

**ZB# 07-17**

**Katherine Ferry**

**78-1-19**

ZBA.  
07-17 Katherine Ferry - (Area)  
2 Creamery Dr. (78-1-19)

07-17

ZONING BOARD OF APPEALS  
TOWN OF NEW WINDSOR  
555 UNION AVENUE  
NEW WINDSOR, N.Y. 12553  
*Granted 6/25/07*



NEW WINDSOR ZONING BOARD OF APPEALS

SBL: 78-1-19

In the Matter of the Application of

MEMORANDUM OF  
DECISION GRANTING

**KATHERYN FERRY**

**AREA**

CASE #07-17

**WHEREAS, Katheryn Ferry** , owner(s) of 2 Creamery Drive, New Windsor, New York, 12553, has made application before the Zoning Board of Appeals for a/an Request for 8 ft. Side Yard Setback for existing rear deck on a corner lot at 2 Creamery Drive in a CL Zone (78-1-19)

**WHEREAS,** a public hearing was held on June 25, 2007 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 CL zone.
  - (b) The applicant seeks the variance to maintain an existing deck which has been in place for approximately 20 years.
  - (c) The deck is similar in size and appearance to other decks in the neighborhood. In constructing the deck, the applicant will not remove any trees or substantial vegetation.

- (d) In building the deck the applicant will not build on top of nor will it interfere with any easements or rights-of-way including, but not limited to, water, sewer and electrical easements.
- (e) In building the deck the applicant will not create the ponding or collection of water or divert the flow of water drainage.
- (f) Since the deck has been constructed, there have been no complaints, either formal or informal, about the deck.
- (g) With the deck, the house will be similar in size and nature to other houses in the neighborhood.
- (h) The proposed or existing deck is immediately adjacent to an exit portal of the building. Without the deck, a safety issue would exist because a person exiting the premises would probably fall and sustain serious physical injury if the deck were not in place.

**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 requested variance(s) will not produce an undesirable change in the character of the neighborhood or create a detriment to nearby properties.
2. There is no other feasible method available to the Applicant that can produce the benefits sought.
3. The variance(s) requested is/are substantial in relation to the Town regulations but, nevertheless, are warranted.
4. The requested variance(s) will not have an adverse effect or impact on the physical or environmental conditions in the neighborhood or zoning district.
5. The difficulty the Applicant faces in conforming to the bulk regulations is/are self-created but, nevertheless, should be allowed.
6. The benefit to the Applicant, if the requested variance(s) is/are granted, outweighs the detriment to the health, safety and welfare of the neighborhood or community.
7. The requested variance(s) are/is appropriate and are/is the minimum variance(s) necessary and adequate to allow the Applicant relief from the requirements of the Zoning Local Law and at the same time preserve and protect the character of the neighborhood and the health, safety and welfare of the community.

8. The interests of justice will be served by allowing the granting of the requested area variance(s).

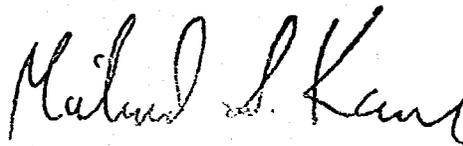
**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Zoning Board of Appeals of the Town of New Windsor GRANT a Request for 8 ft. Side Yard Setback for existing rear deck on a corner lot at 2 Creamery Drive in a CL Zone (78-1-19) 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: June 25, 2007



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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: June 13, 2006**

**APPLICANT: Kathryn K. Ferry  
2 Creamery Drive  
New Windsor, NY 12553**

**PLEASE TAKE NOTICE THAT YOUR APPLICATION DATE: 6/13/06**

**FOR : Existing deck**

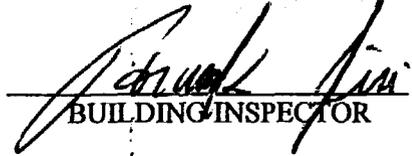
**LOCATED AT: 2 Creamery Drive**

**ZONE: CL Sec/Blk/ Lot: 78-1-19**

**DESCRIPTION OF EXISTING SITE: Existing one family house.**

**IS DISAPPROVED ON THE FOLLOWING GROUNDS:**

- 1. Existing rear deck does not meet minimum 12 ft. side yard set-back. This is a corner lot.**

  
BUILDING INSPECTOR

PERMITTED      PROPOSED OR  
AVAILABLE:      VARIANCE  
REQUEST:

ZONE: CL      USE: Bulk Tables

MIN LOT AREA:

MIN LOT WIDTH:

REQ'D FRONT YD:

REQ'D SIDE YD:      F      12'      4'      8'

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

COPY

RECEIVED

JUN 05 2006

BUILDING DEPARTMENT

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

Deck Permit

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 reinspected 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 bond 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 perc test.
13. Road 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.

FOR OFFICE USE ONLY:  
Building Permit #: 2006-579

AFFIDAVIT OF OWNERSHIP AND/OR CONTRACTOR'S COMP & 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

Kathryn K. Ferry

Address

2 Creamery Dr., New Windsor

Phone #

NY 10553  
(845) 401-1405

Mailing Address

same

Fax #

Name of Architect

Address

Phone

Name of Contractor \_\_\_\_\_ / \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

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

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 West side of Creamery Dr.  
and 54.1' feet from the intersection of Creamery & Buttermilk  
(N, S, E or W)

2. Zone or use district in which premises are situated \_\_\_\_\_ Is property a flood zone? Y \_\_\_\_\_ N \_\_\_\_\_

3. Tax Map Description: Section: 78 Block 1 Lot 19 (deed)

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

a. Existing use and occupancy home b. Intended use and occupancy home

5. Nature of work (check if applicable)  New Bldg.  Addition  Alteration  Repair  Removal  Demolition  Other

6. Is this a corner lot? yes existing deck

7. Dimensions of entire new construction. Front \_\_\_\_\_ Rear \_\_\_\_\_ Depth \_\_\_\_\_ Height \_\_\_\_\_ No. of stories \_\_\_\_\_

