CITY OF NEWBURGH
ARCHITECTURAL REVIEW COMMISSION

Michele Basch, Chairperson **Omar E. Balbuena-Palma, Secretary**
123 Grand Street, Newburgh, N.Y. 12550 **Phone: (845) 569-7380**

MINUTES
ARCHITECTURAL REVIEW COMMISSION

Meeting of April 19, 2017

The monthly meeting of the City of Newburgh Architectural Review Commission was held on Wednesday, April 19, 2017 at 6:00 p.m. at the Activity Center, 401 Washington Street, Newburgh, NY 12550.

Members Present: Michele Basch, Chairperson
Richard E. Rosencrans
Isaac Diggs
Hannah Walsh
Jim Hoekema
Jeff Wilkinson
Christopher Hanson
James Kelly (Alternate member)

Also Present: Jeremy Kaufman, Assistant Corporation Counsel
Omar E. Balbuena-Palma, Secretary to the Land Use Boards

The meeting was called to order at 6:05 p.m. after a quorum was confirmed.

Minutes of the March 22, 2017 Meeting

Mr. Hanson made a motion to approve the minutes from the March 22nd 2017 meeting as submitted.
Mr. Diggs seconded the motion.

The motion was approved 7-0.

PUBLIC HEARINGS

AR 2017-15 **221 N. Miller Street**
To replace 5 windows.
Applicant/ Owner: Brian Apollonio/ Bragada Properties LLC.

Brian Apollonio appeared before the board and gave a brief description of his application. He wants to replace 5 windows to 2/2 wood interior trim line windows. He then mentioned that he wanted to add/amend his application to remove the portico roof, claiming that it was not originally part of the building and may be a liability.

Mr. Wilkinson confirmed that removing the portico roof was not on the application and clarified that the existing windows are 2/2 round top upper sash. Mr. Hanson agreed.

Ms. Basch said the existing windows are not windows the applicant installed, Mr. Apollonio agreed and stated he has no issues with the window replacement and that his concern is with the portico roof.

Ms. Walsh said she does not have enough information to decide on the roof.

Mr. Kelly said the portico roof is not original and, in his opinion, the building was built during the 1880s to 1890s. The portico roof seems to have been added 20 or 30 years after the original construction.

Mr. Diggs said he was uncomfortable with approving the removal without proper documentation.

Ms. Basch said that they could vote on the submitted application and have the applicant return to the next meeting with more documentation to decide on the portico roof. Mr. Apollonio said that he would prefer a vote on the windows only and leave the portico roof as is for now and return with another application for the portico roof.

The Chairperson opened the public hearing. There was no one present to speak for or against this application. The public hearing was closed.

Mr. Hanson made a motion to assume SEQRA lead agency.
Mr. Diggs seconded the motion.
The motion was carried unanimously.

Mr. Diggs made a motion to issue a negative declaration.
Mr. Hoekema seconded the motion.
The motion was carried unanimously.

Mr. Wilkinson made a motion to approve the application to replace the windows with 2/2 arch top, double hung units, aluminum clad and white exterior.
Mr. Diggs seconded the motion.

The motion was approved 7-0.

AR 2017-16 **31 Liberty Street WH**
To replace vinyl windows, paint the exterior and to repair/ replace the porch and stairs in-kind.
Applicant/Owner: Barbara Hamilton

Barbara Hamilton appeared before the board and gave an overview of her application to paint the exterior, replace the windows, fix the steps, repair the porch and replace the side porch.

Ms. Basch clarified that the fence shown in the site renderings would not be voted on tonight.

Mr. Hanson and Mr. Wilkinson were concerned whether they could vote to replace all the windows in-kind with vinyl windows.

There was a discussion about the replacement of windows. Ms. Hamilton said she did not know the material/type of the original windows.

Ms. Basch said the window types must be consistent with the architectural style chosen for the building.

Mr. Hanson said the picture shows the design and style of the building and that needs to be matched. Ms. Basch said there is more clarity needed for the porch and pillars.

The architect for the project, Steven Grgecic, then stepped forward with a site plan and more pictures of the property to clearly illustrate the details and full scope of the renovation. He said they are looking to replace the porch with a Victorian style and copy what exists and renovate the building to its original state.

Mr. Wilkinson said that he couldn't support all vinyl windows. Ms. Basch suggested choosing a better quality window replacement, as it would last longer and value to the house. Ms. Hamilton said she did not choose better windows for financial reasons. The architect clarified that the windows will be wood interior, exterior aluminum clad. Mr. Hanson informed the applicant that there are tax credits available to aid in the renovation but said she needed approval before beginning the work.

Ms. Hamilton then stated that there is an emergency roof application in the building department to re-shingle the roof due to a leak. The roof repair was not part of the original application. Ms. Hamilton requested the roof repair be added to the application for board consideration.

Mr. Grgecic said the roof would be repaired with asphalt grey shingles. The porch would be repaired to match the existing illustrations.
Mr. Wilkinson clarified with the architect that a rail system will also be added onto the second floor as per the drawings.

Mr. Hanson clarified that the second floor will also have spindles to match the first floor.

The Chairperson opened the public hearing. There was no one present to speak for or against this application. The public hearing was closed.

Mr. Hanson made a motion to assume SEQRA lead agency.
Mr. Diggs seconded the motion.
The motion was carried unanimously.

Mr. Hoekema made a motion to issue a negative declaration.
Mr. Hanson seconded the motion.
The motion was carried unanimously.

