



City of Newburgh Council Work Session

6:00 pm

May 23, 2013

AGENDA

1. Review of Tentative Agenda for Monday night:
 - a. Approval of the minutes of the City Council meeting of May 13, 2013
 - b. Approval of the minutes of the Work Session of May 9, 2013
 - c. Departmental Reports
 - d. Matters of Litigation

2. Presentations:
 - a. Orange County Planning Department report on improved bus service – David Church, Director of OC Planning
 - b. Youth Empowerment Center – Mayor Kennedy

3. Finance Department:
 - a. New Financial Reports

4. Grants/Contracts:
 - a. (Res. 109) Authorizing a memorandum of understanding with Target Communications to produce street maps at no cost to the City.
 - b. (Res. 110) License agreement with GNP to allow access to City-owned property for cleaning and greening activities on City-owned properties located at 50 William Street, 241 Washington Street and parcels along Bay View Terrace.
 - c. (Res. 111) Agreement with BPA Harbridge for actuarial services required to comply with Government Accounting Standards Board 45.
 - d. Severn Trent contract extension
 - e. (Res. 112) Agreement with Certified Appraisal Service to prepare an appraisal of City-owned property known as the Mid-Broadway site at a cost of \$4,500.00

5. Fire Department:
 - a. Code Compliance update
 - b. Rental Registry (see draft ordinance)
 - c. Fire Department Staffing

6. Economic and Community Development/Real Estate:
 - a. (Ord. 6) Proposed ordinance to amend Article VII, of the Code to add Section 300-38 to be entitled "Large-Scale Mixed-Use Development Special Permit".
 - b. Community Development Youth Programming

7. Discussion:
 - a. Newburgh Illuminated request to use generators in Downing Park on June 22.
 - b. Newburgh Community Action Committee
 - c. Wastewater Treatment Plant: Annual Report and Contract Renewal
 - d. (Res. 113) Amendment to the agreement with Malcolm Pirnie Arcadis for financial services related to the CSO Long Term Control Plan
 - e. Old business resolutions

8. Executive Session:
 - a. Pending Litigation

RESOLUTION NO.: 109 - 2013

OF

MAY 28, 2013

**A RESOLUTION AUTHORIZING THE CITY MANAGER
TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH
TARGET COMMUNICATIONS TO COOPERATE IN THE PRODUCTION OF STREET
MAPS PROMOTING THE CITY OF NEWBURGH AND ADVERTISED LOCAL
BUSINESSES AT NO COST TO THE CITY**

WHEREAS, by Resolution No. 121-2006 of May 22, 2006, the City Council of the City of Newburgh authorized the City Manager to execute a Memo of Understanding" ("MOU") with Map Group Inc. in which the City of Newburgh authorized and cooperated in the production of a 4-color street map with ads placed by local businesses at no cost to the City; and

WHEREAS, Target Communications has proposed that the City of Newburgh enter into a new MOU by which the City will authorize and cooperate in the production of a 4-color street map with ads placed by local businesses; and

WHEREAS, such maps will include photos; information on municipal services; locations of parks, schools, places of worship and other features and attractions in the City; and will be an attractive and useful and effective way of promoting the City of Newburgh among our residents and visitors; and

WHEREAS, Target Communications has offered to create the map and offer a print run of more than ten thousand (10,000) copies to be distributed throughout the City at no charge to the City; and

WHEREAS, a copy of said MOU is attached hereto; and it is deemed to be in the best interest of the City of Newburgh to authorize the execution of same;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York that the City Manager be and he is hereby authorized to execute the attached MOU with Target Communications to provide for the production of the street map as described therein.



541 Buttermilk Pike Suite #100 + Crescent Springs, KY 41017
p 800.933.3909 ext. 1035 + f 800.488.3101 + chambermapproject.com

MEMO OF UNDERSTANDING

With your consent & agreement, Target Communications will begin a

"City Map" For City of Newburgh

This Memo outlines our Program, Map Product, and Plan of Action.

PROGRAM: At no cost to the City of Newburgh
Target Communications Will:

1. Provide the City with a letter stating the City's announcement of the project.
We will provide a suggested draft of the letter's content in a "Word" document.
The City may make changes to the content of the letter, with mutual approval.
The City will print the letter on City letterhead, signed by the Supervisor.
We will print and mail the announcement letter in a City Envelope, or an envelope with a City return address to businesses within the Map's coverage at our expense.
2. Contact the businesses receiving the letter offering them an opportunity to purchase an ad. We will seek sponsorship for the map from the businesses by mail & phone for up to the first 120 sponsoring advertisers.
3. Produce 10,000+ complimentary, 4-color street maps of the City & immediate surrounding area.
4. Ship 25-50 complimentary maps to each sponsoring advertiser.
5. Ship to City Hall a minimum of 5,000+ complimentary maps for distribution at City facilities.

MAP PRODUCT: The new Newburgh Map will include:

1. A front cover designed exclusively for the City, including City logo & photos or illustration to be provided by the City.
2. Panel spaces on the map to feature promotional material on municipal services and centennial events.

3. A detailed street map & street index using the highest quality cartographic materials available through accessible information resources.
4. Sponsors will be listed alphabetically by category.

PLAN OF ACTION:

1. Four months shall be allowed for the sponsorship sales campaign and production of the printed maps.
2. We will assume complete financial and production responsibility for development and distribution of the map.

3. We will offer sponsorships as low as \$ 349.00.
4. The staff and sales team of the "Target Communications". will always identify themselves as representatives of the "City Map ". The staff and sales team of the "City Map" fully understand they are not employees or contractors of the City Of Newburgh.
5. We will provide a link to our web service called "MapLocator", which enables participating advertisers to list & pinpoint their location on-line, with their home page linked to the maplocator home page.

For The Target Communications Cotton Smith, Vice President January 14, 2010



7766 Ewing Blvd., Suite #200 + Florence, KY 41042
p 800.933.3909 + f 800.488.3101 + chambermaps.com

Mayor Kennedy,

I am currently working on our 2013 schedule for cities that will want/need a new map publication, either because they are out of maps, or they need updates done to the mapping or community information section. Since most projects take about 4 months from start to finish, I just want to make sure we take care of your needs if you think you will run low on maps in 2013, and want to start a new project.

Our program is still the same, free maps, 10,000 copies printed, and we do the majority of the work; create a new front cover, update the map, create the panels of community service, ship the maps to the distribution points and advertisers and create the new Internet map(www.maplocator.com) for your website

We only have the capacity to do about 30 city projects each year, due to the contractual obligations we have with our 400 Chamber partners to produce a map every 2 years, and that is why I like to reach out to our better city partners to make sure they have the opportunity to keep their free maps flowing to their citizens, both new and existing.

All we need from you to start a program when you are ready is an announcement letter which we will mail to your business community to inform them that the new map will be coming out and offering them the opportunity to be part of the project.

If you can let me know by email if you will be using our services in 2013, I would appreciate it very much. Below is my contact information. I will follow up with you in about a week after the packet has been received; to make sure you got it if I don't hear from you.

Thanks very much more your past participation, and I hope we can serve you in the future!

Sincerely,

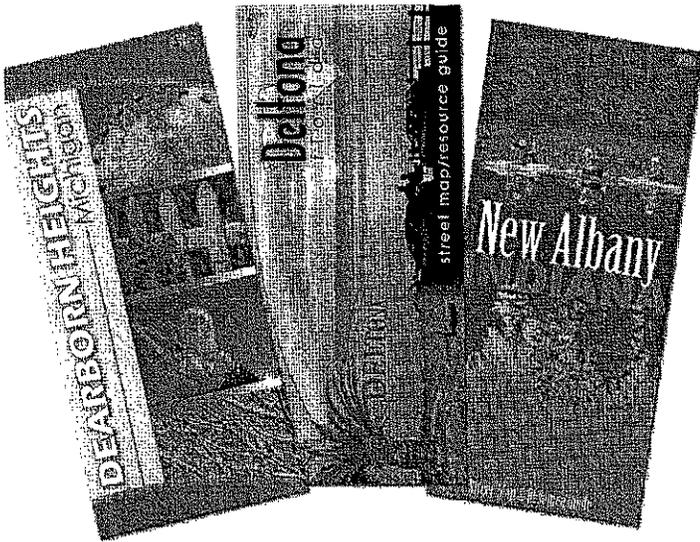
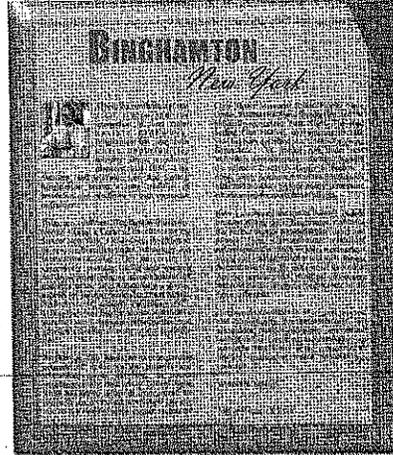
Cotton Smith

1-800-933-3909-1118

cotton@chambermaps.com

What we need

It is imperative that we get your Community information in a timely manner. There are up to three (3.75"x 8.75") panels available for your use, separately or combined. Most Cities find it beneficial to provide a personal message & photo from the Mayor or City Manager. Many Cities opt to recognize their Fire, EMT, Police, Parks, Schools, Recreation or other Departments. Another benefit is a list of important telephone numbers & email contact data for your citizens.



