

PLANNING BOARD MEETING

The monthly meeting of the City of Newburgh Planning Board was held on Tuesday, June 17, 2025 at 7:30 p.m. at the Heritage Center, 123 Grand Street, Newburgh, New York.

Members Present: Lisa Daily, Chairperson
Murray Cox
Daryl Kranec
David Lopez
Charles Robison
Alicia Ware
Duane Ware

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

Absent: Weaver Debe
Rashidah Green-Sherman

The Chairperson called the meeting to order at 7:33 p.m. after confirming a quorum.

APPROVAL OF MINUTES

Minutes of the May 2025 Meeting

Alicia Ware moved to approve the May 20, 2025 minutes as submitted.
Duane Ware seconded the motion.
The motion passed unanimously via roll call vote.

SITE PLAN APPROVAL EXTENSION REQUESTS

Index No. 2023-42

Applicant: Andrew Schrijver
Owner: Mid-Hudson Film, LLC
Location: 50, 50½, 52, 54 Liberty Street

SITE PLAN application to construct a mixed-use with residential building on vacant land with 143 residential apartment units and six (6) retail spaces.

Chris Berg appeared before the Board and gave a brief overview of the proposed project.

The applicant requested a one-year extension of its Site Plan approval application.

The Assistant Corporation Counsel said the applicant received its original site plan approval in June 2024 and presents now for a one-year extension request.

The Planning Board found that no significant changes to the City of Newburgh Master Plan or City Code have occurred since the issuance of the original approval.

Duane Ware moved to approve a one-year extension of the Site Plan approval.

David Lopez seconded the motion.

The motion passed unanimously via roll-call vote.

SITE PLAN AMENDMENT

Index No. 2023-25

Applicant: John Waters/Dubois Street Associates LLC

Owner: City of Newburgh

Location: 123 Renwick Street

SITE PLAN application to convert a vacant four (4) story building into a mixed-use building.

The Comment Letter from the City Engineer was made a matter of record.

Matthew Cordone appeared before the Board and gave an overview of the proposed project. He said the proposed site plan amendment adds an additional studio apartment on the ground floor by reducing space from the commercial unit. He said the proposed modifications are all interior and the exterior would remain as originally proposed.

The Chairperson asked to confirm the new proposed dwelling unit count.

Mr. Cordon said the new count would be 5 dwelling units.

DISCUSSION BY THE BOARD

The Assistant City Engineer reviewed her comment letter. She requested the re-submission of all 16 sheets of the site plan with a revised bulk table and added revision date.

The Assistant Corporation Counsel said the applicant received its original site plan approval in January 2024, and its first site plan extension in January 2025.

Alicia Ware moved to issue a Site Plan amendment approval as submitted, subject to outstanding City Engineer comments.

Charles Robison seconded the motion.

The motion passed unanimously via roll-call vote.

Index No. 2022-13

Applicant: Sisha Ortuzar & Erik Cooney

Owner: 191 Washington Street LLC

Location: 191 Washington Street

SITE PLAN application to convert the existing building into a mixed-use residential building and construct two additional four-story, mixed-use residential buildings on the same lot.

The Comment Letter from the City Engineer was made a matter of record.

Sisha Ortuzar and Chris Berg appeared before the Board.

Mr. Berg gave an overview of the proposed project. He said the site plan amendments were related to streetscape improvements, relocation of the dumpsters and the removal of the parking garage.

DISCUSSION BY THE BOARD

The Assistant City Engineer reviewed her comment letter. She requested the submission of a bond estimate.

The Assistant Corporation Counsel said the applicant received its original site plan approval in November 2023, and its first site plan extension in November 2024.

Charles Robison moved to issue a Site Plan amendment approval as submitted, subject to outstanding City Engineer comments.

Alicia Ware seconded the motion.

The motion passed unanimously via roll-call vote.

OLD BUSINESS

Index No. 2025-03

Applicant: Roy Lethen
Owner: Roy Lethen
Location: 25 Benkard Avenue

SUBDIVISION (FINAL PLAT APPROVAL) application to subdivide the existing lot into two parcels.

Roy Lethen appeared before the Board.

DISCUSSION BY THE BOARD

The Assistant Corporation Counsel said the applicant received its preliminary plat approval on February 18, 2025 and is now seeking final plat approval.