Mr. Wilkinson made a motion to approve the application as submitted, along with the addition of the roof repair work, but all conditioned on the formal submission drawings brought by Mr. Grgecic, dated January 16th, 2017 by SG Architects, Ms. Walsh seconded the motion.

The motion was approved 7-0.

The applicant agreed to send the site plan and additional photos to the Secretary for the record.

AR 2017-18 **20 S. Miller Street**
To restore the façade and porch where possible, to replace the windows, and to erect a wooden gate and fence on the property.
Applicant/ Owner: Nathan Litwin/ Habitat for Humanity of Greater Newburgh

Nathan Litwin appeared before the board and gave a brief overview of the project. He cited nearby properties such as 22 S. Miller Street that have received ARC approval and is looking to do very similar work. The windows will be 2/2 double hung-fiberglass clad wooden frame and the cornice will be custom made. He will use Benjamin Moore historic colors to paint the exterior.
Ms. Basch clarified that the front porch will have 1-2 steps and the steps will be added to match the existing height. She clarified that the gate will be made of wood and be 6'tall.

Mr. Hanson clarified that the fencing will be 5' tall vertical slats, stained brown.

The Chairperson opened the public hearing. There was no one present to speak for or against this application. The public hearing was closed.

Mr. Wilkinson made a motion to assume SEQRA lead agency.
Mr. Diggs seconded the motion.
The motion was carried unanimously.

Mr. Diggs made a motion to issue a negative declaration.
Mr. Hanson seconded the motion.
The motion was carried unanimously.

Mr. Wilkinson made a motion to approve the application as submitted with the addition of the rear fence to be 5' tall, vertical wood slats, stained brown.
Mr. Hanson seconded the motion.

The motion was approved 7-0.

AR 2017-19 **320 Powell Avenue**
Construction of 2 Baseball and 2 Softball dugouts.
Applicant/ Owner: Douglas Smith/ Mount Saint Mary College

Douglas Smith appeared before the board and explained that he is proposing to build 4 dugouts on the field of Mount Saint Mary College at the corner of Powell Avenue and Gidney Avenue.

Ms. Basch commented that the only dugout visible from the street will be the one by Powell Avenue.

Mr. Hanson clarified that the color of the metal roof will be harbor blue.

Mr. Wilkinson confirmed with the applicant that there will be no exterior lighting.

The Chairperson opened the public hearing. There was no one present to speak for or against this application. The public hearing was closed.

Mr. Hanson made a motion to assume SEQRA lead agency.
Mr. Diggs seconded the motion.

The motion was carried unanimously.

Mr. Hanson made a motion to issue a negative declaration.
Mr. Diggs seconded the motion.
The motion was carried unanimously.

Mr. Hoekema moved to approve the application as submitted.
Ms. Walsh seconded the motion.

The motion was approved 7-0.

OLD BUSINESS

AR 2016-49 **169 ½ Liberty Street**
To amend the previously issued COA by changing the painting colors and to paint the house number and sidewalk.
Applicant/ Owner: Sarah Beckham & Aaron Latos

The applicant did not appear at the meeting. The application was tabled until the following ARC meeting.

AR 2016-72 **30 Chambers Street**
To install new windows, doors and lighting effects.
Applicant/ Owner: Thomas Dodd / Riprap LLC

Thomas Dodd appeared before the board with updated plans regarding the windows, doors and lighting effects that the board requested at a previous meeting. He said the 3-story building is structurally sound and he wants to keep the building as an open space.

There was a conversation regarding the use of the building.

Mr. Wilkinson made a motion to approve the application as submitted.
Ms. Walsh seconded the motion.

The motion passed 7-0

AR 2016-71 **326 Liberty Street**
To amend a previously issued COA for the siding of the building
Applicant/ Owner: Thomas Dodd / Riprap LLC

Thomas Dodd remained before the board and stated he would like to amend a previously issued COA. He said in the decision letter, the ARC made one of the conditions to keep the building with wood clabbord on one side and shingles on the other. However upon further research, Mr. Dodd found that the shingles were added onto the building and requested to amend the COA to keep the siding with just clabbord all around the building.

Ms. Basch said she received a letter from the Orange County Historian where she mentioned that restoring the property is important to the City of Newburgh and found no issue with the proposed renovation.

Mr. Diggs clarified that the ARC made the decision based what existed currently. Now that they have received proof that the shingles were not originally there, he finds no issue with amending the COA.

The Chairperson re-opened the public hearing. There was no one present to speak for or against this application. The public hearing was closed.

Mr. Wilkinson made a motion to approve the application as originally submitted.
Ms. Walsh seconded the motion.

The motion passed 7-0

Presentation/Comment on Solarize Newburgh

Saul Brown appeared before the board and gave a brief presentation of the non-profit, community campaign, Solarize Newburgh. He said the CAC is the lead agency and he is a lead for the campaign. The purpose is to make it easier for homes and businesses to switch to solar energy by installing solar panels. He came to the ARC to clarify guidelines for the installation of Solar panels in the Historic District.

Mr. Hanson and Mr. Rosencrans noted that there are current guidelines available in the East End Historic District guidelines for solar panels.

There was a conversation regarding solar panels.

Mr. Hoekema said that some municipalities have adopted reversibility plans where the solar panels are allowed as temporary installations.

Ms. Basch said the ARC cannot give a blanket statement for the installation of solar panels.