In addition, we need to get a front cover for the map. This is a 4" x 9" panel, but has a bleed size of 5" x 9.25". This can be a single photo or a collage of landmarks, City Hall, fountains, scenic views, City Seal etc.

This is a full color publication, so please send CMYK digital files in a PDF or TIF format.

If you need free assistance in layout & design of the items mentioned above, our Art Dept. is available for your use.

Call Cotton Smith at 1-800-933-3909.

Melbourne

The City of Melbourne offers this map as a service to our residents and visitors, as well as our many visitors. Melbourne and its surrounding municipalities offer a great environment in which to live, work, and play. In employment, and in educational and cultural opportunities.

Over the years and with growing awareness with a City Manager, the Melbourne continues to provide a high quality of life for its residents. City government is committed to providing a high quality of life for its residents and providing a high quality of life for its residents.

On behalf of the City Council, I commend your interest in the local government and encourage your participation. For visitors and residents, we welcome you and thank you for your interest in Melbourne.

Mayor Jerry George

Dearborn Heights, Michigan

Dearborn Heights, Michigan is a vibrant and growing community. We are proud to be a part of the Detroit area and to provide a high quality of life for our residents. We are committed to providing a high quality of life for our residents and providing a high quality of life for our residents.

Deltona, Florida

Deltona, Florida is a vibrant and growing community. We are proud to be a part of the Orlando area and to provide a high quality of life for our residents. We are committed to providing a high quality of life for our residents and providing a high quality of life for our residents.

New Albany, Ohio

New Albany, Ohio is a vibrant and growing community. We are proud to be a part of the Columbus area and to provide a high quality of life for our residents. We are committed to providing a high quality of life for our residents and providing a high quality of life for our residents.

City of Melbourne

The City of Melbourne is the hub of the growing metropolitan area. It is a vibrant and growing community. We are proud to be a part of the Melbourne area and to provide a high quality of life for our residents. We are committed to providing a high quality of life for our residents and providing a high quality of life for our residents.

City of Dearborn Heights

The City of Dearborn Heights is a vibrant and growing community. We are proud to be a part of the Detroit area and to provide a high quality of life for our residents. We are committed to providing a high quality of life for our residents and providing a high quality of life for our residents.

City of Deltona

The City of Deltona is a vibrant and growing community. We are proud to be a part of the Orlando area and to provide a high quality of life for our residents. We are committed to providing a high quality of life for our residents and providing a high quality of life for our residents.

City of New Albany

The City of New Albany is a vibrant and growing community. We are proud to be a part of the Columbus area and to provide a high quality of life for our residents. We are committed to providing a high quality of life for our residents and providing a high quality of life for our residents.

Dear Newburgh Business Owner:

The "City of Newburgh" is printing **10,000** copies of a detailed, updated street map of the City & the immediate surrounding area. Newburgh will be highlighted and the changes in our area will be reflected on the new beautiful 4-Color Resource Guide & Street Map.

Business advertising on maps has become quite popular throughout the country, and is a useful marketing tool for businesses and communities to assist residents & newcomers. Bordering both sides of the map, business cards will be arranged categorically to highlight local businesses. In addition to promoting the regional amenities, current City programs will be displayed, with a directory of important phone numbers and Community information. Please visit www.chambermaps.com for more info

Also, an easy to navigate, searchable online version of the map will be available from the City's Home Web Page. Each participating business will be listed by name & business category, with your actual location pinpointed on the online map; you also will be able to link your home page to the Map's home page, multiplying your exposure potential many times. Visit this easy to utilize site @ www.maplocator.com

The maps will be available, at City buildings, and over 100 locations including banks, schools, churches, libraries & other high-traffic areas. Each participating advertiser will receive a supply of 25-50.

Marketing and advertising space is limited and **SOLD** on a first-response, first-served basis. This is the fourth time we are creating this map, and we mail to over 3,000 businesses and have space for only 120 advertisers, so this is a space deadline, not a time deadline. It is not uncommon for a community of our size to sell out the sponsorship opportunities quickly..

Act now by filling out the form below and faxing this letter today or calling 1-800-933-3909

Thank you for your support of this worthwhile project.

Sincerely,

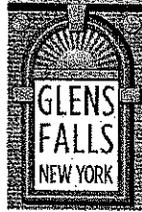
Don't Delay! Fill out this form and fax this letter to: 1-866-603-4133
Email marketing@chambermaps.com

Print Firm Name: _____ **Phone:** _____

Contact Person: _____

_____ **Please call on us first about prime position options on the Newburgh City Map.**

_____ **We would like to hear more. Please provide information on the Newburgh City Map**



July 29, 2008

Dear Glens Falls Business Owner:

The "City Map Project" is printing **7,500** copies of a detailed, updated street map of the City & the immediate surrounding area. Glens Falls will be highlighted and the changes in our area will be reflected on the new beautiful 4-Color Resource Guide & Street Map.

We are proud to announce the "City Map Project" to promote our area with **no burden to our tax paying citizens.**

Business advertising on maps has become quite popular throughout the country, and is a useful marketing tool for businesses and communities to assist residents, newcomers and tourists. Bordering both sides of the map, business cards will be arranged categorically to highlight local businesses. In addition to promoting the regional amenities, there will be a directory of important phone numbers and Community information.

Also, an easy to navigate, searchable online version of the map will be available from the City's Web Site. Each participating business will be listed by name & business category, with your actual location pinpointed on the online map; you also will be able to link your home page to this map, multiplying your exposure potential many times. Visit a sample of this easy to utilize site @ www.maplocator.com/naples. Each participating advertiser will receive a minimum of 25 folded maps with a counter top display dispenser.

Visit www.citymapproject.com for information and typical ad samples or contact City Map Project directly by calling **1-800-933-3909**, referring to the "Glens Falls City Map Project".

Marketing and advertising space is limited and allocated on a first-response, first-served basis. It is not uncommon for a community of our size to sell out the sponsorship opportunities within 5 business days. **Act now by filling out the form below and faxing this letter today.** Thank you for your support of this worthwhile project.

Sincerely,

Mayor LeRoy B. Akins, Jr.

Sincerely,

John A. Diamond, Acting Mayor

Don't Delay! Fill out this form and fax this letter to: 1-866-739-9195

_____ **Please call on us first about prime position options on the Glens Falls City Map Project.**

_____ **We would like to hear more. Provide information on the Glens Falls City Map Project.**

Print Firm Name: _____ **Phone:** _____

Contact Person: _____



THE CITY OF UTICA

OFFICE OF THE MAYOR

1 KENNEDY PLAZA • UTICA, NEW YORK 13502

TIMOTHY J. JULIAN
Mayor

Phone: 315-792-0100
Fax: 315-734-9250
E-mail: mayor@cityofutica.com

Dear City Map Project:

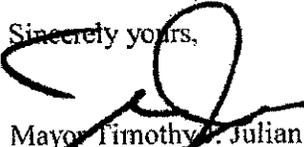
Please allow me the opportunity to complement you on a job well done regarding your map initiative with the City of Utica. The response from our business and civic and professional communities has been overwhelming and has re-ignited a sense of interest and pride in our city that has long been lacking.

I must admit however, we were first somewhat skeptical about an out-of-state business entity that was offering such profound and extensive services without asking for monetary compensation in return. Well, in short order that skepticism soon turned into satisfaction and ultimately, elation. The staff at the City Map Project were professional, cordial, competent, and more than up to the task at hand. Throughout the process, Map Project personnel were responsive to our needs and understanding of our concerns, and without question, their commitment was made evident by their finished product.

Soon, the fall convention season will be upon us. I look forward to spreading the word about the excellent work of the City Map Project to other cities and municipalities. And, from a personal perspective, I hope to partner with the Map Project in the near future to make our map initiative a yearly event.

Once, again, great job! Thank you so much for your services and for enriching our city!