8. If dwelling, number of dwelling units: 1 Number of dwelling units on each floor \_\_\_\_\_

Number of bedrooms 3 Baths 2 Toilets 2 Heating Plant: Gas  Oil \_\_\_\_\_  
Electric/Hot Air \_\_\_\_\_ Hot Water  If Garage, number of cars 1

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

10. Estimated cost \_\_\_\_\_ Fee \$50.00 **ZONING BOARD**

\_\_\_\_\_  
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 Krychear  
New Windsor Town Hall  
655 Union Avenue  
New Windsor, New York 12553  
(845) 563-4818  
(845) 563-4895 FAX

Bldg Insp Examined \_\_\_\_\_  
Fire Insp Examined \_\_\_\_\_  
Approved \_\_\_\_\_  
Disapproved \_\_\_\_\_  
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.

*Kathryn T. Ferry*  
(Signature of Applicant)

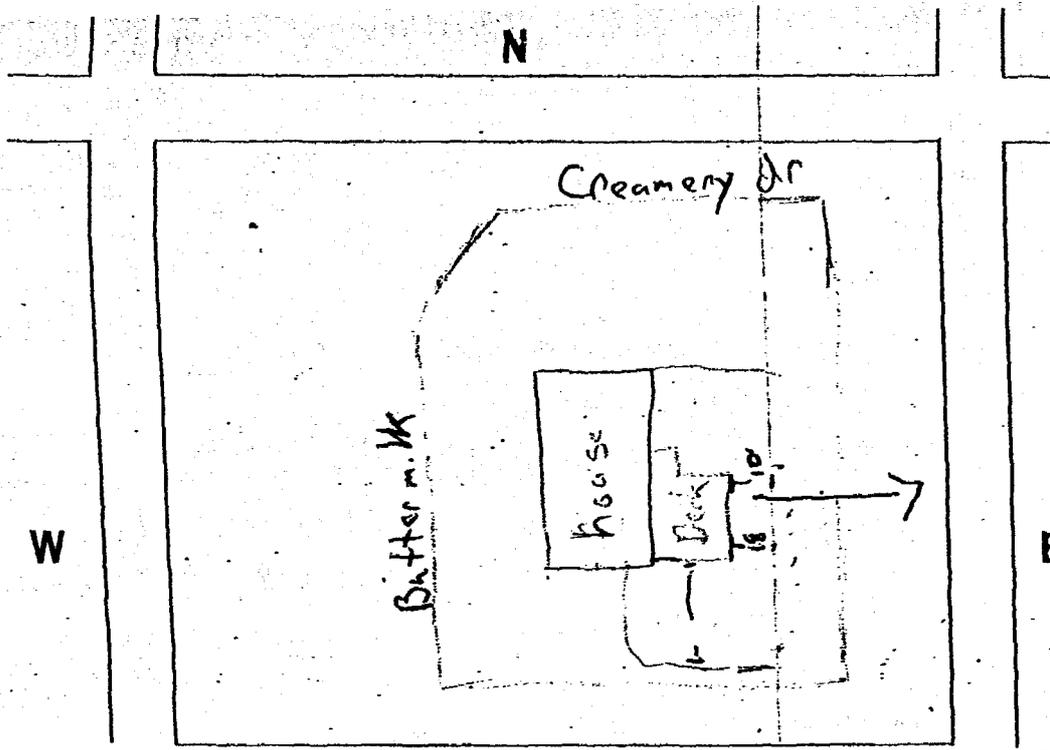
*2 Creamery Dr.*  
(Address of Applicant)

*Kathryn T. Ferry*  
(Owner's Signature)

*New Windsor Ny 12553*  
(Owner's Address)

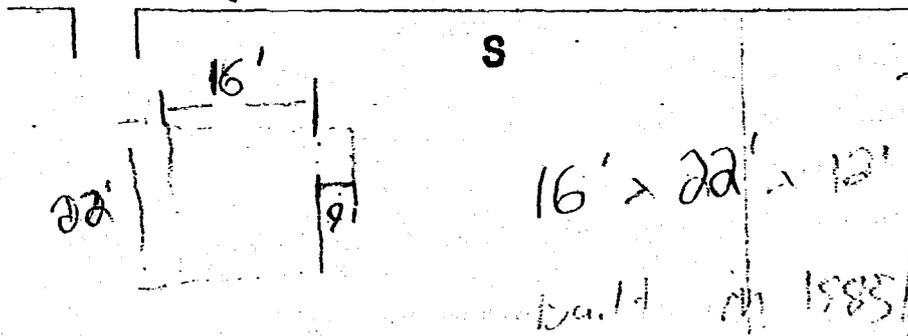
PLOT PLAN

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



E

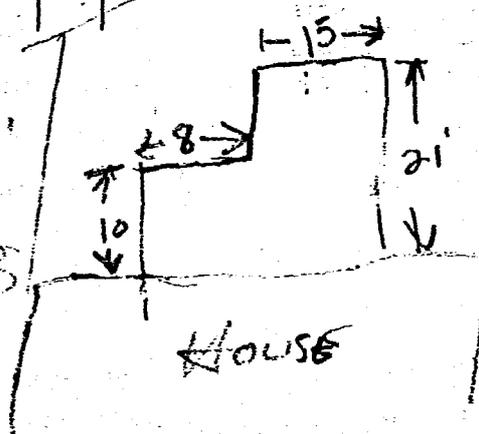
ON CHAD



S

16' x 22' x 12'

