



**TOWN OF NEWBURGH
PLANNING BOARD
TECHNICAL REVIEW COMMENTS**

PROJECT NAME: DIXON & HALES SUBDIVISION
PROJECT NO.: 23-13
PROJECT LOCATION: SECTION 7, BLOCK 3, LOT 20
REVIEW DATE: 3 JULY 2023
MEETING DATE: 6 JULY 2023
PROJECT REPRESENTATIVE: JOHNATHAN N. MILLEN, LLS

1. Adjoiner's Notices must be sent out in compliance with Town Code.
2. Site distance at proposed driveway location should be added to the plans. Highway Superintendent's comment on the driveway location should be received. Original subdivision reference "see driveway note".
3. Information pertaining to the existing Department of Health approval of the sub-surface sanitary sewer disposal systems and proposed well locations should be received. Plans reference previously issued Department of Health approvals for the lots.
4. Plan notes should reference the approved plans if deferring approvals of sub-surface sanitary sewer disposal systems to other design professionals.
5. Plans lack topography. Topography on the lots should be provided to evaluate wells, septic and drainage.
6. The use of existing structures for residential structures may be difficult under the NYS Building Code. Building Code is under the authority of the Building Department, however Energy Code and other requirements may be difficult to meet.
7. Appropriate notes must be added to the plan identifying that As Built drawings and certification from a NYS Licensed Design Professional are required to be submitted prior to issuance of Certificate of Occupancy.
8. Copies of the septic design plan referenced on the notes should be submitted and become part of the approval part of the application packet.
9. Appropriate notes regarding the abandonment of existing wells on the site should be added to the plans. Wells should be abandoned in accordance with appropriate AWWA Standards.
10. All existing structures within 200 feet of the property lines must be depicted on the plans.

NEW YORK OFFICE

33 Airport Center Drive, Suite 202, New Windsor, NY 12553
845-567-3100 | F: 845-567-3232 | mheny@mhepc.com

PENNSYLVANIA OFFICE

111 Wheatfield Drive, Suite 1, Milford, PA 18337
570-296-2765 | F: 570-296-2767 | mhepa@mhepc.com

Respectfully submitted,

MHE Engineering, D.P.C.

A handwritten signature in cursive script, appearing to read "Patrick J. Hines".

Patrick J. Hines

Principal

PJH/ltn

**TOWN OF NEWBURGH
APPLICATION FOR
SUBDIVISION/SITE PLAN REVIEW**

**RETURN TO: Town of Newburgh Planning Board
308 Gardnertown Road
Newburgh, New York 12550**

DATE RECEIVED: _____ **TOWN FILE NO:** _____
(Application fee returnable with this application)

1. Title of Subdivision/Site Plan (Project name):

DIXON

2. Owner of Lands to be reviewed:

Name DIANNE DIXON

Address 577 LIBERTY STREET

NEWBURGH NY 12550

Phone 845-541-5662

3. Applicant Information (If different than owner):

Name SAME AS OWNER

Address _____

Representative JONATHAN N MILLEN LLS / ACES

Phone 845-943-7198

Fax _____

Email JMILLENLLS@ACESSUREYING.COM

4. Subdivision/Site Plan prepared by:

Name JONATHAN N MILLEN LLS / ACES

Address 1229 NY 300

NEWNURGH NY 12550

Phone/Fax 845-943-7198

5. Location of lands to be reviewed:

23 MERRITT LANE

6. Zone AR

Acreage 2.80

Fire District MIDDLEHOPE

School District MARLBORO

7. Tax Map: Section 7 **Block** 3 **Lot** 20

8. Project Description and Purpose of Review:

Number of existing lots 1 Number of proposed lots 2

Lot line change _____

Site plan review _____

Clearing and grading _____

Other _____

PROVIDE A WRITTEN SINGLE PAGE DESCRIPTION OR NARRATIVE OF THE PROJECT

9. Easements or other restrictions on property:

(Describe generally) _____

10. The undersigned hereby requests approval by the Planning Board of the above identified application and scheduling for an appearance on an agenda:

Signature Debbie E. Dwyer Title Owner

Date: 6-27-23

NOTE: If property abuts and has its access to a County or State Highway or road, the following information must be placed on the subdivision map or site plan: entrance location, entrance profile, sizing of pipe (minimum length of pipe to be 24 feet).