Sincerely yours,


Mayor Timothy J. Julian
City of Utica, NY

RESOLUTION NO.: 110 - 2013

OF

MAY 28, 2013

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LICENSE AGREEMENT WITH THE GREATER NEWBURGH PARTNERSHIP, INC. TO ALLOW CLEANING AND GREENING ACTIVITIES ON CITY-OWNED PROPERTIES KNOWN AS 50 WILLIAM STREET (SECTION 38, BLOCK 2, LOT 36) 241 WASHINGTON STREET (SECTION 38, BLOCK 2, LOT 12) AND CITY-OWNED PARCELS ALONG BAY VIEW TERRACE (SECTION 49, BLOCK 2, LOT 1 AND SECTION 49, BLOCK 1, LOT 18.12)

WHEREAS, The Greater Newburgh Partnership, Inc. ("GNP") is a non-profit organization created for the improvement of the City of Newburgh, the greater Newburgh area and its many stakeholders; and

WHEREAS, the City of Newburgh is the owner of real properties located at 50 William Street, 241 Washington Street, and several lots along Bay View Terrace, and more accurately described on the official tax map of the City of Newburgh as Section 36, Block 2, Lot 36; Section 36, Block 2, Lot 12; Section 49, Block 1, Lot 1 and Section 49, Block 1, Lot 18.12, respectively, City of Newburgh, New York; and

WHEREAS, the GNP has offered to provide services to the City by performing cleaning and greening activities for the beautification of the aforementioned properties and has requested access to the properties to conduct these activities; and

WHEREAS, such access to the properties requires the parties to execute a license agreement, a copy of which is attached hereto and made a part of this resolution; and

WHEREAS, this Council has reviewed such license and has determined that entering into the same would be in the best interests of the City of Newburgh and its further development;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York that the City Manager be and he is hereby authorized to enter into the attached license agreement with The Greater Newburgh Partnership to allow access to City-owned properties known as 50 William Street, 241 Washington Street and two City-owned parcels along Bay View Terrace for the purpose of performing cleaning and greening activities.

LICENSE AGREEMENT

This Agreement, made this ____ day of _____, two thousand and twelve, by and between the GREATER NEWBURGH PARTNERSHIP, INC., with offices at _____ as "LICENSEE"; and the CITY OF NEWBURGH, a municipal corporation organized and existing under the laws of the State of New York with offices at 83 Broadway, City Hall, Newburgh, New York 12550 as "LICENSOR";

WITNESSETH THAT:

WHEREAS, Licensee desires the license or privilege of gaining access to and performing work upon the premises of Licensor on behalf of itself and its employees, agents and contractors in substantially the location and position shown as set forth on the map or plan hereto attached and made a part hereof and bearing the following title:

SCHEDULE "A"

50 William Street, 241 Washington Street and two City-owned parcels along Bay View Terrace, and more accurately described on the official tax map of the City of Newburgh as Section 38, Block 2, Lot 36; Section 38, Block 2, Lot 12; Section 49, Block 1, Lot 1 and Section 49, Block 1, Lot 18.12, respectively, City of Newburgh, New York

AND WHEREAS, Licensor is willing to give said license or privilege on the following terms and conditions:

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and conditions hereinafter contained, it is hereby agreed as follows:

First: Licensor hereby gives to Licensee, upon the conditions hereinafter stated, the license or privilege of entering upon Licensor's properties located at 50 William Street, 241 Washington Street and City-owned lots on Bay View Terrace, in the City of Newburgh, New York, and taking thereupon such vehicles, equipment, tools, machinery and other materials as may be necessary; for the purposes of and to perform "greening" improvements on property owned by Licensor. No improvements other than planting beds, walkways and the installation of a fence surrounding the perimeter of the property may be erected on the premises. The erection of a fence must be in conformance with Chapter 166 of the City Code.

Second: Licensee agrees to do such work and maintain said facilities in such manner as will comply fully with the provisions of any laws, ordinances or other lawful authority obtaining any and all permits required thereby. If, in the course of performing such work, Licensee, or any employees, agents, contractors and consultants engaged by

Licensee to perform the subject work, find, uncover, identify or otherwise locate asbestos or other hazardous material, Licensee, or employees, agents, contractors and consultants of Licensee, shall immediately cease and desist from the performance of the subject work and report said findings to the City Manager.

Third: Licensor acknowledges that the use of the subject properties shall inure to the benefit of both parties, and shall be satisfactory, adequate and sufficient consideration for the Licensee granted hereunder.

Fourth: Licensee hereby agrees to defend, indemnify and hold Licensor harmless against any claims, actions and proceedings brought against Licensor due to the negligence of Licensee, in connection with and/or relating to Licensee's use of the premises. Licensee has posted evidence of and shall maintain throughout the term of this License public liability insurance naming the Licensor as additional insured in a minimum coverage amount of One Million (\$1,000,000.00) Dollars.

Fifth: Licensee may retain certain employees, agents, contractors and consultants to perform the subject work. In the contract by which Licensee retains such agents, Licensee and such agents shall name Licensor as additional insured under insurance coverage concerning Licensee's performance of the tasks referenced herein.

Sixth: This Agreement and the license or privilege term is from _____, 20__ to _____, 20__ and will be subject to renewal on mutual agreement of both parties for additional one (1) year terms each.

Seventh: It is understood and agreed that no vested right in said premises is hereby granted or conveyed from either party to the other, and that the privileges hereby given are subject to any and all encumbrances, conditions, restrictions and reservations upon or under which the parties hold said premises.

Eighth: Without limitation to the general provisions of this Agreement, it is understood and agreed that said facilities shall be installed in substantially the location and position shown in the attachments hereto, and in accordance with details and specifications as set forth on map or plan hereto attached and hereby made a part hereof.

WITNESSETH:

THE CITY OF NEWBURGH

LICENSOR

By: _____
Richard F. Herbek, City Manager

GREATER NEWBURGH
PARTNERSHIP, INC.

LICENSEE

By: _____

Name:
President

SCHEDULE "A"

50 William Street	Section 36, Block 2, Lot 36
241 Washington Street	Section 36, Block 2, Lot 12
Bay View Terrace (2 acres south side of bluff)	Section 49, Block 1, Lot 1
Bay View Terrace (1 acre)	Section 49, Block 1, Lot 18.12

RESOLUTION NO.: 111 - 2013

OF

MAY 28, 2013

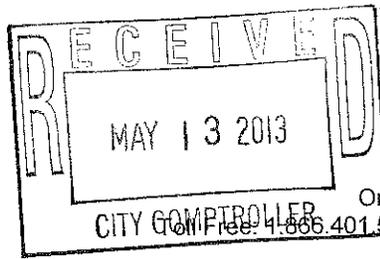
A RESOLUTION AUTHORIZING A TWO-YEAR AGREEMENT BETWEEN THE CITY OF NEWBURGH AND BPA HARBRIDGE FOR ACTUARIAL SERVICES IN CONNECTION WITH THE CITY'S COMPLIANCE WITH GASB-45 IN THE AMOUNT OF \$9,400.00 FOR THE YEARS 2014 AND \$2,000.00 FOR THE YEAR 2015, FOR A TOTAL AMOUNT OF \$11,400.00 FOR BOTH YEARS

WHEREAS, the City had previously issued a Request for Proposals in 2007 to retain professional actuary services to comply with the standards and requirements of GASB-45 in connection with the annual audit of the City's financial statements and in particular with respect to the City's obligations to provide post-retirement benefits; and

WHEREAS, BPA Harbridge had been selected as the preferred provider on the basis on their qualifications and experience and the lowest proposed price to perform such services for the years 2008 and 2009 and continued to use such services for the years 2010 and 2011; and

WHEREAS, the City Council deems it to be in the best interests of the City to enter into a new agreement with BPA Harbridge to continue such services for the years 2014 and 2015;

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Newburgh, New York hereby authorizes the City Manager to enter into an agreement with BPA HARBRIDGE for actuarial services in compliance with the requirements of GASB-45, in the amount of \$9,400.00 for 2014 and \$2,000.00 for 2014, for a total amount of \$11,400.00.



Harbridge Consulting Group, LLC

One Lincoln Center, 12th floor, Syracuse, NY 13202
Tel: 315.703.8900 | Fax: 315.703.8989
www.bpas.com

Private & Confidential

May 9, 2013

Ms. Cheryl Gross
Comptroller
City of Newburgh
83 Broadway, 4th Floor
Newburgh, NY 12550

RE: Service Agreement for City of Newburgh

Dear Cheryl:

Enclosed you will find two original copies of our new service agreement. If you would like us to proceed with the engagement, please return one signed copy to us for our files and retain the other for your files.

We value our relationship with your organization and look forward to continuing to serve you. Please review this service agreement carefully, and if you have any questions please do not hesitate to call me at (315) 703-8921.

Sincerely,

A handwritten signature in cursive script that reads "Brian Kling".

Brian Kling, A.S.A., E.A., M.A.A.A.
Senior Consultant

SERVICE AGREEMENT

Agreement

This Service Agreement ("Agreement") is between City of Newburgh (the "Sponsor") and Harbridge Consulting Group, LLC ("Harbridge").

Purpose

Harbridge is to provide actuarial consulting services related to the following benefit plan of the Sponsor.

- City of Newburgh Postretirement Health Care Benefits Plan

Our work will be performed based on actuarial standards of practice and applicable laws, regulations and/or accounting standards. With regard to our services the following generally apply.