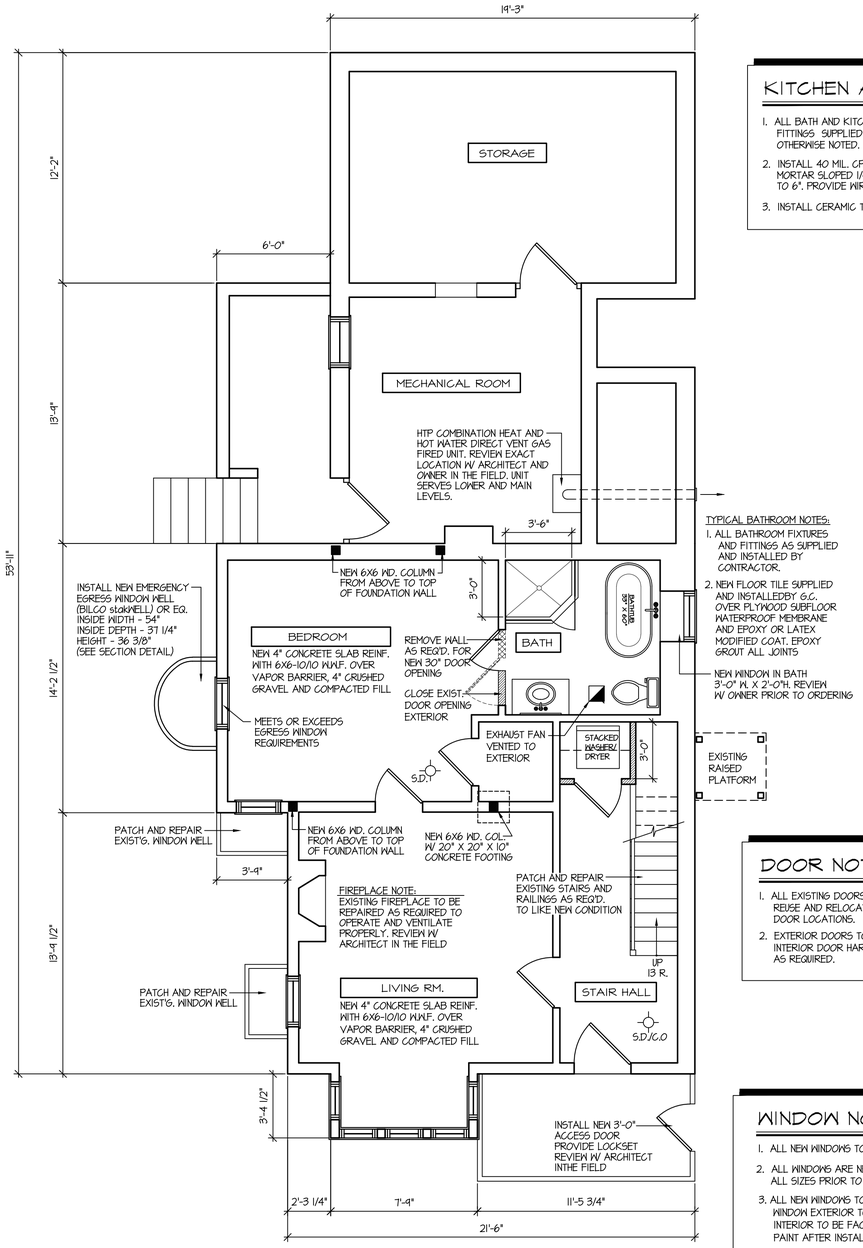
Mr. Diggs said they cannot give consent to temporary installations and the Board would take each proposed installation on a case by case basis. He suggested that if the paperwork meets the guidelines, the ARC would not have an issue in approving the installation and cited some examples of previous applications before the ARC that were approved. Mr. Rosencrans agreed.

With no further business to discuss the meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Omar E. Balbuena-Palma
Secretary to the Land Use Boards

Attachment – Site Plan for 31 Liberty St. WH



KITCHEN AND BATH NOTE:

1. ALL BATH AND KITCHEN APPLIANCES, CABINETS FIXTURES, TILE AND FITTINGS SUPPLIED AND INSTALLED BY CONTRACTOR UNLESS OTHERWISE NOTED.
2. INSTALL 40 MIL. CPE SHOWER PAN MEMBRANE OVER LATEX MOLDED MORTAR SLOPED 1/4" PER FT. EXTEND RUBBER MEMBRANE UP WALLS TO 6". PROVIDE WIRE MESH REINFORCEMENT.
3. INSTALL CERAMIC TILE TO CEILING ON ALL SHOWER AND BATH WALLS.

TYPICAL BATHROOM NOTES:

1. ALL BATHROOM FIXTURES AND FITTINGS AS SUPPLIED AND INSTALLED BY CONTRACTOR.
2. NEW FLOOR TILE SUPPLIED AND INSTALLEDBY G.C. OVER PLYWOOD SUBFLOOR WATERPROOF MEMBRANE AND EPOXY OR LATEX MODIFIED COAT. EPOXY GROUT ALL JOINTS

DOOR NOTES:

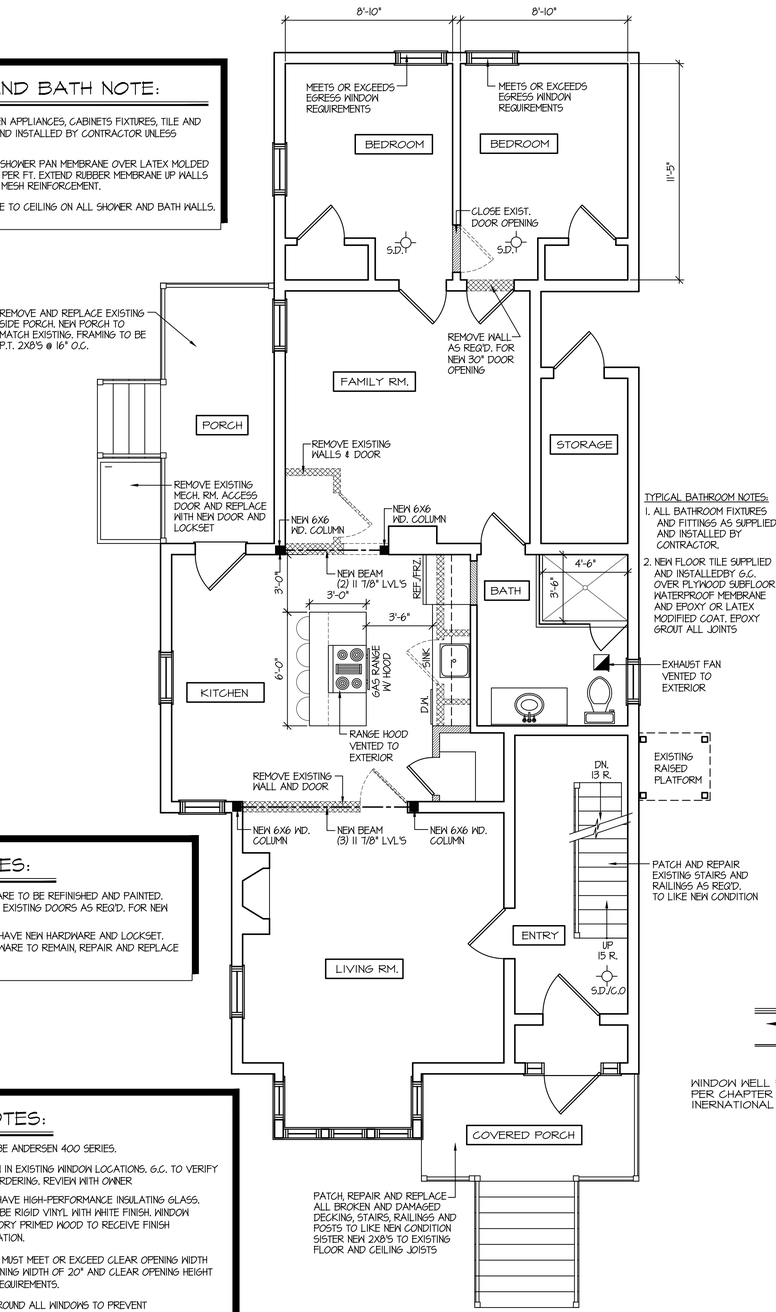
1. ALL EXISTING DOORS ARE TO BE REFINISHED AND PAINTED. REUSE AND RELOCATE EXISTING DOORS AS REQ'D. FOR NEW DOOR LOCATIONS.
2. EXTERIOR DOORS TO HAVE NEW HARDWARE AND LOCKSET. INTERIOR DOOR HARDWARE TO REMAIN, REPAIR AND REPLACE AS REQUIRED.

WINDOW NOTES:

1. ALL NEW WINDOWS TO BE ANDERSEN 400 SERIES.
2. ALL WINDOWS ARE NEW IN EXISTING WINDOW LOCATIONS. G.C. TO VERIFY ALL SIZES PRIOR TO ORDERING. REVIEW WITH OWNER
3. ALL NEW WINDOWS TO HAVE HIGH-PERFORMANCE INSULATING GLASS. WINDOW EXTERIOR TO BE RIGID VINYL WITH WHITE FINISH. WINDOW INTERIOR TO BE FACTORY PRIMED WOOD TO RECEIVE FINISH PAINT AFTER INSTALLATION.
4. ONE BEDROOM WINDOW MUST MEET OR EXCEED CLEAR OPENING WIDTH OF 5.7 S.F. CLEAR OPENING WIDTH OF 20" AND CLEAR OPENING HEIGHT OF 24" FOR EGRESS REQUIREMENTS.
5. PROVIDE CAULKING AROUND ALL WINDOWS TO PREVENT AIR INFILTRATION.
6. ALL WINDOW HARDWARE AS SELECTED BY OWNER.
7. ALL WINDOWS TO HAVE SCREENS WITH WHITE FRAMES.
8. ALL WINDOWS TO BE INSTALLED AS PER MANUFACTURERS SPECIFICATIONS.

1 BASEMENT / LOWER LEVEL PLAN

1/4" = 1'-0" (APARTMENT #1)



TYPICAL BATHROOM NOTES:

1. ALL BATHROOM FIXTURES AND FITTINGS AS SUPPLIED AND INSTALLED BY CONTRACTOR.
2. NEW FLOOR TILE SUPPLIED AND INSTALLEDBY G.C. OVER PLYWOOD SUBFLOOR WATERPROOF MEMBRANE AND EPOXY OR LATEX MODIFIED COAT. EPOXY GROUT ALL JOINTS

2 FIRST FLOOR MAIN LEVEL PLAN

1/4" = 1'-0" (APARTMENT #1)

KEY

- EXISTING TO BE REMOVED
- EXISTING WALLS
- NEW FRAMED WALLS

INTERIOR DEMOLITION NOTES:

