

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

March 26, 2014

Present: Acting Chair, Marie Early members: Greg Gunder, Ed Murphy and alternate member, Alison Anthoine also present were Village Trustee Liaison, Stefanie Hawkins, and Nancy Tagliafierro from the firm Hogan & Rossi, counsel for the Village.

**Member absent:** John Martin

M. Early opened the meeting at 7:00 AM. By reading the following public notice:  
“Notice is hereby given the Zoning Board of Appeals will hold a work shop on Wednesday, March 26, 2014 at Village Hall, 85 Main Street, Cold Spring NY beginning at 7:00 pm for the purpose of reviewing an application concerning a Denial of Building Permit Application at 26 Parsonage Street, Cold Spring, NY, for completeness and accuracy. The public is invited to attend. Dated March 14, 2014 signed Donald Mac Donald, Chairman Village of Cold Spring Zoning Board of Appeals.”

***Maria Hardman, 26 Parsonage St.***

Rey Garcia, Contractor, represented the applicant. The Board met with the Applicant to review the submitted appeal application for completeness. The building currently has a dormer and the applicant is requesting an additional dormer. The current dormer will stay the same although the current window will be enlarged. A variance is needed since proposed new dormer will protrude into the 25 ft front yard setback. The total building area remains the same and the lot area remains the same. The short EAF assessment form was reviewed along with all other documents turned in by the Applicant.

The Board discussed and decided to have a public hearing on the matter. The public hearing was scheduled for April 9<sup>th</sup> at 7:00 PM.

After the review of all the submitted documents the following was noted:

- An updated site plan is needed showing what is existing and what is being proposed.
- One copy of the revised drawing was requested.

***Paul Henderson and Beth Sigler 14 Stone St.***

Mr. Henderson was not on the agenda but came to the meeting to ask the Board for assistance determining dimensions for the application process. A discussion ensued over where measurements should start, whether or not it should be from the lot line or the easement line. It was agreed that the measurement should start at the lot line. Mr. Henderson was told by the Board that he must file a request for a Certificate of Occupancy which will be denied by the Building Inspector which would then be sent to the ZBA. Materials would be submitted to the ZBA at which time a workshop meeting would be scheduled. M. Early stated she would contact the building inspector to ask him to expedite the application.

At 7:59 P.M. that portion of the meeting was adjourned.

At 8:00 P.M. M. Early read the following legal notice for the joint meeting between the HDRB and the ZBA:

“Notice is hereby given the Historic District Review Board and the Zoning Board of Appeals will hold a joint work session on Wednesday, March 26, 2014 at Village Hall, 85 Main Street, Cold Spring NY beginning at 8:00 P.M. for the purpose of discussions on adopting common practices for notices to the public on upcoming hearings before either board. The public is invited to attend. Dated March 13, 2014 and signed by Al Zgolinski, Chairman Village of Cold Spring Historic District Review Board and Donald Mac Donald, Chairman Village of Cold Spring Zoning Board of Appeals.”

Present for the HDRB were K. Foley and M. Bowman.

The Boards discussed the following:

- The current notice costs and other methods of mailing.
- The notice that goes out to the applicant regarding the legal notices.
- Signage – the Boards discussed a general sign verses a sign stating the specific board that is reviewing the property. The Board discussed having a deposit for the sign that would be returned when the sign is returned. A generic sign for a few months as a trial run was discussed.
- Noticing neighbors – a discussion ensued over the use of a 100 ft. radius from all points of the property to identify affected neighbors.
- Rules of conduct for a public hearing – The ZBA reviewed the process regarding the Rules of Conduct. The ZBA currently is considering a rule for video tape. Village Attorney Nancy Tagliaferro will look into the legal precedents.

Nancy Tagliaferro noted that they can put in a request for changes to the Village Board.

Nancy Tagliaferro responded to a question asked by Donald Mac Donald, who was present only as a member of the public, regarding the FOIL process and personal notes taken by Board members by noting that personal notes taken at a meeting about the meeting do not have to be copied and given to the public.

M. Early noted she will work with Nancy Tagliaferro on the issues discussed.

G. Gunder moved to adjourn the meeting and Alison Antoine seconded the motion. The meeting adjourned at 8:58 P.M.

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Marie Early, Acting Chair for the Village of Cold Spring  
Zoning Board of Appeals

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Date