built in 1885



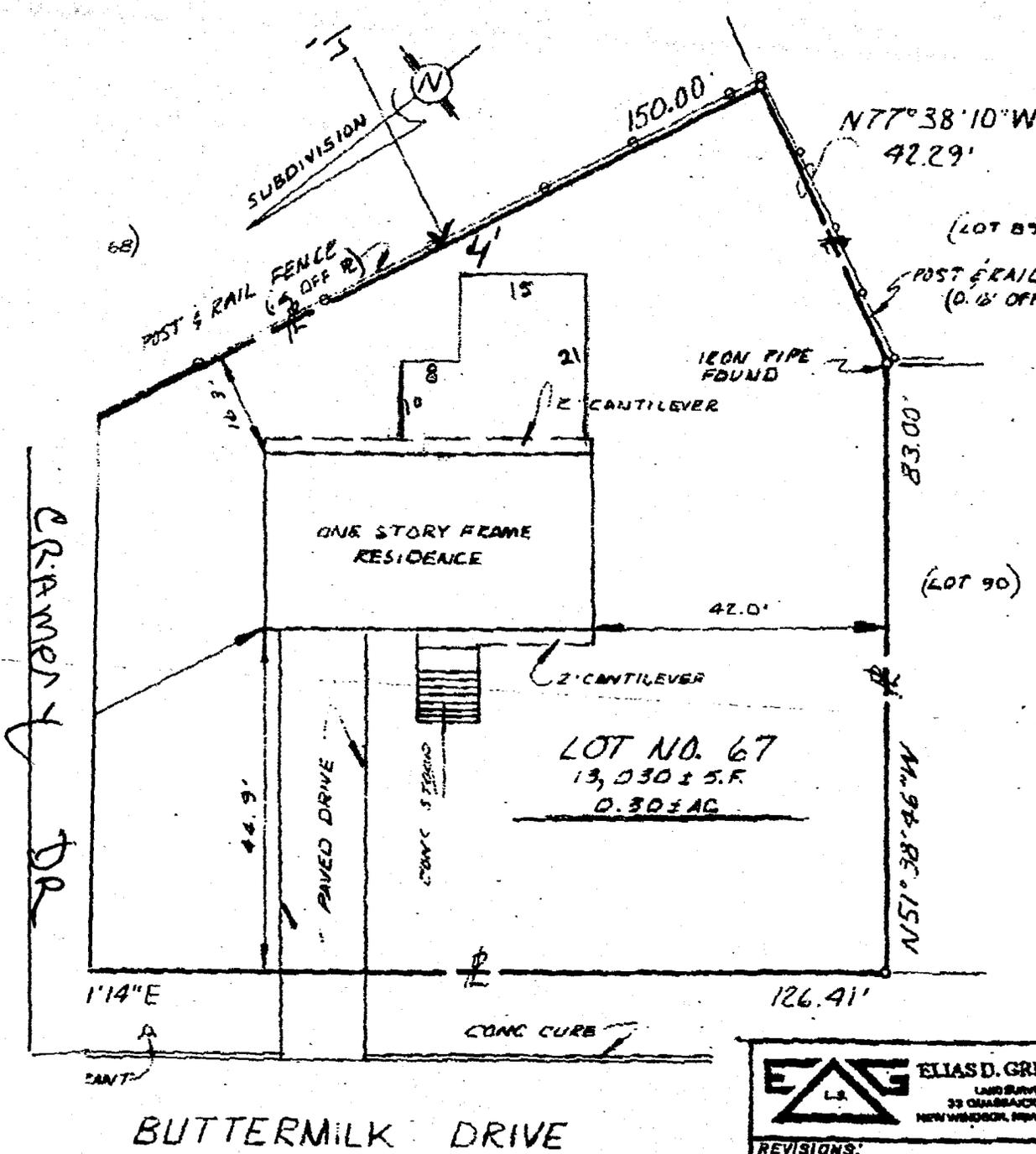
HOUSE

CREAMERY DR

# COPY

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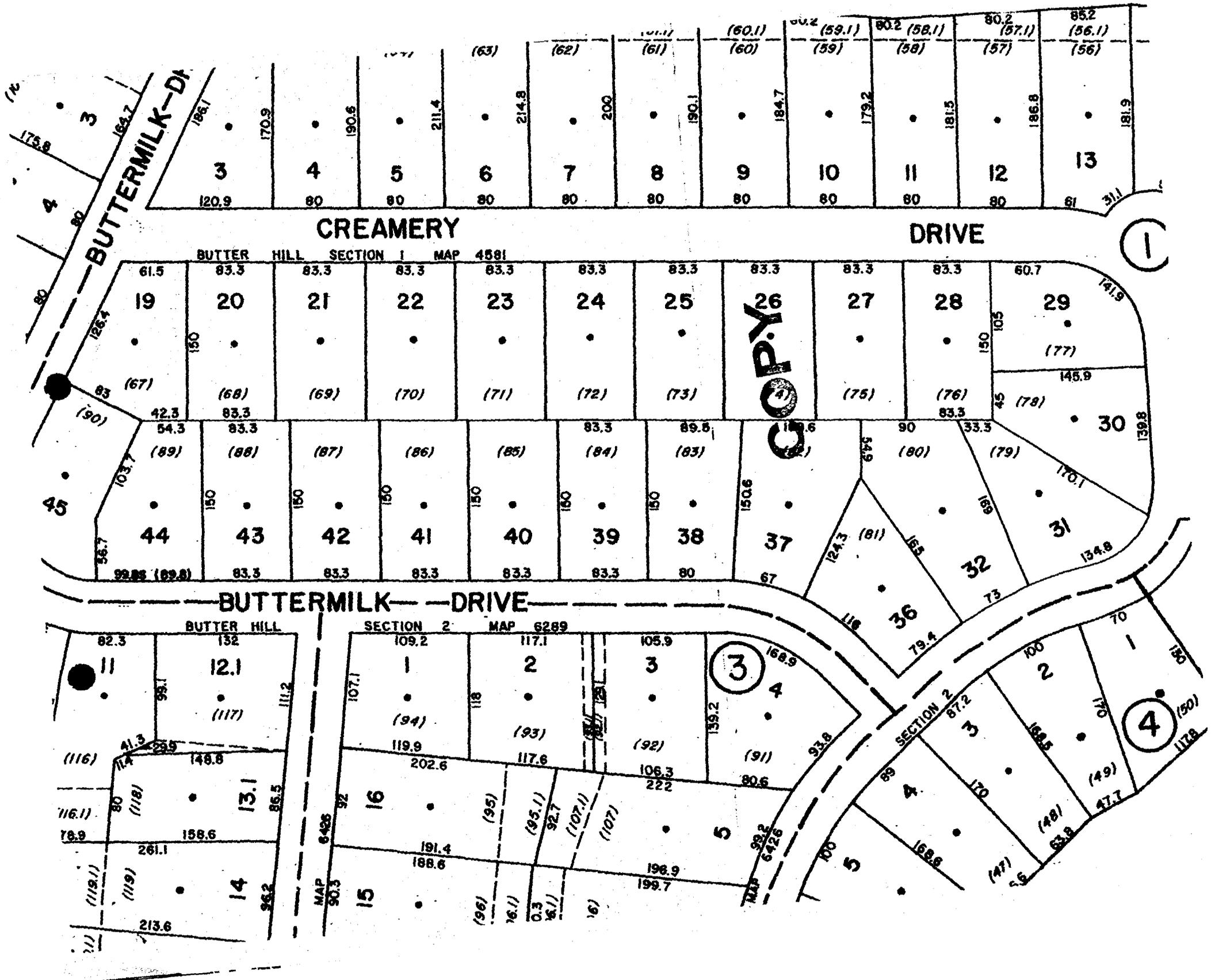