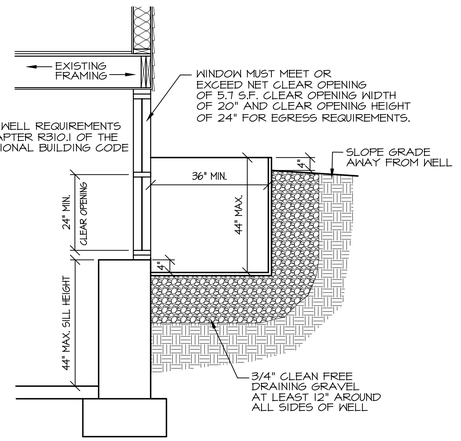
1. REMOVE ALL MECHANICAL PIPING AND EQUIPMENT. REMOVE ALL PLUMBING FIXTURES AS DIRECTED BY OWNER.
2. REMOVE ALL ELECTRICAL WIRING, FIXTURES, PANELS AND EQUIPMENT.
3. REMOVE ALL WALL, FLOOR AND CEILING FINISHES. TO FRAMING. THE G.C. IS TO PATCH, REPAIR AND AND REPLACE SUBFLOOR AS REQ'D. FOR A SMOOTH LEVEL FINISH.

INSULATION NOTE:

1. ALL EXISTING INSULATION TO BE REMOVED WITH THE EXCEPTION OF THE ATTIC SPACE WHICH IS PROPERLY INSULATED.
2. INSTALL R-30 BATT INSULATION IN LOWER LEVEL CEILING JOIST SPACE.
3. INSTALL R-21 BATT INSULATION IN ALL EXTERIOR FRAMED WALLS.

WALL & FLOOR FINISH NOTES:

1. INSTALL NEW 1/2" MOISTURE RESISTANT GYPSUM BOARD (TOUGHROCK' MOLD GUARD OR EQUAL). IN ALL BATHROOMS , LOWER LEVEL WALLS AND CEILINGS
2. INSTALL NEW 1/2" GYPSUM BOARD ON ALL WALLS, FLOORS, AND CEILINGS ON MAIN AND UPPER LEVELS.
3. TAPE AND SPACKLE ALL JOINTS. PAINT (1) COAT PRIMER (2) COATS FINISH. COLOR AS SELECTED BY OWNER.
4. WOOD FLOOR THROUGHOUT UNLESS OTHERWISE NOTED. FLOORING AS SELECTED BY OWNER.
5. ALL EXISTING MOLDINGS TO BE REFINISHED AND PAINTED.



3 WINDOW WELL DETAIL

1/2" = 1'-0"

ARCHITECTS

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STEVEN A. GRGECIC
NYS LIC. NO. 035297