The Planning Board found no significant changes to the preliminary plat set since the issuance of the preliminary plat approval.

Alicia Ware moved to approve the final plat.

Daryl Kranec seconded the motion.

The motion passed unanimously via roll-call vote.

Index No. 2023-28

Applicant: Eulogio Santiago
Owner: 133 North Miller Realty Partners LLC
Location: 133 North Miller Street

SITE PLAN application construct an Apartment House (9 units).

The Comment Letters from the City Engineer and City Planner were made a matter of record.

Jonathan Cella appeared before the Board and gave an overview of the updates made to the plan since the June 3, 2025 Planning Board Workshop. He said the owner proposes a fence along the property line. He said the fence appears to encroach on the driveway of the adjacent property owner, but their survey shows the driveway encroaches on his client's property. He said multiple attempts were made to reach an easement agreement with the neighboring property owner, but the requests were met with resistance.

DISCUSSION BY THE BOARD

The City Planner reviewed his comment letter. He requested the submission of an updated Environmental Assessment Form. He said a SEQRA determination is pending a Department of Environmental Conservation (DEC) review of the bald eagle habitat.

The Assistant City Engineer reviewed her comment letter.

The Assistant Corporation Counsel said a vote on the application is subject to a pending SEQRA determination.

The applicant requested a table of its application to the next meeting.

Index No. 2024-20

Applicant: Eulogio Santiago
Owner: 10 Overlook Realty Partners LLC
Location: 10 & 12 Overlook Place

SITE PLAN application to construct a four-family dwelling on vacant land.

The Applicant contacted staff prior to the meeting to request a table of its application to the July meeting.

Index No. 2024-19

Applicant: Michael Henderson/A.Hennessy Architects, P.C.
Owner: Emmanuel Popa
Location: 640 Broadway

SITE PLAN application to convert warehouse space to two commercial tenant spaces (Personal Services).

The Comment Letters from the City Engineer and City Planner were made a matter of record.

Michael Henderson appeared before the Board and gave an overview of the updates made to the site plan since the last meeting.

DISCUSSION BY THE BOARD

The City Planner reviewed his comment letter. He said some floodplain review comments remain outstanding.

The Chairperson asked to confirm that the loading dock will be filled in.

Mr. Henderson confirmed.

The Assistant City Engineer reviewed her comment letter. She referred to the outstanding comments provided by the engineering firm handling the review of the floodplain elements of the project. She said they received confirmation from the Fire Chief that a standpipe is not required. She said two means of egress maintained for each commercial tenant space is required. She asked if there were plans to install a sprinkler system.

Mr. Henderson said no.

Mr. Henderson asked if the line of disturbance includes the sidewalks.

The Assistant City Engineer asked what the total acreage of the site is.

Mr. Henderson said under an acre, about 21,000 square feet.

The Assistant City Engineer recommended including the saw cuts for any of the proposed utilities to the main and the line of disturbance.

Mr. Henderson said they would not be tapping into the street main.

Duane Ware moved to issue a Type II declaration under SEQRA.

Daryl Kranec seconded the motion.

The motion passed unanimously via roll-call vote

Alicia Ware moved to issue a Site Plan approval as submitted, subject to outstanding City Engineer, City Planner and floodplain engineer's comments.

David Lopez seconded the motion.

The motion passed unanimously via roll-call vote.

Index No. 2024-18

Applicant: Michael Henderson/A.Hennessy Architects, P.C.

Owner: Manuel Zacarias Gregorio

Location: 11 Hillcrest Place

SITE PLAN application to convert a two-family dwelling to a three-family dwelling.

The Comment Letters from the City Engineer and City Planner were made a matter of record.

Michael Henderson appeared before the Board and gave an overview of the updates made to the plan since the last meeting.

DISCUSSION BY THE BOARD

The City Planner reviewed his comment letter.

The Assistant City Engineer reviewed her comment letter.

Charles Robison moved to issue a Site Plan approval as submitted, subject to outstanding City Engineer comments.

Duane Ware seconded the motion.

The motion passed unanimously via roll-call vote.

With no further business to discuss, the meeting adjourned at 8:15 p.m.

Respectfully submitted:
J.K. Gentile, Secretary