

ZB# 07-45

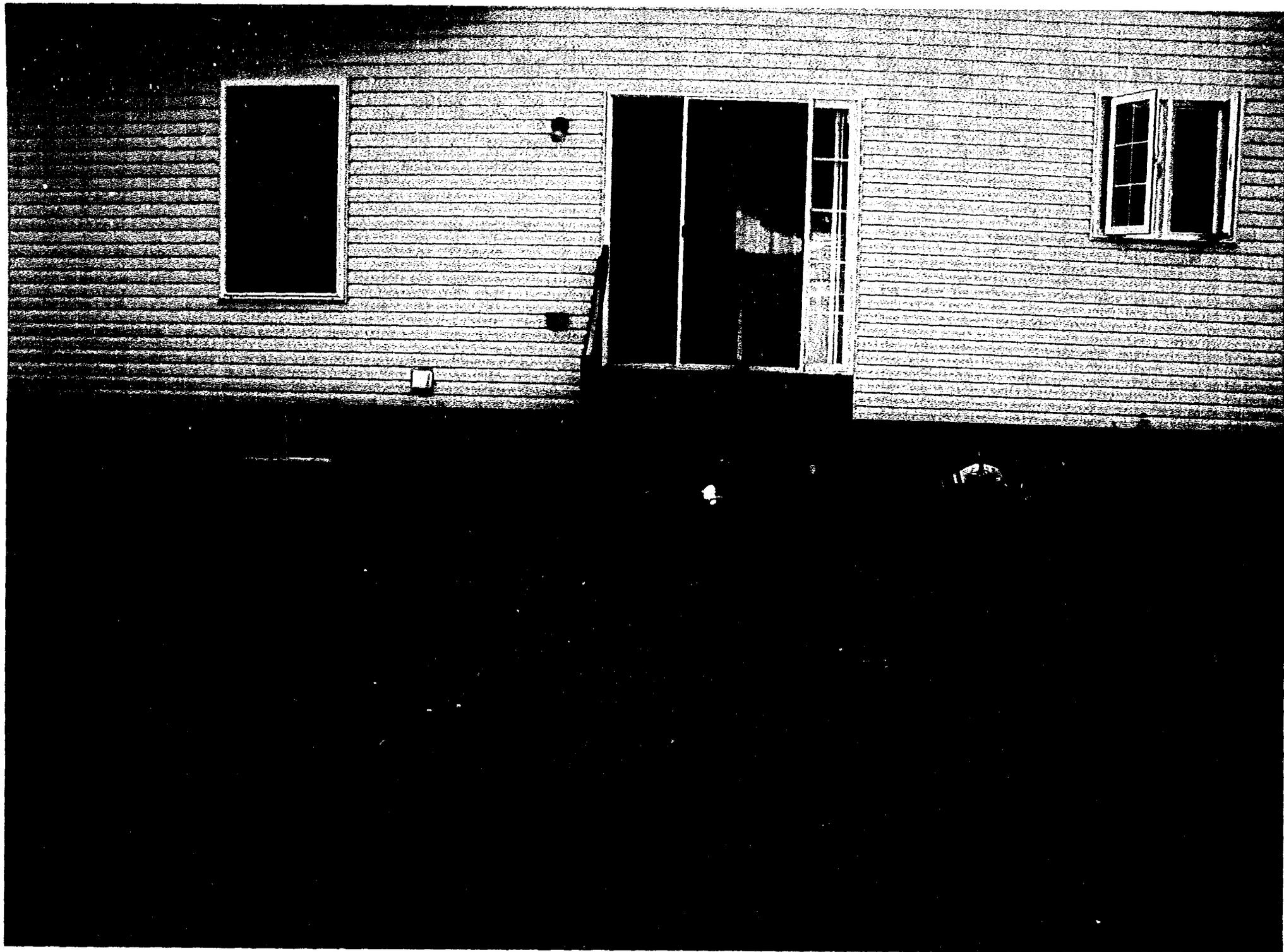
Norman Edwards

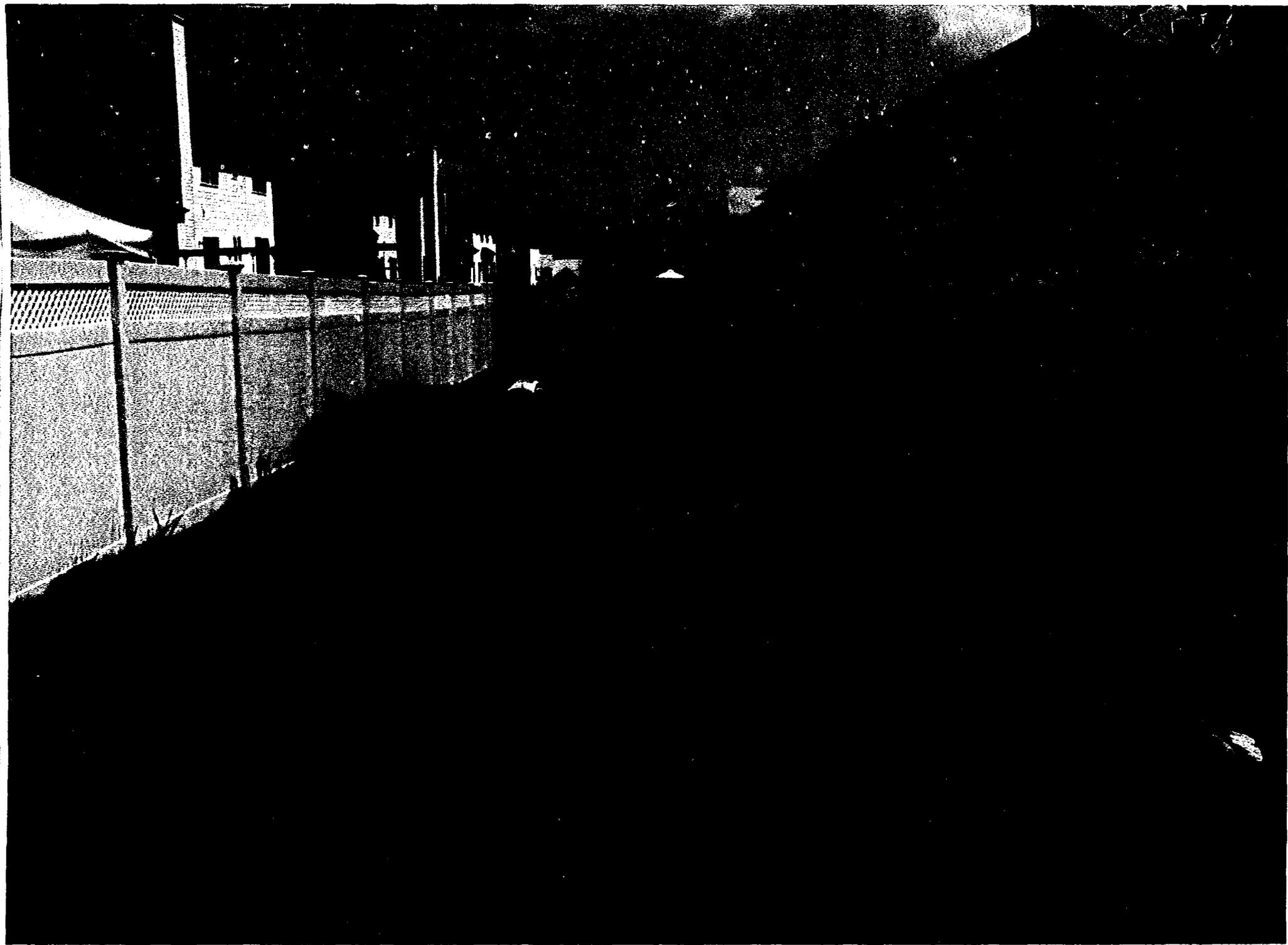
64-2-31

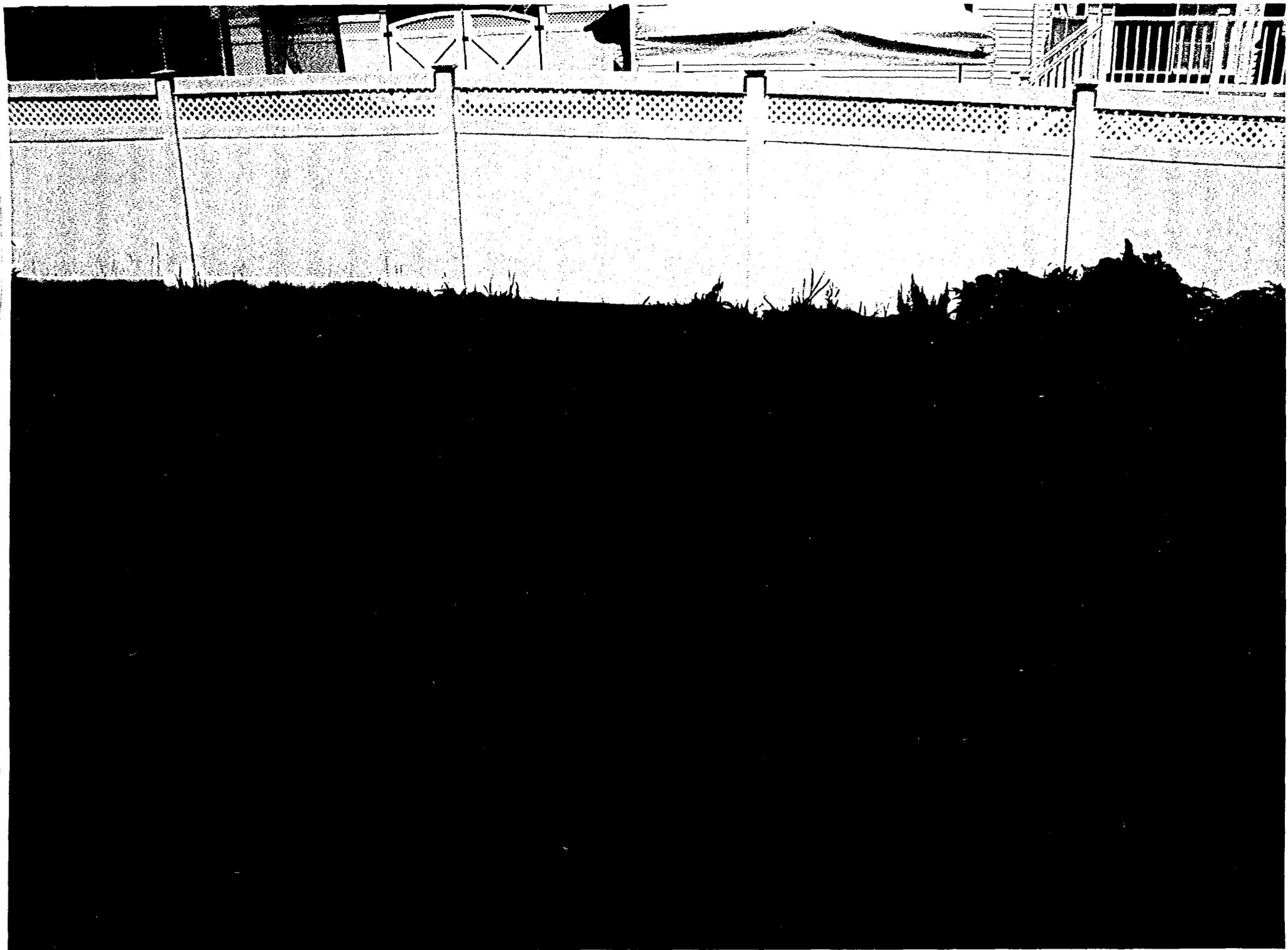