- The Sponsor will provide Harbridge, as requested in a specified format and timely manner, information regarding the Plan(s) (i.e. plan provisions, plan participants, benefit payments, etc.) in order to complete the services outlined herein. The Sponsor will take full responsibility for ensuring that the data provided is reasonable and appropriate. While Harbridge will take all necessary steps in compliance with Actuarial Standards of Practice to ensure the reasonableness of the information provided, we will not perform an audit or independent verification of the information.
- Economic and demographic assumptions and methods must be determined in order to complete the services outlined herein. The Sponsor will determine all assumptions and methods necessary to complete the actuarial valuation, and assume all responsibility for ensuring those assumptions and methods are reasonable and appropriate. Harbridge will provide the Sponsor with guidance and information necessary to assist in the determination of all assumptions and methods required.
- The information contained in our report(s) will be prepared for the internal use of the Sponsor and its auditors in connection with our actuarial valuation(s). It is not intended, nor necessarily suitable, for other purposes. Harbridge has no responsibility to update the report(s) for events and circumstances occurring after the date of the report(s).

SERVICE AGREEMENT

Fees

The specific services and associated professional service fees for each of the benefit plan(s) are outlined in Appendix A of this Agreement. Harbridge reserves the right to amend the fee schedule from time to time. The Sponsor will receive prior notification of such changes.

The fees noted in Appendix A for the services outlined are based on the time required to perform the services. With regard to the expected time and our fee, we assume the following:

- Receipt of complete and accurate data in format requested by the due date required, in order to staff the engagement appropriately and complete the work in the mutually agreed upon timeframe. Please refer to Appendix B for detail regarding your Harbridge engagement team.
- Other professional service providers, such as plan and company auditors, may require assistance from Harbridge in order to perform their related services. We have assumed 2 hours of support in our fee. Additional time will be billed separately based on the hourly rates outlined in Appendix A.
- There will be no changes in any areas, including current law, regulations, accounting standards or plan provisions that would impact our deliverables. If however there are changes that would impact the scope of our services, we will notify you and get approval for the revised fee before proceeding.

By signing below you are authorizing Harbridge to perform the professional services outlined in Appendix A and you are agreeing to the associated fee outlined in Appendix A. In addition by signing below you are agreeing to the conditions outlined in this agreement, including those outlined in the attached "Terms of Engagement". Finally, unless noted otherwise below, you are authorizing Harbridge to use the "The Sponsor" as a reference (either written or verbal) with respect to the professional services provided.

Acceptance of Agreement

We agree with the terms set forth in this Agreement; including the use of the Sponsor as a reference for Harbridge unless otherwise noted below:

Harbridge Consulting Group, L.L.C.



Vice President

5/9/2013

Signature

Title

Date

City of Newburgh

SIGN
HERE

Authorized Representative Signature

Title

Date

_____ Initial here if you do NOT want Harbridge to use the Sponsor as a reference for this engagement.

APPENDIX A

FEE SCHEDULE

City of Newburgh Postretirement Health Care Benefits Plan

Actuarial Valuation Services for Fiscal Year 2014 Full Valuation \$9,400

Services for the GASB 45 full actuarial valuation of postretirement health care benefits will include the following:

- Analysis of census data
- Analysis of plan provisions and development of per capita claims costs
- Calculation of the Actuarial Accrued Liability as of the beginning of the fiscal year
- Determination of the Annual OPEB Cost for the fiscal year
- Preparation of the actuarial valuation report detailing the results of the valuation
- Determination of the Net OPEB Obligation at fiscal year end
- Development of Required Supplemental Information and Notes to the Financial Statements for the *prior fiscal year* to be included on the financial statements
- Ten-year projections of Actuarial Accrued Liability and Annual OPEB Cost under GASB 45 for fiscal year

Actuarial Valuation Services for Fiscal Year 2015 Interim Valuation.....\$2,000

Services for the GASB 45 interim actuarial valuation of postretirement health care benefits will be based on the results of the prior year's full valuation and will include the following:

- Calculation of the Actuarial Accrued Liability as of the beginning of the fiscal year
- Determination of the Annual OPEB Cost for the fiscal year
- Determination of the Net OPEB Obligation at fiscal year end
- Development of Required Supplemental Information and Notes to the Financial Statements for the *prior fiscal year* to be included on the financial statements

We will automatically invoice the Sponsor according to the following schedule or in a manner mutually agreed upon.

Data request sent to sponsor	25%
Sponsor returns data request	50%
Valuation results sent to sponsor	25%

For services or additional work that is hourly based, our rates range from \$110 to \$460.

Every attempt will be made to have the work performed at the lowest billing rate possible.

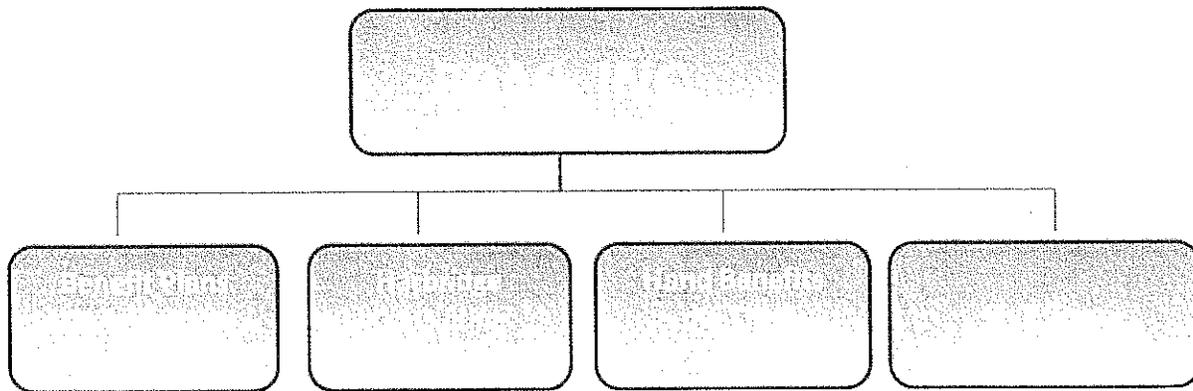


APPENDIX B

Harbridge Consulting Group (Harbridge) is a national actuarial practice that has extensive experience providing pension and healthcare actuarial consulting services, as part of the combined organization Benefit Plan Administrative Services, Inc. (BPAS).

Our combined organization BPAS includes:

- Benefit Plans Administrators (BPA) – DC Plan Administration
- Hand Benefits & Trust (HB&T) – Institutional Trust Company
- Harbridge Consulting Group – National Actuarial Practice
- FlexCorp – Section 125 Practice



Harbridge has over 70 employees, including 7 Fellows and 15 Associates of the Society of Actuaries and 25 Enrolled Actuaries practicing out of Syracuse, NY; Manhattan and East Hanover, NJ offices.

OUR LOCATIONS

BPAS - Utica
 6 Rhoads Dr
 Suite 7
 Utica, NY 13502
 1-866-401-5272

BPAS - Syracuse
 One Lincoln Center
 Twelfth Floor
 Syracuse, NY 13202
 1-866-401-5272

BPAS - Pittsburgh
 300 Mt. Lebanon Blvd
 Suite 314
 Pittsburgh, PA 15234
 1-866-401-5272

BPAS - Philadelphia
 3501 Masons Mill Road
 Suite 505
 Huntingdon Valley, PA 19006
 1-800-746-4554

BPAS - Houston
 820 Gessner
 Suite 1250
 Houston, TX 77024
 1-800-444-1311

BPAS - Chicago
 S. Dearborn St.
 140 Suite 300
 Chicago, IL 60603
 1-866-401-5272

BPAS - Manhattan
 355 Lexington Ave.
 New York, NY 10017-6603
 1-212-284-9000

BPAS - New Jersey
 120 Eagle Rock Ave.
 East Hanover, NJ 07936-3105
 1-973-515-0266

YOUR ENGAGEMENT TEAM - SYRACUSE OFFICE

Name	Title	Telephone Number	Email Address
Brian Kling	Senior Consultant	(315) 703-8921	bkling@bpas.com
Melissa Desiderio	Consultant	(315) 703-8926	mdesiderio@bpas.com
Daniel Megelick	Associate	(315) 703-8917	dmegelick@bpas.com

Terms of Engagement

Entire Agreement

These Terms of Engagement and the Service Agreement letter to which they are attached (collectively, the "Agreement") constitute the entire agreement between the client to whom such engagement letter is addressed and any other legal entities referred to therein ("Client" or "you") and Harbridge Consulting Group LLC, a State of New York limited liability corporation ("Harbridge Consulting Group," "we" or "us"), regarding the services described in the engagement letter.

Responsibilities of the Client

In circumstances where the Client is a business entity, the Client agrees to identify those individuals authorized to request services from Harbridge Consulting Group under the terms of this Agreement. Individuals authorized to request services agree to identify the purpose of the services, and identify for whom the services are to be performed (e.g., the corporation, an employee, a director) at the time the services are requested.

A fundamental term of this Agreement is that the Client will provide us with all information relevant to the services to be performed and to provide us with any reasonable assistance as may be required to properly perform the engagement. The Client agrees to bring to our attention any matters that may reasonably be expected to require further consideration to determine the proper treatment of any relevant item. The Client also agrees to bring to our attention any changes in the information as originally presented as soon as such information becomes available. Client acknowledges that it retains all management responsibilities related to judgments and decisions regarding the Client's financial or business matters.

