

MINUTES
ARCHITECTURAL REVIEW COMMISSION
Meeting of August 12, 2025

The monthly meeting of the City of Newburgh Architectural Review Commission (“ARC”) was held on Tuesday, August 12, 2025, at 6:30 p.m. at the Activity Center, 401 Washington Street, Newburgh, New York 12550.

Members Present: Michele Basch, Chairperson
Carson Carter
Chris Hanson
Gregory Nato

Absent: Michael Buonanno
Kate Flanagan
Schnekwa McNeil

Also Present: Jeremy Kaufman, Assistant Corporation Counsel
J.K. Gentile, Secretary to the Land Use Boards

Meeting called to order at 6:38 p.m.

APPROVAL OF MINUTES

Minutes of the June 10, 2025 ARC meeting

Chris Hanson moved to approve the minutes of the June 2025 ARC meeting.
The Chairperson seconded the motion.
The motion passed unanimously via roll-call vote.

Minutes of the July 8, 2025 ARC meeting

Gregory Nato moved to approve the minutes of the July 2025 ARC meeting.
Carson Carter seconded the motion.
The motion passed unanimously via roll-call vote.

OLD BUSINESS

AR 2024-084

Applicant: Marie Polycarpe
Owners: Marie Polycarpe
Location: 225 First Street

Returning for determination to install new windows.

Maria Polycarpe and Sammy Polycarpe appeared before the Board.

Ms. Polycarpe gave an update since the last presentation to the Board in November 2024.

The Chairperson asked to confirm that the window type and style is Anderson Series 400, double hung, aluminum clad, unfinished pine.

Ms. Polycarpe confirmed.

The Chairperson asked if there are plans to paint the wood.

Ms. Polycarpe said yes.

Mr. Carter asked if removable grilles are proposed.

Ms. Polycarpe said yes.

The Chairperson asked if eliminating the removable grilles could be considered and keeping the window style as 1/1.

Ms. Polycarpe said yes.

Carson Carter moved to approve the application as submitted, subject to the following conditions:

- The window style shall be 1/1 with no removable or snap-in grilles.

Chris Hanson seconded the motion.

The motion passed unanimously via roll-call vote.

NEW BUSINESS

AR 2025-049

Applicant: Beatrice Lorenzetti
Owner: 5 Liberty LLC
Location: 5 Liberty Street WH

Application to install a sign.

Beatrice Lorenzetti appeared before the Board and gave an overview of the proposed project.

The Chairperson opened the public hearing.

There was no one present for or against the application.

The Chairperson closed the public hearing.

Chris Hanson moved to approve the application as submitted.

The Chairperson seconded the motion.

The motion passed unanimously via roll-call vote.

AR 2025-050

Applicant: Edgar Martinez
Owner: Pedro Sucuzhanay and Marina Sanchez
Location: 17 Lutheran Street

Application to install a fence.

Edgar Martinez appeared before the Board and gave an overview of the proposed project.

The Chairperson asked for the proposed height of the fence posts.

Mr. Martinez said the wood fence would measure at 5 feet with 1 foot of decorative wrought iron on top of the wood. The fence posts would measure at 6 feet and attach to the existing rear yard chain link fence.

Mr. Carter asked if the wood would be painted or stained.

Mr. Martinez said the wood portion would be stained and the fence posts would be painted black.

Mr. Hanson asked about a gate.

Mr. Martinez said a rolling gate is proposed.

The Chairperson opened the public hearing.

There was no one present for or against the application.

The Chairperson closed the public hearing.

Mr. Nato said the fence height is a concern.

The Chairperson asked if the applicant would consider a 4-foot wood fence with up to 2 feet of decorative wrought iron on top of the wood and 5-foot posts.

Mr. Martinez confirmed that his client would agree to that suggestion.

Gregory Nato moved to approve the application as submitted, subject to the following conditions:

- The wood portion of the fence shall measure 48” in height, with up to an additional 24” of decorative wrought iron on top of the wood portion.

Chris Hanson seconded the motion.

The motion passed unanimously via roll-call vote.

AR 2025-052

Applicant: Christina Lalama-Nappi

Owner: Christina Lalama

Location: 28 Benkard Avenue

Application to install new windows, install new front door, install new fence, restore front stairway system, install garbage shed, hardscape improvements, and paint using colors from the Benjamin Moore Historic Color palette.

Christina Lalama appeared before the Board and gave an overview of the proposed project.

Mr. Hanson asked to confirm the proposed window style.

Ms. Lalama said 1/1 window style.

Mr. Nato asked for a door specification.

Ms. Lalama said the proposed door is a 36” Krosswood, Craftsman Universal, 3-Lite, stained, “Early American” door. She said a link to the door specification was included on page 18 of the submission.

Mr. Nato asked for a window specification.

Ms. Lalama said the proposed window would be aluminum clad, single hung, wood window with black exterior.

Mr. Hanson asked if there was an example of the fence.

Ms. Lalama said she did not have an example.

The Chairperson read from the East End Historic District Design guidelines regarding fences.

Mr. Carter requested information regarding the proposed garbage patio material, the fence and the garbage shed.

Mr. Carter recommended speaking with the Building Department regarding code compliant stairs.

Mr. Hanson requested fence specifications and material information for the garbage patio.

The Chairperson opened the public hearing.

There was no one present for or against the application.

The Chairperson closed the public hearing.

Mr. Carter recommended removing the paint instead of removing the existing paint and repainting to maintain a consistent design with the neighboring properties.