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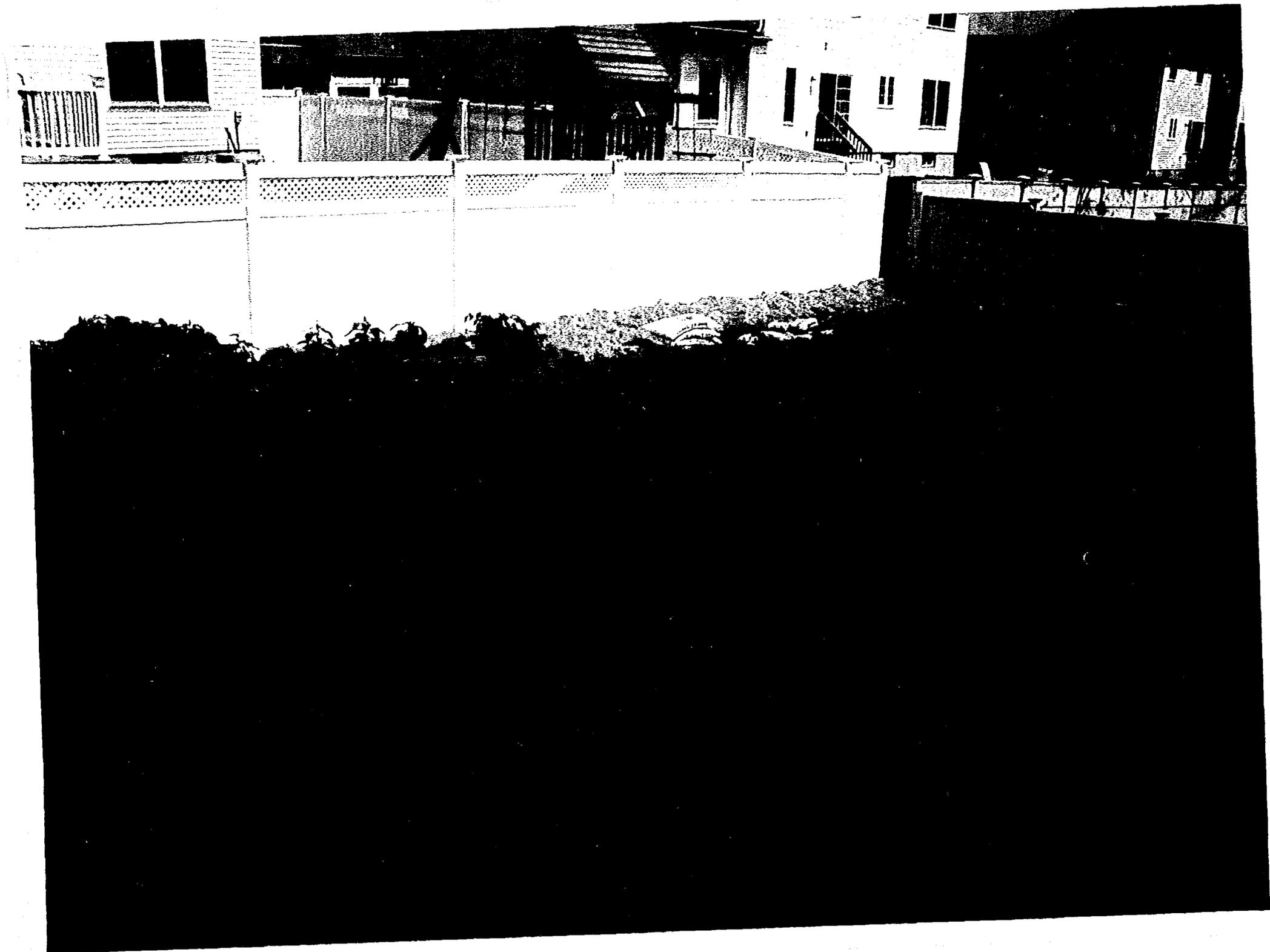
Norman Edwards
2643 Liberty Ridge (64-1001)