The applicant will also be required to submit an additional set of plans, narrative letter and EAF if referral to the Orange County Planning Department is required under General Municipal Law Section 239.

TOWN OF NEWBURGH PLANNING BOARD

Dixon

PROJECT NAME

CHECKLIST FOR MAJOR/MINOR SUBDIVISION AND/OR SITE PLAN

I. The following items shall be submitted with a COMPLETED Planning Board Application Form.

1. Environmental Assessment Form As Required
2. Proxy Statement
3. Application Fees
4. Completed Checklist (Automatic rejection of application without checklist)

II. The following checklist items shall be incorporated on the Subdivision Plat or Site Plan prior to consideration of being placed on the Planning Board Agenda. Non-submittal of the checklist will result in application rejection.

1. Name and address of applicant
2. Name and address of owner (if different from applicant)
3. Subdivision or Site Plan and Location
4. Tax Map Data (Section-Block-Lot)
5. Location map at a scale of 1" = 2,000 ft. or less on a tax map or USCGS map base only with property outlined
6. Zoning table showing what is required in the particular zone and what applicant is proposing. A table is to be provided for each proposed lot
7. Show zoning boundary if any portion of proposed site is within or adjacent to a different zone
8. Date of plan preparation and/or plan revisions
9. Scale the plan is drawn to (Max 1" = 100')
10. North Arrow pointing generally up

11. Surveyor,s Certification
12. Surveyor's seal and signature
13. Name of adjoining owners
14. NA Wetlands and 100 ft. buffer zone with an appropriate note regarding D.E.C. or A.C.O.E. requirements
15. NA Flood plain boundaries
16. Certified sewerage system design and placement by a Licensed Professional Engineer must be shown on plans in accordance with Local Law #1 1989
17. Metes and bounds of all lots
18. Name and width of adjacent streets; the road boundary is to be a minimum of 25 ft. from the physical center line of the street
19. NA Show existing or proposed easements (note restrictions)
20. Right-of-way width and Rights of Access and Utility Placement
21. NA Road profile and typical section (minimum traveled surface, excluding shoulders, is to be 18 ft. wide)
22. Lot area (in sq. ft. for each lot less than 2 acres)
23. Number of lots including residual lot
24. NA Show any existing waterways
25. NA A note stating a road maintenance agreement is to be filed in the County Clerk's Office where applicable
26. Applicable note pertaining to owners review and concurrence with plat together with owner's signature
27. Show any improvements, i.e. drainage systems, water lines, sewer lines, etc.
28. Show all existing houses, accessory structures, wells and septic systems on and within 200 ft. of the parcel to be subdivided
29. Show topographical data with 2 or 5 ft. contours on initial submission

FEE ACKNOWLEDGEMENT

The town of Newburgh Municipal Code sets forth the schedule of fees for applications to the Planning Board. The signing of this application indicates your acknowledgement of responsibility for payment of these fees to the Planning Board for review of this application, including, but not limited to escrow fees for professional services (planner/consultant, engineering, legal), public hearing and site inspection. Applicant's submissions and resubmissions are not complete and will not be considered by the planning board or placed upon its agenda unless all outstanding fees have been paid. Fees incurred after the stamping of plans will remain the responsibility of the applicant prior to approval of a building permit or certificate of occupancy. Fee schedules are available from the Planning Board Secretary and are on the Town's website.

Dianne Dixon
APPLICANT'S NAME (printed)

Dianne Dixon
APPLICANTS SIGNATURE

6-27-23
DATE

Note: if the property abuts and has access to a County or State Highway or road, the following information must be place on the subdivision map: entrance location, entrance profile, sizing of drainage pipe (minimum length of pipe to be twenty-four (24) feet).

