Town of New Lebanon
PO Box 328
New Lebanon, New York 12125
Phone: 518.794.8884 | Fax: 518.794.9694
Email: buildingdept@townofnewlebanon.com

RECEIVED
JUL 01 2026
NEW LEBANON
PLANNING/ZONING CLERK

PLANNING BOARD APPLICATION

Application No (office use only): PB-2026-004

SITE INFORMATION

Site Location (911 Address): 391 US Rt. 20 New Lebanon, NY 12125
Nearest Crossroad: Old US 20
Tax Map No.: 20.1-1-58
Zoning District: central commercial

PROPERTY OWNER & APPLICANT INFORMATION

Property Owner Name: Paul Clark Phone: [redacted]
Mailing Address: [redacted]
Email: [redacted]
Applicant Name (if different from Property Owner): Nicholas Clark + Lainey Heneks Phone: [redacted]
Mailing Address: [redacted]
Email: [redacted]

SURVEYOR INFORMATION

Surveyor Name: _____ License No.: _____
Mailing Address: _____
Email: _____ Phone: _____

ENGINEER / ARCHITECT INFORMATION

Name: _____ License No.: _____
Company Name & Address: _____
Email: _____ Phone: _____

NATURE OF PROPOSED WORK (a separate application is required for each request)

☐ Lot Line Adjustment ☐ Minor Subdivision ☐ Major Subdivision ☑ Site Plan Review ☐ Special Permit ☐ Appeal of ZEO Determination

Project Use/Description: retail store selling vintage home decor, home goods, and furniture.

1) Please attach a detailed narrative explaining the specifics pertaining to the proposed use, any anticipated changes to the site, space or floor plans, accommodations necessary for water, sewer, parking, lighting, etc.
2) Review the applicable Code section which applies to the specific application you are pursuing. Responses to the outlined requirements in the Code should be included as part of the narrative. See General Instructions.
2) Provide stamped plans of the property as required by the zoning code including property boundaries, existing site features such as woodlands, floor plains, other natural features, etc., existing structures, approximate well and septic locations and the proposed structure(s). Dimensions must be provided from the proposed 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.
3) Refer to the applicable Code section which applies to the nature of the proposed work for more detailed plan submission requirements.

☑ YES ☐ NO **Is the access road to the project a Town/County or State Road or highway?** (New York State Town Law: §280-a)

☐ YES ☑ NO **Is any of the property within the flood plain?** If yes, the flood plain area will need to be clearly labeled and lightly shaded on your survey map.

☐ YES ☑ NO **Is any of the property within a DEC regulated wetland?** If yes, you may be required to contact DEC to conduct a site visit to flag the area.

☐ YES ☑ NO **Is any of the property within an ACOE regulated wetland?**

☐ YES ☑ NO **Will one or more acres be disturbed by this project?** If yes, you will be required (under NYS DEC regulations) to develop a Storm Water Pollution Prevention Plan (SWPPP) in order to obtain coverage under the State Pollutant Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from Construction Activity.

The project occurring within 500 feet of (Check all that may apply):

☐ A municipal Boundary

☐ County or State Park or recreation either existing or proposed

☑ State or County road or right-of-way, either existing or proposed

☐ State or County owned building or institution

☐ Stream or drainage channel owned by the County or for which channel lines have been established

☐ Active farm operation within a County Defined Agricultural District

PLEASE CHECK THE APPROPRIATE SPACE: I consent to the extension of the 62-day Public Hearing and review period. (See instruction item #4.)

☑ YES ☐ NO

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. By signing this application, the undersigned does hereby grant permission to members of the Town of New Lebanon Planning Board and Building Department to enter upon my property for the purpose of examining same by reason of an application now pending before said Board.

Signature of Property Owner Paul R Clark VMP Associates LLC Date: 6/28/26

Signature of Applicant [signature] Date: 6/28/26

Fees: Application fees are determined by the nature of the proposed work and can be found on the Town of New Lebanon website, payable by check to the Town of New Lebanon or in cash. If you were directed by the Planning Board at your Sketch Plan Conference that Escrow is required for this project, a separate check for that amount will be required at the time of application. If the escrow fees are not submitted with this application, this application will be deemed incomplete.