NO.	DATE	REVISION
ISSUE/REVISION		

PROJECT NAME
31 LIBERTY WH
GUT REHAB ALT. LEVEL 2 REPAIR

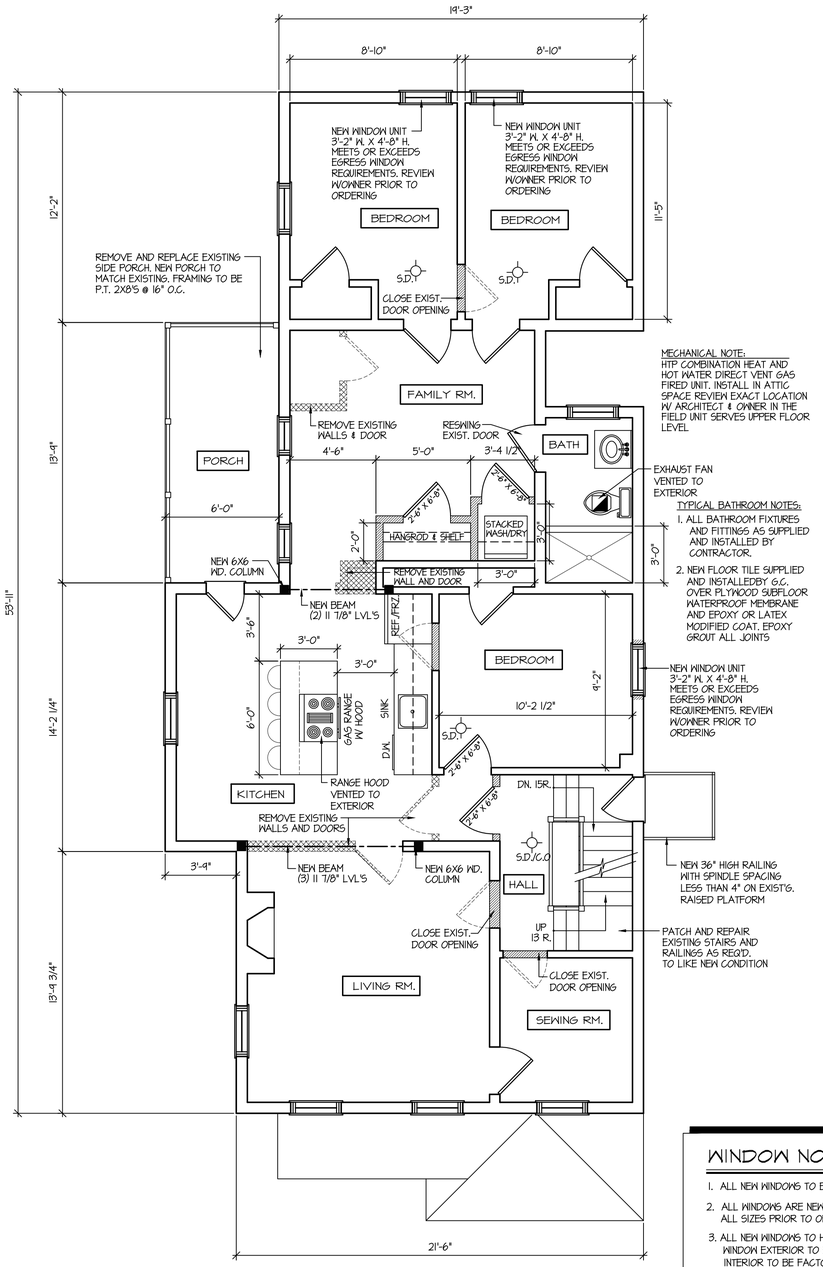
BUILDING ADDRESS
31 LIBERTY WH
NEWBURGH, NEW YORK

PROJECT NUMBER

DRAWING TITLE
PROPOSED FLOOR PLANS AND NOTES

DRAWN BY	SG
SCALE	AS NOTED
DATE	1/16/17

A-1



MECHANICAL NOTE:
HTP COMBINATION HEAT AND HOT WATER DIRECT VENT GAS FIRED UNIT. INSTALL IN ATTIC SPACE. REVIEW EXACT LOCATION W/ ARCHITECT & OWNER IN THE FIELD. UNIT SERVES UPPER FLOOR LEVEL

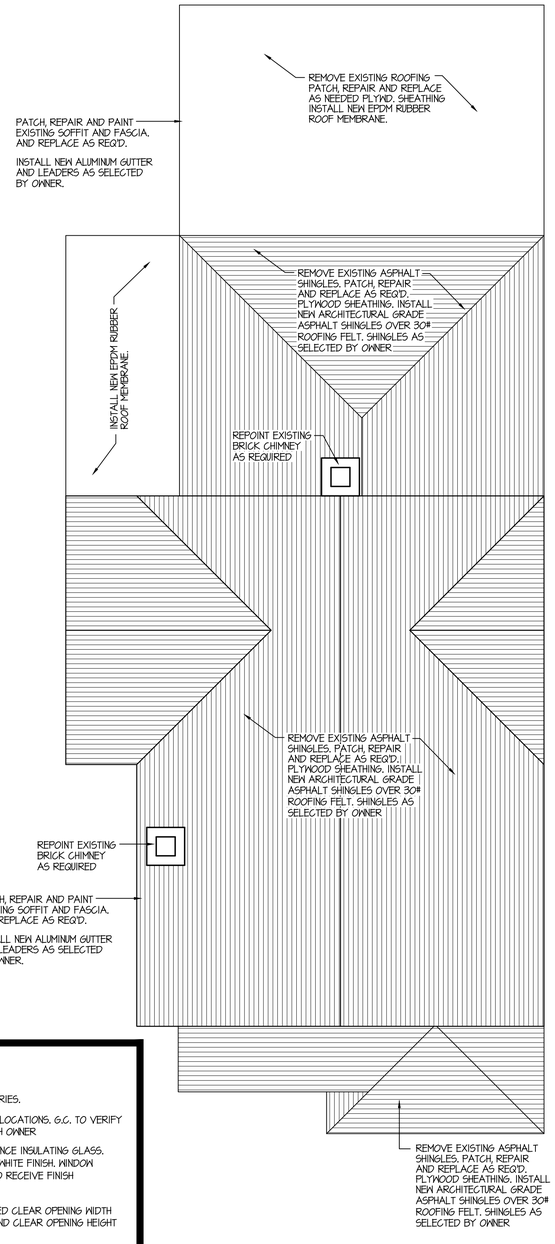
EXHAUST FAN VENTED TO EXTERIOR

TYPICAL BATHROOM NOTES:

1. ALL BATHROOM FIXTURES AND FITTINGS AS SUPPLIED AND INSTALLED BY CONTRACTOR.
2. NEW FLOOR TILE SUPPLIED AND INSTALLED BY G.C. OVER PLYWOOD SUBFLOOR WATERPROOF MEMBRANE AND EPOXY OR LATEX MODIFIED COAT. EPOXY GROUT ALL JOINTS

1 SECOND FLOOR / UPPER LEVEL PLAN (APARTMENT #2)

1/4" = 1'-0"



2 ROOF PLAN

1/4" = 1'-0"

WINDOW NOTES:

1. ALL NEW WINDOWS TO BE ANDERSEN 400 SERIES.
2. ALL WINDOWS ARE NEW IN EXISTING WINDOW LOCATIONS. G.C. TO VERIFY ALL SIZES PRIOR TO ORDERING. REVIEW WITH OWNER
3. ALL NEW WINDOWS TO HAVE HIGH-PERFORMANCE INSULATING GLASS. WINDOW EXTERIOR TO BE RIGID VINYL WITH WHITE FINISH. WINDOW INTERIOR TO BE FACTORY PRIMED WOOD TO RECEIVE FINISH PAINT AFTER INSTALLATION.
4. ONE BEDROOM WINDOW MUST MEET OR EXCEED CLEAR OPENING WIDTH OF 5.7 S.F. CLEAR OPENING WIDTH OF 20" AND CLEAR OPENING HEIGHT OF 24" FOR EGRESS REQUIREMENTS.
5. PROVIDE CAULKING AROUND ALL WINDOWS TO PREVENT AIR INFILTRATION.
6. ALL WINDOW HARDWARE AS SELECTED BY OWNER.
7. ALL WINDOWS TO HAVE SCREENS WITH WHITE FRAMES.
8. ALL WINDOWS TO BE INSTALLED AS PER MANUFACTURERS SPECIFICATIONS.