PROXY

(OWNER) DIANNE DIXON, DEPOSES AND SAYS THAT HE/SHE

RESIDES AT 577 LIBERTY STREET NEWBURGH NY 12550

IN THE COUNTY OF ORANGE

AND STATE OF NY

AND THAT HE/SHE IS THE OWNER IN FEE OF 23 MERRIT LANE

WHICH IS THE PREMISES DESCRIBED IN THE FOREGOING

APPLICATION AS DESCRIBED THEREIN TO THE TOWN OF NEWBURGH

PLANNING BOARD AND JONATHAN N MILLEN LLS / ACES IS AUTHORIZED

TO REPRESENT THEM AT MEETINGS OF SAID BOARD.

DATED: 6-27-23

Dianne Dixon
OWNERS SIGNATURE

Dianne Dixon
OWNERS NAME (printed)

Raymond B McKeiver
WITNESS' SIGNATURE

NAMES OF ADDITIONAL
REPRESENTATIVES

Raymond B McKeiver
WITNESS' NAME (printed)



A.C.E.S.

Town of Newburgh - Planning Board
308 Gardnertown Road
Newburgh, NY 12550

06/29/23

Attn: John Ewasutyn, Chairman

Re: **PROJECT SUMMARY:**

Type: **Subdivision**

Owners: **Dianne Dixon & Melvin Hales**

Location: **23 Merrit Lane**

Tax Parcel: **SBL:7-3-30**

Zoning: **"AR" (per Zoning Map – Amendment No. LL#3 of 2012 adopted 11 June 2012)**

Water & Sewer Service: **Private Water & Sewer**

ACES Project No: **23046DIX**

Town Project Number: **2022-13**

PROJECT NARRATIVE

The project proposes subdividing a single tax lot into two new parcels. There are currently two buildings (a garage and a barn) on the property along with the remains of an old warehouse foundation. The two existing buildings will be converted into two single family residential units.

There will be two new septic systems installed. There are two existing wells which will be abandoned and two new wells drilled.

There are no wetlands on this site.

Attached please find 12 Planning Board Applications, 12 Plans, 12 copies of the SEAF form, along with this narrative and checks for the application fees (\$750), SEAF(\$250), Public Hearing(\$150), and escrow (\$2,500).

Respectfully Yours,

Jonathan N. Millen, L.L.S., President

*Integrity • Trust • Commitment • Excellence • Reliability • Community • Service
Boundary • Geodetic/GPS • As-Built • Construction • FEMA/Flood Map • Site Planning • Subdivision • ALTA/ASCM • Route/ROW • Landfills*

1229 Route 300 – Suite 4 • Newburgh, NY 12550

Office: 845-943-7198 • Field: 914-906-8830

E-Mail: JMillenLLS@acessurveying.com Web: www://acessurveying.com

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

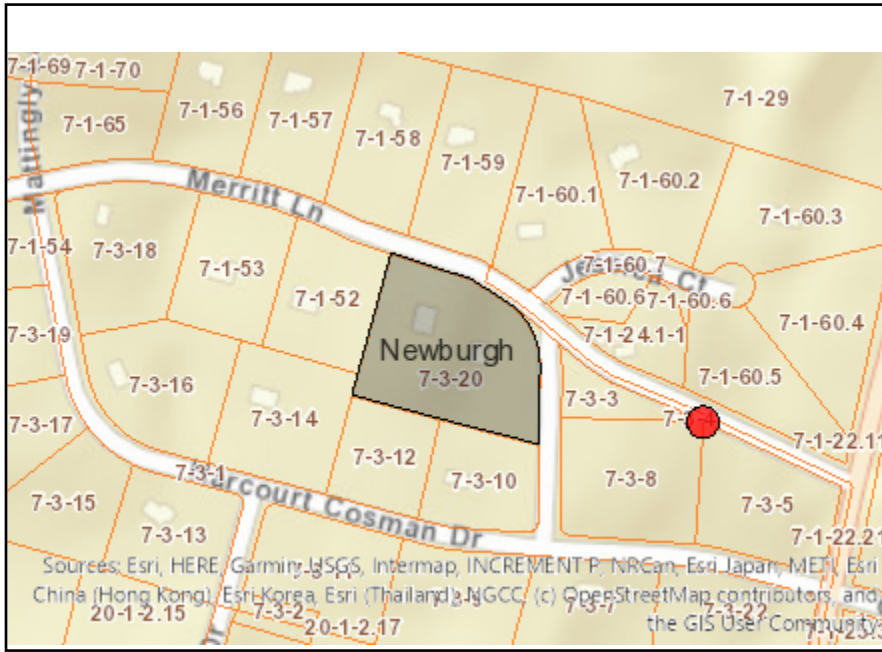
Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?		NO	YES
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		<input type="checkbox"/>	<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency?		NO	YES
If Yes, list agency(s) name and permit or approval:		<input type="checkbox"/>	<input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. Urban Rural (non-agriculture) Industrial Commercial Residential (suburban)			
<input type="checkbox"/> Forest Agriculture Aquatic Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	NO	YES	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