CERTIFICATION  
 I hereby certify that the information furnished to me by the Corporation resulted from a survey completed in 1986 performed in accordance with the N.Y.S. Surveying Law and is to the best of my knowledge and belief true and correct.

**E D G** ELIAS D. GREVAS, L.S.  
 LAND SURVEYOR  
 33 CHAMBERS AVENUE  
 NEW YORK, NEW YORK 10013

REVISIONS:

DATE	DESCRIPTION
	# = 20



**CREAMERY DRIVE**

**DRIVE**

BUTTER HILL SECTION 1 MAP 4581

61.5 19	83.3 20	83.3 21	83.3 22	83.3 23	83.3 24	83.3 25	83.3 26	83.3 27	83.3 28	60.7 29
(67)	(68)	(69)	(70)	(71)	(72)	(73)	(74)	(75)	(76)	(77)
42.3 44	83.3 43	(87)	(86)	(85)	(84)	(83)	(82)	90 (80)	83.3 (79)	30
(89)	(88)	(87)	(86)	(85)	(84)	(83)	(82)	(80)	(79)	(78)
45	44	43	42	41	40	39	38	37	36	35
(90)	(89)	(88)	(87)	(86)	(85)	(84)	(83)	(82)	(81)	(80)

**BUTTERMILK DRIVE**

BUTTER HILL

SECTION 2 MAP 6289

82.3 11	132 12.1	109.2 1	117.1 2	105.9 3	168.9 4
(116)	(117)	(94)	(93)	(92)	(91)
116.1 13.1	148.8 14	119.9 16	117.6 15	106.3 5	80.6 3
(118)	(118)	(95)	(95.1)	(92)	(91)
119.1 14	261.1 13.1	191.4 15	188.8 15	196.9 5	199.7 5
(119)	(119)	(96)	(96.1)	(97)	(97)
213.6	213.6	202.6	202.6	222	222

COPY

1

3

4

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

**MEMORANDUM**

**TO: JACK FINNEGAN, COMPTROLLER**  
**FROM: MYRA MASON, SECRETARY TO THE ZONING BOARD**  
**DATE: 11/08/07**  
**SUBJECT: ESCROW REFUND**

**PLEASE ISSUE A CHECK IN THE AMOUNT OF \$ 175.31 TO CLOSE OUT  
ESCROW FOR:**

**ZBA FILE #07-17**

**NAME & ADDRESS:**

**KATHRYN FERRY  
P.O. BOX 4311  
EMERALD ISLE, NC 28594**

**THANK YOU,**

**MYRA**

**J.F.11/08/07**



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

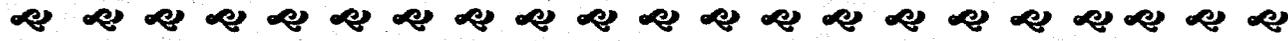


FILE #07-17      TYPE:AREA      TELEPHONE: 401-1405

APPLICANT:  
Kathryn Ferry  
2 Creamery Dr.  
New Windsor, NY 12553

RESIDENTIAL:	\$ 50.00	CHECK #1173
COMMERCIAL	\$ 150.00	CHECK # _____
INTERPRETATION	\$ 150.00	CHECK # _____

ESCROW:      RESIDENTIAL \$300.00      CHECK #1174



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

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

LEGAL AD: Publish Date:06-15-07      \$ 12.69

TOTAL:      \$ 54.69      \$ 70.00



ESCROW POSTED:      \$ 300.00  
LESS: DISBURSEMENTS:      \$ 124.69

AMOUNT DUE:      \$ \_\_\_\_\_

REFUND DUE:      \$ 175.31

Cc:

J.F. 11/08/07



# THE SENTINEL

P.O. BOX 406  
VAILS GATE, NY 12584

## Invoice

Date	Invoice #
6/25/2007	497

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

**RECEIVED**  
JUL 11 2007  
By \_\_\_\_\_

P.O. No.	Terms	Project
49760		

Issue Date	Description	Rate	Amount
6/15/2007	LEGAL ADS: APPEAL NO. 07-17 - FERRY	8.69	8.69
	1 AFFIDAVIT	4.00	4.00
		<b>Total</b>	<b>\$12.69</b>

**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. (07-17)  
Request of **KATHRYN**  
**FERRY**  
for a VARIANCE of the Zoning Local  
Law to Permit:  
Request for 8 ft. Side Yard Setback for  
existing rear deck on a corner lot at 2  
Cicamary Drive in a CL Zone (78-1-19)  
PUBLIC HEARING will take place  
on JUNE 25, 2007 at the New Windsor  
Town Hall, 555 Union Avenue, New  
Windsor, New York  
beginning at 7:30 P.M.  
Michael Kane, Chairman

State of New York

County of Orange, ss:

Kathleen O'Brien 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, 1 time (s)  
commencing on  
the 15<sup>th</sup> day of June A.D., 2007  
and ending on the 15<sup>th</sup> day of  
June A.D. 2007

*Kathleen O'Brien*

Subscribed and shown to before me  
this 10<sup>th</sup> day of July, 2007.

*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  
#4984065  
Commission Expires July 15, 2011

My commission expires \_\_\_\_\_.



KATHRYN\_FERRY\_(07-17)

MS. GANN: Request for 8 foot side yard setback for existing rear deck on a corner lot at 2 Creamery Drive.

Ms. Kathryn Ferry appeared before the board for this proposal.

MS. GANN: Tell us what you want to do.

MS. FERRY: I am supposed to be 12 foot, we only have 4 foot between the neighbors so I need an 8 foot setback.

MS. LOCEY: There's an existing deck?

MS. FERRY: Yes.

MR. TORPEY: You bought the house and it was there?

MS. FERRY: No, we bought the house no deck.

MS. GANN: How long has the deck been in existence?

MS. FERRY: Twenty years.

MS. LOCEY: Have you had any complaints about it?

MS. FERRY: No.

MS. GANN: Is the deck similar in size to others in the neighborhood?

MS. FERRY: Yes.

MR. KRIEGER: In size and appearance?

MS. FERRY: Yes, the part that goes on is the steps is the way the variance is, not the deck itself so it's the steps that--

MR. LUNDSTROM: It may be obvious from the pictures just so we can get it on the record is there an exit from the house onto the deck there?

MS. FERRY: Yes.

MR. LUNDSTROM: How high is the exit from the house off the ground at that point?

MS. FERRY: About 15 feet.

MR. LUNDSTROM: So it would be hazardous for people to walk out there if the deck were not there?

MS. FERRY: Yes.

MS. GANN: Does the deck go over any easements?

MS. FERRY: No.

MS. GANN: Create any water damage in building the deck?

MS. FERRY: No.

MS. GANN: Take down any substantial vegetation in the building of the deck?

MS. FERRY: No.

MS. GANN: I'll open it up to the public. Being as there's no one here--

MS. MASON: On June 12, I mailed out 64 addressed envelopes and had no response.

MS. FERRY: I already talked to all my neighbors, I was very nice to all my neighbors, I will always be very nice to all my neighbors. That's the lesson I've learned tonight.

MS. LOCEY: That's one we could all learn.

MS. GANN: I'll accept a motion.

MR. LUNDSTROM: I will offer a motion that the requested variance for Kathryn Ferry as documented on the agenda for the June 25, 2007 Zoning Board of Appeals be granted.

MS. LOCEY: I'll second that motion.

ROLL CALL

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

MS. GANN: Motion to adjourn.

MS. LOCEY: So moved.

MR. LUNDSTROM: Second it.





# Town of New Windsor

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

## Assessors Office

May 16, 2007

Kathryn Ferry  
2 Creamery Dr.  
New Windsor, NY 12553

Re: 78-1-19                      ZBA#: 07-17 (64)

Dear Ms. Ferry:

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 \$85.00 minus your deposit of \$25.00.

Please remit the balance of \$60.00 to the Town Clerk's Office.

Sincerely,

J. Todd Wiley, IAO  
Sole Assessor

JTW/rah  
Attachments

CC: Myra Mason, Zoning Board

78-2-12.1  
FRANK & LINDA CORIO  
22 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-2-26  
ROBERT &  
MARGARET IPPOLITO  
14 GUERNSEY DR.  
NEW WINDSOR, NY 12553