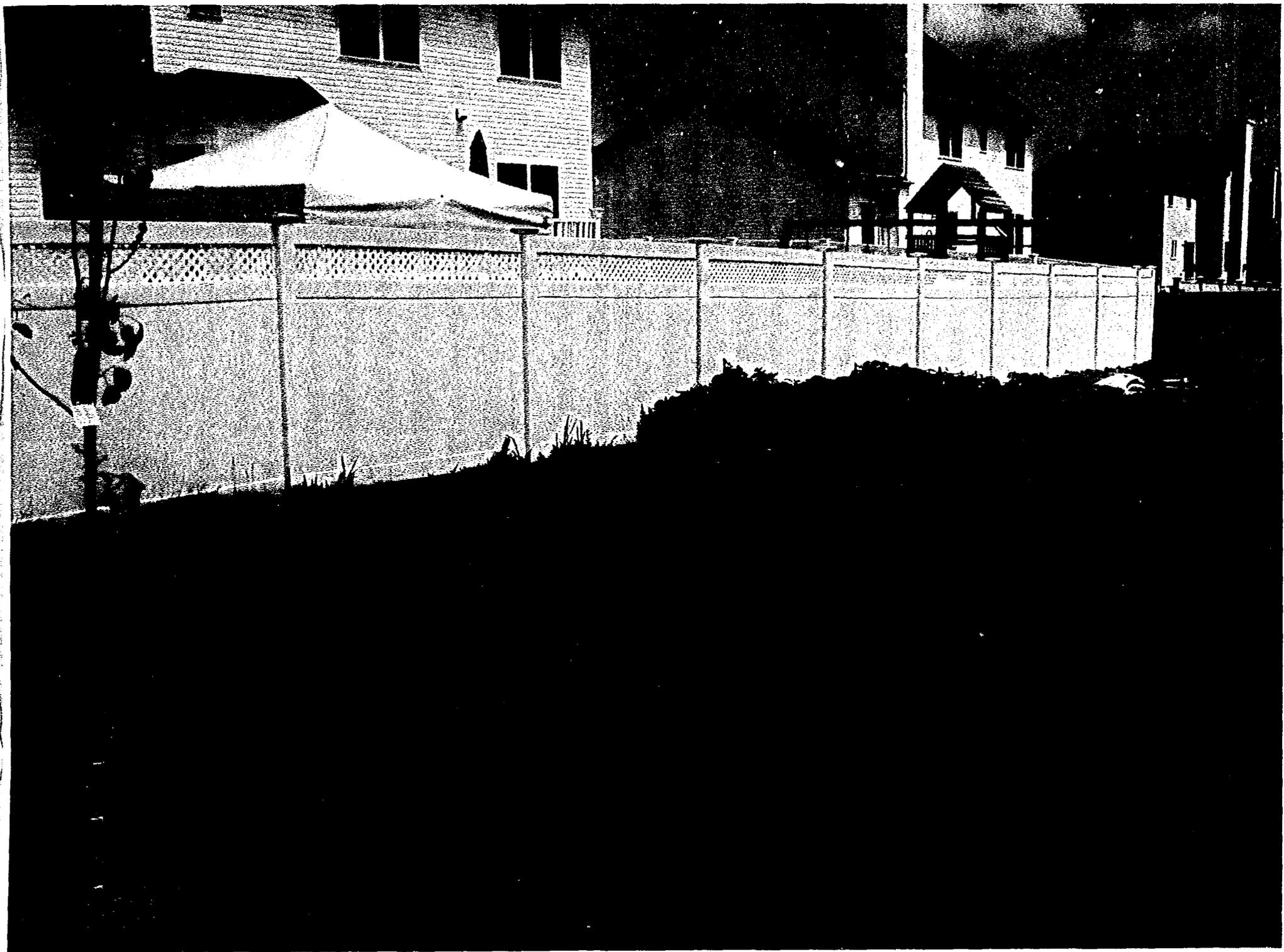
ZONING BOARD OF APPEALS
TOWN OF NEW WINDSOR
555 UNION AVENUE
NEW WINDSOR, N.Y. 12553
Closed Aug. - 08











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

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: July 3,2007

**APPLICANT: Norman Edwards
2643 Liberty Ridge
New Windsor, NY 12553**

PLEASE TAKE NOTICE THAT YOUR APPLICATION DATE: 6/28/07

FOR : Deck with gazebo

LOCATED AT: 2643 Liberty Ridge

ZONE: R-3 Sec/Blk/ Lot: 64-2-31

DESCRIPTION OF EXISTING SITE: One family house

IS DISAPPROVED ON THE FOLLOWING GROUNDS:

- 1. Proposed attached deck & gazebo will not meet minimum 30' rear yard set-back.**


BUILDING INSPECTOR

PERMITTED	PROPOSED OR AVAILABLE:	VARIANCE REQUEST:
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ZONE: R-3 USE: Bulk Tables

MIN LOT AREA:

MIN LOT WIDTH:

REQ'D FRONT YD:

REQ'D SIDE YD:

REQ'D TOTAL SIDE TD:

REQ'D REAR YD: See approved site plan	30'	15'	15'
---------------------------------------	-----	-----	-----

REQ'D FRONTAGE:

MAX BLDG HT:

FLOOR AREA RATIO:

MIN LIVABLE AREA:

DEV COVERAGE:

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

FILE COPY

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 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 underslab 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 and Tax Parcel ID #, to schedule inspection.
10. There will be no inspections unless yellow permit card is posted.
11. Water and 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 there is no fee for this.

FOR OFFICE USE ONLY:
Building Permit #: _____

AFFIDAVIT OF OWNERSHIP AND/OR CONTRACTOR'S COMP. DISABILITY & LIABILITY INSURANCE
CERTIFICATES ARE 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 NORMAN EDWARDS

Address 2643 LIBERTY RIDGE, NEW WINDSOR Phone # 845-567-9264

Mailing Address 2643 LIBERTY RIDGE, NEW WINDSOR Fax # _____

Name of Architect _____

Address _____ Phone _____

Name of Contractor N

Address _____ Phone _____

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

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

X 1. On what street is property located? On the N side of Liberty Ridge
(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 _____

X 3. Tax Map Description: Section 64 Block 2 Lot 31

4. State existing use and occupancy of premises and intended use and occupancy of proposed construction.
a. Existing use and occupancy _____ b. Intended use and occupancy _____

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

6. Is this a corner lot? No

X 7. Dimensions of entire new construction. Front _____ Rear _____ Depth _____ Height _____ No. of stories 12x12
Rear Deck

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

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 _____

PAID

X 10. Estimated cost \$8000 Fee \$50.00

ZONING BOARD

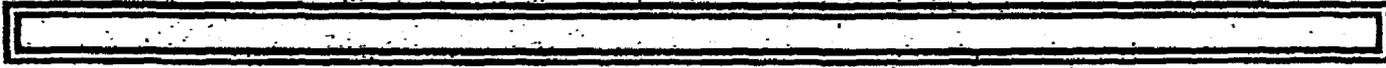
#1620
6/28/07 \$50

____/____/____
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
555 Union Avenue
New Windsor, New York 12553
(845) 563-4818
(845) 563-4695 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.