Unless otherwise indicated, any returns, reports, letters, written opinions, memoranda, etc. delivered to the Client as part of the services ("Deliverables") are solely for the Client and are not intended to nor may they be relied upon by any other party ("Third Party").

Responsibilities of Harbridge Consulting Group

We will perform our services on the basis of the information you have provided and in consideration of the applicable federal, foreign, state or local tax laws, regulations and associated interpretations relative to the appropriate jurisdiction as of the date the services are provided. Laws and regulations are subject to change at any time, and such changes may be retroactive in effect and may be applicable to advice given or other services rendered before their effective dates. We do not assume responsibility for such changes occurring after the date we have completed our services. Client acknowledges that Harbridge does not practice law and Harbridge's services do not constitute legal advice.

Some of the matters on which we may be asked to advise the Client may have implications to other persons or entities. However, we have no responsibility to these persons or entities unless we are specifically engaged to address these issues to such persons or entities, and we agree to do so in writing.

We will discuss with Client any issues of which we are aware that we believe may subject the Client to penalties and discuss with Client possible courses of action to avoid the imposition of any penalty. We are not responsible for any penalties imposed for positions that have been discussed with Client where we recommended a course of action to avoid penalties and the Client elected not to pursue such course.

Harbridge Consulting Group is not responsible for any penalties assessed against the Client as the result of the Client's failure to provide us with all the relevant information relative to the issue under consultation. Furthermore, the Client agrees to reimburse Harbridge Consulting Group for any penalties imposed on Harbridge Consulting Group or its staff, as the result of the Client's failure to provide such information.

Electronic Communications

In performing services under this Agreement, Harbridge Consulting Group and/or Client may wish to communicate electronically either via facsimile, electronic mail or similar methods (collectively, "E-mail"). However, the electronic transmission of information cannot be guaranteed to be secure or error free and such information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete or otherwise be adversely affected or unsafe to use. Unless you notify us otherwise, your acceptance of this Agreement constitutes your consent to use E-mail. All risks related to your business and connected with your use of E-mail are borne by you and are not our responsibility.

Both parties will carry out procedures to protect the integrity of data. In particular, it is the recipient's responsibility to carry out a virus check on any attachments before launching or otherwise using any documents, whether received by E-mail or on disk or otherwise.

Engagement Limitations

Except as may be specified in this Agreement, we will not audit or otherwise verify the information supplied to us, from whatever source, in connection with this engagement.

As you are aware, tax returns and filings with taxing and regulatory authorities may be subject to audit. We will be available to assist the Client in the event of an audit of any issue for which we have provided services under this Agreement. However, unless otherwise indicated, our fees for these additional services are not included in our fee for the services covered by this Agreement.

We will not be prevented or restricted by anything in this Agreement from providing services for other clients.

In the course of our engagement, certain communications between Client and Harbridge Consulting Group may be subject to a confidentiality privilege. Client recognizes that we may be required to disclose such communications to federal, state and international regulatory bodies; a court in criminal or other civil litigation; or to other Third Parties, including Client's independent auditors, as part of our professional responsibilities. In the event that we receive a request from a Third Party (including a subpoena, summons or discovery demand in litigation) calling for the production of information, we will promptly notify you. We agree to cooperate with Client in any effort to assert any privilege with respect to such information, provided Client agrees to hold Harbridge Consulting Group harmless from and be responsible for any costs and expenses resulting from such assertion.

Disassociation or Termination of Engagement

Either party may terminate this Agreement upon written notice to the other party. In the event of termination, Client will be responsible for fees earned and expenses incurred through the date termination notice is received.

Limitation of Liability

All services will be rendered by and under the supervision of qualified staff in accordance with the terms and conditions set forth in this Agreement. Harbridge Consulting Group makes no other representation or warranty regarding either the services to be provided or any Deliverables; in particular, and without limitation of the foregoing, any express or implied warranties of fitness for a particular purpose, merchantability, warranties arising by custom or usage in the profession, and warranties arising by operation of law are expressly disclaimed.

In no event, unless it has been finally determined that Harbridge Consulting Group was grossly negligent or acted willfully or fraudulently, shall Harbridge Consulting Group be liable to the Client or any of its officers, directors, employees or shareholders or to any other third party, whether a claim be in tort, contract or otherwise for any amount in excess of the total professional fee paid by you to us under this agreement for the particular service to which such claim relates. In no event shall Harbridge Consulting Group be liable for any special, consequential, indirect, exemplary, punitive, lost profits or similar damages, even if we have been apprised of the possibility thereof.

Resolution of Differences

In the unlikely event that differences concerning this Agreement should arise that are not resolved by mutual agreement, to facilitate judicial resolution and save time and expense of both parties, Harbridge Consulting Group and the Client agree not to demand a trial by jury in any action, proceeding or counterclaim arising out of or relating to this Agreement.

Other Provisions

Neither party shall be liable to the other for any delay or failure to perform any of the services or obligations set forth in this Agreement due to causes beyond its reasonable control. All terms and conditions of this Agreement that are intended by their nature to survive termination of this Agreement shall survive termination and remain in full force, including but not limited to the terms and conditions concerning payments, warranties,

limitations of liability, indemnities, and resolution of differences. If any provision of this Agreement, including the Limitation of Liability clause, is determined to be invalid under any applicable law, such provision will be applied to the maximum extent permitted by applicable law, and shall automatically be deemed amended in a manner consistent with its objectives to the extent necessary to conform to any limitations required under applicable law.

Collection of Fees

In the event that Client fails to remit to Harbridge Consulting Group the fees covered under this Agreement within 90 days of the invoice date for *any* covered recurring service described herein or, if earlier, within 60 days of the delivery of *all* covered annual recurring services described herein, the Client authorizes Harbridge Consulting Group to directly invoice the above referenced Plan's Trustee or Custodian for the payment of any outstanding amounts attributable to this Agreement to the extent such fees are eligible to be paid from Plan assets. Furthermore, the above authorization shall also immediately apply if Client is in any bankruptcy proceeding that limits its ability to pay Harbridge Consulting Group the agreed upon fees within the above time limits. Client acknowledges that this Agreement shall serve as its only necessary authorization to the Plan's Trustee or Custodian to pay such outstanding invoiced amounts from Plan assets in accordance with the above and agrees to indemnify and hold harmless the Plan's Trustee or Custodian for its compliance with this authorization when presented by Harbridge Consulting Group to the Plan's Trustee or Custodian with an outstanding invoice covered by the terms described herein. Harbridge Consulting Group shall also be held harmless in the event it exercises these provisions of this Agreement.

This Agreement will be governed by the laws of the State of New York.

RESOLUTION NO.: 112 - 2013

OF

MAY 28, 2013

**A RESOLUTION AUTHORIZING THE CITY MANAGER
TO ENTER INTO AN AGREEMENT WITH CERTIFIED APPRAISAL SERVICE
FOR PROFESSIONAL APPRAISAL SERVICES AT A COST OF \$4,500.00
TO PREPARE AN APPRAISAL OF CITY-OWNED PROPERTIES
KNOWN AS THE MID-BROADWAY SITE**

WHEREAS, by Resolution No. 194-2012 of October 22, 2012, the City Council of the City of Newburgh, New York authorized the City Manager to execute a Development and Land Disposition Agreement with Mill Street Partners, LLC (the "Development Agreement") for the redevelopment of the Mid-Broadway site; and

WHEREAS, the Development Agreement obligates the City to obtain an appraisal of the highest and best use prepared by a licensed appraiser in conformance with the Uniform Standards of Professional Appraisal Practice in order to determine the acquisition price of the City-owned property; and

WHEREAS, it is necessary and appropriate to retain licensed appraiser to perform this service; and

WHEREAS, after due consideration and evaluation the firm of Certified Appraisal Service has been identified as qualified, able and cost-effective and the preferred firm to provide said services;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York that the City Manager be and he is hereby authorized to enter into an agreement with such terms and conditions as Corporation Counsel may require as necessary and appropriate under law, same as being in the best interests of the City of Newburgh with Certified Appraisal Services to prepare an appraisal of the City-owned properties known as the Mid-Broadway site at a cost of Four Thousand Five Hundred (\$4,500.00) Dollars.