78-3-15  
JAIME, JR. & NANCY PALERMO  
6 CHEDDAR LANE  
NEW WINDSOR, NY 12553

78-2-13.1  
ROBERT &  
SANDRA DI MARINO  
3 CHEDDAR LN.  
NEW WINDSOR, NY 12553

78-2-27  
ANNMARIE NICHOLSON  
16 GUERNSEY DR.  
NEW WINDSOR, NY 12553

78-3-16  
MICHAEL GIANNOTTI  
4 CHEDDAR LN.  
NEW WINDSOR, NY 12553

78-2-14  
MICHAEL BONHOMME  
5 CHEDDAR LN.  
NEW WINDSOR, NY 12553

78-2-28  
FRANCISCO &  
GRISELDA ESPINAL  
18 GUERNSEY DR.  
NEW WINDSOR, NY 12553

78-9-12.1  
JEFFERY &  
DANIELLE MAXSON  
201 DAIRY LN.  
NEW WINDSOR, NY 12553

78-2-15  
RAMON & PATRICIA KINOL  
21 ORR-HATCH DR.  
CORNWALL, NY 12518

78-2-29.1, 29.2  
KENZIE & CARLINE FABRE  
20 GUERNSEY DR.  
NEW WINDSOR, NY 12553

37-1-54  
FORGE HILL ASSOC.  
C/O GARNET MGE. CO. INC.  
131 JERICHO TPKE.  
JERICHO, NY 11753

78-2-19  
ADAM & MONIQUE DROZ  
54 CREAMERY DR.  
NEW WINDSOR, NY 12553

78-2-30.1, 30.2  
MICHAEL & SUSAN KLUMACK  
22 GUERNSEY DR.  
NEW WINDSOR, NY 12553

37-1-55  
PAUL & VALARIE KAHAN  
183 CAESARS LN.  
NEW WINDSOR, NY 12553

78-2-21  
ANTHONY &  
ROBIN CARRIERE  
4 GUERNSEY DR.  
NEW WINDSOR, NY 12553

78-2-31  
GARY & SUSAN CORBETT  
24 GUERNSEY DR.  
NEW WINDSOR, NY 12553

47-1-16  
ADELE FLASHMAN  
184 CAESARS LN.  
NEW WINDSOR, NY 12553

78-2-22  
ANDREW &  
JEAN MARIE FARAONE  
6 GUERNSEY DR.  
NEW WINDSOR, NY 12553

78-3-1  
PAUL & MARY DISTASIO  
24 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

47-1-17  
MARION FAIRBANKS  
182 CAESARS LN.  
NEW WINDSOR, NY 12553

78-2-23  
CARLOS CASTRO &  
PAULA ANDINO  
8 GUERNSEY DR.  
NEW WINDSOR, NY 12553

78-3-2  
SHAUN & MARY RICE  
26 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

47-1-18  
WILLIAN &  
JANET SULLINGER  
180 CAESARS LN.  
NEW WINDSOR, NY 12553

78-2-24  
JOHN & MARY FINN  
10 GUERNSEY DR.  
NEW WINDSOR, NY 12553

78-3-3  
CHARLES &  
CAROLINE VARTON  
28 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

47-1-19.1  
RAE RATZ  
176 CAESARS LN.  
NEW WINDSOR, NY 12553

78-2-25  
RICHARD &  
KATHLEEN MILLS  
PO BOX 4628  
NEW WINDSOR, NY 12553

78-3-5  
THOMAS & CAROL CLASSEY  
34 CREAMERY DR.  
NEW WINDSOR, NY 12553

47-1-20  
MARIAN SHELEY  
12 BUTTONWOOD DR.  
NEW WINDSOR, NY 12553





78-1-3  
GARY & THERESE LAMICA  
1 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-1-23  
THOMAS & LORETTA GUILD  
10 CREAMERY DR.  
NEW WINDSOR, NY 12553

78-1-45  
PATRICK GRIFFIN  
PO BOX 4006  
NEW WINDSOR, NY 12553

78-1-4  
ROSS & MARIANNE MILLER  
3 CREAMERY DR.  
NEW WINDSOR, NY 12553

78-1-24  
SUZANNE POPP  
12 CREAMERY DR.  
NEW WINDSOR, NY 12553

78-2-3  
ROBERT 7  
DARLENE RICCARDI  
4 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-1-5  
SUSAN WOOL  
5 CREAMERY DR.  
NEW WINDSOR, NY 12553

78-1-25  
RANDY & NANCY TAPIA  
14 CREAMERY DR.  
NEW WINDSOR, NY 12553

78-2-4  
ALEXANDER &  
GINGER RUSSELL  
6 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-1-6  
LOUIS MILLER &  
CAROL CHILLEMI  
7 CREAMERY DR.  
NEW WINDSOR, NY 12553

78-1-38  
ROBERT &  
NICOLASA PATTERSON  
19 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-2-5  
ANTHONY &  
ELAINE COLONNA  
8 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-1-7  
MICHAEL ARDUINO &  
BARNA ARDUINO  
9 CREAMERY DR.  
NEW WINDSOR, NY 12553

78-1-39  
JAMES &  
KATHRYN RUGGERIO  
17 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-2-6  
MARY MONTANEZ  
10 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-1-8  
TIMOTHY & RENEE BYASSEE  
11 CREAMERY DR.  
NEW WINDSOR, NY 12553

78-1-40  
VINCENT &  
PATRICIA ARMIENTO  
15 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-2-7  
WAYNE & MARIA SOLTIS  
12 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-1-9  
RICHARD & KRISTINA ODELL  
13 CREAMERY DR.  
NEW WINDSOR, NY 12553

78-1-41  
RICK ELLIOT &  
DEBBIE LINKEN  
13 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-2-8  
FRANK & BARBARA MACRI  
14 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-1-20  
JOHN & MARGARET MCGUIRE  
4 CREAMERY DR.  
NEW WINDSOR, NY 12553

78-1-42  
JAMES & SUSAN WALSH  
11 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-2-9  
JAMES FLANAGAN & PATRICIA ENA  
16 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-1-21  
EDWARD & JUDITH BROKER  
6 CREAMERY DR.  
NEW WINDSOR, NY 12553

78-1-43  
DAPHNE CEASAR  
9 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-2-10  
DANIEL & JOYCE DICKENS  
18 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-1-22  
KEVIN &  
KATHLEEN O'CONNOR  
8 CREAMERY DR.  
NEW WINDSOR, NY 12553

78-1-44  
RICHARD & SHARON MURPHY  
7 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

78-2-11  
MICHAEL &  
DOROTHY DE PALMA  
20 BUTTERMILK DR.  
NEW WINDSOR, NY 12553

47-1-21

CHRISTOPHER &  
MARY VINCENT  
174 CAESARS LN.  
NEW WINDSOR, NY 12553

47-1-22

GLORIA LATORRE, &  
JOHN & ROSELLA SPRENKLE  
5 LOUISE DR.  
NEW WINDSOR, NY 12553

47-1-23

MIGNYETTA RAMNANI  
233 BLOOMING GROVE TPKE.  
NEW WINDSOR, NY 12553

47-1-29

GINA & JOSEPH HERSKA  
162 CAESARS LN.  
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. (07-17)**

**Request of KATHRYN FERRY**

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

**Request for 8 ft. Side Yard Setback for existing rear deck on a corner lot at 2 Creamery Drive in a CL Zone (78-1-19)**

**PUBLIC HEARING will take place on JUNE 25, 2007 at the New Windsor Town Hall, 555 Union Avenue, New Windsor, New York beginning at 7:30 P.M.**

---

**Michael Kane, Chairman**



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

**RECEIPT**  
**#358-2007**

05/14/2007

Ferry, Kathryn

Received \$ 50.00 for Zoning Board Fees, on 05/14/2007. Thank you for stopping by the Town Clerk's office.