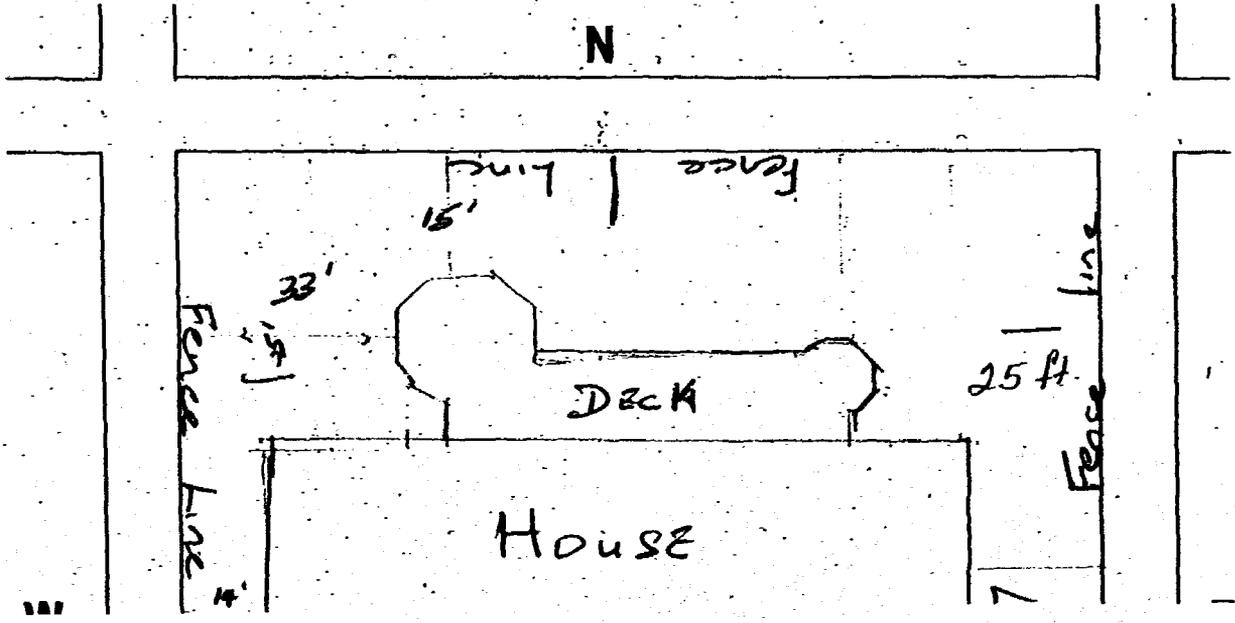
APPLICATION IS HEREBY MADE to the Building Inspector for the issuance of a Building Permit pursuant to the New York Building Construction Code Ordinances of the Town of New Windsor for the construction of buildings, additions, or alterations, or for removal or demolition or use of property as herein 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.

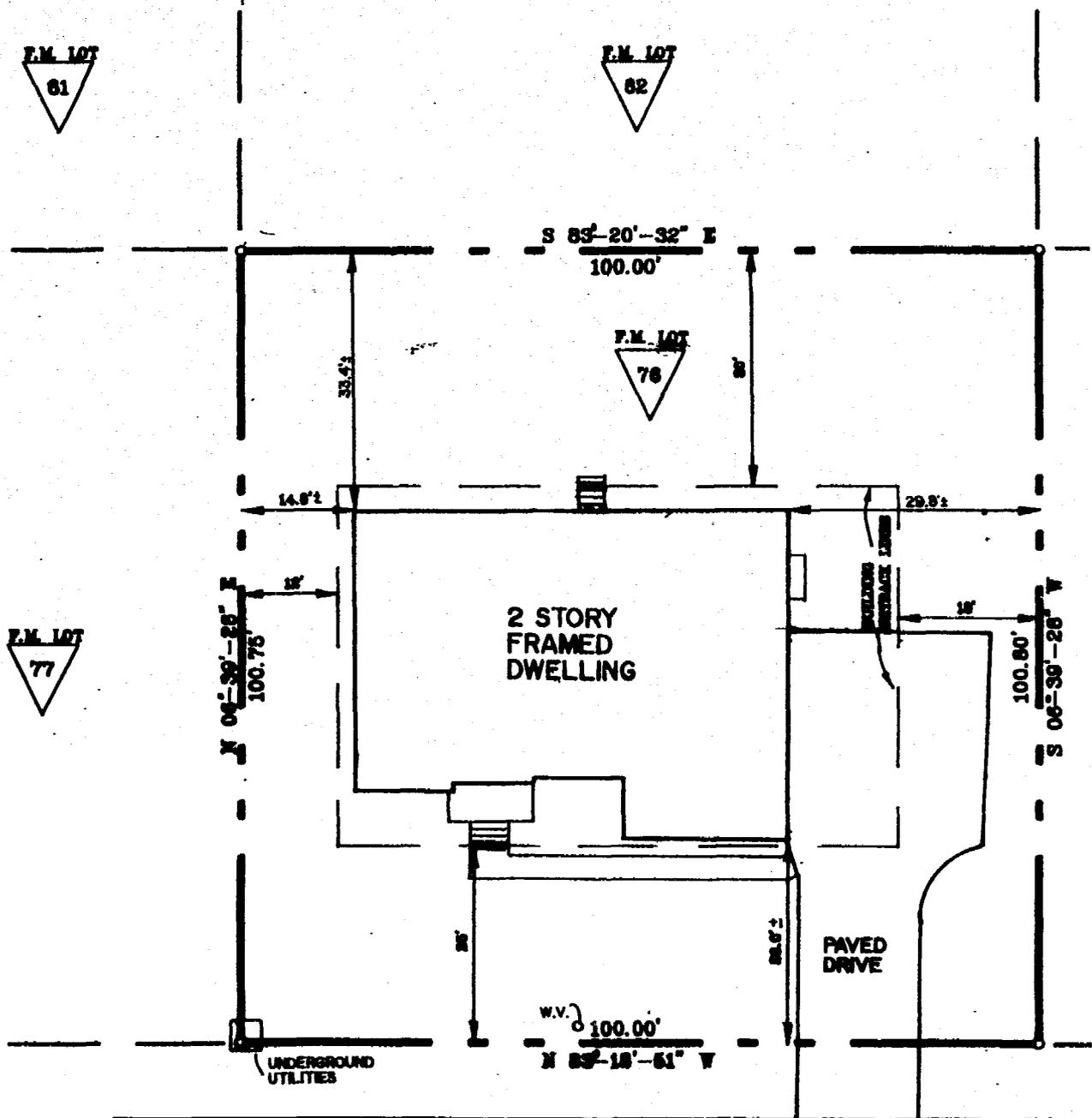
✕ Norman Edwards 2643 Liberty Ridge, New Windsor
 (Signature of Applicant) (Address of Applicant)

✕ Norman Edwards 2643 Liberty Ridge
 (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.





LIBERTY RIDGE
 (UNDER CONSTRUCTION)

WINDSOR
LC THAT THIS
SURVEY PERFORM

TAX MAP REFERENCE

**TOWN OF NEW WINDSOR
SECT. 64, BLK. 2, LOT**

NOTES:

UNAUTHORIZED ALTERATIONS OR ADDITIONS TO A SURVEY MAP BEARING A LICENSED LAND SURVEYOR'S SEAL IS A VIOLATION OF SECTION 7209, SUBSECTION 2 OF THE NEW YORK STATE EDUCATION LAW.

