



Town of
Washington

**TOWN OF WASHINGTON
PLANNING BOARD**

10 Reservoir Drive • P.O. Box 667 Millbrook,
NY 12545 • (845) 677-3419 EXT 116 •
planningboard@washingtonny.org

PRE-APPLICATION MEETING REQUEST FORM

SUBMIT THIS FORM IF YOU WOULD LIKE TO SCHEDULE A MEETING WITH THE PLANNING BOARD TO DISCUSS YOUR PROJECT AND ASK QUESTIONS BEFORE YOU FILE A FORMAL APPLICATION.

Submit this Form and four copies, together with the required \$500 fee, to:

Planning Board Secretary
Town of Washington
10 Reservoir Drive
Millbrook, NY 12545
T: (845) 677-3419, Ext. 116
F: (845) 677-2085

With electronic copy (including any maps or plans you choose to include) to:

Planning Board Secretary
planningboard@washingtonny.org

The digital copy shall be in a pdf, jpeg or other suitable write-protected image format capable of being opened and viewed using standard Windows-based software. If available, you may attach or email plans, survey, pictures, diagrams with dimensions and material samples. These are not required for this meeting but may be helpful.

Name of Applicant - (may be architect, engineer or other design professional):

Business Name: Weston Hotel Partners (DEL) LLC

Address: P.O. Box 160 Weston, VT 05161

Telephone: 802-824-5000 Email Address: stay@thewestonvt.com

Name of Record Owner(s) of Property: Pending Purchase by Weston Hotel Partners

Address: _____

Telephone: _____ Email Address: _____

Applicant Name: Weston Hotel Partners

PROJECT LOCATION:

54-66 Ramble Hill LN, Millbrook, NY 12545

PARCEL ID #: 135889-6764-00-018730-0000

DESIGN PROFESSIONAL/CONSULTANT NAME (if, any):

N/A

FIRM ADDRESS:

TELEPHONE: _____ EMAIL: _____

DESCRIBE PROJECT:

The applicant proposes to renovate and adapt the existing historic estate at 54–66 Ramble Hill Lane, Millbrook, NY under the Town of Washington’s Hospitality Overlay District (HOD). The intended use is a boutique country hotel with 30 guest rooms or fewer, a restaurant serving both guests and the local community, and a small wellness spa. The project will also include the hosting of small to moderate-scale events such as weddings, retreats, and corporate gatherings. All improvements will preserve the estate’s historic character while addressing modern standards for parking, traffic, septic/water capacity, ADA compliance, and neighborhood buffering, in full compliance with §165–22 of the Zoning Code. The applicant seeks preliminary feedback and guidance from the Planning Board regarding permitted uses, site plan requirements, environmental review (SEQRA), traffic considerations, and any other conditions necessary for a successful formal application.

SIGNATURE:

Mahn Reina

DATE:

07/17/25

REQUIRED: Check for a nonrefundable application fee of \$500.00 made out to the Town of Washington

Applicant Name: Weston Hotel Partners



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TOWN OF WASHINGTON PLANNING BOARD
PlanningBoard@Washingtonny.org

10 Reservoir Dr, PO Box 667
Millbrook, NY 12545
845-677-3419

THIS DOCUMENT MUST BE SIGNED BEFORE A NOTARY PUBLIC

PLEASE NOTE: If ownership is held by a corporation, LLC, jointly or in partnership, each owner and/or partner must sign a separate owner's endorsement.

OWNER'S ENDORSEMENT

Vermont
STATE OF ~~NEW YORK~~
COUNTY OF Windsor) ss:

Peter Sharp, being duly sworn, deposes and says:

- I am: (check one) _____ 1. the sole owner in fee (One individual on the tax roll)
- _____ 2. a part owner in fee (Two or more individuals on the tax roll)
- _____ 3. an officer of the corporation which is the owner in fee of the premises described in the foregoing application.
- _____ 4. designated party authorized to act pursuant to a trust or legal document. (Trustees listed on tax roll)
- ☒ 5. member/owner(s) of Limited Liability Corporation (LLC).

(If you checked #3, #4 or #5, you must attach proof of authority (i.e.: Corporate Resolution, Surrogate Letter, Executor of the Will, Certified Letter of Testamentary, Letter of Administration, Attorney-Opinion Letter, Letter or Probate, Power of Attorney)

I reside at 81 Lawrence Hill Rd.

City Weston State VT Zip 05161

I have authorized (name) Malin Reiva of Weston

Hotel Partners LLC (name of company) to make the foregoing application to the Town of Washington for approval as described herein for the property located at

54-66 Ramble Hill LN Property ID # _____ - _____ - _____

Signature: _____

If owner is a corporation or LLC, please indicate name of the entity and title of the officer whose signature appears above.

Sworn to before me this

17 day of July, 2025

Notary Public 157.0014647

Commission expires: Jan 31, 2027

Notary Stamp:

NATALIE BELLE BOSTON
NOTARY PUBLIC
State of Vermont
Commission Number
157.0014647

_____ Proof of Authority is attached. Type of Authority: _____



Applicant Name: _____



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AFFIDAVIT TO BE COMPLETED BY AGENT OF OWNER

State of Vermont }
County of Windsor } ss:

_____ being duly sworn, deposes and says:

1. That he/she is the agent named in the foregoing application for Weston Hotel
Partners and that he/she has been duly authorized by the owner in fee to make such application and that the foregoing statements contained therein are true to the best of his/her knowledge and belief.
2. That he/she resides at _____ in the County of _____ and the State of _____.
3. That he/she is the _____ of the within property as described in the foregoing application for Planning Board approval and that the statements contained therein are true to the best of his/her knowledge and belief.
4. That he/she understands that the Town of Washington Planning Board intends to rely on the foregoing representations in making a determination to issue the requested applications and approvals and that under penalty of perjury he/she declares that he/she has examined this affidavit and that it is true and correct.

Malin Reina

Agent

Agent

Natalie Boston

Notary Public

NATALIE BELLE BOSTON
NOTARY PUBLIC
State of Vermont
Commission Number
157.0014647