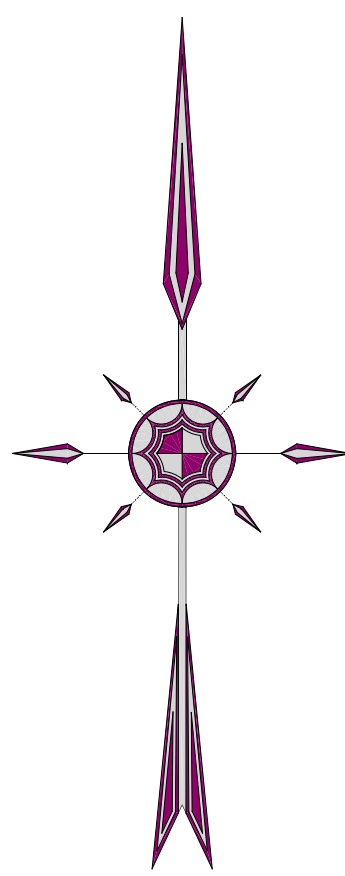
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest Agricultural/grasslands Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
49. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: _____ Date: _____ Signature: _____ Title: _____		



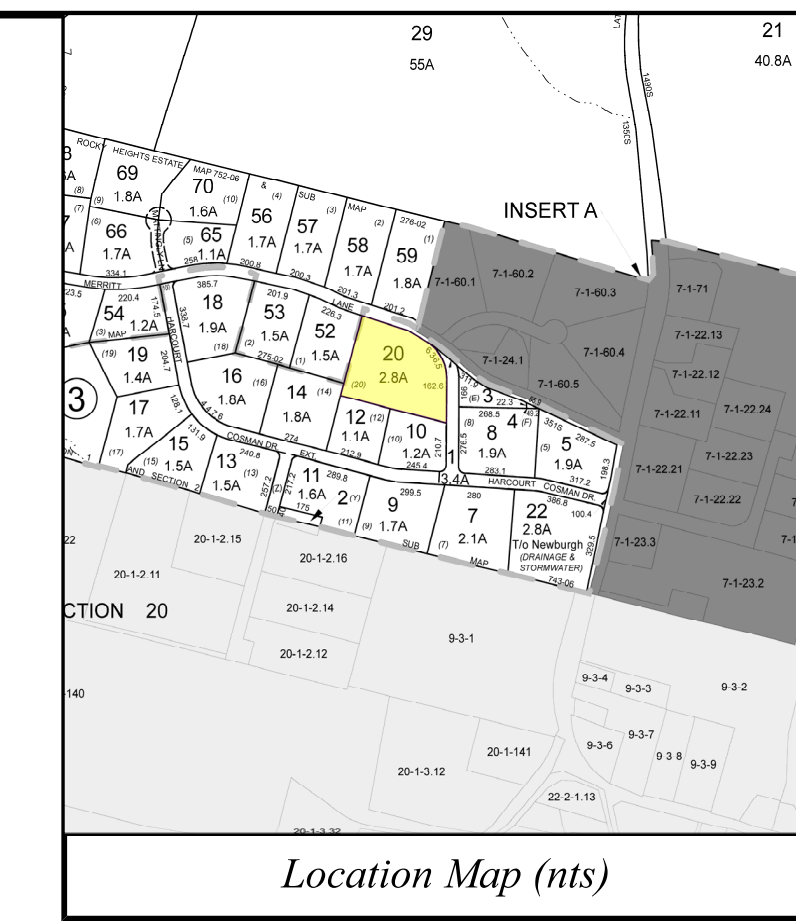
Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	No
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	No