KEY

- NEW FOUNDATION
- EXISTING WALLS
- NEW FRAMED WALLS

INTERIOR DEMOLITION NOTES:

1. REMOVE ALL MECHANICAL PIPING AND EQUIPMENT. REMOVE ALL PLUMBING FIXTURES AS DIRECTED BY OWNER.
2. REMOVE ALL ELECTRICAL WIRING, FIXTURES, PANELS AND EQUIPMENT.
3. REMOVE ALL WALL, FLOOR AND CEILING FINISHES. TO FRAMING. THE G.C. IS TO PATCH, REPAIR AND AND REPLACE SUBFLOOR AS REQ'D. FOR A SMOOTH LEVEL FINISH.

DOOR NOTES:

1. ALL EXISTING DOORS ARE TO BE REFINISHED AND PAINTED. REUSE AND RELOCATE EXISTING DOORS AS REQ'D. FOR NEW DOOR LOCATIONS.
2. EXTERIOR DOORS TO HAVE NEW HARDWARE AND LOCKSET. INTERIOR DOOR HARDWARE TO REMAIN, REPAIR AND REPLACE AS REQUIRED.

INSULATION NOTE:

1. ALL EXISTING INSULATION TO BE REMOVED WITH THE EXCEPTION OF THE ATTIC SPACE WHICH IS PROPERLY INSULATED.
2. INSTALL R-30 BATT INSULATION IN LOWER LEVEL CEILING JOIST SPACE.
3. INSTALL R-19 BATT INSULATION IN ALL EXTERIOR FRAMED WALLS.

KITCHEN AND BATH NOTE:

1. ALL BATH AND KITCHEN APPLIANCES, CABINETS FIXTURES, TILE AND FITTINGS SUPPLIED AND INSTALLED BY CONTRACTOR UNLESS OTHERWISE NOTED.
2. INSTALL 40 MIL. CPE SHOWER PAN MEMBRANE OVER LATEX MOLDED MORTAR SLOPED 1/4" PER FT. EXTEND RUBBER MEMBRANE UP WALLS TO 6". PROVIDE WIRE MESH REINFORCEMENT.
3. INSTALL CERAMIC TILE TO CEILING ON ALL SHOWER AND BATH WALLS.
4. SECOND FLOOR KITCHEN CABINETS SUPPLIED BY OWNER.

WALL & FLOOR FINISH NOTES:

1. INSTALL NEW 1/2" MOISTURE RESISTANT GYPSUM BOARD ('TOUGHROCK' MOLD GUARD OR EQUAL). IN ALL BATHROOMS , LOWER LEVEL WALLS AND CEILINGS
2. INSTALL NEW 1/2" GYPSUM BOARD ON ALL WALLS, FLOORS, AND CEILINGS ON MAIN AND UPPER LEVELS.
3. TAPE AND SPACKLE ALL JOINTS. PAINT (1) COAT PRIMER (2) COATS FINISH. COLOR AS SELECTED BY OWNER.
4. WOOD FLOOR THROUGHOUT UNLESS OTHERWISE NOTED. FLOORING AS SELECTED BY OWNER.
5. ALL EXISTING MOLDINGS TO BE REFINISHED AND PAINTED.

ARCHITECTS

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SCALE	AS NOTED
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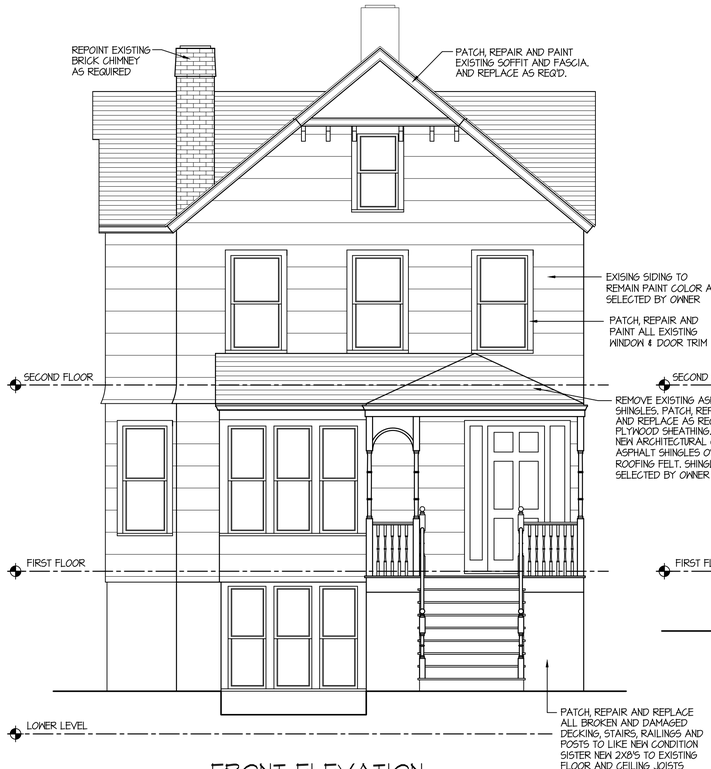
A-2



1 FRONT ELEVATION

1/4" = 1'-0"

2 RIGHT SIDE ELEVATION

1/4" = 1'-0"

WINDOW NOTES:

1. ALL WINDOWS ARE NEW IN EXISTING WINDOW LOCATIONS. G.C. TO VERIFY ALL SIZES PRIOR TO ORDERING. REVIEW WITH OWNER
2. ONE BEDROOM WINDOW MUST MEET OR EXCEED CLEAR OPENING WIDTH OF 5.1 S.F. CLEAR OPENING WIDTH OF 20" AND CLEAR OPENING HEIGHT OF 24" FOR EGRESS REQUIREMENTS.

