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STATE OF NEW YORK : COUNTY OF ORANGE
TOWN OF NEWBURGH PLANNING BOARD

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In the Matter of

PROPOSED PET HOTEL AND DAYCARE
(2012-19)

West Side of Route 9W, North of Lattintown Road
Section 9; Block 3; Lot 22.2
B Zone

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CONCEPTUAL SITE PLAN

Date: October 15, 2015
Time: 7:00 p.m.
Place: Town of Newburgh
Town Hall
1496 Route 300
Newburgh, NY 12550

BOARD MEMBERS: JOHN P. EWASUTYN, Chairman
FRANK S. GALLI
CLIFFORD C. BROWNE
DAVID DOMINICK
JOHN A. WARD

ALSO PRESENT: MICHAEL H. DONNELLY, ESQ.
PATRICK HINES
GERALD CANFIELD

APPLICANT'S REPRESENTATIVE: THOMAS DePUY

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MICHELLE L. CONERO
10 Westview Drive
Wallkill, New York 12589
(845)895-3018

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2 MR. BROWNE: Good evening, ladies and
3 gentlemen. Welcome to the Town of Newburgh
4 Planning Board meeting of October 15, 2015.

5 At this time I'll call the meeting to
6 order with a roll call vote starting with Frank
7 Galli.

8 MR. GALLI: Present.

9 MR. BROWNE: Present.

10 CHAIRMAN EWASUTYN: Present.

11 MR. DOMINICK: Present.

12 MR. WARD: Present.

13 MR. BROWNE: The Planning Board has
14 professional experts that provide reviews and
15 input for us on issues that are before us,
16 including SEQRA determinations as well as code
17 and planning details. I ask them to introduce
18 themselves at this time.

19 MR. DONNELLY: Michael Donnelly,
20 Planning Board Attorney.

21 MS. CONERO: Michelle Conero,
22 Stenographer.

23 MR. CANFIELD: Jerry Canfield, Code
24 Compliance Supervisor.

25 MR. HINES: Pat Hines with McGoey,

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2 Hauser & Edsall Consulting Engineers.

3 MR. BROWNE: At this time I'll turn the
4 meeting over to John Ward.

5 MR. WARD: Please stand to say the
6 Pledge.

7 (Pledge of Allegiance.)

8 MR. WARD: Please turn off your phones
9 or on vibrate. Thank you.

10 MR. BROWNE: Thank you. The first item
11 of business we have this evening is listed as the
12 Proposed Pet Hotel and Daycare, project number
13 2012-19. This is shown on our listing as a
14 conceptual site plan. It's being presented by
15 Tom DePuy Engineering & Land Surveying.

16 MR. DePUY: Basically this was in front
17 of the Board in 2012. It was a proposed -- this
18 is the existing veterinarian hospital. On the
19 adjacent piece of -- this is the doggy daycare
20 center now. On the adjacent piece of property
21 they were proposing a new building and a parking
22 lot area off of Route 9W.

23 Basically we had been in front of the
24 Board a couple times and then they had put the
25 project on hold. We're looking to come back in

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2 front of the Board and resurrect the project. We
3 wanted to go over what we were proposing back
4 then.

5 CHAIRMAN EWASUTYN: Pat Hines, do you
6 want to give an overview of your comments?

7 MR. HINES: I think the first thing is
8 that the project does need a zoning variance for
9 the existing pet daycare center for the lack of a
10 front yard setback. Because of the revised site
11 plan it's going to lose the protection that it
12 currently has as a grandfathered building. That
13 referral is still valid. I believe you had a
14 referral back in 2012. You could pursue that
15 based on that. I believe that was Mike
16 Donnelly's opinion at work session.

17 MR. DONNELLY: I can send an additional
18 copy of that letter to the Zoning Board but it
19 had been done in 2012. You'd have to apply
20 directly to the Zoning Board but the letter would
21 dovetail with your application.

22 MR. DePUY: All right.

23 MR. HINES: The project proposes a
24 surface discharge for the sanitary sewer. That
25 will need approval from the DEC. They can't

1
2 receive local approval as it is a surface
3 discharge.

4 A highway work permit from DOT is
5 required for the new access drive, for the
6 parking area and the associated drainage.

7 I have down that the Orange County
8 Planning referral is required but we did locate
9 that in the file. That's still valid. It was a
10 Local determination back in 2012. That's still
11 good.

12 The lot consolidation -- again, I think
13 you only submitted the one sheet here. The lot
14 consolidation plan will need to be prepared.
15 That consolidation will have to be performed
16 prior to or as a condition of final approval.

17 The limits of disturbance. Back when
18 we did the lead agency circulation the DEC
19 requested a limit of disturbance to ensure it's
20 less than one acre. We're going to need a map
21 showing it's less than one acre of disturbance.

