



Supervisor: (845) 688-7165
Police: (845) 688-9902
Town Clerk: (845) 688-5004
Justice Court: (845) 688-5005
Assessor: (845) 688-5003
Assessor Fax: (845) 688-5708
ZBA/ZEO/Planning: (845) 688-5008
Highway: (845) 688-9901
Fax: (845) 688-2041

"The Heart of the Park... Where the Eagle Soars"

www.shandaken.us

P.O. Box 134, 7209 Rte. 28, Shandaken, NY 12480

Special Permit and/or Site Plan Review Application

Information Sheet

Requirements: The Zoning Law of the Town of Shandaken requires that all property uses requiring a special use permit be approved by the Planning Board (herein referred to as "PB") prior to the issuance of Building Permits and Certificates of Occupancy. The law has established eight (8) classes of districts and designated the applications on the Zoning Map incorporated into the law. The use regulations in each zoning district are set forth in the District Schedule of Use Regulations, §116.10 of the Zoning Codes. These codes may be reviewed online at: www.shandaken.us

Application: At least ten (10) days prior to the PB meeting, eight (8) copies of the application and all supporting documentation, plus four (4) hard copies of the plot plan and a PDF copy shall be submitted to the Building Department, together with applicable fees. The PB meets on the second Wednesday of each month at 7:00p.m. at the above noted address. Should you have any questions, please advise this department at least seven (7) days in advance so that you may be placed on the agenda for the Workshop Meeting which is held the last Wednesday of each month.

Supporting Documentation: A detailed plan for the proposed business or development, drawn to a readable scale and including all items indicated on the Site Plan Checklist, together with an AREA MAP, showing all adjacent properties, their owners, subdivisions and easements; a map of the applicant's contiguous holdings; and an existing conditions map, prepared by a licensed surveyor or professional engineer at a scale not less than 1" = 100' including metes and bounds description, locations of natural features, such as streams, wetlands, major rock or rock outcroppings, soil types and conditions, areas subject to flooding and landslides, major stands of trees and existing free-standing trees 12" or more in diameter at chest height within 25' of existing or proposed improvements and the location of existing man-made improvements of features such as buildings, roads, walls, fences, sidewalks, utilities and easements and a topographic map with contour intervals not greater than ten (10) feet, unless the PB requests lesser intervals.

Preliminary & Public Hearings: As previously stated, the above information should be submitted not less than ten (10) days prior to a preliminary meeting. The documents will be reviewed at a Preliminary Hearing, and if any further data is required, applicant will be advised. A Public Hearing will be scheduled in accordance with the procedures set forth in §116-42 of the Zoning Law and Chapter 274a of the Town Law. When the application is moved to Public Hearing, all owners of abutting property, and all owners of property directly opposite and across any public or private road must be notified by certified mail/return receipt. The applicant will be provided with an invoice and list of abutters and payment in full for such mailing is due immediately.

Decision: After review of all information at the Public Hearing, the recommendations of other agencies whose consultations are mandated by law, and consideration of the provisions of the Zoning Law and other applicable ordinances, the PB will approve, approve with conditions or deny the application. The filing of the decision with the Town Clerk, in the case of approval, is deemed a Special Permit.

Expiration: Under §116.45 of the Zoning Code, a Special Permit shall be deemed to authorize only one (1) particular special use, and shall expire if a building permit for the special use permit activity is not issued within one (1) year of the date of issuance of the Special Use Permit.

Town of Shandaken Fee Schedule

Effective October 2020

1. Pre-Application Review	No Charge
2. Application for Special Permit and/or Site Plan Review	\$150

Note: The listed in #2 is only applicable when the project does not trigger fees covered under items #3 and #4 listed below.

3. <u>Planning Fees for New or Replacement Construction</u>	
Residential Development of Multiple Dwelling Units	\$150 per application, plus \$25 per dwelling unit w/up to two (2) bedrooms, or \$15 per bedroom per dwelling unit
Commercial Development	\$150 per application, plus \$50 per 1,000 sqft of Building Footprint or fraction thereof
4. <u>Site Development Disturbance</u>	
Up to one (1) acre of disturbance	\$250 per application
More than one (1) less than ten (10) acres of disturbance	\$500 per application
More than ten (10) acres of disturbance	\$2,500 plus \$50 per acre above ten (10) acres of disturbance

Note: Site Development Disturbance applies to Special Permits and/or Site Plan Reviews which include grading, clearing, and demolition.

Special Permit and/or Site Plan Review Application

Applicant Information (if applicant is not the owner of the property, a notarized Agent Authorization form must be submitted)

Juliana Roding

Name

Name of Owner if other than Applicant

10220 Blossom Trl

Mailing Address

Mailing Address

Seminole, FL 33772

City/State/Zip

City/State/Zip

(845) 661-8941

Contact Number

Contact Number

Property Information

Section 25.11 Block 1 Lot 22.311 Zoning District R1.5, R3 Size 5.44 acres

Physical address: 5305 Rt 212 Mt. Tremper which is on the SE
side of Rt. 212 road/street/lane, in the Hamlet of Mt. Tremper,
within feet of State/County Highway # Rt 212 in the Town of
Shandaken.

Representative Information

Michael E. North

Surveyor or Engineer (preparing the Site Plan)

Other Representative

160 Goat Hill Rd

Mailing Address

Mailing Address

Saugerties, NY 12477

City/State/Zip

City/State/Zip

(845) 331-0028

Contact Number

Contact Number

Use

Current Use Empty Lot

Proposed Use (attach additional pages if needed)

Please see other written document with project description.