DOOR NOTES:

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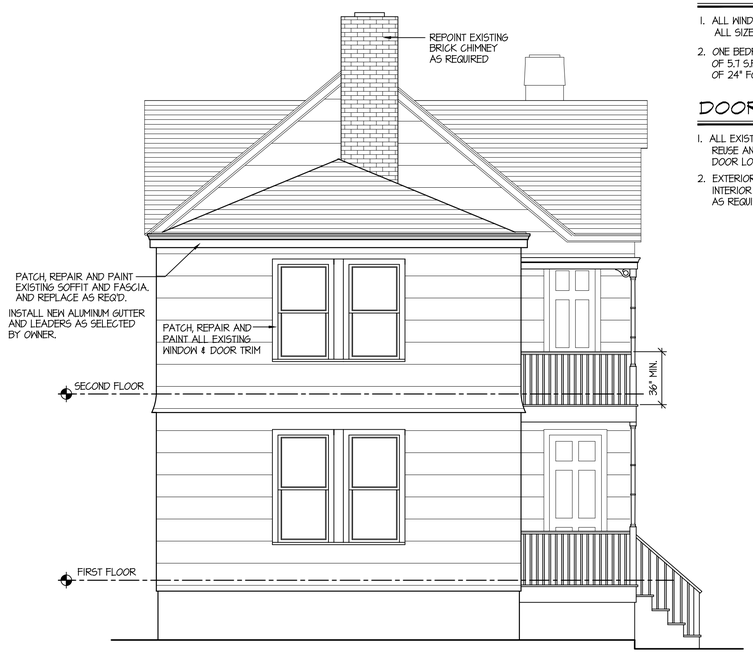
2. EXTERIOR DOORS TO HAVE NEW HARDWARE AND LOCKSET. INTERIOR DOOR HARDWARE TO REMAIN, REPAIR AND REPLACE AS REQUIRED.

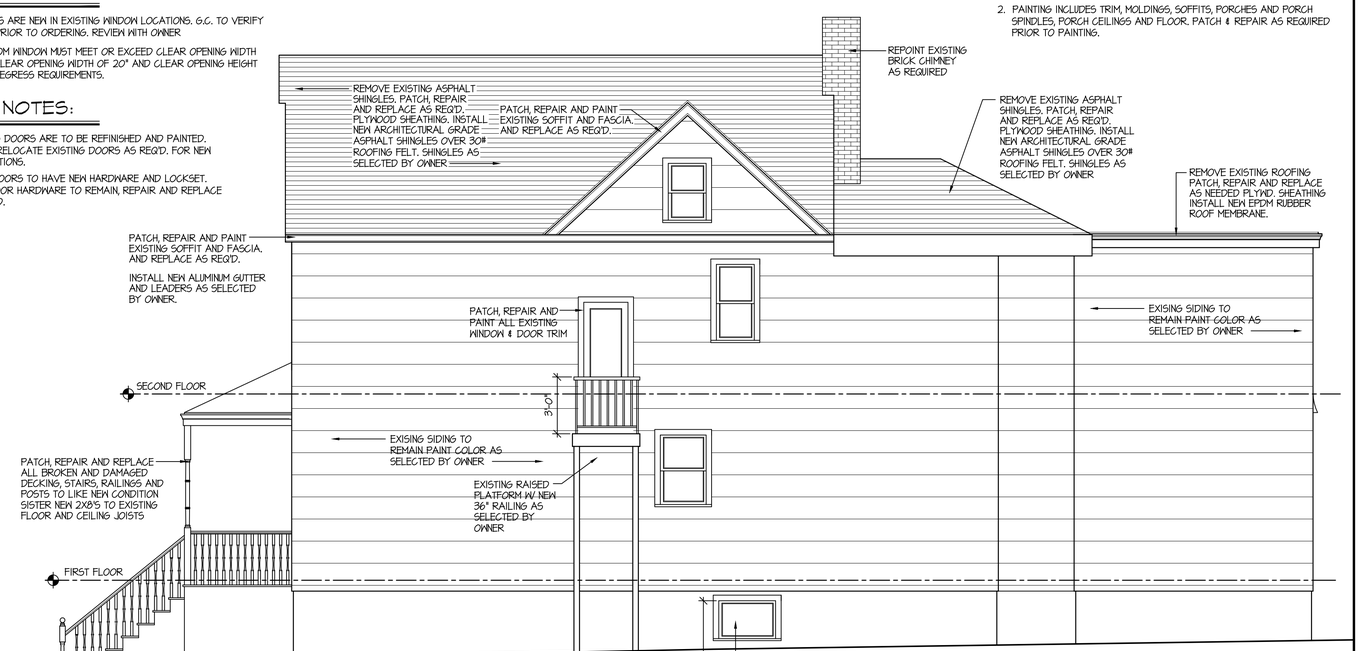
EXTERIOR FINISH NOTES

1. PAINT THE EXTERIOR OF THE HOUSE WITH ONE COAT PRIMER AND TWO COATS FINISH. COLOR AS SELCTED BY OWNER.
2. PAINTING INCLUDES TRIM, MOLDINGS, SOFFITS, PORCHES AND PORCH SPINDLES, PORCH CEILINGS AND FLOOR. PATCH & REPAIR AS REQUIRED PRIOR TO PAINTING.



3 REAR ELEVATION

1/4" = 1'-0"



4 LEFT SIDE ELEVATION

1/4" = 1'-0"

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EXTERIOR ELEVATIONS AND NOTES

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SCALE	AS NOTED
DATE	1/16/17

A-3