22 The bulk table should be added to the
23 plan. I think it's lacking from the one sheet.
24 I think you had a larger set previously.

25 MR. DePUY: Yes.

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2 MR. HINES: The site currently has
3 shared parking and access between the existing
4 veterinary hospital and the daycare -- the pet
5 daycare center. There should be a note or some
6 form of agreement between the lots that they'll
7 act as a unified site plan. Snowplowing will be
8 done. Conceivably they could change ownership
9 and it could be operated by two different
10 entities. We want to make sure they operate
11 together as one site. We're not requiring the
12 lot lines be eliminated totally but they do need
13 to function as one facility.

14 MR. DONNELLY: It might be simpler to
15 eliminate the lot lines and make it one parcel.

16 MR. DePUY: We have to look at that.

17 MS. SHAEFER: I don't think that
18 currently is what we want to do.

19 CHAIRMAN EWASUTYN: For the record, can
20 you give your name?

21 MS. SHAEFER: Sure. I'm Charlene
22 Shaefer, I'm the general manager of the
23 Veterinary Hospital & Pet and Play Resort.

24 MR. HINES: The project proposes to
25 connect to the municipal water system in the

1
2 State highway. Those details and notes need to
3 be added to the plans.

4 That rolls into the fact that a
5 structure of this size needs to be sprinklered
6 per the Town ordinance and I believe the New York
7 State Building Code. So the water line to the
8 site is going to have to be upsized, and the
9 separation between the potable water and fire
10 protection water split that the Town requires
11 will need to be shown on the plan details.

12 Parking calculations will be needed to
13 support the use.

14 Retaining walls that are higher than
15 four feet in height, which some of these
16 retaining walls will be, will require a stamped
17 plan submission. You can put a note on the plans
18 now that says prior to the building permit
19 stamped plans will be submitted.

20 Soil erosion and sediment control
21 details will need to be added to the plans. A
22 lot of that is going to hinge on whether you're
23 over the acre disturbance.

24 Jerry Canfield will talk about this.
25 The fire access road, which is currently shown as

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2 twelve feet, is getting pretty close to the sand
3 filter. I don't know if there's a separation
4 issue with that. You'll need to take a look at
5 that. That's going to be under DEC's
6 jurisdiction because of the surface discharge.

7 I think the first step would be to get
8 you back into the ZBA. You can work it parallel
9 with the ZBA and this Board.

10 MR. DePUY: Okay.

11 CHAIRMAN EWASUTYN: Charlene, would you
12 give us an overview? I think it was 2012 you
13 were here and then for whatever reason you kind
14 of decided to put it off the table and now you're
15 back.

16 MS. SHAEFER: Our occupancy has really
17 increased dramatically. The hotel alone is up
18 about forty-five percent so far this year and we
19 are at a hundred percent occupancy for the summer
20 as well as all of our holidays. So we really --
21 we decided to wait until we really were busting
22 at the seams as a business in order to expand.
23 It's definitely happened, and so we're ready. We
24 know we can now support the new facility, and so
25 that's why I decided to move forward with this.

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2 CHAIRMAN EWASUTYN: Frank Galli, any
3 questions?

4 MR. GALLI: No.

5 MR. BROWNE: I'm good. Thank you.

6 MR. DOMINICK: No.

7 MR. WARD: Not right now.

8 CHAIRMAN EWASUTYN: Jerry, do you want
9 to continue, please?

10 MR. CANFIELD: The plan calls for --
11 there's some existing structures, that they're to
12 be demolished. At that point in time they'll
13 need demo permits for that.

14 That's all I have. Pat pretty much
15 covered all the comments.

16 CHAIRMAN EWASUTYN: Mike, for the
17 record would you summarize your referral letter
18 to the ZBA?

19 MR. DONNELLY: Sure. The referral is
20 for a front yard setback variance. It will lose
21 it's protection by virtue of the amended site
22 plan.

23 In addition, the applicant requires
24 consideration of a variance of the landscape
25 buffer along the north property line. It's not

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2 shown on the sheet you have there but in the
3 original plan set it was.

4 I will re-send that letter and you'll
5 need to apply for those two variances.

6 CHAIRMAN EWASUTYN: Tom, that's a
7 residential district?

8 MR. DONNELLY: To the north.

9 MR. DePUY: Yes.

10 CHAIRMAN EWASUTYN: Okay. I'll move for
11 a motion --

12 MR. DePUY: Actually, the adjacent
13 property was.

14 CHAIRMAN EWASUTYN: Right.

15 MR. HINES: The code has separation
16 between business district and residential.
17 Because you're at that zoning line, those
18 landscape requirements kick in.

