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, November 16, 2021 at 7:30 p.m. at the Activity Center, 401 Washington Street, Newburgh, New York.

Members Present: Lisa Daily
Sarah Hooff
Heather Moore
Julia Raskin
Alicia Ware
Duane Ware

Members Absent: Michael Kelly
Richard Rosencrans

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

The meeting was called to order at 7:34 p.m. after confirming a quorum.

APPROVAL OF MINUTES

Draft minutes not available to present.

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 and Matthew Milnamow appeared before the Board.

Mr. Boe gave a brief update of the new changes to the project. The guardrail in the rear was pushed to the inbound side of the curb, within the existing property boundary. This design change reconfigured the parking lot with no loss of parking spaces. One dumpster was removed from the plan. The dumpster screening fence was pushed back, leaving more room for a garbage truck to enter/exit.

Mr. Milnamow said applicant proposed a 3-story addition posted on columns and no structures on the ground level, leaving the roof free for placement of HVAC equipment units.

Mr. Boe said the property owner intends to combine 48 and 54 Grand Street, and leave 62 Grand Street as a separate parcel.

The Director of Planning and Development had no additional comments.

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

DISCUSSION BY THE BOARD

Ms. Hooff asked about parking signage.

Mr. Boe said they will install a sign at an agreed-upon ingress point and a sign at the exit of the loop, with both signs directing to additional municipal parking.

Heather Moore moved to accept the Site Plan as submitted, subject to outstanding items in the Informational, the City Engineer comment letter, the City Planner comment letter, ARC approval, and signage to reflect Planning Board intent in a manner and form acceptable to the City Engineer.
Alicia Ware seconded the motion.
The motion passed unanimously via roll-call vote.

Index No. 2021-06

Applicant: Nathan Litwin
Owner: Regional Economic Community Action Program, Inc.
Location: 116 Carson Avenue

SITE PLAN application to construct an Apartment House.

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

Nathan Litwin and J.C. Calderon appeared before the Board.

Mr. Calderon gave a brief review of the site plan updates.

Mr. Litwin provided a cost estimate for streetscape improvements, curbing, and additional striping.

The Director of Planning and Development reviewed the Planning and Development comment letter.

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

DISCUSSION BY THE BOARD

Ms. Ware requested more plantings in the front that had taller mature heights than the current plantings proposed.

Ms. Hooff asked if the dumpster enclosure would be a chain link fence.

Mr. Litwin said it was not chain link, but a specific material had not been proposed/submitted.

The Board agreed that a PVC-type, solid slating material should be used.

Alicia Ware moved to issue a negative declaration under SEQRA.
Duane Ware seconded the motion.
The motion passed unanimously via roll-call vote.

Duane Ware moved to accept the Site Plan as submitted, subject to outstanding items in the Informational, the City Engineer comment letter, the City Planner comment letter, ZBA approval, addition of a PVC-type solid slating material for the dumpster enclosure, and installation of non-invasive plant species with mature heights of no less than 3'-4' tall in a manner and form acceptable to the City Engineer.
Alicia Ware seconded the motion.
The motion passed unanimously via roll-call vote.

Index No. 2021-17

Applicant: Javier Fiscal
Owner: Walter Park
Location: 435 Broadway

SITE PLAN application to convert the existing building into a House of Worship and Restaurant.

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

Floyd Johnson appeared before the Board and gave an overview of updates to the site plan.

The Director of Planning and Development reviewed the items in the Planning and Development comment letter.

The Assistant City Engineer reviewed the items addressed in the City Engineer comment letter. He said sewer lines are were not marked on the site plan. The light fixture in the rear of building needs to be moved to comply with code requirements, and the isometric lines need to be consistent for all lighting on the plan. The site plan submission in general is difficult to read, and not to scale. He suggested submission of a second sheet for additional details. The number of represented parking spots needed to be amended also.

DISCUSSION BY THE BOARD

The Chairperson said the front of the building is Macadam asphalt and the side properties are concrete. The Chairperson recommended changing the front to concrete to make the streetscape more consistent. The ramps leading into the doors do not appear to be ADA compliant. She also said the parking lot in general is inadequate; it is not covered with a dustless surface and it requires re-grading as there are large pot holes. The parking lot needs to be brought up to a minimum standard and reflected on the site plan.

