



Town of New Lebanon  
 PO Box 328  
 New Lebanon, New York 12125  
 Phone: 518.794.8884  
 Email: [BuildingDept@townofnewlebanon.com](mailto:BuildingDept@townofnewlebanon.com)

## ZONING REVIEW/VERIFICATION APPLICATION (Step 1 of 2)

Application (office use only) No: Z-2026-005

### SITE INFORMATION

Site Location (911 Address): 391 US RT-20      Nearest Crossroad: ~~old~~ US. 20  
 Tax Map No.: 20.1-1-58      Zoning District: Central Commercial

### APPLICANT INFORMATION

Applicant Name: Nicholas Clark  
 Mailing Address: 41 Cherokee Ln Averill Park, NY, 12018  
 Email: [REDACTED]      Phone: [REDACTED]  
 Applicant's Agent/Professional: \_\_\_\_\_  
 Agent Phone: \_\_\_\_\_      Agent Email: \_\_\_\_\_

### PROPERTY OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

Owner Name: Paul Clark  
 Mailing Address: PO Box 851 New Lebanon NY 12125  
 Email: [REDACTED]      Phone: [REDACTED]  
 Owner's Agent/Professional: Sales      Phone: \_\_\_\_\_

### NATURE OF PROPOSED WORK (check all that apply)

- New Structure    Additions/Decks/Accessory Structures    Interior/Exterior Remodel    Change of Tenant    Change of Use    Other

Project Use/Description: Retail use  
*Example: Request to establish (fill in the blank - such as Office Space Use, Retail Use, Restaurant Use, Auto Repair Use) use at unit #123 (at Mail Name if applicable) or Request for Modification of Space for (fill in the blank)*

- Please attach a detailed narrative explaining the details of the proposed use, including proposed tenant, any anticipated changes to the space or floor plans, accommodations necessary for water, sewer, parking, etc.
- If your proposal changes the exterior footprint in any way, please include a sketch of the property including existing structures, approximate well and septic locations and the proposed new structure/addition. Dimensions must be provided from the proposed change in the building to the front, rear and side property lines. The front setback should be measured from the center of the traveled portion of the road.

### AREA & BULK REGULATIONS SCHEDULE 1

Height: \_\_\_\_\_ Width: \_\_\_\_\_ Length: \_\_\_\_\_ Lot Size: \_\_\_\_\_ # of Stories: \_\_\_\_\_

RA1, 2 & 5 Districts: For Principle Buildings, what is the building coverage (Footprint) in sq. ft. \_\_\_\_\_  
 Comm/C-rec/C-R Districts: For Principle Buildings, what is the percent of Lot Coverage : \_\_\_\_\_

I certify that the statements herein contained are true to the best of my knowledge and belief and I have prepared and submitted all pages of this application

Signature of Property Owner: Paul Clark      Date: 5-4-26  
 Signature of Applicant: [REDACTED]      Date: 5/7/26

**Fees:** Zoning Permit Fee please refer to Town Fee Schedule:  
<https://secureservercdn.net/198.71.233.235/482.ab5.myftpupload.com/wp-content/uploads/2021/03/Updated-fee-Schedule-12.8.20.pdf>



**Zoning Officer Review – Office Use Only**

Date Received: 05.12.26 (when complete w/fees) Application No: Z-2026-005

Zoning Approval is authorized. Application referred to the CEO for issuance of a building and zoning permit

Zoning Permit Issued & does not need to be referred to the CEO

Application Denied  Referred to ZBA  Case # \_\_\_\_\_ Referred to PB  Case # TBD

Reason for denial:

Change of use from NYS Trooper Barracks to Retail requires Site Plan Approval in accordance with 205-14 D

If denied, you may appeal the denial to the Zoning Board of Appeals by filing a written appeal on the form available from the Planning & Zoning Clerk within sixty days after the date of the denial, specifying the grounds thereof and the relief sought.

ZBA Approved  PB Approved:  Special Conditions:  Case No # \_\_\_\_\_ Decision document Dated \_\_\_\_\_

Zoning Officer Signature: Cissy Hernandez Date: 05.20.26

| <u>Fees</u>        |                 |
|--------------------|-----------------|
| Date:              | <u>05.12.26</u> |
| Zoning Review Fee: | <u>50.00</u>    |
| Ck No:             | <u>312</u>      |
| Receipt No:        | <u>B1806</u>    |



## Detailed use of 391 US RT-20 New Lebanon NY

We would like to use the space for a retail shop for our business, Pigeon Root Vintage. Which deals in vintage and antique décor, furniture and home goods. We don't plan on changing anything structural. We would like to paint the exterior of the building a different color and clean the interior of the building to make it more presentable to the public. Our planned business hours would be Thursday- Sunday 11am-5pm. We feel that the Parking is adequate and would not need to be changed.