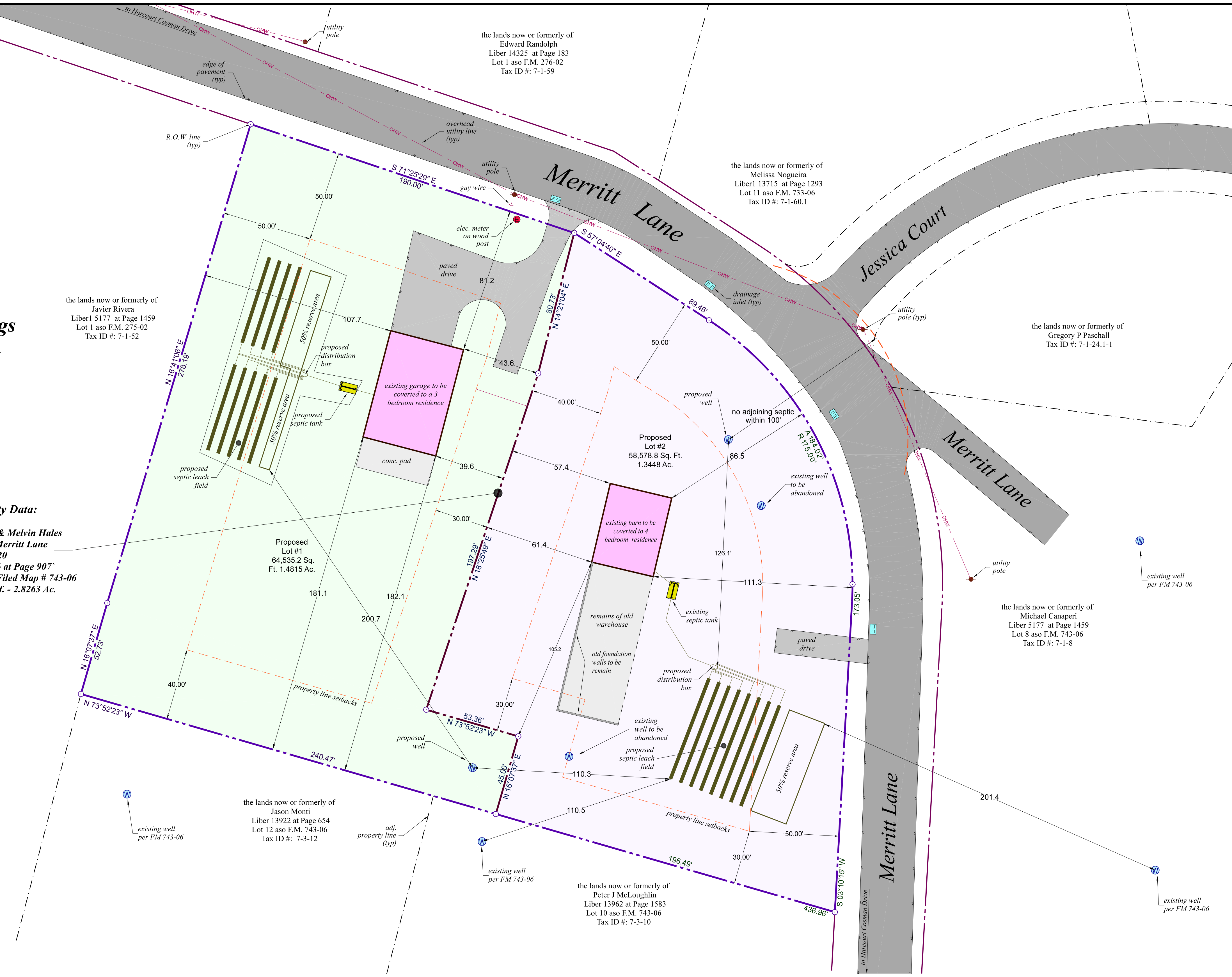


North
Basis of Bearings
per
Filed Map #743-06



Location Map (nts)

Subject Property Data:
Record Owners:
Dianne E. Dixon & Melvin Hales
911 Address: 23 Merritt Lane
Tax Map ID: 7-3-20
Deed: Liber 15436 at Page 907
Legal: Lot # 20 - Filed Map # 743-06
Area: 123,114.0 s.f. - 2.8263 Ac.



ZONING SCHEDULE

ZONE: AR	REQUIRED	PROPOSED LOT 1	PROPOSED LOT 2
MINIMUM LOT AREA	40,000sq	64,535sf	58,579sf
MINIMUM YARDS (feet)			
FRONT	50'	81'	86'
REAR	40'	181'	57'
SIDE			
ONE	30'	39'	105'
BOTH	80'	150'	n/a
MINIMUM LOT WIDTH (feet)	150'	193'	205'
MINIMUM LOT DEPTH (feet)	150'	211'	203'
MINIMUM BUILDABLE AREA	15,000sf	26,099sf	23,519sf

Septic designs:
Septic system designs per a Orange County Health Department approved designs that valid until 03/16/2026. All conditions set for on the Hickory Shadow Subdivision Sec 1 & 2(FM #743-06/ CGN # 2294) shall remain in effect.

OWNERS ENDORSEMENT

The undersigned owner of the property hereon states that they are familiar with this plan, and its contents, and hereby consent to all said terms and conditions as stated hereon and to the filing of this plan in the office of the Orange County Clerk.

Dianne E. Dixon Date

Melvin Hales Date

TOWN OF NEWBURGH PLANNING BOARD ENDORSEMENT

Approved by resolution of the Planning Board subject to the conditions and requirements of said resolution.