Ms. Ware requested the site plan be placed on multiple sheets for legibility.

The Chairperson requested an exterior elevation from the front façade view.

Ms. Hooff asked for tree pits and other streetscape standard details.

The Board tabled the application for further design submission.

NEW BUSINESS

Index No. 2021-22

Applicant: Joseph & Maria Afonso
Owner: Joseph & Maria Afonso
Location: 56 Dubois Street

SITE PLAN application to convert the three-family dwelling into a six-family dwelling.

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

Alvin Moonesar and Michael Mamiye appeared before the Board.

Mr. Moonesar gave an overview of the project. He said Michael Mamiye recently acquired the property from the Afonsos.

The Director of Planning and Development reviewed the items in the Planning and Development comment letter.

Mr. Moonesar addressed the question C on the Short EAF. He said no substantial rehabilitation will be performed inside.

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

The Assistant City Engineer requested a signed and sealed survey, and to mark existing and proposed water and sewer services on the site plan.

DISCUSSION BY THE BOARD

The Assistant City Engineer recommended review of the Streetscape Standards.

The Board directed the applicant to review the comment letters and the streetscape standards, and to address open items.

Alicia Ware moved to waive the public hearing.
Heather Moore seconded the motion.
The motion passed unanimously via roll-call vote.

<u>Index No. 2021-23</u>

Applicant: Mark Ellison
Owner: Mark Ellison
Location: 255 Broadway

SITE PLAN application to convert the entire structure into a Live/Work unit.

The Comment Letter from the Department of Planning and Development was made a matter of record. The City Engineer did not submit a comment letter and recommended waiving the site plan requirement for this application.

Mark Ellison appeared before the Board and gave an overview of the project.

DISCUSSION BY THE BOARD

Heather Moore moved to waive the public hearing.
Duane Ware seconded the motion.
The motion passed unanimously via roll-call vote.

Heather Moore moved to issue a Type II declaration under SEQRA
Alicia Ware seconded the motion.
The motion passed unanimously via roll-call vote.

Alicia Ware moved to waive site plan requirements.
Heather Moore seconded the motion.
The motion passed unanimously via roll-call vote.

Alicia Ware moved to accept the Site Plan as submitted.
Heather Moore seconded the motion.
The motion passed unanimously via roll-call vote.

<u>Index No. 2021-24</u>

Applicant: Mike Brooks
Owner: Habitat for Humanity of Greater Newburgh
Location: 169 Ann Street

SITE PLAN application to construct a new single-family detached dwelling on vacant lot.

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

Mike Brooks appeared before the Board and gave an overview of the project.

The Director of Planning and Development reviewed the items in the Planning and Development comment letter.

The Director of Planning and Development, referring to the Environmental Assessment Form, said the form triggered Bald Eagle habitat. She recommended referring project to the DEC & SHPO through the CRIS system.

The Assistant City Engineer reviewed the items in the City Engineer comment letter. The Assistant City Engineer requested a signed, sealed survey, streetscape details, sewer lateral details, water line details, and the proposed water service connecting to the property.

DISCUSSION BY THE BOARD

The Assistant City Engineer asked applicant to confirm that the two parking spaces on site are behind the façade.

Mr. Brooks confirmed.

Ms. Hooff asked about streetscapes.

Mr. Brooks said the proposed house location is about 5 feet from the property line, and was deliberately sited there to stay in line with other houses on the block. There will be very little space to plant trees with this configuration.

Ms. Ware asked for small plantings in the front.

Duane Ware moved to waive the public hearing.
Alicia seconded the motion.
The motion passed unanimously via roll-call vote.

Alicia Ware moved to issue a Type II declaration under SEQRA.
Heather Moore seconded the motion.
The motion passed unanimously via roll-call vote.

The Board tabled the application for further design submission and DEC/SHPO clarification.

With no further business to discuss, the meeting adjourned at 9:30 p.m.

Respectfully submitted,

J.K. Gentile
Secretary to the Land Use Boards