

**Village of Cold Spring Zoning Board of Appeals**  
**85 Main Street, Cold Spring New York 10516**  
**Phone (845) 265-3611**  
**Regular monthly meeting**

October 17, 2013

**Present:** Chairman; Donald Mac Donald Members: Marie Early and Ed Murphy

**Members Absent:** Alison Anthoine, Greg Gunder and John Martin

**1. Variance extension request:**

***Stephanie Hawkins, 15 Academy St.***

Stephanie Hawkins asked for an extension to her previously approved variance for an addition. It was noted that the variance approval expires in November. The Board members discussed the conditions for asking for an extension. M. Early noted that A. Anthoine was concerned about setting precedence.

D. Mac Donald noted the reason for a one year building permit was due to a building permit being obtained several years later when things change.

The Board members reviewed the following questions:

- Have circumstances changed? No
- Has anything around her house changed? No.

The Board reviewed the following history of the variance:

- Stephanie owns one of the smallest lots in the Village.
- She appeared before the ZBA on April 19, 2012 for a Public Hearing on her proposal to take down a porch and construct a bump out.
- A site visit was conducted on April 21, 2012. A continued public hearing was set for May 3, 2012.
- On Sept. 20, 2012 Stephanie presented a new proposal to the ZBA
- A Public Hearing was scheduled for October. 18, 2012 at which time a straw vote was taken which was in support of the new proposal.
- She received the requested variance in November, 2012
- Stephanie then appeared before the HDRB with the new proposal at an HDRB workshop on Feb. 13, 2013 and again at an HDRB Public Hearing on April 10, 2013. Her new proposal was approved.
- She went through the process required by the Village; it took approximately one year to get through it.
- Stephanie is now preparing to submit her application for a building permit. She expects to have the building permit approved by the end of January, 2014.

M. Early moved to grant Stephanie Hawkins a 6 month extension and E Murphy seconded the motion. It was approved 3-0.

**2. Board Business:*****A. Public hearing comments***

The Board reviewed and discussed proposed guidelines for public comment at public hearing. It was noted that the Board members reviewed the James Coons series and elements of the James Coons series are contained within the guidelines for public comments.

D. Mac Donald suggested stating “the board has the right to limit the public from speaking however the board may choose to allow speakers more time depending on the circumstances of that particular hearing”.

***B. Signage***

The Board reviewed signage on properties regarding notice of a public hearing. M. Early suggested asking Stephanie to review the topic at a Board of Trustees meeting to get a sense of feeling from the Village Board.

M. Early moved to adjourn the meeting and E. Murphy seconded the motion. The meeting adjourned at 7:55 P.M.

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Marie Early, Acting Zone of Appeals Chair

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Date