DRAFT FOR DISCUSSION PURPOSES ONLY – MAY 23, 2013

ORDINANCE NO.: _____ - 2013

OF

AN ORDINANCE RESCINDING THE LANGUAGE CONTAINED IN CHAPTER 240, ENTITLED "RENTAL PROPERTIES" OF THE CODE OF ORDINANCES OF THE CITY OF NEWBURGH AND AMENDING CHAPTER 240 ENTITLED "RENTAL PROPERTIES" TO REQUIRE THE REGISTRATION OF RENTAL PROPERTIES IN THE CITY OF NEWBURGH, ESTABLISHING REGISTRATION REQUIREMENTS, AND LEVYING A REGISTRATION FEE ON OWNERS OF RENTAL PROPERTIES

BE IT ORDAINED, by the Council of the City of Newburgh, New York that the language contained in Section 240, Rental Properties be and is hereby repealed in its entirety and that the same is hereby amended to read as follows:

§ 240-1. Findings and purpose. The City Council has determined that there exists in the City of Newburgh a significant number of non-owner-occupied rental units. Non-owner occupants are less able to maintain daily oversight of their properties to ensure compliance with applicable laws, rules, and regulations. The City Council finds that the registration of rental properties is intended to and will ensure the protection of persons and property in all existing rental structures and on all premises required to be registered under this chapter. Further, the registration of rental properties will ensure that rental property owners adhere to applicable code provisions governing the use and maintenance of rental properties, including provisions limiting the maximum occupancy for which a rental property can be certified. It is the purpose of this chapter to protect the health, safety, and welfare of the residents of the City of Newburgh, as well as to protect the City's housing stock from deterioration by establishing a program for registering and identifying residential rental properties and for determining the responsibilities of owners of residential rental properties.

§ 240-2. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

AGENT - Any person who has charge, care, or control of a building, or part thereof, in which rental dwelling units or rooming units are let.

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BUILDING - A combination of materials, whether portable or fixed, having a roof to form a structure affording shelter for persons, animals, or property.

DWELLING - A building used in whole or part for residential uses.

DWELLING UNIT - Any room or contiguous group of rooms within a building and forming a single, habitable living space for one family.

MUNICIPAL OFFICER - The Fire Chief, Director of the Code Compliance Bureau, and the Building Inspector or such official within that department as may be designated by the Director in writing.

OWNER - Any individual or individuals, partnership, or corporation or any similar type of business organization, whether for profit or otherwise, in whose name title to a building stands, including a mortgagee or vendee in possession, assignee of rents, receiver, executor, trustee, lessee, agent, or any other person, firm, or corporation directly or indirectly in control of the property. Each, any, and all such persons shall have a joint and severable obligation for compliance with the provisions of this chapter.

OWNER-OCCUPIED DWELLING - A dwelling occupied by an individual owner or by members of his or her family on a nonrental basis. For the purposes of this chapter, "owner-occupied" shall not include any building owned by a partnership, corporation, or any similar type of business organization, including but not limited to a mortgagee or vendee in possession, assignee of rents, receiver, executor, trustee, lessee, or agent.

RENTAL PROPERTY - All buildings that contain a dwelling unit or a rooming unit that is rented, leased, let, or hired out to be occupied for residential or mixed use (commercial-residential) and are not owner-occupied.

ROOMING UNIT - Any furnished room for rent within a building and forming a single sleeping space.

§ 240-3. Rental License Process.

- A. Effective June 1, 2013, the owner of any rental property as defined herein shall, within 60 days of the effective date of this chapter or within 30 days after assuming ownership of the rental property, whichever is later; or within 10 days of receipt of notice by the municipality, submit a rental license application for such rental property with the municipal officer on forms provided for that purpose by the municipal officer along with any fees required by Chapter 163. Failure to receive notice by the municipality shall not constitute grounds for failing to register the property.
- B. Each rental property having a separate section block and lot number shall be registered separately.

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- C. The license rental application shall include the information required under § 240-4, as well as any additional information that the municipal officer may reasonably require.
- D. It shall be unlawful for any owner to offer any unit for rent or to rent any dwelling unit or to allow any dwelling unit to be occupied without having first received a rental license pursuant to this chapter as required herein within the time prescribed for such registration. Failure to receive notice of the rental license deadline will not excuse failure to receive a rental license for a rental property. It is the responsibility of the owner to fulfill the requirements of this chapter.
- E. No application for an initial rental license or a rental license renewal shall be issued until the municipal officer has conducted an inspection as described in § 240-6 and determined that all life, health, and safety violations or discrepancies have been corrected.
- F. If the rental license application is incomplete or the applicant does not meet the requirements of the licensing process within 120 days of the submittal date, the application will be canceled.
- G. The rental license shall remain valid for one year from the date of issue. The owner shall be required to renew the rental license annually and shall pay a fee in the amount prescribed in Chapter 163.
- H. The municipal officer may establish for purposes of efficient administration that all rental licenses shall be renewed by a single date in each year. The municipal officer shall establish this date in which case the initial rental license fee shall be pro-rated for applications received less than 10 months prior to that date.
- I. The completed rental license application shall be deemed prima facie proof of the statements therein contained in any administrative enforcement proceeding or court proceeding instituted by the City against the owner or owners of the building.

§ 240-4. Rental License Application.

- A. A rental license application shall be made by the owner of rental units or the owner's legally constituted agent on a form approved and supplied by the City of Newburgh Office of Code Compliance. This form shall be known as a "rental property statement" and shall be signed by the owner under oath. The statement shall include:
 - 1. The name(s), residence and business addresses, e-mail addresses, telephone numbers, and birth date(s) of the principal officers if the applicant is an individual, partnership, or firm, or the names, residence and business addresses, e-mail addresses, telephone numbers, and birth dates of the principal officers if the applicant is an association or corporation. Where more than one natural person has an ownership interest, the required information shall be included for each owner.
 - 2. If the owner is not a natural person, the employer identification number of the owner.
 - 3. The name, street address, e-mail address, and telephone number of a natural person 21 years of age or older, designated by the owner or owners as the authorized agent for receiving notices of code violations and for receiving process in any court proceeding or administrative enforcement proceeding on behalf of such owner or owners in connection with the enforcement of any applicable code. The agent for service of process must maintain offices or reside in the State of New York.

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4. The name, street address, e-mail address, and telephone numbers of the firm or individual responsible for maintaining the property. The individual or a representative of the firm responsible for maintaining the property must maintain offices within 45 miles of the City and shall be available by telephone or in person on a 24-hour-per-day, seven-day-per-week basis.
 5. Name, address, and telephone number of vendee, if the dwelling is being sold through a contract for deed.
 6. A description of the premises, including street address, section block and lot, and type of building;
 7. Number of dwelling units within the dwelling
 8. Description of procedure through which tenant inquiries and complaints are to be processed
 9. Status of utility fees, property taxes, and other assessments on the dwelling and other rental real property in the city owned by the applicant.
 10. The number of tenants.
 11. Any other information as requested by the City.
- B. The owner shall notify the municipal officer within 10 days of any change in the rental license information by filing an amended rental property statement on a form provided by the municipal officer for such purpose. Depending on the nature of changes, the City may require consent to a new property inspection. Notice of transfer of ownership shall be as described in § 240-8.

§ 240-5. License Fees; exemptions.

- A. License fees as set forth in Chapter 163 of this Code shall be due 90 days prior to the license expiration date; in the cases of a new unlicensed dwelling, a change in a previously filed rental license application, or a new license that is required due to a change in ownership as set forth in § 240-8 below, rental license fees shall be due at the time of application.
- B. Owner-occupied dwellings containing not more than two rental units are exempt from the filing fees set forth in Chapter 163 of this Code but still must submit a rental license application as described in § 240-3 and § 240-4 above.
- C. A delinquency penalty of 5% of the rental license fee for each day of operation without a valid rental license shall be charged operators of rental properties. Once issued, a rental license is nontransferable, and the rental licensee shall not be entitled to a refund of any license fee. Upon revocation or suspension, application withdrawal, an incomplete application or process, or application cancellation, the fee is nonrefundable.
- D. All inspection fees are set in Chapter 163. If the inspection is being performed as part of the rental licensing process, fees must be paid prior to the time of rental license issuance or renewal for the property.
- E. If any fee or any portion is not paid within 60 days after billing, the Comptroller may certify the unpaid cost against the property, and the unpaid cost shall be added to and collected with the subsequent City tax levy and shall bear interest and be enforced as provided by law for City taxes.

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- F. All funds collected from rental license fees under this section shall be deposited in a dedicated trust fund to be used exclusively for municipal activities with respect to vacant and problem properties in the municipality, including but not limited to inspection, nuisance abatement, securing and boarding, maintaining property information systems, general code enforcement activities, and reasonable administrative and legal costs associated with any of the foregoing.

§ 240-6. Inspection.

- A. During regular business hours or in an emergency, the municipal officer or his representative or any duly authorized City representative, upon the showing of proper credentials and in the discharge of his duties, may enter any building or rental unit within a building.
- B. At the request of the municipal officer, the Corporation Counsel is authorized to make application to the City Court of the City of Newburgh or any other court of competent jurisdiction for the issuance of a search warrant to be executed by a police officer in order to conduct an inspection of any premises believed to be subject to this chapter. The municipal officer may seek a search warrant whenever the owner, managing agent, or occupant fails to allow inspections of any dwelling unit contained in the rental property where there is a reasonable cause to believe that there is a violation of this chapter, the New York Uniformed Fire Prevention Building Code Act, or of any code of the City of Newburgh or any applicable fire code.

§ 240-7. Conformance to Laws.

No rental license shall be issued or renewed unless the rental property and its premises conform to the Code of Ordinances of Newburgh and the laws of the State of New York.

§ 240-8. License not Transferable.

