS. QUERCIA: Yes.

MR. KRIEGER: Just happens to be a single family with two kitchens.

MS. QUERCIA: Yes.

MR. KRIEGER: There would be no separate access to anybody seeking to use it as an apartment?

MS. QUERCIA: No, I don't plan on it, no.

MR. KRIEGER: Well, understand that the reason that it is asked is if this board grants your request, you're still going to have a single family.

MS. QUERCIA: Yes.

MR. KRIEGER: When you market it, it's going to have to be marketed as single family and so if you were to use it in a two family manner that would be illegal.

MS. QUERCIA: Yes.

MS. GANN: Any other questions from the board? I'll open up the public hearing, if there's anyone else for this hearing? Being as there's not, I'm going to close the public hearing and ask Myra how many mailings.

MS. MASON: On November 28, I mailed out 29 addressed envelopes and had no response.

MS. GANN: I'll accept a motion.

MS. LOCEY: I will offer a motion to grant the application by Rosemary Quercia for her request for an interpretation as a residence at 758 Blooming Grove Turnpike as a single-family home with two kitchens.

MR. BABCOCK: Are we doing, she asked for a variance, what I think she should be asking for is an interpretation.

December 11, 2006

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MR. KRIEGER: The motion was to grant an interpretation so she doesn't get to, if it's granted she doesn't reach the variance.

MR. LUNDSTROM: Second it.

ROLL CALL

MR. LUNDSTROM	AYE
MS. LOCEY	AYE
MR. TORPEY	AYE
MS. GANN	AYE

TOWN OF NEW WINDSOR ZONING BOARD OF APPEALS

PUBLIC HEARING FOR: Rosemary Quercia

DATE: 12-11-06

SIGN-IN SHEET

NAME	ADDRESS	PHONE NUMBER
1. <u>JOHN BARBACK</u>	<u>12 Blandish Ave</u>	<u>561-3305</u>
2. <u>Nicole Constancio</u>	<u>6 Clancy Ave</u>	<u>561-4058</u>
3. <u>Ellen + Edward Jacopino</u>	<u>238 Walsh Ave</u>	<u>561-5450</u>
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RESULTS OF Z.B. MEETING OF: December 11, 2006

PROJECT: Rosemary Quercia ZBA # 06-59
P.B.# _____

USE VARIANCE: NEED: EAF PROXY _____

LEAD AGENCY: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

PUBLIC HEARING: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

NEGATIVE DEC: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

APPROVED: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

ALL VARIANCES - PRELIMINARY APPEARANCE:

SCHEDULE PUBLIC HEARING: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____

CARRIED: Y _____ N _____

PUBLIC HEARING: STATEMENT OF MAILING READ INTO MINUTES

VARIANCE APPROVED: M) Lo S) Lu VOTE: A 4 N 0.

GANN A
LUNDSTROM A
LOCEY A
TORPEY A
KANE _____

CARRIED: Y N _____



Large empty rectangular box with horizontal lines, likely for additional notes or signatures.



Town of New Windsor

555 Union Avenue
New Windsor, New York 12553
Telephone: (845) 563-4631
Fax: (845) 563-3101

Assessors Office

November 27, 2006

Rosemary Quercia
758 Blooming Grove Tpke.
New Windsor, NY 12553

Re: 49-5-15 ZBA # 06-59 (29)

Dear Ms. Quercia:

According to our records, the attached list of property owners are within five hundred (500) feet of the above referenced property.

The charge for this service is \$45.00 minus your deposit of \$25.00.

Please remit the balance of \$20.00 to the Town Clerks Office.

Sincerely,

A handwritten signature in cursive script that reads "J. Todd Wiley". To the right of the signature is a circular stamp or mark.