Any change, erasure, modification or revision of this plan as approved shall void this approval.

Planning Board Chairman Date

- REFERENCES:**
- The Official Tax Assessor's Maps for the Town of Newburgh, Orange County, New York.
 - Various Deeds of Record - Liber and Page or Document ID as shown:
 - Subject parcel being Lot 20 as shown on a map entitled, "Hickory Shadow Inc. Section 1 and Section 2", filed in the Orange County Clerk's Office on 08/11/2006 as Filed Map No. 743-06.
 - A map entitled, "Subdivision Plat - Rocky Heights Estate", filed in the Orange County Clerk's Office on December 17, 2002 as Filed Map No. 276-02.

Owner & Applicant:
Dianne E. Dixon
577 Liberty St
Newburgh, NY 12550



Jonathan N. Millen, LLS
PROFESSIONAL LAND SURVEYOR
CERTIFIED TO BE CORRECT AND ACCURATE
N.Y. LIC. No. 050746

JONATHAN N. MILLEN, LLS

Town of Newburgh Planning Board Project: 2023-13

Sheet 1 of 1

Proposed Two Lot Subdivision Sketch
of the lands of
Dianne E. Dixon & Melvin Hales

Automated Construction Enhanced Solutions, Inc.
Professional Land Surveying
1229 Route 300 - Suite 4 - Newburgh, NY 12550
Office: 845-943-7198 Field: 914-906-8830 Web: accessurveying.com

Prepared For Tax Map Parcel
7-3-20
23 Merritt Lane
situated in the
Town of Newburgh
County of Orange, New York 12550

DATE: 06/29/2023 SCALE: 1"=30' JOB No. 23046DIX DRAWN BY: jnm