



Gary E. Beck, Jr.
Building Inspector

THE CITY OF POUGHKEEPSIE NEW YORK

BUILDING DEPARTMENT
62 CIVIC CENTER PLAZA, POUGHKEEPSIE, NY 12602
Phone: (845) 451-4007 Fax: (845) 451-4006

Staff Use Only
Application #
ID #

THE HISTORIC DISTRICT AND LANDMARKS PRESERVATION COMMISSION APPLICATION

(Type or print neatly. Illegible applications will not be accepted.)

APPLICANT INFORMATION

Project Address: North Clinton St.

Applicant Name: Revive College Hill Park Coalition

Applicant's Address: _____

City: _____

State: _____

Zip: _____

Phone Number(s): _____

Property Owner (if not the applicant): City of Poughkeepsie
(If applicant is not the property owner, a letter of authorization from the owner **MUST** accompany the application.)

PROJECT CLASSIFICATION (Check all boxes that apply to the proposed project):

- New construction (construction of a new building, addition, garage, shed, swimming pool, etc)
- Exterior alteration (includes, but is not limited to, all exterior changes to windows, doors, roof, paint colors, etc)
- Landscaping (removing or adding significant plantings or landscape features such as driveways, sidewalks, fencing, retaining walls, patios, etc., that will alter the appearance of the property)
- Repair or replacement
- Restoration (railings, balconies, cornices, porches, etc.)
- Relocation
- Demolition
- Other: _____

WORK DESCRIPTION (Describe in detail all proposed work and indicate all materials to be used. Attached the manufacturer's product literature if available. Please keep in mind that the information you give to the Commission is the only description they will have of your design. It must illustrate what you have in mind very accurately. Attach additional sheets as necessary.

please see attached.

- work description + pictures
- grant proposal
- grant budget and timeline
- site schematic

REQUIRED ATTACHMENTS TO SUBMIT WITH THE APPLICATION (Please submit "hard" copies of the following attachments in triplicate):

Recent Color Photos: Include photos of each side of the building (and site when landscaping changes are proposed) with close-ups of the specific area(s) to be changed.

Color chips, charts or color samples: If your plans include paint or stain, describe the color(s) and include a sample along with information on color placement. A good way to show the color scheme is to color one or more of the elevations.

Material Samples/Manufacturer's Brochures: Material samples (when possible), manufacturer's brochures, product literature or catalog pages.

Plot Plan: A plot plan must be included for new construction, additions, demolition, fencing and major landscaping projects. The plan must be drawn to scale, indicating property lines, existing structures and/or landscaping, their relationship to adjacent structures and any proposed changes.

Elevation drawings: Include all relevant views at the scale necessary to show building detail. The elevations should be accurately labeled with cardinal directions. The existing building should be included with as much detail as necessary to show how the old and the new relate to each other.

IMPORTANT: PLEASE NOTE THAT A DIGITAL/ELECTRONIC COPY OF ENTIRE SUBMISSION IS ALSO REQUIRED.

OWNER/APPLICANT SIGNATURE:

I hereby certify that I understand this application will not be accepted until all requested information has been supplied. I also understand that this application may require a site visit and/or public hearing by the City of Poughkeepsie Historic District and Landmarks Preservation Commission

Signature of Owner
Date: _____

OR

Jennifer Russo
Signature of Agent/Applicant
Date: 8/20/18
Secretary
Costa Revive
College Hill
Part 2 Coalition