19 MR. DePUY: We were asking for a
20 variance to --

21 MR. HINES: To reduce it.

22 MR. DePUY: Our problem is with getting
23 against the stream and getting the parking in and
24 everything.

25 CHAIRMAN EWASUTYN: I'll move for a

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PET HOTEL AND DAYCARE

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motion to have Mike Donnelly prepare a referral letter to the Zoning Board of Appeals.

MR. DOMINICK: I'll make the motion.

MR. WARD: Second.

CHAIRMAN EWASUTYN: I have a motion by Dave Dominick. I have a second by John Ward. I'll ask for a roll call vote starting with Frank Galli.

MR. GALLI: Aye.

MR. BROWNE: Aye.

MR. DOMINICK: Aye.

MR. WARD: Aye.

CHAIRMAN EWASUTYN: Aye.

Thank you.

MR. DePUY: Thank you.

(Time noted: 7:08 p.m.)



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

PROJECT: PROPOSED PET HOTEL AND DAYCARE (MIDDLEHOPE VET)
PROJECT NO.: 12-19
PROJECT LOCATION: SECTION 9, BLOCK 3, LOT 22.2 & 23
PROJECT REPRESENTATIVE: T.M. DEPUY ENGINEERING & LAND SURVEYING, P.C.
REVIEW DATE: 9 OCTOBER 2015
MEETING DATE: 15 OCTOBER 2015

1. Project proposes a surface discharge for the sanitary sewer from the proposed facility. Surface discharge will require review and approval by the New York State Department of Environmental Conservation. The Planning Board should be copied on all plans, reports and correspondence to and from the DEC.
2. A Highway Work Permit for the new parking lot access and utilities will be required from NYSDOT.
3. Orange County Planning referral will be required as project is located on a State Highway.
4. Project involves the consolidation of two existing lots.
5. Limits of disturbance should be depicted on the plans and calculated to determine if greater than 1 acre disturbance is proposed.
6. Bulk table should be added to the plan sheet to determine compliance with existing structures and setbacks. It is unclear if the existing Pet Daycare Facility structure complies with Zoning Bulk Table Requirements.
7. Mike Donnelly's comments regarding shared access and parking with adjoining Lot Section 9, Block 3, Lot 22.1 should be received. Unified site plan note may be required if lots are to remain separate.
8. Town of Newburgh water connection details and notes must be provided on the plans.

**Section 9, Block 3, Lots 22.2 & 23
Town of Newburgh**

PROJECT NARRATIVE

RANNE, L.L.C. is proposing the consolidation of Tax Map Parcel Section 9, Block 3, Lot 22.2 and 23 consisting of 1.189 acres and 1.612 acres, respectively, for a combined parcel area of 2.801 acres. They propose the development of 11,580 SF building to house the expansion of their pet hotel and dog daycare center. The project is situated on the westerly side of Route 9W 490 feet North of the intersection of US Route 9W and Lattintown Road.

The overall site topography slopes from the westerly side of the property to the northeasterly side of the property and towards the small intermittent stream which traverses the northerly end of the property.

The project will collect the roof stormwater by overland flow and discharge it to a bio-retention basin located adjacent to the building. The proposed parking lot will sheet flow to a 20' wide filter strip and will collect the discharge to the small adjacent stream.

The project will be serviced by the Town of Newburgh water system and obtain its sewage disposal from the development of an on-site treatment facility which will discharge to the small stream that traverses the property. In addition to the building, some additional outside dog runs are also proposed and will be integrated with their existing facility presently located and operating on the property.

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October 29, 2015

Town of Newburgh
Zoning Board of Appeals
308 Gardnertown Road
Newburgh, New York 12550

RE: Pet Hotel & Day Care Center (12.19)
9-3-22.2 & 23 (Zone B)
Route 9W/Lattintown Road

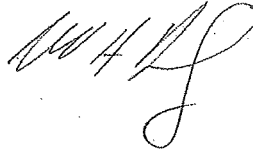
Members of the Board:

I write to you at the direction of the Town of Newburgh Planning Board. The above referenced applicant initially appeared before the planning board on December 6, 2012 seeking approval the permit the construction of a pet hotel and day care center. The site plan presented required variances from the zoning board of appeals. Therefore, the applicant was referred to the zoning board by correspondence dated December 10, 2012 (copy enclosed).

The applicant has restarted the approval process for site plan approval and the same variances as outlined in the December 10, 2012 are required. Therefore the planning board has asked me to refer this matter for consideration of the front yard and landscape buffer variances as outlined in the December 10, 2012 letter.

October 29, 2015

Very truly yours,



MICHAEL H. DONNELLY

MHD/lrm

cc: Town of Newburgh Planning Board
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