J. Todd Wiley, IAO
Sole Assessor

JTW/rah
Attachments

CC: Myra Mason, Zoning Board

49-1-16
JOAN FLETCHER
80 CONTINENTAL DR.
NEW WINDSOR, NY 12553

49-1-17
ANTHONY &
GEMMA TORNATORE
82 CONTINENTAL DR.
NEW WINDSOR, NY 12553

49-1-18
RICCI LAGANARO
84 CONTINENTAL DR.
NEW WINDSOR, NY 12553

49-1-19
SEAN & MARIE MATTHEWS
5 PROVOST DR.
NEW WINDSOR, NY 12553

49-1-20.1, 65-2-30
TOWER MANAGEMENT FINANCING
680 KINDERKAMACK RD.
RIVER EDGE, NJ 07661

49-1-20.2
WINDSOR TERRACE ASSOC.
1055 PARSIPPANY BLVD.
SUITE 404
PARSIPPANY, NJ 07054

49-4-10
CANH NGO & LAN HUYNH
11 PROVOST DR.
NEW WINDSOR, NY 12553

49-4-11
HARRY & ELIZABETH PEREZ
9 PROVOST DR.
NEW WINDSOR, NY 12553

49-4-12
RUSSELL &
MARGARET KAVANA
7 PROVOST DR.
NEW WINDSOR, NY 12553

49-4-13
RONNY ST.VICTORE &
MARILOURD CELESTIN
59 CONTINENTAL DR.
NEW WINDSOR, NY 12553

49-4-14
SUSAN HOFFMAN &
ANN MARIA CIMINO
3 PARADE PL.
NE WINDOR, NY 12553

49-5-9
JOSE DASILVA
732 BLOOMING GROVE TPKE.
NEW WINDSOR, NY 12553

49-5-10
MARCIA CHARTOFF
736 BLOOMING GROVE TPKE.
NEW WINDSOR, NY 12553

49-5-11
BARBARA & JOHN QUINN
740 BLOOMING GROVE TPKE.
NEW WINDSOR, NY 12553

49-5-12
ANN YARUS
744 BLOOMING GROVE TPKE.
NEW WINDSOR, NY 12553

49-5-13
PHILIP HUGGINS
748 BLOOMING GROVE TPKE.
NEW WINDSOR, NY 12553

49-5-14
754 BLOOMING GROVE PROPERTIES,
LLC
754 BLOOMING GROVE TPKE.
NEW WINDSOR, NY 12553

49-5-16
NEWBURGH CHURCH OF CHRIST
P.O. BOX 371
VAILS GATE, NY 12584

49-5-17
DUCAN CARMICHAEL &
ANGELA GODDARD
6 PROVOST DR.
NEW WINDSOR, NY 12553

49-5-18
ANNE MORIARTY
8 PROVOST DR.
NEW WINDSOR, NY 12553

49-5-19
LAWRENCE & MARY CROOK
10 PROVOST DR.
NEW WINDSOR, NY 12553

49-5-20
MARIANN GRASSEL
12 PROVOST DR.
NEW WINDSOR, NY 12553

49-5-21
MARGARET BRADY
14 PROVOST DR.
NEW WINDSOR, NY 12553

49-5-22
ELLEN EGAN
16 PROVOST DR.
NEW WINDSOR, NY 12553

37-1-47
PALISADES INST. PARK COMM
ATT: BARBARA LYNCH
ADMINISTRATIVE BLDG.
BEAR MOUNTAIN, NY 10911

37-1-48
CHURCH OF ST. HELENA
P.O. BOX 426
VAILS GATE, NY 12584

65-2-32
LEEMILT'S PETROLEUM
ATTN: MARKETING
125 JERICHO TPKE. SUITE 103
JERICHO, NY 11753

65-2-43
RISING SUN PROPERTIES, LLC
815 BLOOMING GROVE TPKE.
SUITE 1001
NEW WINDSOR, NY 12553

SECTION 72
KINGS WOOD GARDENS CONDO
MR. BILL SLACK CHAIRMAN
810 BLOOMING GROVE TPKE. # 114
NEW WINDSOR, NY 12553

PUBLIC HEARING NOTICE
ZONING BOARD OF APPEALS
TOWN OF NEW WINDSOR

PLEASE TAKE NOTICE that the Zoning Board of Appeals of the TOWN OF NEW WINDSOR, New York, will hold a Public Hearing on the following Proposition:

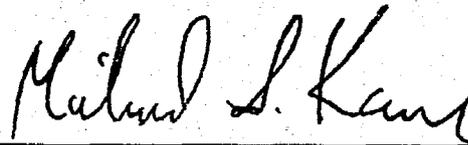
Appeal No. 06-59

Request of ROSEMARY QUERCIA

for a VARIANCE of the Zoning Local Law to Permit:

Request for an Interpretation and/or Use Variance for a single family home with two kitchens at 758 Blooming Grove Tpk. in an R-4 Zone (49-5-15)

**PUBLIC HEARING will take place on DECEMBER 11, 2006
at the New Windsor Town Hall, 555 Union Avenue, New Windsor, New York
beginning at 7:30 P.M.**



Michael Kane, Chairman

ZBA #06-59

Town of New Windsor
555 Union Avenue
New Windsor, NY 12553
(845) 563-4611

RECEIPT
#895-2006

11/14/2006

Quercia, Rosemary

Received \$ 150.00 for Zoning Board Fees, on 11/14/2006. Thank you for stopping by the Town Clerk's office.

As always, it is our pleasure to serve you.

Deborah Green
Town Clerk

TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS
RECEIPT OF ESCROW RECEIVED:

DATE RECEIVED: 11-07-06

FOR: ESCROW 06-59

FROM:

Rosemary Quercia
758 Blooming Grove Tpk.
New Windsor, NY 12553

CHECK FROM:

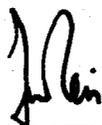
SAME

CHECK NUMBER: 210

TELEPHONE: 565-3693

AMOUNT: 500.00

RECEIVED AT COMPTROLLER'S OFFICE BY:



11.14.06

NAME

DATE

PLEASE RETURN ONE SIGNED COPY TO MYRA FOR FILING

THANK YOU



RESULTS OF Z.B.A. MEETING OF: November 13, 2006

PROJECT: Rosemary Quercia ZBA # 06-59

P.B.# _____

USE VARIANCE: NEED: EAF _____ PROXY _____

LEAD AGENCY: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

PUBLIC HEARING: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

NEGATIVE DEC: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

APPROVED: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

ALL VARIANCES - PRELIMINARY APPEARANCE:

SCHEDULE PUBLIC HEARING: M) 6 S) 1 VOTE: A 5 N 0

GANN A
LUNDSTROM A
LOCEY A
TORPEY A
KANE A

CARRIED: Y N _____

PUBLIC HEARING: STATEMENT OF MAILING READ INTO MINUTES _____

VARIANCE APPROVED: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____

CARRIED: Y _____ N _____

Large empty rectangular box with horizontal lines, likely for additional notes or signatures.

November 13, 2006



Town of New Windsor

555 Union Avenue
New Windsor, New York 12553
Telephone: (845) 563-4615
Fax: (845) 563-4689

ZONING BOARD OF APPEALS

November 6, 2006

Ms. Rosemary Quercia
758 Blooming Grove Tpk.
New Windsor, NY 12553

SUBJECT: ZBA #06-59 REQUEST FOR VARIANCE

Dear Ms. Quercia:

This letter is to inform you that you have been placed on the November 13, 2006 agenda for the Zoning Board of Appeals to discuss your request for a variance at:

758 Blooming Grove Tpk.
New Windsor, NY

This meeting starts at 7:30 p.m. and is held in the Town Meeting Room at Town Hall. If you have a problem with this time and/or date, please contact me at the above number and we will reschedule your appearance. If you have any further questions, please feel free to contact me.

Very truly yours,

Myra Mason, Secretary
Zoning Board of Appeals

MLM:mlm



TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS



APPLICATION FOR VARIANCE

10/21/06
Date

Application Type: Use Variance Area Variance
Sign Variance Interpretation

I. Owner Information: Phone Number: (845) 565-3693
Rosemary Quercia Fax Number: (-) -
(Name)
758 Bloomingrove Tpke New Windsor, NY 12553
(Address)

II. Applicant: Phone Number: (845) 565-3693
Rosemary Quercia Fax Number: (-) -
(Name)
758 Bloomingrove Tpke New Windsor, NY 12553
(Address)

III. Forwarding Address, if any, for return of escrow: Phone Number: ()
Fax Number: ()
(Name)
N/A
(Address)

IV. Contractor/Engineer/Architect/Surveyor/: Phone Number ()
Fax Number: ()
(Name)
N/A does not apply
(Address)

V. Property Information:
Zone: R-4 Property Address in Question: 758 Bloomingrove Tpke New Windsor, NY 12553
Lot Size: 120.00 X 160.00 Tax Map Number: Section 49 Block 5 Lot 15
a. What other zones lie within 500 feet? Commercial
b. Is pending sale or lease subject to ZBA approval of this Application? Not at this time
c. When was property purchased by present owner? The House was conveyed to me on 6/1/01
d. Has property been subdivided previously? NO If so, When: _____
e. Has an Order to Remedy Violation been issued against the property by the Building/Zoning/Fire Inspector? NO - but voluntarily satisfying open permits
f. Is there any outside storage at the property now or is any proposed? Yes, detached garage

****PLEASE NOTE:*****

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.

TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS

APPLICATION FOR VARIANCE - continued

- IX. In making its determination, the ZBA shall take into consideration, among other aspects, the benefit to the applicant if the variance is granted as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such grant. Also, whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the area variance; (2) whether the benefit sought by the applicant can be achieved by some other method feasible for the applicant to pursue other than an area variance; (3) whether the requested area variance is substantial; (4) whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district; and (5) whether the alleged difficulty was self-created.

After reading the above paragraph, please describe why you believe the ZBA should grant your application for an Area Variance:

We ask that the ZBA allows us
this variance. The second kitchen was created many
years ago to accommodate my mom's parents who
are now deceased. It is not used as a rental
by all means.

We ask to make our house a legal single family
with 2 kitchens. Thank you in advance.

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.

OWN OF NEW WINDSOR
ZONING BOARD OF APPEALS

APPLICATION FOR VARIANCE - continued

X. SIGN VARIANCE:

- (a) Variance requested from New Windsor Zoning Local Law,
Section _____, Supplementary Sign Regulations

	<u>Requirements</u>	<u>Proposed or Available</u>	<u>Variance Request</u>
Sign #1			
Sign #2			
Sign #3			
Sign #4			

- (b) Describe in detail the sign(s) for which you seek a variance, and set forth your reasons for requiring extra or oversized signs.

- (c) What is total area in square feet of all signs on premises including signs on windows, face of building and freestanding signs _____?

XI. INTERPRETATION:

- (a) Interpretation requested of New Windsor Zoning Local Law,
Section 49-5-15

- (b) Describe in detail the proposal before the Board:

To Reclassify my status to a Single Family
with (2) Kitchens

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.

XII. ADDITIONAL COMMENTS:

- (a) Describe any conditions or safeguards you offer to ensure that the quality of the zone and neighboring zones is maintained or upgraded and that the intent and spirit of the New Windsor Zoning Local Law is fostered. (Trees, landscaped, curbs, lighting, paving, fencing, screening, sign limitations, utilities, drainage.)
-
-

XIII. ATTACHMENTS REQUIRED:

- Copy of contract of sale, lease or franchise agreement. Copy of deed and title policy.
- Copy of site plan or survey (if available) showing the size and location of the lot, buildings, facilities, utilities, access drives, parking areas, trees, landscaping, fencing, screening, signs, curbs, paving and streets within 200 ft. of the lot in question.
- Copies of signs with dimensions and location.
- Three checks: (each payable to the TOWN OF NEW WINDSOR)
- One in the amount of \$ 300.00 or 500.00 (escrow)
- One in the amount of \$ 50.00 or 150.00 (application fee)
- One in the amount of \$ 25.00 (Public Hearing List Deposit)

- Photographs of area that variance(s) is/are being requested for showing relationship to property lines (5 or 6) from several angles. (IF SUBMITTING DIGITAL PHOTOS PRINTED FROM COMPUTER – PLEASE SUBMIT FOUR (4) SETS OF THE PHOTOS.)

XIV. AFFIDAVIT.

STATE OF NEW YORK)

) SS.:

COUNTY OF ORANGE)

The undersigned applicant, being duly sworn, deposes and states that the information, statements and representations contained in this application are true and accurate to the best of his/her knowledge or to the best of his/her information and belief. The applicant further understands and agrees that the Zoning Board of Appeals may take action to rescind any variance granted if the conditions or situation presented herein are materially changed.

Sworn to before me this:

24th day of Oct 2006.

Rosemary Quercia
Owner's Signature (Notarized)

Rosemary Quercia
Owner's Name (Please Print)

Deborah Green
Signature and Stamp of Notary

Applicant's Signature (If not Owner)

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.