Clarence Lown Memorial Rock Garden Restoration and Entrance Improvement Project

Application to the Historic District and Landmarks Preservation Commission

Work Description

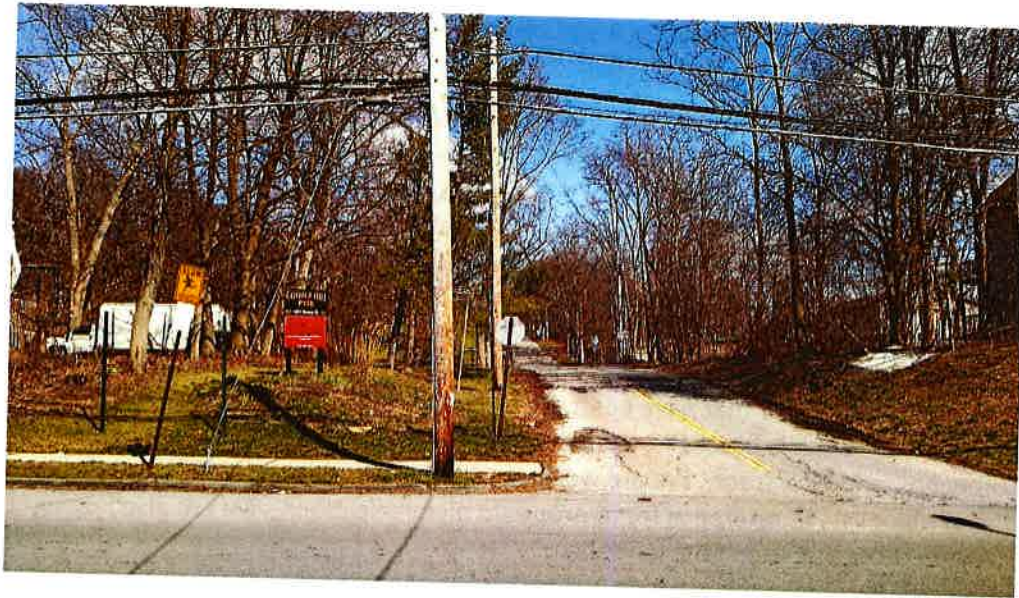
8/20/18

The Revive College Hill Park Coalition has received funding from the Vassar College Good Neighbors fund to continue work in the Clarence Lown Memorial (CLM) Rock Garden and to improve the entrance to the Park. The Coalition will receive \$5000 a year for the next three years. Work will begin this fall with site preparation and we hope to start planting in the spring of 2019. The funds will be used to do the following (for more details please see the attached project proposal, budget and timeline):

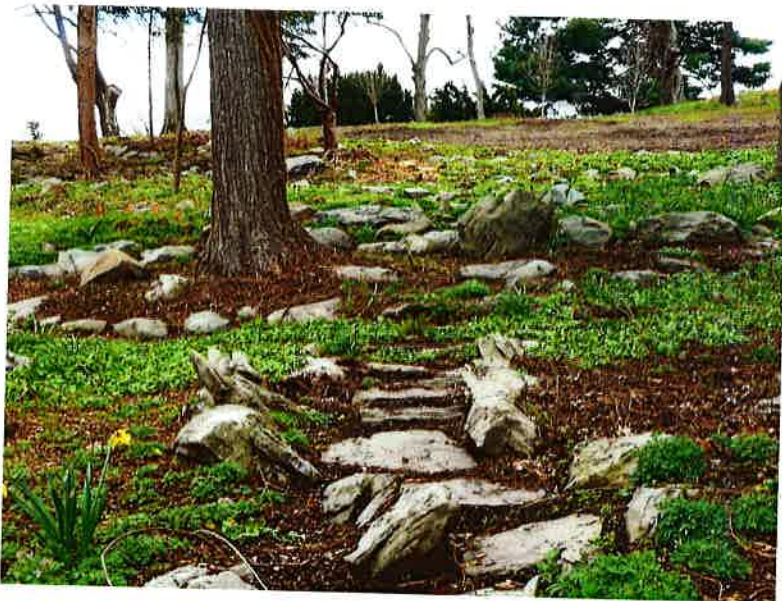
- 1) Complete new plantings and restoration of the CLM Rock Garden. We will plant approximately 2000 native plant plugs in the remaining 50% of the garden over the next 3 years. The plants that will be planted include those that have been documented as being planted in Lown's original garden, such as: Virginia bluebells, anemones, spring beauties, twin leaf, May apple, Dutchman's breeches, and bloodroot. We are working with Holly Wahlberg to find historic documentation of plant lists to reference for appropriate plant selections. We are also hoping to re-set the unique rocks that are in the garden.
- 2) Entrance Improvements: We will be focusing on short-term beautification of the entrance, and will be planting annuals and perennials to beautify the current entrance. In addition we will host a community design charrette focused on gaining input about creating a new entranceway for the park.
- 3) Funding from this grant will be used to hire Nubian Direction students to help with planting and improvements.