STATEMENT

The undersigned as individual owner(s) or as a qualified officer of the corporate owner of the above described property, hereby apply for approval of the proposed use and/or site plan for the development of the property in accordance with the provisions of the Zoning Law of the Town of Shandaken and authorize entry upon the property for site inspections by Planning/Zoning Officials and their authorized representatives. Further, I do hereby affirm that all fees, permits, and charges applicable under the laws and ordinance of the State of New York and Town of Shandaken (including those required for any environmental impact studies, etc) will be paid; also, any legal or engineering fees required, including consultant fees, if warranted, will be paid by applicant(s). Fees are due and payable to: Town of Shandaken upon submission of the application. Any of the additional fees can be paid prior to the final hearing.

Signature(s) Juliana Roding Date 11/03/2025

Note: Compliance with requirements shall be the sole responsibility of the applicant and/or his representative. Under the New York State SEQRA law, it is a requirement to fill out an EAF statement for submission with this application.

Attachment – Plot Plan

Section: 25.11 Block: 1 Lot: 22.311

Location of lot: 5305 Rt 212 Mt. Tremper

Note: Plot plan must show the configuration of the lot (can be sketch plan) showing all buildings on the Parcel, giving the dimensions of each structure and **must reflect the setbacks of each Structure from the property lines (front/rear/sides.)** Sketch must be drawn to scale with scale indicated (if not providing professional drawings/plat.)

Site Plan Checklist

If the application includes the need for a Site Plan, the following checklist will simplify the items that will be required by the Planning Board. Please provide written responses to any required information that cannot be clearly reflected on the Site Plan. If you feel that the requirement is not applicable (N/A), you can check the box indicated. The final decision regarding whether information is necessary lies with the Planning Board.

	<u>Done</u>	<u>N/A</u>	
	☒	☐	1. Title of drawing, including name and address of applicant and person(s) responsible for preparation of such drawing.
	☒	☐	2. North arrow, scale and date.
	☒	☐	3. Accurate boundaries of the property plotted to scale.
	☒	☐	4. Existing watercourses.
	☒	☐	5. Grading and drainage plan showing existing and proposed contours at an appropriate interval to be specified by the Planning Board at the sketch plan conference, with two foot contour intervals and soils data generally required on that portion of any site proposed for development where general site grades exceed 5% or there may be susceptibility to erosion, flooding, or ponding.
	☒	☐	6. Location, proposed use, and height of all buildings.
N/A	☐	☒	7. Location, design, and construction materials of all parking and truck-loading areas, with access and egress drives thereto.
	☒	☐	8. Provision(s) for pedestrian access.
N/A	☐	☒	9. Location of outdoor storage of equipment and materials, if any.
N/A	☐	☒	10. Location, design, and construction materials of all existing or proposed site improvements, including drains, culverts, retaining walls, and fences.
	☒	☐	11. Description of the method of sewage disposal and the location, design, and construction materials of such facilities.
	☒	☐	12. Description of method of securing water supply and the location, design, and construction materials of such facilities.
	☐	☐	13. Location of fire and other emergency zones, including the location of the nearest water supply for fire emergencies.
	☐	☐	14. Location, design, and construction materials of all energy distribution facilities Including electrical, gas, and solar energy.
	☐	☐	15. Location, size, design, and construction materials of all proposed signage.
	☐	☐	16. Location and proposed development of all buffer areas, including indications of existing vegetative cover.

- ☒ ☐ 17. Location and design of outdoor lighting facilities, including data regarding when appropriate, lighting levels both within the site and at the site's boundaries.
- ☒ ☐ 18. Designation of the amount of building area proposed for retail sales, office use, or similar commercial activity.
- ☒ ☐ 19. Detailed landscaping plan and planting schedule including the number, size, type, and location of all canopy trees or understory trees, shrubs, and ground covers to be planted.
- ☒ ☐ 20. Building elevations and sections at a scale sufficient to delineate clearly the massing and the exterior materials, textures, and colors of all buildings and other structures shown on the Site Plan.
- ☒ ☐ 21. Other elements integral to the proposed development, as considered necessary By the Planning Board, including the identification of and State or County permits Required for the project's execution.

ALL ISSUES HAVE BEEN READ AND ADDRESSED FOR THE APPLICATION

Name of Applicant(s) Juliana Roding

SBL 25.11-1-22.311

*******SHORT ENVIRONMENTAL ASSESSMENT FORM FOLLOWS*******

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 which 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: Restful Refuge Retreats			
Project Location (describe, and attach a location map): 25.11-1-22.311			
Brief Description of Proposed Action: The project proposes six prefabricated A-frame cabins situated on approximately 5.5 wooded acres, plus a residence/management building. Each cabin is designed for one guest (or a couple) and will support quiet, self-guided mindfulness activities such as reading, yoga, and meditation. Please see longer project description.			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?		NO	YES
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?		NO	YES
If Yes, list agency(s) name and permit or approval: UC Health Dept water system and septic		☐	☒
3. a. Total acreage of the site of the proposed action?		5.44 acres	
b. Total acreage to be physically disturbed?		0.9 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		5.44 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			

5. Is the proposed action,	NO	YES	N/A
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: _____	☒	☐	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	☒	☐	
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: Building will meet or exceed the NYC ECC and Building code requirements	☐	☒	
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		
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?	NO	YES
	☒	☐
16. Is the project site located in the 100-year flood plan?	NO	YES
	☒	☐
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:	NO	YES
	☒	☐
	☐	☐
	☐	☐
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:	NO	YES
	☒	☐
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:	NO	YES
	☒	☐
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:	NO	YES
	☒	☐
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: <u>Juliana Roding</u> Date: <u>11/03/2025</u> Signature: <u><i>Juliana Roding</i></u> Title: <u>Owner</u>		