THE ALTERATION OF SURVEY MAPS BY ANYONE OTHER THAN THE ORIGINAL PREPARER IS MISLEADING, CONFUSING AND NOT IN THE GENERAL WELFARE AND BENEFIT OF THE PUBLIC. LICENSED LAND SURVEYORS, OR OTHERS, SHALL NOT

1
3
C



83 C

Affidavit of Exemption to Show Specific Proof of Workers' Compensation Insurance Coverage for a 1, 2, 3 or 4 Family, Owner-occupied Residence

Under penalty of perjury, I certify that I am the owner of the 1, 2, 3 or 4 family, owner-occupied residence (including condominiums) listed on the building permit that I am applying for, and I am not required to show specific proof of workers' compensation insurance coverage for such residence because (please check the appropriate box):

- I am performing all the work for which the building permit was issued.
- I am not hiring, paying or compensating in any way, the individual(s) that is(are) performing all the work for which the building permit was issued or helping me perform such work.
- I have a homeowners insurance policy that is currently in effect and covers the property listed on the attached building permit AND am hiring or paying individuals a total of less than 40 hours per week (aggregate hours for all paid individuals on the jobsite) for which the building permit was issued.

I also agree to either:

- ◆ acquire appropriate workers' compensation coverage and provide appropriate proof of that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if I need to hire or pay individuals a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on the building permit; OR
- ◆ have the general contractor, performing the work on the 1, 2, 3 or 4 family, owner-occupied residence (including condominiums) listed on the building permit that I am applying for, provide appropriate proof of workers' compensation coverage or proof of exemption from that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit if the project takes a total of 40 hours or more per week (aggregate hours for all paid individuals on the jobsite) for work indicated on the building permit.

Norman Edwards
(Signature of Homeowner)

6/26/07
(Date Signed)

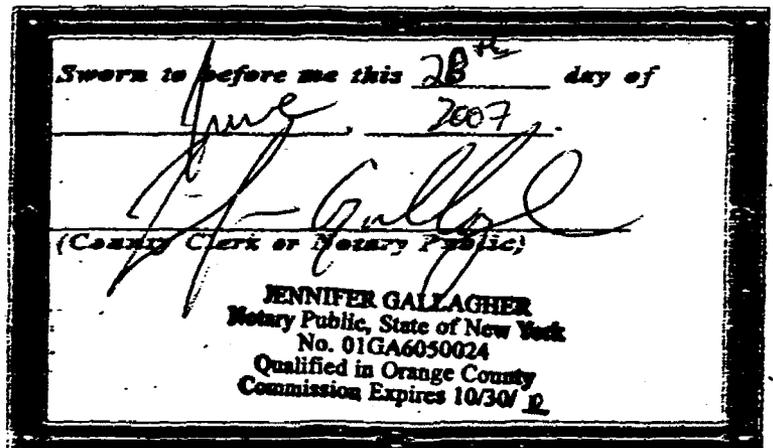
X Norman EDWARDS
(Homeowner's Name Printed)

Home Telephone Number 845-567-9264

Norma Edwards
25 D44 928-682-090

Property Address that requires the building permit:

2643 Liberty Ridge
New Windsor 12553



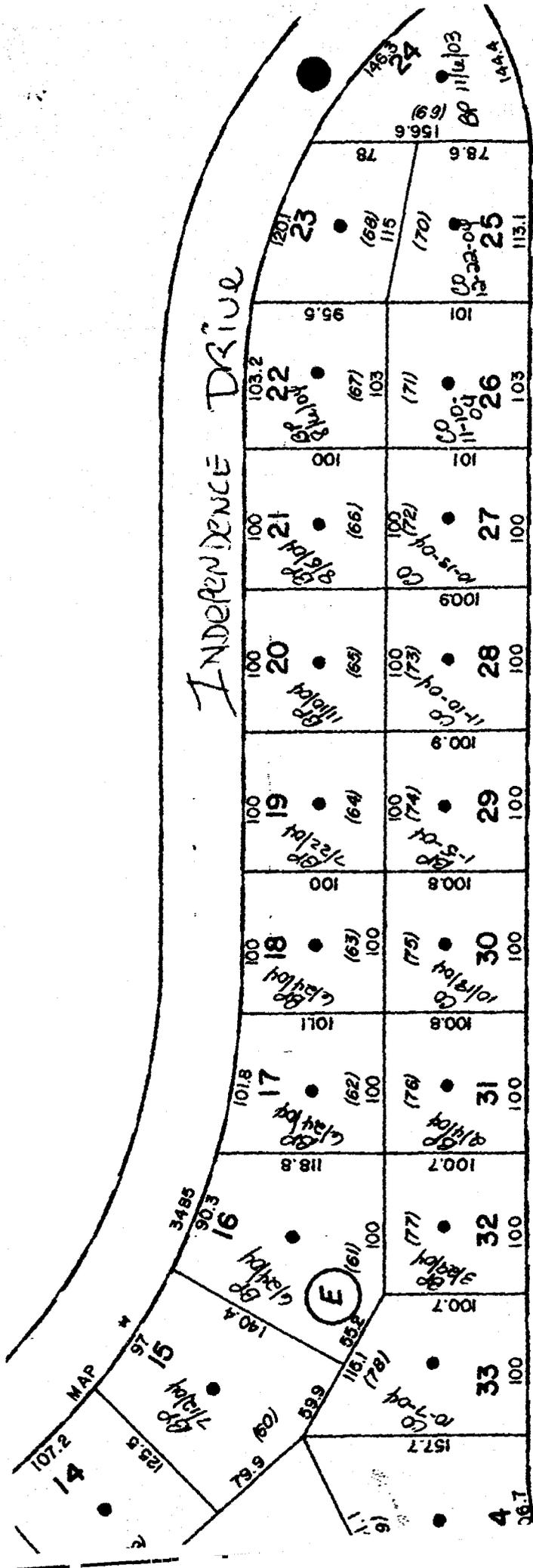
For homeowners of a 1, 2, 3 or 4 Family, Owner-occupied Residence provisions of the Workers' Compensation Law when applying for a building permit is to file form BP-1(3/99).

- ◆ Form BP-1(3/99) shall be filed if the homeowner of a 1, 2, 3 or 4 Family, Owner-occupied Residence is listed as the general contractor on the building permit, and the homeowner:
 - ◇ is performing all the work for which the building permit was issued him/herself,
 - ◇ is not hiring, paying or compensating in any way, the individual(s) that is(are) performing all the work for which the building permit was issued or helping the homeowner perform such work, or
 - ◇ has a homeowner's insurance policy that is currently in effect and covers the property for which the building permit was issued AND the homeowner is hiring or paying individuals a total of less than 40 hours per week (aggregate hours for all paid individuals on the jobsite) for the work for which the building permit was issued.

- ◆ If the homeowner of a 1, 2, 3 or 4 Family, Owner-occupied Residence is hiring or paying individuals a total of 40 hours or MORE in any week (aggregate hours for all paid individuals on the jobsite) for the work for which the building permit was issued, then the homeowner may not file the "Affidavit of Exemption" form, BP-1(3/99), but shall either:
 - ◇ acquire appropriate workers' compensation coverage and provide appropriate proof of that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit (the C-105.2 or U-26.3 form), OR
 - ◇ have the general contractor, (performing the work on the 1, 2, 3 or 4 family, owner-occupied residence (including condominiums) listed on the building permit) provide appropriate proof of workers' compensation coverage, or proof of exemption from that coverage on forms approved by the Chair of the NYS Workers' Compensation Board to the government entity issuing the building permit.