A DECISION DOCUMENT BY THE PLANNING BOARD AND A BUILDING PERMIT APPLICATION MUST BE SUBMITTED AND OBTAINED BEFORE BEGINNING ANY CONSTRUCTION OR OCCUPANCY.

Office Review – office use only

Date Received: 7/1/2026 Application No: PB-2026-004 Zoning Classification: _____

Fee Paid: ☐ $_____ Date _____ Check No.: _____ Receipt No.: _____

Clerk Signature: _____ Date: _____

6/28/2026

To whom it may concern,

This letter is intended to grant authority to Nicholas Clark and Lainey Heneks to act on their application with the Planning Board of New Lebanon for 391 US Rt. 20 New Lebanon, NY 12125.

Thank you!

Paul Clark (VMP Associates LLC)

Short Environmental Assessment Form
Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information

Name of Action or Project:
Vintage store at 391 US RT-20 New Lebanon Ny 12125

Project Location (describe, and attach a location map):
391 US RT-20 New Lebanon Ny 12125

Brief Description of Proposed Action:
Retail store selling vintage home decor, home goods and furniture.

Name of Applicant or Sponsor:	Telephone: [redacted]
Nicholas Clark & Lainey Heneks	E-Mail: [redacted]

Address: [redacted]

City/PO: [redacted]	State: [redacted]	Zip Code: [redacted]

	NO	YES
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If No, continue to question 2.	☑	☐
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:	☑	☐

3. a. Total acreage of the site of the proposed action? 1.46 acres
   b. Total acreage to be physically disturbed? 0 acres
   c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? 1.46 acres

4. Check all land uses that occur on, are adjoining or near the proposed action:
   ☐ Urban ☐ Rural (non-agriculture) ☐ Industrial ☒ Commercial ☒ Residential (suburban)
   ☐ Forest ☒ Agriculture ☐ Aquatic ☐ Other(Specify):
   ☐ Parkland

	NO	YES	N/A
5. Is the proposed action,			
a. A permitted use under the zoning regulations?	☐	☑	☐
b. Consistent with the adopted comprehensive plan?	☐	☑	☐

6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES
	☐	☑

7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES
If Yes, identify:	☑	☐

	NO	YES
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	☑	☐
b. Are public transportation services available at or near the site of the proposed action?	☑	☐
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☑	☐

9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES
If the proposed action will exceed requirements, describe design features and technologies: _____	☐	☑

10. Will the proposed action connect to an existing public/private water supply?	NO	YES
If No, describe method for providing potable water: _____	☐	☑

11. Will the proposed action connect to existing wastewater utilities?	NO	YES
If No, describe method for providing wastewater treatment: _____	☐	☑

12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES
	☑	☐
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	☑	☐

13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES
	☐	☑
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	☑	☐
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____		

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:

☐ Shoreline ☐ Forest ☒ Agricultural/grasslands ☐ Early mid-successional

☐ Wetland ☐ Urban ☐ Suburban

	NO	YES
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	☑	☐
16. Is the project site located in the 100-year or 500-year flood plain?	☑	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	☑	☐
a. Will storm water discharges flow to adjacent properties?	☑	☐
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	☑	☐
If Yes, briefly describe: _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____	☑	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	☑	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____	☑	☐
21. Is the project located within, or within ½ mile of, a disadvantaged community?	☑	☐
If No, could impacts from the project affect a disadvantaged community?	☐	☐
If Yes to either question in 21, answer the following question.		
a. Identify the potential pollution impacts of the project, either direct or indirect, that may occur within the disadvantaged community (e.g., wastewater discharges, air emissions, noise, odors, solid or hazardous waste generation or management):		

