

Town of Lumberland
Planning Board
1054 Proctor Road
Glen Spey, NY 12737

INSTRUCTIONS FOR PUBLIC HEARING FOR TOWN OF LUMBERLAND PLANNING BOARD AND ZONING BOARD OF APPEALS

Upon receipt of a Public Hearing date from the Planning Board Clerk, the applicant shall be given a Public Hearing Notice then:

- (1) At least 10 business days prior to the date of the hearing, send by certified mail with return receipt as proof of mailing, a copy of the Public Hearing notice to all property owners and municipalities that adjoin the applicant. A list of names and addresses of the adjoining properties should be submitted to the Board Clerk. The Assessor's Office (845-856-8600 x211) can guide you in creating the mailing list and will certify it for you.
- (2) At least 5 days prior to the date of the hearing, the applicant must publish in the Official Newspaper of the Town of Lumberland the Notice of Public Hearing. The River Reporter

PO Box 150

Narrowsburg, NY 12764

845-252-7414

Fax: 845-252-3298

Email: Eileen@riverreporter.com

The River Reporter's deadline for a request is Monday by 12 noon for publishing the following Thursday.

The applicant must provide the Board with a notarized Affidavit of Publication from the River Reporter and proof of mailings before the start of the hearing. The Hearing will be cancelled if the above is not available.

- (3) The Applicant shall also post the same notice on the property on a sign that is at least 30"x20" in size, consisting of sturdy and serviceable material containing a white background with black letters and be placed in a location plainly visible from the most commonly traveled street or highway upon which the property fronts, but in no case more than 20 feet back from the front lot line. Such sign shall be at least six feet above the ground and shall be in legible lettering at least two inches high. The notice shall be posted a minimum of 5 business days before the hearing and shall remain in place until a decision is made on the project.

PUBLIC HEARING NOTICE:

Owner:

Address:

SBL:

Application: (pick one) Special Use Sub-division

Project Description:

Public Hearing Date:

Time:

Please take note that the Town of Lumberland Planning Board will hold a Public Hearing at 1054 Proctor Road, Glen Spey, NY 12737 pursuant to Section _____ of the town law.

The public may attend the Hearing or provide written comments. Written comments may be submitted via mail or hand delivered to Lumberland Town Hall at the above address, ATTN: Laurie Terry, Planning Board Clerk.

BY ORDER OF Planning Board Chair, Ed Gavalla