As always, it is our pleasure to serve you.

**Deborah Green**  
Town Clerk

ZBA # 07-17

May 14, 2007

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PRELIMINARY\_MEETINGS:

KATHRYN\_FERRY\_(07-17)

MR. KANE: Request for 8 ft. side yard setback for existing rear deck on a corner lot at 2 Creamery Drive.

Mr. Ferry appeared before the board for this proposal.

MR. KANE: Let me explain that in New Windsor we hold a two meeting system for the zoning board. The preliminary meetings are so that you can give us a general idea of what you want to do and that we make sure that we have all the information that we need to make an informed decision. All our decisions have to be made via a public meeting. So we decided to go with a preliminary up front so we can make sure we have everything and in other towns it's one meeting, you walk in, you don't have, you lose, so that's why it's a two step process here. Mr. Ferry?

MR. FERRY: Yup.

MR. KANE: Just tell us what you want to do, sir.

MR. FERRY: We want to get the deck approved so that we can sell the house.

MR. KANE: Okay, just need you to speak loud enough for the young lady over there to hear you.

MR. FERRY: I think you should have a couple pictures of the deck there, I think, it's already built.

MR. KANE: How long has the deck been in existence?

MR. FERRY: Ten years.

MR. KANE: Cutting down any trees or substantial vegetation in the building of the deck?

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MR. FERRY: No.

MR. KANE: Any water hazards?

MR. FERRY: No.

MR. KANE: Is the deck similar in nature to other decks in the neighborhood?

MR. FERRY: Yup.

MR. KANE: Any complaints formally or informally about the deck?

MR. FERRY: Never been.

MR. KANE: You're on town sewer and water?

MR. FERRY: Yup.

MR. KANE: No easements running through where the deck is?

MR. FERRY: No.

MR. KANE: And you understand in the public hearing that even if we approve your request that you're still subject to all the requirements from the building department?

MR. FERRY: Yup.

MR. KANE: I have no further questions right now. We have pictures of the deck, looks pretty straightforward.

MR. LUNDSTROM: How long have you owned the property?

MR. FERRY: The property is 15 years I want to say.

May 14, 2007

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MR. KANE: I'll accept a motion.

MS. GANN: I'll offer a motion to set up Kathryn Ferry for a public hearing for request for eight foot side yard setback for existing rear deck on a corner lot at two Creamery Drive.

MR. TORPEY: I'll second it.

ROLL CALL

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

MR. KANE: Just follow what's on the sheet, all the instructions what you need to do are right there. If you have any questions, give Myra a call.



**Orange County Department of Planning**  
Application for Mandatory County Review of Local Planning Action  
**(Variances, Zone Changes, Special Permits, Subdivisions)**  
To be completed by Local Board having jurisdiction.  
To be signed by Local Official.

MUNICIPALITY: TOWN OF NEW WINDSOR

TAX MAP ID: 78-1-19  
(Section-Block-Lot)

Local File #: 07-17 (Please refer to this number in review) Project Name: KATHRYN FERRY

Applicant: KATHRYN FERRY

Send Copy of Letter to Applicant: (check one)

Address: 2 CREAMERY DRIVE  
NEW WINDSOR, NY 12553

Yes  No

Attorney, Engineer, Architect: N/A

Location of Site: 2 CREAMERY DRIVE  
(Street, highway, nearest intersection)

Size of Parcel: \_\_\_\_\_ Existing Lots: \_\_\_\_\_ Proposed Lots/Units: \_\_\_\_\_

Present Zoning District: CL

**TYPE OF REVIEW:**

- Site Plan (SP): \_\_\_\_\_
- Special Use Permit\* (SUP) \_\_\_\_\_
- Variance\* USE (UV): DESCRIPTION OF PROJECT: \_\_\_\_\_  
AREA (AV): DESCRIPTION OF PROJECT: EXISTING REAR DECK DOES NOT  
MEET MINIMUM 12 FT. SIDE YARD SETBACK ON A CORNER LOT.
- Zoning District Change\* From: \_\_\_\_\_ To: \_\_\_\_\_
- Zoning Amendment To Section: \_\_\_\_\_
- Subdivision: Major \_\_\_\_\_ Minor \_\_\_\_\_
  - Sketch
  - Preliminary
  - Final (Please indicate stage)
- Other Comments: \_\_\_\_\_

Date: 5-11-07

\_\_\_\_\_  
Myra Mason, Secretary to the ZBA

\* Cite Section of Zoning Regulations where pertinent.

