



Columbia County, New York  
**Planning Board**

15 April 2025

*VIA EMAIL ONLY*

The Honorable Tistrya Houghtling  
Town Supervisor  
Town of New Lebanon  
P.O. Box 328  
New Lebanon, NY 12125  
[supervisor@townofnewlebanon.com](mailto:supervisor@townofnewlebanon.com)

RE: Referral #25-018 – Local Law No. 4 of the year 2025 – Amend Town Code

Dear Supervisor Houghtling:

Pursuant to the provisions of New York State General Municipal Law (NYSGML) §239-1 and §239-m, please find the Columbia County Planning Board (CCPB) recommendation concerning the adoption of the proposed Local Law No. 4 of the year 2025 Local Law to Amend Chapters 81 and 205 of the Town Code of the Town of New Lebanon.

Pursuant to NYSGML §239-1 and §239-m, the CCPB reviews proposed actions for inter-community or county-wide considerations and shall recommend Approval, Modification or Disapproval of the proposed action, or report that the proposed action has no significant county-wide or intercommunity impact. Upon recommendation of Modification or Disapproval, "...the referring body shall not act contrary to such recommendation except by a vote of majority plus one of all the members thereof". The CCPB may make informal comments to the referring body on the proposed action with any of the recommendations made.

Recommendation: The CCPB finds that this proposed action has no significant county-wide or intercommunity impacts associated with it. Therefore, the Town of New Lebanon Town Board may take final action with a simple majority vote. The following informal comment is offered for consideration:

Comment:

1. § 205-11 Zoning administration and enforcement. (4): This existing sub-section, proposed for repeal, reads:

*Should the Zoning Enforcement Officer or deputy be in doubt as to the meaning or intent of any provision of this chapter or as to the location of any district boundary line on the Zoning Map or as to the propriety of issuing a zoning permit or a permit of occupancy in a particular case related to the provisions of this chapter, he shall address the matter to the Board of Appeals for interpretation.*

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The CCPB notes that the authority of the Zoning Board of Appeals is set forth in Chapter 205 Zoning § 205-12 Zoning Board of Appeals. With the repeal of, § 205-11 Zoning administration and enforcement. (4), the CCPB suggests that the entity responsible for interpretation of the Town Zoning District Boundaries be established.

Please note that within thirty (30) days after final action is taken, the Town of New Lebanon Town Board shall file a report of the final action it has taken with the CCPB. For additional information please contact Columbia County Planning Department at 518.828.3375 or [patrice.perry@columbiacountyny.com](mailto:patrice.perry@columbiacountyny.com).

Sincerely yours,

A handwritten signature in black ink, appearing to read "Timothy Stalker", written in a cursive style.

Timothy Stalker  
Chair