DEBORAH GREEN
Notary Public, State of New York
Qualified in Orange County
1584055
Commission Expires July 15, 2007

COMPLETE THIS PAGE

SHORT ENVIRONMENTAL ASSESSMENT FORM
For UNLISTED ACTIONS Only

PART I—PROJECT INFORMATION (To be completed by Applicant or Project sponsor)

<p>1. APPLICANT /SPONSOR <i>Rosemary Quercia</i></p>	<p>2. PROJECT NAME <i>758 Bloomingrove Tpke. (existing Second Kitchen)</i></p>
<p>3. PROJECT LOCATION: Municipality <i>New Windsor</i> County <i>Orange</i></p>	
<p>4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) <i>758 Bloomingrove Tpke. Crossroad Old Forge Hill Rd Knox Headquarters at the corner</i></p>	
<p>5. IS PROPOSED ACTION: <input type="checkbox"/> New <input type="checkbox"/> Expansion <input checked="" type="checkbox"/> Modification/alteration </p>	
<p>6. DESCRIBE PROJECT BRIEFLY: <i>To Reclassify my status to a single family with (2) kitchens</i></p>	
<p>7. AMOUNT OF LAND AFFECTED: Initially <i>.440</i> acres Ultimately <i>.440</i> acres</p>	
<p>8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, describe briefly </p>	
<p>9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open space <input type="checkbox"/> Other Describe: <i>Mix of residential housing and professional offices</i> </p>	
<p>10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list agency(s) and permit/approvals </p>	
<p>11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list agency name and permit/approval <i>in process - Town of New Windsor</i> </p>	
<p>12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>administratively only</i> </p>	
<p>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE</p>	
<p>Applicant/sponsor name: <i>Rosemary Quercia</i></p>	<p>Date: <i>10/21/06</i></p>
<p>Signature: <i>Rosemary Quercia</i></p>	

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

PART II—ENVIRONMENTAL ASSESSMENT (To be completed by Agency)

<p>A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.12? If yes, coordinate the review process and use the FULL EAF.</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.8? If No, a negative declaration may be superseded by another involved agency.</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)</p> <p>C1. Existing air quality; surface or groundwater quality or quantity, noise levels, existing traffic patterns, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:</p> <p>C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:</p> <p>C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:</p> <p>C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:</p> <p>C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly:</p> <p>C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly:</p> <p>C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly:</p>
<p>D. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, explain briefly</p>

PART III—DETERMINATION OF SIGNIFICANCE (To be completed by Agency)

INSTRUCTIONS: For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed.

<p><input type="checkbox"/> Check this box if you have identified one or more potentially large or significant adverse impacts which MAY occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.</p> <p><input type="checkbox"/> Check this box if you have determined, based on the information and analysis above and any supporting documentation, that the proposed action WILL NOT result in any significant adverse environmental impacts AND provide on attachments as necessary, the reasons supporting this determination:</p>	
<p>_____ Name of Lead Agency</p>	
<p>_____ Print or Type Name of Responsible Officer in Lead Agency</p>	<p>_____ Title of Responsible Officer</p>
<p>_____ Signature of Responsible Officer in Lead Agency</p>	<p>_____ Signature of Preparer (if different from responsible officer)</p>
<p>_____ Date</p>	

06-59 11/13



TOWN OF NEW WINDSOR

555 UNION AVENUE
NEW WINDSOR, NY 12553
(845) 563-4615 (MYRA MASON)



ZONING BOARD PROCEDURES

PLEASE READ AND COMPLETE THE ATTACHED APPLICATION FORMS WHERE IT APPLIES TO YOUR SITUATION (LOOK FOR HIGHLIGHT IN BOX IN LOWER RIGHT CORNER OF EACH PAGE) AND RETURN TO MYRA MASON (845-563-4615) AT THE ZONING BOARD OFFICE (LOCATED IN THE PLANNING BOARD & ENGINEERING OFFICE IN TOWN HALL) WITH THREE CHECKS MADE PAYABLE TO "THE TOWN OF NEW WINDSOR" AS FOLLOWS:

RESIDENTIAL: (Three Separate Checks Please)

APPLICATION FEE:	\$ 50.00
*ESCROW:	\$300.00
** <u>DEPOSIT</u> FOR PUBLIC HEARING LIST:	\$ 25.00

MULTI-FAMILY: (Three Separate Checks Please)