The applicant requested a table of the application.

AR 2025-053

Applicant: Victor Jose Ortega
Owner: Victor Jose Daniel Ortega-Sagastume
Location: 146 Renwick Street

Application to install new windows, restore front porch and paint using colors from the Benjamin Moore Historic Color palette

Victor Jose Ortega appeared before the Board and gave an overview of the proposed project.

Mr. Carter asked if the existing windows are original to the house.

Mr. Ortega said yes. He said the front windows are in good condition and the rear windows are in fair condition.

The Chairperson asked if fixing the existing windows could be considered.

Mr. Ortega said he would consider restoration. He said some windows require glass replacement.

Mr. Hanson recommended restoring the windows and adding internal storm windows.

Mr. Ortega said he would rebuild the front porch except for the existing porch brackets and posts, both of which are in good condition.

Mr. Carter recommended speaking to the Building Department regarding code compliant porch railing heights.

Mr. Nato agreed and said the requirement would bring the railing higher. He recommended paying specific attention to how the railing attaches to the ball within the post.

The Chairperson requested newel post specifications and a drawing with dimension measurements for the porch steps.

Mr. Hanson asked to include the railing and newel post details.

Mr. Carter asked about condition of the chimney.

Mr. Ortega said he plans to repoint the chimney.

Mr. Carter recommended using “Newburgh Red” brick with lime mortar, and not Portland cement.

The Chairperson opened the public hearing.

There was no one present for or against the application.

The Chairperson closed the public hearing.

Mr. Hanson asked to confirm the window style as the plans show 4/4 window style.

Mr. Ortega said the window style is incorrectly depicted on the plans and confirmed the window style proposed is 1/1.

Mr. Carter asked the status of the rear garage.

Mr. Ortega said he would replace a portion of the wall that is cracked and reinforce the footings.

The applicant requested a table of the application.

AR 2025-054

Applicant: Chris Berg/Fifth Street Architecture, PLLC
Owner: Johnston Equities LLC
Location: 145 Johnston Street

Application to install new windows, install new siding, install new porch and porch roof, repair/restore corbels, rebuild chimney, repair/restore gutter and trim, repair roof, restore front door, repair masonry, and paint using colors from the Benjamin Moore Historic Color palette.

Chris Berg appeared before the Board and gave an overview of the proposed project. He said he was advised by the Planning Department to seek ARC review of the proposed addition to the rear of the building before seeking the required variances from the Zoning Board of Appeals.

Mr. Berg asked the Board about the proposed porch to replace what exists.

Mr. Carter said the design is Greek Revival 3A and a porch is not historically appropriate.

The Chairperson read the property information from the National Register of Historic Places.

The Chairperson opened the public hearing.

There was no one present for or against the application.

The Chairperson closed the public hearing.

Mr. Berg asked if the 1/1 window style was historically appropriate.

The Chairperson said yes.

The applicant requested a table of the application.

AR 2025-055

Applicant: Cheryl Jones and Cam Jones
Owner: Cheryl Jones and Cam T. Jones
Location: 186 Chambers Street

Application to install new siding and install new roof shingles.

Cam Jones, Cheryl Jones and Miguel Ramirez appeared before the Board.

Cam Jones gave an overview of the proposed project.

Mr. Hanson asked to confirm the color of the siding.

Ms. Jones said the proposed Hardie Board siding would be “Deep Ocean” color.

Mr. Carter asked what was currently underneath the existing siding.

Mr. Ramirez said brick.

Mr. Carter asked if any original clapboard siding remains.

Mr. Ramirez said no.

The Chairperson read the property information from the National Register of Historic Places.

Mr. Carter asked how the Hardie Board siding would meet the windows. He said the plan to use Hardie Board siding could not be executed without the implementation of window trim and corner boards for the Hardie Board siding to connect to.

Mr. Ortega said he proposes adding window trim casing and corner boards.

Mr. Hanson recommended adding a window trim drip cap to expel water.

Mr. Carter asked for the dimensions of the window trim and corner boards.

Mr. Ortega said 3 ½” window trim and 6” corner boards.

The Chairperson requested a drawing including the dimensions of the siding, window trim, corner boards, skirt and drip cap.

Cam Jones asked about the roof shingles.

The Board unanimously agreed that if shingles are replaced with exactly what exists currently, charcoal shingles, the modification would be considered “in kind.”

The Assistant Corporation Counsel said if the applicant should replace the roof shingles “in kind,” the applicant would have to confirm that proposal with the Department of Code Compliance and withdraw the portion of the ARC application to replace roof shingles.

He said the existing application would require an amendment to include the addition of window trim and corner board installation.

The Chairperson opened the public hearing.

There was no one present for or against the application.

The Chairperson closed the public hearing.

The applicant requested a table of the application.

AR 2025-056

Applicant: Tamara Baggett
Owner: Tamara Baggett
Location: 344 Liberty Street

Application to install new siding.

Tamara Baggett appeared before the Board and gave an overview of the proposed project.

The Chairperson asked to confirm the color of the siding.

Ms. Baggett said “Country Red.”

The Chairperson opened the public hearing.

There was no one present for or against the application.

The Chairperson closed the public hearing.

Chris Hanson moved to approve the application as submitted.

The Chairperson seconded the motion.

The motion passed unanimously via roll-call vote.

With no further business to discuss, the meeting adjourned at 8:01 p.m.

Respectfully Submitted:

J.K. Gentile, Secretary