**FOR COUNTY USE ONLY**

County ID# \_\_\_\_\_

GML 239 Referral Guide – 02/27/2007





**TOWN OF NEW WINDSOR  
ZONING BOARD OF APPEALS**



**APPLICATION FOR VARIANCE**

2-22-07  
Date

Application Type: Use Variance  Area Variance   
Sign Variance  Interpretation

I. **Owner Information:** Phone Number: (845) 401-1405  
Kathryn Ferry Fax Number: ( )  
(Name)  
2 Creamery Dr, New Windsor N.Y. 12553  
(Address)

II. **Applicant:** Phone Number: (845) 401-1405  
Kathryn Ferry Fax Number: ( )  
(Name)  
2 Creamery Dr, New Windsor NY  
(Address)

III. **Forwarding Address, if any, for return of escrow:** Phone Number: (845) 401-1405  
Kathryn Ferry Fax Number: ( )  
(Name)  
P.O. Box 4311, Emerald Isle, N.C. 28594  
(Address)

IV. **Contractor/Engineer/Architect/Surveyor/:** Phone Number ( )  
Fax Number: ( )  
\_\_\_\_\_  
(Name)  
\_\_\_\_\_  
(Address)

V. **Property Information:**  
Zone: CL Property Address in Question: 2 Creamery Dr, New Windsor NY  
Lot Size: \_\_\_\_\_ Tax Map Number: Section 78 Block 1 Lot 19  
a. Is pending sale or lease subject to ZBA approval of this Application? yes  
b. When was property purchased by present owner? 1987  
c. Has an Order to Remedy Violation been issued against the property by the Building/Zoning/Fire Inspector? no

**\*\*\*\*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**

**VIII. AREA VARIANCE: (This information will be on your Building Department Denial form you receive)**

Area Variance requested from New Windsor Zoning Local Law,

	<u>Requirements</u>	<u>Proposed or Available</u>	<u>Variance Request</u>
Min. Lot Area			
Min. Lot Width			
Reqd. Front Yd.			
Reqd. Side Yd.	F (12' permitted)	4 feet	8' ft.
Reqd. Rear Yd.			
Reqd. St Front*			
Max. Bldg. Hgt.			
Min. Floor Area*			
Dev. Coverage*			
Floor Area Ration**			
Parking Area			

\*Residential Districts Only

\*\*Non-Residential Districts Only

**PLEASE NOTE:  
THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF  
SUBMITTAL.**

**COMPLETE THIS PAGE**

**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:

The variance would not have an adverse effect on the physical conditions of the neighborhood. There is no other method feasible w/out reconstructing the deck. The deck has not made an undesirable effect on the property or area.

**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 variances is 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.

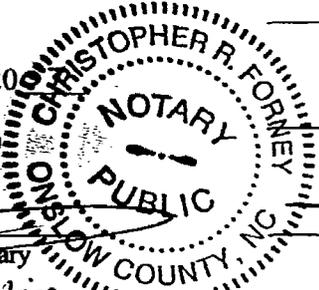
Sworn to before me this:

23 day of February 2007

Kathryn Ferry  
Owner's Signature (Notarized)

Kathryn Ferry  
Owner's Name (Please Print)

[Signature]  
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.

PROJECT I.D. NUMBER

617.21  
Appendix C

State Environmental Quality Review  
**SHORT ENVIRONMENTAL ASSESSMENT FORM**  
For UNLISTED ACTIONS Only

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

1. APPLICANT/SPONSOR <i>Kathryn Ferry</i>	2. PROJECT NAME
3. PROJECT LOCATION: Municipality <i>2 Creamery Dr. New Windsor</i> County <i>Orange</i>	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) <i>2 Creamery Drive, New Windsor at intersection of Creamery Dr. and Buttermilk Dr.</i>	
5. IS PROPOSED ACTION: <input type="checkbox"/> New <input type="checkbox"/> Expansion <input checked="" type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: <i>Deck attached to house does not comply with required 12' permitted. Requesting variance of 8 feet.</i>	
7. AMOUNT OF LAND AFFECTED: Initially _____ acres    Ultimately _____ acres	
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	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open space <input type="checkbox"/> Other Describe:	
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	
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	
12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE	
Applicant/sponsor name: _____	Date: _____
Signature: <i>Kathryn Ferry</i>	

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)**

**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.**  
 Yes  No

**B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If No, a negative declaration may be superseded by another involved agency.**  
 Yes  No

**C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)** *NO -*

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: *NO*

C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly: *NO*

C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly: *NO*

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: *NO*

C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly: *NO*

C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly: *NO*

C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly: *NO*

**D. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS?**  
 Yes  No If Yes, explain briefly

**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.

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.

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:

\_\_\_\_\_  
Name of Lead Agency

\_\_\_\_\_  
Print or Type Name of Responsible Officer in Lead Agency

\_\_\_\_\_  
Signature of Responsible Officer in Lead Agency

\_\_\_\_\_  
Title of Responsible Officer

\_\_\_\_\_  
Signature of Preparer (if different from responsible officer)

\_\_\_\_\_  
Date

5/14



# TOWN OF NEW WINDSOR

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

Brian Ferry

845-313-7599



## 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 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).
3. PREPARE AN ENVELOPE FOR EACH LABEL WITH **YOUR** RETURN ADDRESS AND A REGULAR \$.39 STAMP. **BRING THE PREPARED ENVELOPES AND A COPY OF THE LIST TO THE ZONING BOARD SECRETARY FOR FURTHER INSTRUCTIONS.** YOUR PUBLIC HEARING DATE WILL BE SCHEDULED AT THIS TIME.

**WHEN YOU COME IN WITH YOUR ENVELOPES, PLEASE ALLOW TIME TO FINISH PREPARING THE MAILINGS HERE AT THE TOWN HALL.**

**NOTE:**

**IF IT IS EASIER FOR YOU, YOU CAN BRING THE ENVELOPES WITH YOU WHEN YOU PICK UP AND PAY FOR YOUR LIST. YOU CAN PUT THE LABELS ON AT THAT TIME AND BRING THEM TO THE ZBA OFFICE FOR INSTRUCTIONS ON COMPLETION. PLEASE ALLOW YOURSELF TIME TO PUT THE NOTICES IN THE ENVELOPES WHILE HERE, THEN YOU WON'T HAVE TO RETURN AGAIN.**

**NOTE:**

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