Photos (photo credit: Barbara Restaino),

Current Entrance



Examples of portions of the rock garden that will be re-planted



Current replanted section of the Clarence Lown Memorial Rock Garden



Good Neighbors Fund Grant Proposal

The College Hill Park Pollinator Garden and Entrance Improvement Project

May 4, 2018

Submitted by Jen Rubbo, Manager of the Environmental Cooperative (administrative staff)

jerubbo@vassar.edu; 845-437-7422

50 Vassar Farm Lane, box 7

Poughkeepsie, NY 12603

Please explain how your project serves the needs of a partnering non-profit community organization located in Poughkeepsie, and how it will benefit your own professional or personal goals.

The funds from this grant will go directly toward the Revive College Hill Park Coalition (Revive CHP Coalition), a collaborative citizen's group that promotes work to enhance, protect, restore, and rebuild Poughkeepsie parks and open spaces starting at the magnificent historic College Hill Park. Specifically, the funds will provide much needed support for expansion of the Pollinator Garden and landscaping at the entrance of the park.

The mission of the Revive CHP Coalition is to foster healthy, attractive outdoor spaces for all to gather, celebrate, and recreate as well as support pollinators, the environment, and Poughkeepsie's park history. The Revive CHP Coalition had its start in 2013 with the award of a NYS DEC Environmental Justice Green Gems grant. Funds from this grant were used to restore and plant a native pollinator garden at the site of the historic Clarence Lown Memorial Garden in 2015. Nearly 50% of the garden site was planted that year. Over the past three years the garden has been maintained minimally by the City DPW with the majority of work being done by volunteers. Most recently, the Coalition has been working toward becoming an independent non-profit; paperwork and logistics are in the final stages and the hope is that the Coalition will have 501c3 status in the next several months.

Recently designated as a local historic landmark, College Hill Park is located in the heart of the 5th Ward of the City and is notably the largest city park as well as the highest point in the city, offering a beautiful 360 degree view of the local landscape. Since the Revive CHP Coalition started, interest from the City government and planning department has increased and the Coalition has been an important partner with the city. The Clarence Lown Memorial Rock Garden was created in the 1930's as a showcase for rare rock garden plants. It is a ½ acre site easily accessible by park drive and the public and walkable from the surrounding community. It is located just downhill from the Dudley Shelter at the top of College Hill. The previous Green Gem grant succeeded in repurposing a significant portion of this garden into an attractive, colorful and intriguing education garden. Funds from the Good Neighbors fund will primarily go toward expansion of the native pollinator garden into the remaining footprint of the Lown

Memorial Garden, which currently is still overgrown with invasive species. The Coalition hopes that this garden can serve as model for other city parks, lots, and yards as an example of the beauty and functionality of native pollinator plants to not only the people that view them but the animals that depend on them, increasing the health and ecological function of the urban environment. In addition, funding will provide a needed face lift to the entrance of the park and support a design charrette to gain insight from community members on the future redesign of the entranceway.

I became involved with the Coalition as I began my position as of manager of the Environmental Cooperative at the Vassar Barns in 2015. Since that time I have become an active member and have taken on the role of secretary for the group, as the group moves forward with their non-profit status I have agreed to sit on their board of directors. Along with my own personal interests in gardening, native plants, and local ecology, I feel the Pollinator Garden at College Hill Park is a fantastic tool to engage Vassar students and residents in local urban conservation. Over the past two years the Environmental Cooperative has been working in partnership with the Revive College Hill Park Coalition. Involvement at the park has dove-tailed nicely with the mission of the Environmental Cooperative to engage, create, and inspire a conservation ethic in our Vassar students and local residents.

The Three-Year Project Grant: Please describe how you envision working in partnership with a local community organization. In your response, please make sure to consider: How will you and the partnering organization share project responsibilities? How will you navigate and address issues of power that may arise between you and the partnering organization? How will the grant empower members of the local organization? Additionally, please list and briefly describe past community projects that you have organized that relate to this proposed three-year project.