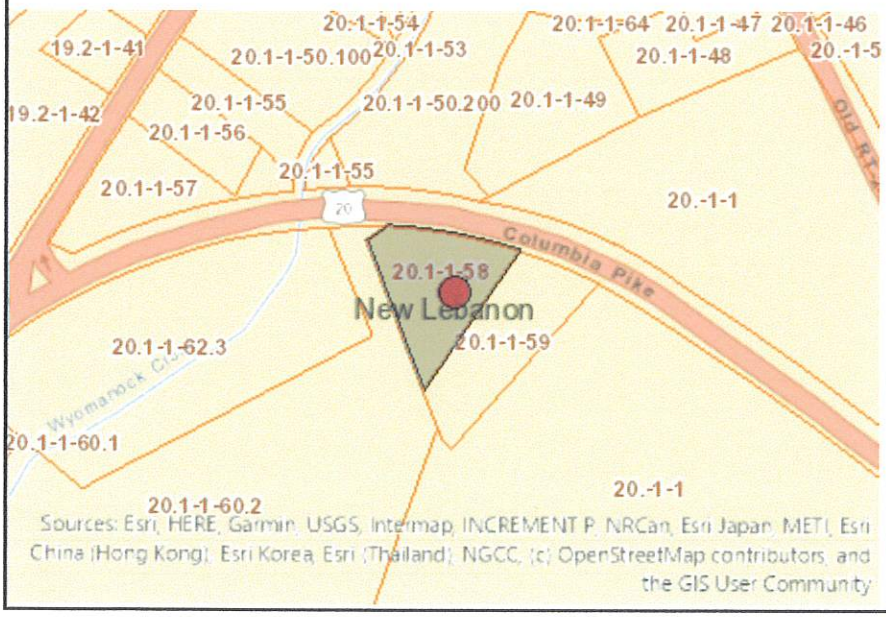
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor/name: Nicholas Clark & Lainey Heneks Date: 06-28-2026

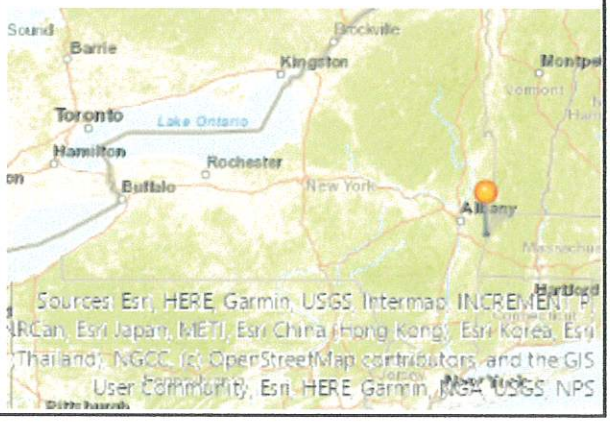
Signature: _____ Title: _____

EAF Mapper Summary Report

Thursday, June 25, 2026 11:29 AM



Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources to confirm data provided by the Mapper or to obtain data not provided by the Mapper.



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local, New York State, and federal wetlands and waterbodies is known to be incomplete. Refer to the EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 or 500 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	No
Part 1 / Question 21 [Disadvantaged Community]	No

Revised Narrative for 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.

Our planned business hours will be between Thursday- Monday 11am-5pm.

We don't plan on changing anything structural.

As discussed in our initial meeting, we would like to paint the exterior of the building a different color, add our sign out front as shown on the site plan (this will be in keeping with the style of others in town no more than 8' tall wooden posts and a sign at the center measuring 5' wide by 4' tall), display some pieces of inventory out front along with a sandwich board sign that is brought in each night (also shown on the site plan), add shelving inside and clean the interior of the building to make it more presentable to the public.

Lighting outside will remain as is and/or not used because we do not anticipate needing the flood lamps that were used by the previous tenants.

Our updated site plan includes parking spaces that were previously used at the site. We feel that the number of parking spaces mapped out (10) will be adequate for our shop based on the square footage customers will have access to inside and based on similar business in the area and their parking patterns.

SITE PLAN

391 US-20
New Lebanon, NY 12125
Parcel ID: 104800 20.1-1-58
Lot area: 1.46 Acres
Paper Size: 11"x17"

N

scale 1"=30'

State Road Route 20

Property line
46'
241'
Property line
driveway
grass
5'
sign
flagpole
81'
driveway
well
parking area
grass
55'
4'
6'
wall line
No.391
EXISTING
HOUSE
29'
100'
37'
37'
40'
patio
11'
18'
roofline
22'
septic
282'
Property line
300'
71'
Property line
grass
147'
169'

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Disclaimer

This is not a Legal Survey, nor is it intended to be or replace one.

These measurements are approximate and are for illustrative purposes only.

This work product represents only generalized location of features, objects or boundaries and should not be relied upon as being legally authoritative for the precise location of any feature, objects or boundary.