

CITY OF NEWBURGH  
PLANNING BOARD

123 Grand Street, Newburgh, New York 12550

Lisa Daily, Chairperson  
J.K. Gentile, Secretary  
Phone: (845) 569-7383

**PLANNING BOARD MEETING**

The monthly meeting of the City of Newburgh Planning Board was held on Tuesday, January 17, 2023 at 7:30 p.m. at the Activity Center, 401 Washington Street, Newburgh, New York.

Members Present: Lisa Daily, Chairperson  
Weaver Debe  
Michael Kelly  
Alicia Ware  
Duane Ware

Also Present: Chad Wade, Assistant City Engineer  
Jonathan Midler, City Planner  
Jeremy Kaufman, Assistant Corporation Counsel  
J.K. Gentile, Secretary

Absent: Sarah Hooff  
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The Chairperson called the meeting to order at 7:30 p.m. after confirming a quorum.

**APPROVAL OF MINUTES**

**Minutes of the December 20, 2022 Meeting**

Michael Kelly moved to approve the December 2022 minutes as submitted.  
Alicia Ware seconded the motion.  
The motion passed unanimously via roll call vote.

**OLD BUSINESS**

**Index No. 2022-16**

**Applicant:** Jeff Wilkinson  
**Owner:** 102 Broadway LLC  
**Location:** 102 Broadway

**SITE PLAN** application to convert vacant lot into a 4-story new construction (Mixed Use with Residential)

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

Jeff Wilkinson and Rudy Mejia appeared before the Board.

Mr. Wilkinson gave an overview of the updates made to the proposed plan since the August 2022 Planning Board meeting.

The Assistant City Engineer reviewed his comment letter. He said the proposed water valve should be placed within five feet behind the face of the curb. He requested the construction detail for the metal cleanout cover and the planting schedule details included on the site plan.

The City Planner reviewed his comment letter. He noted the light temperature for the exterior wall lights not exceed 2700K, per Planning Board request. He suggested relocation of the refuse container from the rear yard of the property as there is no side alley or rear access to the property.

Mr. Wilkinson said he could adjust the location to the bulkhead in the rear of the building as there is access through the ground floor by a sidewalk diamond plate with a spring.

The Assistant City Engineer requested the applicant mark the new details on the site plan.

Michael Kelly moved to declare the Planning Board as Lead Agency under SEQRA.

Alicia Ware seconded the motion.

The motion passed unanimously via roll-call vote.

Duane Ware moved to issue a negative declaration under SEQRA.

Michael Kelly seconded the motion.

The motion passed unanimously via roll-call vote.

Michael Kelly moved to approve the application as submitted subject to City Engineer comments and City Planner comments.

Alicia Ware seconded the motion.

The motion passed unanimously via roll-call vote.

With no further business to discuss, the meeting adjourned at 7:50 p.m.

Respectfully submitted,

J.K. Gentile

Secretary to the Land Use Boards