As an active member of the Coalition, the Cooperative has organized many volunteer opportunities at the park over the past two years. These have included maintenance of the pollinator garden as well as general trash cleanups. These events have been a great opportunity for Vassar students to get out into the community to work alongside Poughkeepsie residents, learn Poughkeepsie history, learn plant identification and ecology, and experience more of the City where they live. Moving forward, I see the potential for a more structured opportunity for Vassar students specifically through the Office of Community Engaged Learning. This past spring I had a CEL student create a tri-fold brochure of Pollinator Garden. I envision that the work of a CEL student can build on this by taking a larger role in the Revive College Hill Park Coalition. A student can help the Coalition with such things as promotion of the park, tabling at events, recruitment of volunteers, organizing cleanup and maintenance days, and creating a social media presence.

The CHP Pollinator Garden and Entrance Improvement project will create opportunities for shared responsibilities. Barbara Restaino, a founding member of the Coalition and landscape architect will be responsible for managing the design and planting of the garden and entrance plants. Until the Coalition acquires its 501c3 status, Nubian Directions will act as the fiscal sponsor. Robert Wright, Director of Nubian Direction is also a Coalition member. He will oversee the accounting and funds distribution for the first year. The Nubian Directions Garden Program will provide its work crew to help with garden prep and planting. I will work with a Vassar student (through the OCEL) to recruit volunteers and increase membership for the coalition. Vassar students will also be involved in designated student projects such as the design of interpretive signage and bee box construction. There will also be a design charrette, which can be organized with the help of a Vassar student, to gain community input on the redesign of the entranceway.

As a member of the Coalition for the past two years I have experienced the decision making process within the group and am aware of the relationships among group members. The group has worked hard at encouraging full transparency among members. Information and knowledge about topics of concern and projects is shared freely within the group. I feel that trust has developed between coalition members stemming from honesty and shared goals and objectives. As future projects are implemented I am confident that these established processes will be maintained and an open and trustworthy relationship will continue. In addition, having the expert knowledge of Barbara Restaino a certified landscape architect ensures that major decisions for this project will be deferred to her best judgement.

This project will provide much need financial assistance to galvanize the Coalition, City and residents to activate College Hill Park specifically by completing the Pollinator Garden that was begun in 2015. Over the past two years it has been difficult to sustain and recruit members as progress has been slow in moving forward with the multitude of projects and improvements needed at the park. In addition, funding from this grant can be used to match other available state grants. Due to financial restraints it is often difficult for the City to come up with match money for grants available through such programs as the NYS Hudson Valley Greenway, a viable source of funding for park and trail improvements.

Activities organized at the park, through the Environmental Cooperative:

- 4/20/16 – College Hill Garden Maintenance (Vassar Students, general public)
- 9/23/16 – College Hill Garden Maintenance (Vassar Students, general public)
- 9/29/16 – College Hill Garden Maintenance (Dutchess County Cornell Cooperative Extension No Child Left Inside program, Vassar students)
- 10/25/16 – College Hill Garden Maintenance (Oakwood Friends School)
- 3/4/17 – College Hill park Clean Up (Residents, Vassar Students)

5/18/17 – College Hill Garden Maintenance (Dutchess County Cornell Cooperative Extension No Child Left Inside program, Vassar students)

11/1/17 – College Hill Garden Maintenance (Vassar students, general public)

4/11/18 – College Hill Garden Maintenance (Vassar students, general public)

This grant will be awarded to applicants who have been in, or are in the process of, developing a long-term partnership with a community organization located within the vicinity of the city or town of Poughkeepsie. Funding cannot be used to repay a partnering local community organization's budget items (eg. funding cannot be used to pay for a local community organization's rent). Please provide a concise, but detailed breakdown of how the \$5,000 would be used in the project's first year. Provide a projected budget for the subsequent two years. Note: Three-Year Project Grant applicants whose projects are not approved in a semester's first application round will be eligible to apply for the smaller-scale student and staff grants during the same semester's second application round.

Please see attached budget.

Additional Supporting materials:

Letter of support from Mayor Rolison, City of Poughkeepsie

College Hill Park Pollinator Garden (diagram)

Current Entrance way to the Park.