ORIGINAL
NOT VALID FOR
RECORDING

BP-1 (3/99) Reverse



LIBERTY RIDGE

NEW WINDSOR ZONING BOARD OF APPEALS

SBL: 24-4-5 & 6

In the Matter of the Application of

**MEMORANDUM OF
DECISION GRANTING**

NORMAN EDWARDS

AREA

CASE #07-55

WHEREAS, Norman Edwards, owner(s) of 2643 Liberty Ridge, New Windsor, New York, 12553, has made application before the Zoning Board of Appeals for a/an Request for 15 ft. Rear Yard Setback for proposed attached deck and gazebo at 2643 Liberty Ridge in an R-3 Zone (64-2-31)

WHEREAS, a public hearing was held on November 5, 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 R-3 zone.
 - (b) The applicant proposes to construct an attached deck and gazebo
 - (c) In constructing the deck and gazebo, the applicant will not remove any trees or substantial vegetation.

- (d) In building the deck and gazebo 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 and gazabo the applicant will not create the ponding or collection of water or divert the flow of water drainage.
- (f) With the deck and gazebo, the house will be similar in size and nature to other houses in the neighborhood.
- (g) 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).

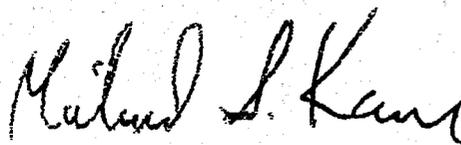
NOW, THEREFORE, BE IT

RESOLVED, that the Zoning Board of Appeals of the Town of New Windsor GRANT a Request for 15 ft. Rear Yard Setback for proposed attached deck and gazebo at 2643 Liberty Ridge in an R-3 Zone (64-2-31) 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: May 15, 2007



Chairman

November 5, 2007

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NORMAN_EDWARDS_(07-55)

MR. KANE: Request for 15 foot rear yard setback for proposed attached deck and gazebo at 2643 Liberty Ridge.

Mr. Norman Edwards appeared before the board for this proposal.

MR. KANE: Evening sir, same as the preliminary meeting, tell us what you want to do.

MR. EDWARDS: I'm proposing to build a deck and a gazebo with a 15 foot clearance.

MR. KANE: Again, some questions although they're kind of obvious I still have to ask them, cutting down any trees, substantial vegetation in the building of the deck?

MR. EDWARDS: No, sir.

MR. KANE: Creating any water hazards or runoffs?

MR. EDWARDS: No.

MR. KANE: Are there any easements running through where you want to put the deck?

MR. EDWARDS: No.

MR. KANE: What's the approximate size of the deck that you want to build?

MR. EDWARDS: It's, I think it's--

MR. KANE: Looks like--

MR. EDWARDS: It's 12 x 12.

November 5, 2007

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MR. BABCOCK: It's 12 x 12 rear deck.

MR. KANE: So you wouldn't consider that size deck extremely big for your particular neighborhood?

MR. EDWARDS: No, sir.

MR. KANE: Similar in size and nature to other decks in your neighborhood?

MR. EDWARDS: Yes.

MR. KANE: And noting the sliding doors coming off the back, you would consider it a safety hazard not to have that there?

MR. KRIEGER: If it weren't there somebody existing from there would likely fall and sustain serious physical injury if the deck weren't there?

MR. EDWARDS: No.

MR. KANE: If somebody stepped out the door without the deck there, would they hurt themselves?

MR. EDWARDS: Yes.

MR. KANE: I'll open it up to the public, ask if there's anybody here for this particular hearing? Seeing as there's not, we'll close the public portion of the meeting, ask Myra how many mailings we had.

MS. MASON: On October 23, I mailed out 74 addressed envelopes and had no response.

MR. KANE: And you understand if this board approves this you still have to meet all the requirements of the building department?

MR. EDWARDS: Yes, sir.

November 5, 2007

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MR. KANE: Any further questions from the board? I'll accept a motion.

MS. GANN: I'll offer a motion that we grant the variance for Norman Edwards, his request for 15 foot rear yard setback for proposed attached deck and gazebo.

MR. TORPEY: I'll second that.

ROLL CALL

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

August 27, 2007

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NORMAN_EDWARDS_(07-55)

MR. KANE: Request for 15 foot rear yard setback for proposed attached deck and gazebo at 2643 Liberty Ridge.

Mr. Norman Edwards appeared before the board for this proposal.

MR. KANE: You want to give your name and address and? Speak loud enough for the young lady, tell us what you want to do.

MR. EDWARDS: Norman Edwards, 2643 Liberty Ridge, New Windsor. Requesting variance to build a deck with a gazebo at the property. It will be 15 feet from the nearest fence and 14, yeah, 15 feet from the nearest fence.

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

MR. EDWARDS: No, sir.

MR. KANE: Creating any water hazards or runoff?

MR. EDWARDS: No.

MR. KANE: The deck similar in size and nature to other decks in your neighborhood?

MR. EDWARDS: Yes, it is.

MR. KANE: Currently, you just have a four step type stairs coming out from the closing doors?

MR. EDWARDS: That's correct.

MR. LUNDSTROM: If I may, are there other decks in your neighborhood that are that close to the property line?

August 27, 2007

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MR. EDWARDS: Yes.

MR. KANE: Seeing the overall dimensions of the deck it's coming out about eight foot?

MR. EDWARDS: I think it's 10 x 12.

MR. KANE: Basically, a 10 x 12 square and the gazebo right off on the corner on the side?

MR. EDWARDS: Yes.

MR. KANE: We've got some photos. Any easements running through the area where you want to put the deck? I don't see any.

MS. LOCEY: There are other gazebos in the neighborhood?

MR. EDWARDS: Not in close proximity.

MS. LOCEY: But in the development?

MR. EDWARDS: Yes.

MS. GANN: How high would the gazebo go up?

MR. EDWARDS: It's going to be at the same level of the house.

MS. GANN: How high does it go?

MR. EDWARDS: At least about 10 feet, I think.

MR. KANE: Mike, if I'm reading this correctly, they have 33 feet going from the back so no matter what kind of any kind of deck he wanted to put back he'd need some kind of a variance?

August 27, 2007

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MR. BABCOCK: Well, he would be allowed a three foot deck.

MR. KANE: I have enough. Any further questions? Pat, any questions?

MR. TORPEY: No.

MR. KANE: Accept a motion to set up for a public hearing.

MS. GANN: I'll offer a motion to set Norman Edwards for a public hearing for his request for 15 foot rear yard setback for proposed attached deck and gazebo at 2643 Liberty Ridge.

MR. TORPEY: I'll second that motion.

ROLL CALL

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

RESULTS OF Z.B.A. MEETING OF: November 5, 2007

PROJECT: Norman Edwards ZBA # _____

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) 6 S) 1 VOTE: A 4 N 0.

GANN A
~~LUNDSTROM~~ _____
LOCEY A
TORPEY A
KANE A

CARRIED: Y N _____

No Public Comment

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:

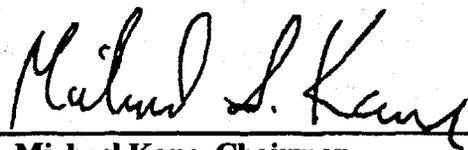
Appeal No. (07-~~4~~5)

Request of NORMAN EDWARDS

for a VARIANCE of the Zoning Local Law to Permit:

Request for 15 ft. Rear Yard Setback for proposed attached deck and gazebo at 2643 Liberty Ridge in an R-3 Zone (64-2-31)

PUBLIC HEARING will take place on NOVEMBER 5, 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, New York 12553
Telephone: (845) 563-4631
Fax: (845) 563-3101
J. Todd Wiley, IAO

Assessor's Office

August 20, 2007

Norman Edwards
2643 Liberty Ridge
New Windsor, NY 12553

Re: 64-2-31 ZBA#07-55 (74)

Dear Mr. Edwards:

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 \$95.00, minus your deposit of \$25.00.