No rental license shall be transferable to another person or to another rental property. Every person holding a rental license shall give notice in writing to the municipal officer within ten (10) business days after having legally transferred or otherwise disposed of the legal control of any licensed rental property. Such notice shall include the name and address of the person succeeding to the ownership or control of such rental property.

§ 240-9. Required Postings.

- A. Every licensee of a rental property with more than four units shall conspicuously post the current rental license certificate in the main entryway or other conspicuous location. For rental properties of four or fewer units, the licensee must provide a copy of the rental license certificate to each tenant by attaching a copy to the tenant's copy of the executed lease agreement.
- B. The City's trash and refuse policies and procedures and alternate-side street parking regulations shall be conspicuously posted in the main entryway or other conspicuous location. For rental properties with only one dwelling unit or with no common entryway, the owner must provide

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a copy of these policies, procedures, and regulations with the tenant's copy of the executed lease agreement.

§ 240-10. Occupancy Register Required.

- A. Every owner of a licensed rental property shall keep, or cause to be kept, a current register of occupancy for each dwelling unit that provides the following information:
1. Dwelling unit address.
 2. Number of bedrooms in dwelling unit and the maximum number of occupants.
 3. Legal names and date of birth of adult occupants and number of adults and children (under 18 years of age) currently occupying the dwelling units.
 4. Dates renters occupied and vacated dwelling units.
 5. A chronological list of complaints and requests for repair by dwelling unit occupants, which complaints and requests are related to the provisions of this Code of Ordinances.
 6. A similar chronological list of all corrections made in response to such requests and complaints.
- B. Such register shall be made available for viewing or copying by the municipal officer at all reasonable times.
- C. The property owner may request a pre-rental inspection of a unit prior to placing tenants and obtain a certificate of compliance stating that the apartment is compliance with applicable city and state property maintenance codes. The cost of this inspection shall be included with license fee.

§ 240-11. Rules and Regulations.

The municipal officer may issue rules and regulations for the administration of the provisions of this ordinance.

§ 240-12. Enforcement.

- A. The City of Newburgh shall have a choice of enforcing this chapter as provided in § 1-12 of the Code of Ordinances of the City of Newburgh by seeking civil penalties or by instituting a criminal proceeding or may choose to do both.
- B. A designated managing agent of an owner may be served with a notice of violation, order to remedy, an appearance ticket, or other service of process, whether criminal or civil, pursuant to and subject to the provisions of law as if actually served upon the owner.
- C. No owner who designates a managing agent pursuant to the provisions of this chapter may assert the defense of lack of notice or lack of in personam jurisdiction based solely upon the service of process on his designated agent.
- D. Any owner who fails to register a rental property under the provisions of this ordinance shall be deemed to consent to receive, by posting at the building, any and all notices of code violations and all process in an administrative proceeding brought to enforce code provisions concerning the building.

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§ 240-13. Penalties for offenses.

- A. If the City of Newburgh chooses to enforce this chapter through a criminal proceeding, any person who violates or fails to comply with any provisions of this ordinance or of the rules and regulations issued hereunder or who violates or fails to comply with any order made thereunder shall be fined up to \$500 and/or 30 days in jail.
- B. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue, and all such persons shall be required to correct or remedy such violations or defects. Each day that prohibited conditions exist shall constitute a separate offense and so subject the owner to an additional fine of up to \$500 and/or additional jail sentences of up to 30 days in jail.
- E. The application of the above penalty shall not be held to prevent the enforced removal of prohibited conditions.
- F. For purposes of this section, failure to file a rental property statement within 60 days of the effective date of this chapter or within 30 days after assuming ownership of the rental property, whichever is later, or within 10 days of receipt of notice by the municipality; failure to provide correct information on the rental property statement; and failure to comply with the provisions of §240-3, 4, 5, 9, and 10 of this Chapter or such matters as may be established by the rules and regulations of the municipal officer shall be deemed to be violations of this ordinance.

§ 240-14 Effective Date.

This ordinance shall become effective upon publication as provided by law.

§ 240-15 Severability.

If any of the provisions of this chapter shall be held invalid, the remainder shall remain valid and enforceable as provided by law.

Building Maintenance and Occupancy Ordinance

Proposed Plan and Timeline for Revision

SHORT TERM PLAN

Outcomes: Amend Vacant Property Registry (Chapter 121 Buildings, Vacant) – ADOPTED

Amend Rental License (Chapter 240 Rental Properties)

Steps: Propose amendments to Chapter 240 that address immediate concerns

Present Draft and discuss fees with City Council (May 23, 2013)

LONG TERM PLAN (March 2013-March 2014)

Outcome: Relying on national best practices, adopt consolidated building maintenance and occupancy ordinance.

Steps: Adopted comprehensive changes to Vacant Property Registry (Chapter 121 Buildings, Vacant) on April 22, 2013

Propose comprehensive changes to Rental License (Chapter 240 Rental Properties) that target criminal activity and owner and occupant responsibilities (March 2013-June 2013)

Host stakeholder scoping session(s) (July 2013)

Amend proposed changes consistent with stakeholder feedback (August 2013-September 2013)

Post final version for comment (October 2013)

Amend proposed changes consistent with comments (November 2013 – December 2013)

Present to City Council for Approval (December 2013)

Rental Property Registry Fee Examples

Most laws require a flat fee upon registration or re-registration. Re-registration usually occurs annually. Some laws include a graduated fee schedule based on the type and number of rental units. This document lists fee examples from several municipalities that have rental registries.

Town of Brookhaven, NY, Code §82-5, Fees.

A nonrefundable biennial permit application fee shall be paid, upon filing an application for a rental occupancy permit or for a renewal rental occupancy permit, in accordance with the following schedule of rental dwelling units per structure:

<i>Type of Dwelling</i>	<i>Fee</i>
One bedroom	\$150.00
Two bedrooms	\$250.00
Three bedrooms	\$350.00
Four bedrooms	\$450.00
More than four bedrooms	\$550, plus \$100 for each bedroom in excess of 4

Any owner who operates a multi-unit apartment complex shall pay a biennial fee based upon the number of units as follows:

<i>Number of Units</i>	<i>Fee</i>
4 to 50	\$1,000
51 to 100	\$1,500
101 to 200	\$2,500
Over 200	\$5,000

Town of Patterson, NY, Code § 129-6, Rental Registration Law Fees

Permit Application Fee. A non-refundable permit application fee shall be paid, upon filing an application for a rental occupancy permit, shall be established by resolution of the Town Board, and shall be set forth in the Schedule of Fees

Recommended Permit Fees to be set by Resolution of the Town Board.*

<i>Type of Dwelling</i>	<i>Fee</i>
One Unit	\$ 75.00
Two Unit	\$150.00
Three Unit	\$225.00
Four Unit	\$300.00
More than Four Unit	\$300.00 plus \$50.00 for each unit in excess of four.

*Not to be included in this Chapter.

City of Brooklyn Center, MN, Rental License Fees.

Single Family Dwelling

\$400

\$500—Rental Conversion [a single-family dwelling or single-family attached dwelling (townhouse, duplex) converted to a rental property or a registered residential vacant building reoccupied as a rental property]

Two Family Dwelling

\$200 per unit

Multiple Family Dwelling

\$200—Each Building

\$18—Each Unit

\$450—Minimum Base Fee

Rental Reinspections

1 to 3 units—\$100

4 or more units—\$100 for each common area, plus \$50 per unit

City of Evanston, IL, Code of Ordinances § 5-8-4(B)

The owner of a building shall pay an annual registration fee for each building so registered at the time the owner files the annual registration statement, as per the table below. The registration fee shall not be prorated. If the owner of a building that contains no more than two (2) dwelling units is a person sixty five (65) years of age or older, resides in one of the two (2) dwelling units in the building, and furnishes proof with the application that he/she has qualified for the state of Illinois circuit breaker program, he/she shall be required to pay fifty percent (50%) of the registration fee.

<u>Building Type</u>	<u>Registration Fee</u>	
Single-family	\$20.00	
Condominiums	20.00	per owner of rental dwelling unit(s) per building
Apartments with:		
2 — 4 dwelling units	30.00	
5 — 12 dwelling units	50.00	
13 — 24 dwelling units	100.00	
25 — 50 dwelling units	150.00	

51 — 100 dwelling units	300.00	
101 + dwelling units	500.00	

City Code of Schenectady, NY, Code § 210-14, Rental Property Fees.

A. The fees for the inspection and the issuance of a rental certificate for each rental unit are as follows: inspection: \$50; reinspection: \$25. During each calendar year, an owner shall be charged for no more than two inspections for each rental unit and for as many reinspections as necessary, regardless of the number of inspections requested.

B. The fee for the issuance of a rental certificate whenever an owner fails to submit an application for a rental certificate as required by this chapter prior to renting a unit is \$100.

Town of Babylon, NY, Code § 153-5 Rental Unit Permit Fees.

A. Permit fees shall be pursuant to the fee schedule set by resolution of the Town Board from time to time for the following classes:

(1) Class I: one- or two-family homes; units providing two or three rooming or boarding units.

