CITY OF NEWBURGH
PLANNING BOARD
Lisa Daily, Chairperson
J.K. Gentile, Secretary
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PLANNING BOARD MEETING

The monthly meeting of the City of Newburgh Planning Board was held on Tuesday, September 21, 2021 at 7:30 p.m. at the Activity Center, 401 Washington Street, Newburgh, New York.

Members Present: Sarah Hooff
Michael Kelly
Heather Moore
Alicia Ware
Duane Ware

Members Absent: Lisa Daily
Richard Rosencrans

Also Present: Alexandra Church, Director of Planning and Development
Chad Wade, Assistant City Engineer
Jeremy Kaufman, Assistant Corporation Counsel
J.K. Gentile, Secretary

The meeting was called to order at 7:35 p.m. after confirming a quorum.

APPROVAL OF MINUTES

Minutes of the August 17, 2021 Meeting

Alicia Ware moved to approve the July 2021 minutes as submitted.
Heather Moore seconded the motion.
The motion passed unanimously via roll call vote.

OLD BUSINESS

Index No. 2021-15

Applicant: Sims Foster
Owner: Foster Supply Hospitality
Location: 48, 54 and 62 Grand Street

SITE PLAN application to combine the lots and covert the structures on the premises into hotel and event space.

The Comment Letters from the City Engineer and the Department of Planning and Development were made a matter of record.

Erik Boe, Matthew Milnamow, Sims Foster, and James Amend appeared before the Board.

Mr. Boe gave an update to the project, including an overview of the utility additions to the site plan and a landscape plan.

Mr. Milnamow said they are evaluating options for the Masonic building rooftop. If they do not decide on a rooftop bar they are proposing a rooftop deck.

Mr. Milnamow said the site of the current pavilion too close to the building to meet code. The pavilion will need to shift, pulling it away from the building and sidewalk and pushing it more toward the garden area.

Mr. Milnamow asked for clarification regarding lot consolidation. Mr. Milnamow asked if consolidation is necessary, as the owner would prefer the hotel buildings as one lot and the event center as one lot.

The Director of Planning and Development said the usual development consideration in lot consolidation is the requirement to have separate sprinkler systems for each parcel.

Mr. Milnanow asked if SHPO submitted any comments about the project to date.

The Assistant Corporation Counsel said no response was received from SHPO.

The Assistant City Engineer reviewed outstanding items in the City Engineer comment letter.

The Assistant City Engineer asked for material determination for the five-foot buffer strip between the sidewalk and the curb.

Mr. Foster said turf/grass is the preference.

The Director of Planning and Development reviewed the outstanding concerns addressed in the Planning and Development comment letter.

Ms. Hooff said she has a concern about the traffic flow and the availability of off-street and on-street parking.

Ms. Hooff asked if the parking lot is designated for the wedding party/event.

Mr. Foster said the prime use of the parking lot is for in-house guests. They will apply signage to designate guest only parking and develop a map for wedding party parking.

DISCUSSION ITEMS

The Assistant Corporation Counsel reminded the Board about the mandatory 4 hours of training to be completed before year end.

The Assistant Corporation Counsel discussed recent legislation that would effectively allow public boards to conduct virtual meetings through January 15, 2022. The Board opted to continue in-person meetings.

With no further business to discuss, the meeting adjourned at 8:30 p.m.

Respectfully submitted,

J.K. Gentile
Secretary to the Land Use Boards