Please remit the balance of \$70.00 to the Town Clerk's Office.

Sincerely,

A handwritten signature in cursive that reads "J. Todd Wiley". To the right of the signature is a circular stamp containing the initials "lrd".

J. Todd Wiley, IAO
Sole Assessor

JTW/lrd
Attachments

CC: Myra Mason, ZBA

64-2-12.2
Karlton Burke
Navlin Suckra-Burke
2057 Independence Drive
New Windsor, NY 12553

64-2-13.2
Anthony & Nancy Mattone
2055 Independence Drive
New Windsor, NY 12553

64-2-14.2, 49.2-54.2, 64-7-1, 76-2-16
76-6-1, 77-12-1
Mt. Airy Estates Inc. C/o Sarna Enterprises
15 Engle Street, Suite 100
Englewood, NJ 07631

64-2-15
Joel & Theresa Gurrieri
2051 Independence Drive
New Windsor, NY 12553

64-2-16
Baby & Shantee Thomas
2049 Independence Drive
New Windsor, NY 12553

64-2-17
Douglas Pettus
Virna Jusino
2047 Independence Drive
New Windsor, NY 12553

64-2-18
Melba Fawcett-Sands
2045 Independence Drive
New Windsor, NY 12553

64-2-19
Donald Cambridge
Sabrina Walker-Cambridge
2043 Independence Drive
New Windsor, NY 12553

64-2-20
Stanley & Beena George
2041 Independence Drive
New Windsor, NY 12553

64-2-21
John & Eileen Weber
2039 Independence Drive
New Windsor, NY 12553

64-2-22
George & Annmarie Weir
2037 Independence Drive
New Windsor, NY 12553

64-2-26
Rolly & Susana Tina
2653 Liberty Ridge
New Windsor, NY 12553

64-2-27
Agustin & Milagros Dorego
2651 Liberty Ridge
New Windsor, NY 12553

64-2-28
Mario & Theresa Bullicer
2649 Liberty Ridge
New Windsor, NY 12553

64-2-29
Carl & Margo Bell
2647 Liberty Ridge
New Windsor, NY 12553

64-2-30
Timmy Vazquez
Carla Diaz Vazquez
2645 Liberty Ridge
New Windsor, NY 12553

64-2-32
Jose & Sandra Alemany
2641 Liberty Ridge
New Windsor, NY 12553

64-2-33
Paul & Donna Alvarez
2639 Liberty Ridge
New Windsor, NY 12553

64-2-34.2
Juan & Maricely Zorilla
2637 Liberty Ridge
New Windsor, NY 12553

76-2-17
Arthur & Darlene White
3012 Molly Pitcher Drive
New Windsor, NY 12553

76-3-8
Butch Macutay Jr.
Palana Magnolia
3101 Betsy Ross Ridge
New Windsor, NY 12553

76-3-9
Marc & Brenda Fajarda
3010 Molly Pitcher Drive
New Windsor, NY 12553

76-4-1
Jose & Amelita Santiaguel
3019 Molly Pitcher Drive
New Windsor, NY 12553

76-4-2
Eleanor Carlos
Allen Adriano
3017 Molly Pitcher Drive
New Windsor, NY 12553

76-4-3
Norberto & Gladys Marquez
3015 Molly Pitcher Drive
New Windsor, NY 12553

76-4-4
Bibi David
3013 Molly Pitcher Drive
New Windsor, NY 12553

76-4-5
Raveendra & Chandrika Rao
3011 Molly Pitcher Drive
New Windsor, NY 12553

76-4-6
Daniel Espinoza
3009 Molly Pitcher Drive
New Windsor, NY 12553

76-4-7
Michael & Michelle Delvecchio
3007 Molly Pitcher Drive
New Windsor, NY 12553

76-4-13
Thomas & Marybeth Hurley
2036 Independence Drive
New Windsor, NY 12553

76-4-14
Israel Perez
Therezabeth Garcia
2038 Independence Drive
New Windsor, NY 12553

76-4-15
Juan Curillo
Anita Pinos
2040 Independence Drive
New Windsor, NY 12553

76-4-16
Michal & Christina Klim
Rakowski Family Irrevocable Trust
2042 Independence Drive
New Windsor, NY 12553

76-4-17
Michael & Charisse Deas
2044 Independence Drive
New Windsor, NY 12553

76-4-18
Robert & Janet Garcia
2046 Independence Drive
New Windsor, NY 12553

76-4-19
Steven & Darlene Ford
2048 Independence Drive
New Windsor, NY 12553

76-4-20
Jason & Pauline Honecker
2050 Independence Drive
New Windsor, NY 12553

76-4-21
Nathaniel Moore
Tabatha Williams
2052 Independence Drive
New Windsor, NY 12553

76-4-22
Steven & Jennifer Marion
2054 Independence Drive
New Windsor, NY 12553

77-1-1
Jeanette Campbell
2633 Liberty Ridge
New Windsor, NY 12553

77-1-2
Helen Levin
2640 Liberty Ridge
New Windsor, NY 12553

77-1-3
Edward II & Nadia Venezia
2642 Liberty Ridge
New Windsor, NY 12553

77-1-4
Jodi Boffa
Brian Breheny
2644 Liberty Ridge
New Windsor, NY 12553

77-1-5
Annette & Giovanni Flores
2646 Liberty Ridge
New Windsor, NY 12553

77-1-6
Yury Matuska
2648 Liberty Ridge
New Windsor, NY 12553

77-1-7
Shawn Carter
Ebony Johnson-Carter
2650 Liberty Ridge
New Windsor, NY 12553

77-1-8
Derek Barbier
Maritza DeJesus-Barbier
2652 Liberty Ridge
New Windsor, NY 12553

77-1-9
Anthony & Kerri Bianchi
2654 Liberty Ridge
New Windsor, NY 12553

77-1-16
Junior Gonsalves
2810 Cherry Tree Way
New Windsor, NY 12553

77-1-17
Richard & Josephine Romano
2812 Cherry Tree Way
New Windsor, NY 12553

77-1-18
Donald & Karlene Mitchell
2814 Cherry Tree Way
New Windsor, NY 12553

77-1-19
Donald & Kathleen DeMatteo
2816 Cherry Tree Way
New Windsor, NY 12553

77-1-20
Eduardo & Elizabeth Guerrero
2818 Cherry Tree Way
New Windsor, NY 12553

77-1-21
Denis & Jacqueline Allen
2820 Cherry Tree Way
New Windsor, NY 12553

77-1-22
James Wallace
Stacey Miller
2822 Cherry Tree Way
New Windsor, NY 12553

77-1-23
Mark & Tina Goldenberg
2824 Cherry Tree Way
New Windsor, NY 12553

77-1-24
Jean Pierre Nerva
Lude Belony
2826 Cherry Tree Way
New Windsor, NY 12553

77-2-1
Jose & Sandra Marin
2825 Cherry Tree Way
New Windsor, NY 12553

77-2-2
Richard & Laura Smacchia
2823 Cherry Tree Way
New Windsor, NY 12553

77-2-3
Donald & Paulette Easterlin
2821 Cherry Tree Way
New Windsor, NY 12553

77-2-4
Benedetto & Kelly Allegra
2819 Cherry Tree Way
New Windsor, NY 12553

77-2-24
Craig & Valerie Barnes
2722 Colonial Drive
New Windsor, NY 12553

77-2-5
John & Eva Lee
2817 Cherry Tree Way
New Windsor, NY 12553

77-2-25
Pia Smith Sands
Charles Sands Jr.
2724 Colonial Drive
New Windsor, NY 12553