APPLICATION FEE:	\$150.00
*ESCROW:	\$500.00
** <u>DEPOSIT</u> FOR PUBLIC HEARING LIST:	\$ 25.00

COMMERCIAL: (Three Separate Checks Please)

APPLICATION FEE:	\$150.00
*ESCROW:	\$500.00
** <u>DEPOSIT</u> FOR PUBLIC HEARING LIST:	\$ 25.00

INTERPRETATION: (Three Separate Checks Please)

APPLICATION FEE:	\$150.00
*ESCROW:	\$500.00
** <u>DEPOSIT</u> FOR PUBLIC HEARING LIST:	\$ 25.00

UPON RECEIPT OF ALL APPLICABLE PAPERWORK AND CHECKS, YOU WILL BE SCHEDULED FOR THE NEXT AVAILABLE AGENDA FOR YOUR "PRELIMINARY MEETING". YOU DO NOT NEED YOUR PUBLIC HEARING LIST OR ENVELOPES FOR THIS FIRST (PRELIMINARY) MEETING.

*

ESCROW

IS TO COVER OUTSIDE PROFESSIONAL FEES SUCH AS ZBA ATTORNEY FEE, MINUTES OF YOUR PORTION OF THE MEETING, LEGAL ADS, ETC. THE BALANCE WILL BE RETURNED TO YOU UPON CLOSING FILE.

**

LIST OF PROPERTY OWNERS WITHIN 500 FT. RADIUS OF PROPERTY IN QUESTION:

APPROXIMATE COST FOR PUBLIC HEARING LIST:

1-10 NAMES	25.00
11-20 NAMES	35.00
21-30 NAMES	45.00
31-40 NAMES	55.00
41-50 NAMES	65.00
51-60 NAMES	75.00
61-70 NAMES	85.00
71-80 NAMES	95.00
81-90 NAMES	105.00
91-100 NAMES	115.00

ANYTHING OVER 100 NAMES IS \$1.00 EA. ADDITIONAL NAME

PUBLIC HEARING LIST OF PROPERTY OWNERS

1. UPON RECEIPT OF ALL APPLICABLE CHECKS AND PAPERWORK, YOUR APPLICATION WILL BE PROCESSED AND YOUR \$25.00 DEPOSIT WILL BE SENT TO THE ASSESSOR'S OFFICE TO ORDER YOUR LIST OF PROPERTY OWNERS WITHIN 500 FEET. **(NOTE: YOU DO NOT NEED THIS LIST OR THE ENVELOPES FOR YOUR FIRST (PRELIMINARY) MEETING. Please do not call the Assessor's Office looking for your list - they will contact you when it is ready or if necessary, call Myra at 845-563-4615.**
2. WHEN THE ASSESSOR'S OFFICE NOTIFIES YOU THAT YOUR PUBLIC HEARING LIST IS READY, YOU MUST COME IN AND PAY THE BALANCE DUE FOR THE LIST. (THE LIST WILL BE PREPARED ON LABELS FOR YOUR CONVENIENCE). BRING ENOUGH ENVELOPES PREPARED WITH YOUR RETURN ADDRESS AND A REGULAR \$.39 STAMP WITH YOU....**YOUR PUBLIC HEARING DATE WILL BE SET AT THIS TIME.**
3. WHEN YOU COME IN TO PICK UP YOUR LIST, **ALLOW YOURSELF ENOUGH TIME TO FINISH PREPARING THE MAILINGS HERE AT THE TOWN HALL.** YOU WILL BE GIVEN ENOUGH "NOTICES OF PUBLIC HEARING" TO PUT ONE IN EACH ENVELOPE AND SEAL IT. (It may be easier for you if you bring self-sealing envelopes.)
4. **BRING THE COMPLETED ENVELOPES TO THE ZONING BOARD SECRETARY FOR MAILING. BY DOING IT THIS WAY, WE AVOID HAVING TO SEND EACH ENVELOPE "CERTIFIED MAIL" WHICH IS VERY COSTLY.**

NOTE:

THE ZBA MEETS ON THE 2ND AND 4TH MONDAY OF EACH MONTH UNLESS A HOLIDAY FALLS ON THAT DATE.

PAGE 2

READ THIS PAGE CAREFULLY