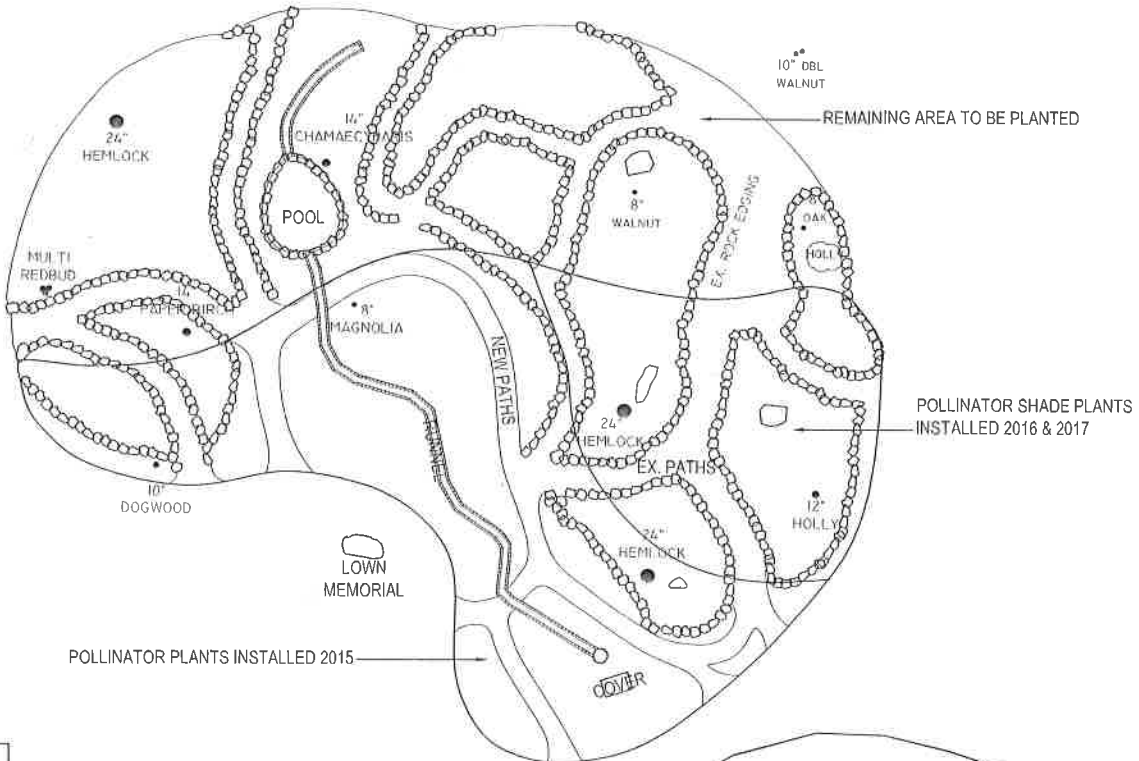
Vassar students doing garden maintenance, Spring 2018



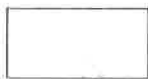
Completed section of the Lown Pollinator Garden



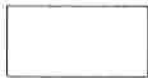
Labor:	Nubian Directions Garden Program		\$1,000
Materials:	Native plant plugs for Pollinator Garden	1000 plugs @ \$1.60 per plug	\$1,600
	Hardwood mulch	5 yds @ \$40 per yd.	\$200
	Plants for first phase entrance		\$2,200
		Total for Year II:	\$5,000
<u>Year III</u>	<u>September 2020 through August 2021</u>		
Goal:	Finish long-term improvements to Park entrance		
Labor:	Nubian Directions Garden Program		\$1,000
Materials:	Plants for final phase entrance		\$2,800
	Hardwood mulch	5 Yds @ \$40 per Yd.	\$200
	Signage		\$1,000
		Total for Year III	\$5,000
		Total for Project:	\$15,000



SARGENT
HEMLOCK



APPROXIMATE AREA PLANTED = 5000 SQ. FT.



APPROXIMATE REMAINING AREA = 4000 SQ. FT.

10'
HONEYLOCUST

24"
NORWAY MAPLE

42"
SILVER M.

PARK DRIVE

COLLEGE HILL PARK
POLLINATOR GARDEN
DATE: 04-24-2018
SCALE: 1"=20'
RESTAINO DESIGN
LANDSCAPE ARCHITECTURE, PC
bzt@restainodesign.com