77-2-6
Nolan & Madeline Padilla
2815 Cherry Tree Way
New Windsor, NY 12553

77-2-26
Robert & Zoraida Marquez
2726 Colonial Drive
New Windsor, NY 12553

77-2-7
Carmelo & Lydia Taverna
2813 Cherry Tree Way
New Windsor, NY 12553

77-2-27
Maria Pippi
David Layne
2728 Colonial Drive
New Windsor, NY 12553

77-2-8
Daniel & Lydia Bonilla
2811 Cherry Tree Way
New Windsor, NY 12553

77-2-9
Antonino & Maria Tommasi
2809 Cherry Tree Way
New Windsor, NY 12553

77-2-20
John & Nicole White
2714 Colonial Drive
New Windsor, NY 12553

77-2-21
Vivek & Vaidehi Phadnis
2716 Colonial Drive
New Windsor, NY 12553

77-2-22
Brian & Carole McCue
2718 Colonial Drive
New Windsor, NY 12553

77-2-23
Emanuel & Anelyn Suazo
2720 Colonial Drive
New Windsor, NY 12553



RESULTS OF Z.B.A. MEETING OF: 8-27-0

PROJECT: MORRIS EDWARDS ZBA # 07-55
P.B.# _____

USE VARIANCE: _____ NEED: EAF _____ PROXY _____

LEAD AGENCY: 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 _____

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

GANN y
LUNDSTROM y
LOCEY y
TORPEY y
KANE y 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) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____

CARRIED: Y _____ N _____

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



Town of New Windsor

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

ZONING BOARD OF APPEALS

August 17, 2007

NORMAN EDWARDS
2643 LIBERTY RIDGE
NEW WINDSOR, NY 12553

SUBJECT: 07-55

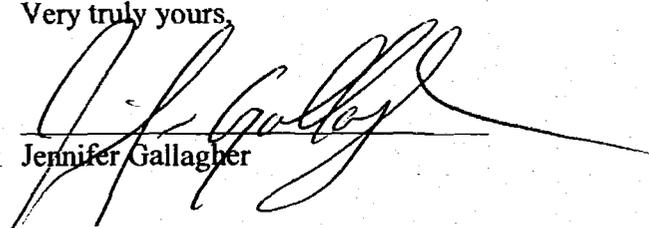
Dear Mr. Edwards:

This letter is to inform you that you have been placed on the 8/27/07 agenda for the Zoning Board of Appeals to discuss your request for a variance at:

2643 LIBERTY RIDGE
NEW WINDSOR, NY 12553

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,


Jennifer Gallagher

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

DATE RECEIVED: 8/17/07

FOR: 07-55

FROM:
DOREEN EDWARDS
2643 LIBERTY RIDGE
NEW WINDSOR, NY 12553

CHECK FROM:
SAME AS ABOVE

CHECK NUMBER: 1638

TELEPHONE: 845-567-9264

AMOUNT: 300.00

RECEIVED AT COMPTROLLER'S OFFICE BY:

Myra 8-17-07
NAME DATE

PLEASE RETURN ONE SIGNED COPY TO MYRA FOR FILING

THANK YOU

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

RECEIPT
#633-2007

08/17/2007

Edwards, Doreen D.
2643 Liberty Ridge
New Windsor, NY 12553

Received \$ 50.00 for Zoning Board Fees, on 08/17/2007. Thank you for
stopping by the Town Clerk's office.

As always, it is our pleasure to serve you.

Deborah Green
Town Clerk

ZBA 07-55



TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS



APPLICATION FOR VARIANCE

_____ Date Application Type: Use Variance Area Variance
Sign Variance Interpretation

I. Owner Information:

NORMAN EDWARDS

(Name)

2643 Liberty Ridge New Windsor NY 12553

(Address)

e-mail address: bushyee@aol.com

Phone Number: (845) 567-9264

Fax Number: ()

591-2221

II. Applicant:

NORMAN EDWARDS

(Name)

S/A

(Address)

e-mail address: _____

Phone Number: (845) 567-9264

Fax Number: ()

III. Forwarding Address, if any, for return of escrow:

NORMAN EDWARDS

(Name)

2643 Liberty Ridge New Windsor NY 12553

(Address)

Phone Number: (845) 567-9264

Fax Number: ()

IV. Contractor/Engineer/Architect/Surveyor/:

(Name)

(Address)

Phone Number ()

Fax Number: ()

V. Property Information:

Zone: R3 Property Address in Question: 2643 LIBERTY RIDGE

Lot Size: 1/4 acre Tax Map Number: Section 64 Block 2 Lot ~~164-23~~ 31

- a. Is pending sale or lease subject to ZBA approval of this Application? _____
- b. When was property purchased by present owner? 2003 (MAY)
- c. Has property been subdivided previously? No If so, When: _____
- d. 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 Disapproval 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.			
Reqd. Rear Yd.			
Reqd. St Front*	30'	15'	15'
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.**

**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.

PLEASE ANSWER EACH OF THE FOLLOWING QUESTIONS SPECIFICALLY:

1. 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; No

2. Whether the requested area variance is substantial; No

3. Whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district; No

4. Whether the alleged difficulty was self-created. No

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

 If will enhance the aesthetic
 appearances of the neighborhood and
 add to the comfort of the family.

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:

19th day of July 2007.

Norman Edwards
Owner's Signature (Notarized)

NORMAN EDWARDS
Owner's Name (Please Print)

DL# 928-682-090 exp. 07-03-12

Jennifer Gallagher
Signature and Stamp of Notary

JENNIFER GALLAGHER
Notary Public, State of New York
No. 01GA6050024
Qualified in Orange County
Commission Expires 10/30/11

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

SEQR

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>NORMAN EDWARDS</i>	2. PROJECT NAME <i>Deck with Gazebo</i>
3. PROJECT LOCATION: Municipality _____ County _____	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) <i>2643 LIBERTY RIDGE NEW WINDSOR</i>	
5. IS PROPOSED ACTION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: <i>12' x 12' deck with octagon shape picture area 10x12' and gazebo 12x12 with some overlap</i>	
7. AMOUNT OF LAND AFFECTED: Initially <i>less than 1/2</i> 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 checked="" 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: <i>NORMAN EDWARDS</i>	Date: _____
Signature: <i>Norman Edwards</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



TOWN OF NEW WINDSOR

(845) 563-4615 (MYRA MASON)

ZONING BOARD APPLICATION PACKAGE

*left - 8/27
a message
8/17/07
96.*



PLEASE READ AND COMPLETE THE ATTACHED APPLICATION FORMS WHERE IT APPLIES TO YOUR SITUATION (COMPLETE ONLY THE PAGES WITH HIGHLIGHT IN BOX IN LOWER RIGHT CORNER OF EACH PAGE) AND RETURN ONE ORIGINAL AND ONE COPY OF ALL PAPERWORK (unless otherwise specified) 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

THIS 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

COMPLETE ONLY THE PAGES WITH CHECKED BOX IN CORNER OF PAGE. PLEASE SUBMIT ONE ORIGINAL AND ONE COPY OF ALL PAPERWORK (unless otherwise specified).

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.