(2) Class II: units for three families or more; units containing four or more rooming or boarding units; hotels and all others.

B. Based upon the recommendation of the Commissioner of Planning and Development, a late charge for permit fees required by § 153-5 of the Babylon Town Code equal to two times the amount of said fees, prorated for the period of time constituting the overdue period, shall be charged by the Commissioner for all permit renewals required by Town Code Chapter 153 which are overdue, in addition to any such permit fees.

City of Kingston, NY, Code § 332-9(B) Rental permit fees.

B. The following is the fee schedule applicable to the inspections required by this article:

(1) Dwelling units, including apartment buildings, residential rental property.

<i>Number of Units</i>	<i>Fee</i>
1-3	\$50 per rental unit
4-9	\$100, plus \$45 per rental unit
10-20	\$200, plus \$40 per rental unit
Over 20	\$350, plus \$35 per rental unit

(2) Rooming houses.

<i>Number of Units</i>	<i>Fee</i>
1-9	\$100, plus \$35 per unit
10-20	\$200, plus \$30 per unit
Over 20	\$350, plus \$25 per unit

(3) Canceling inspection within 24 hours of appointment: \$20 per unit.

(4) Failing to be present at time of appointment: \$25 per unit.

ORDINANCE NO.: 6 - 2013

OF

MAY 28, 2013

AN ORDINANCE TO AMEND ARTICLE VII, ENTITLED "SPECIAL USE PERMITS" OF CHAPTER 300 OF THE CODE OF ORDINANCES OF THE CITY OF NEWBURGH ENTITLED "ZONING" BY ADDING SECTION 300-38 ENTITLED "LARGE-SCALE MIXED-USE DEVELOPMENT SPECIAL PERMIT"

WHEREAS, by Resolution No. 195-2008 of December 8, 2008, the City Council of the City of Newburgh adopted a Sustainable Master Plan pursuant to Section 28-a of the New York State General City Law; and

WHEREAS, by Resolution No. 172-2011 of September 12, 2011, the City Council of the City of Newburgh adopted a Future Land Use Plan as an amendment to the City's Sustainable Master Plan pursuant to Section 28-a of the New York State General City Law; and

WHEREAS, the Master Plan and the Future Land Use Plan identify lower Broadway as an opportunity area for a higher density mixed-use district to promote redevelopment as a traditional urban neighborhood; and

WHEREAS, the adoption of a Large Scale Mixed-Use Development Special Permit will support and facilitate the recommendations of the Master Plan and the Future Land Use Plan to provide opportunities for mixed-use development of an increased scale and density along the lower Broadway corridor; and

WHEREAS, the adoption of the Large Scale Mixed-use Development Special Permit recognizes the City's immediate need for continued and on-going redevelopment; is consistent with the Master Plan and the Future Land Use Plan; and will not interfere or conflict with the City's on-going plans to revise the City's entire Zoning Code; and

WHEREAS, vesting the City Council will the authority to issue a large scale mixed-use development special permit recognizes the importance and significance of the lower Broadway area

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to the City's redevelopment and is consistent with methods by which other cities in the Hudson Valley region issue land use approvals; and

WHEREAS, projects eligible for a large scale mixed-use development special permit will be required to obtain site plan approval from the City Planning Board and the City Council will have the benefit of technical support and advice of the City professional staff in reviewing applications for large scale mixed-use development special permits; and

WHEREAS, this Council finds that the adoption of the Large Scale Mixed-Use Special Permit is in the best interests of the City of Newburgh and its further development;

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Newburgh, New York that Chapter 300 of the Code of Ordinances shall be amended as follows:

Article VII. SPECIAL USE PERMITS

§ 300-35. Special uses.

§ 300-36. Procedures.

§ 300-37. Standards for individual special uses.

§ 300-38. Large-Scale Mixed-Use Development Special Use Permit

§ 300-39. (Reserved)

§ 300-35. Special uses.

A. Power. The Planning Board shall have the power to hear and decide on applications to permit the proper integration into the community of uses which may be suitable only in specific locations in a zone or only if such uses are designed and laid out on the site in a particular manner, provided that this chapter otherwise permits such uses subject to the validation of the Planning Board.

B. Conditions to be fulfilled. In applying for a special use permit, the applicant need not demonstrate hardship, since the basis for the action is general benefit to the City as a whole. In granting a special use permit, the Planning Board, with due regard to the nature and condition of all adjacent structures and uses, the zone within which the same is located, the Master Plan, the Local Waterfront Revitalization Program (LWRP) and any relevant urban renewal plans, shall find all of the following general conditions to be fulfilled:

- (1) The use requested is listed among the special uses in the zone for which application is made.
- (2) The special use is essential or desirable to the public convenience or welfare.
- (3) The special use will not impair the integrity or character of the zone or adjoining zones nor be detrimental to the health, morals or welfare.

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- (4) The special use will be in conformity with the Master Plan.
- (5) Consistency with policies.
- (a) The special use, if undertaken within the waterfront area, will be consistent with the LWRP policies, standards and conditions, which are derived from and further explained and described in Section III of the City of Newburgh LWRP.
- [1] To revitalize deteriorated and underutilized waterfront areas (Policies 1, 1A, 1B, 1C, 1D and 1E).
- [2] To retain and promote commercial and recreational water-dependent uses (Policy 2).
- [3] To strengthen the economic base of smaller harbor areas by encouraging traditional uses and activities (Policies 4 and 4A).
- [4] To ensure that development occurs where adequate public infrastructure is available to reduce health and pollution hazards (Policy 5).
- [5] To protect significant and locally important fish and wildlife habitats from human disruption and chemical contamination (Policies 7, 7A, 8 and 8A).
- [6] To maintain and expand commercial fishing facilities to promote commercial and recreational fishing opportunities (Policies 9, 9A and 10).
- [7] To minimize flooding and erosion hazards through nonstructural means, carefully selecting long-term structural measures and appropriate siting of structures (Policies 11, 11A, 12, 13, 14, 16, 17 and 28).
- [8] To safeguard economic, social and environmental interests in the coastal area when major actions are undertaken (Policies 18 and 18A).
- [9] To maintain and improve public access to the shoreline and to water-related recreational facilities while protecting the environment (Policies 2, 19, 19A, 20, 20A, 21, 21A, 21B, 22 and 22A).
- [10] To protect and restore historic and archaeological resources (Policies 23 and 23A).
- [11] To protect and upgrade scenic resources (Policy 25).
- [12] To site and construct energy facilities in a manner which will be compatible with the environment and contingent upon the need for a waterfront or water location (Policies 27, 29 and 40).

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[13] To prevent ice management practices which could damage significant fish and wildlife and their habitat (Policy 28).

[14] To protect surface and groundwater from direct and indirect discharge of pollutants and from overuse (Policies 30, 31, 33, 34, 35, 36, 36A, 37 and 38).

[15] To perform dredging and dredge spoil in a manner protective of natural resources (Policies 15 and 35).

[16] To handle and dispose of solid and hazardous wastes and effluents in a manner which will not adversely affect the environment nor expand existing landfills (Policies 39 and 39A).

[17] To protect air quality (Policies 41, 42 and 43).

[18] To protect freshwater wetlands (Policy 44).

(b) The Planning Board will consider the recommendations of the Waterfront Advisory Committee when determining consistency with the above policies.

C. Factors to be considered. In making such determination, the Planning Board shall give consideration to any or all of the following as they may be appropriate:

- (1) The character of the existing uses and the probable development of uses in the district and the peculiar suitability of such district for the location of any of such permissive uses.
- (2) The conservation of property values and the encouragement of the most appropriate uses of land.
- (3) The effect that the location of the proposed use may have upon the creation of or undue increase of vehicular traffic congestion on public street or highways.
- (4) The availability of adequate and proper public or private facilities for the treatment, removal or discharge of sewage, refuse or other effluent, whether liquid, solid, gaseous or otherwise, that may be caused or created by or as a result of the use.
- (5) Whether the use or materials incidental thereto or produced thereby may give off obnoxious gases, odors, smoke or soot.
- (6) Whether the use will cause disturbing emission of electrical discharges, dust, light, vibration, noise or radioactivity.

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- (7) Whether the operations in pursuance of the use will cause undue interference with the orderly enjoyment by the public of parking or of recreational facilities, if existing, or if proposed by the City or by other competent governmental agency.
- (8) The necessity for bituminous-surfaced space for the purpose of off-street parking of vehicles incidental to the use and whether such space is reasonably adequate and appropriate in area and design and can be furnished by the owner of the plot sought to be used within or adjacent to the plot wherein the use shall be had.
- (9) Whether a hazard to life, limb or property because of fire, flood, erosion or panic may be created by reason of or as a result of the use, by the structures to be used therefor, by the inaccessibility of the property or structure thereon for the convenient entry and operation of fire and other emergency apparatus or by the undue concentration or assemblage of persons upon such plot.
- (10) Whether the use of the structures to be used therefor will cause an overcrowding of land or undue concentration of population.
- (11) Whether the plot area is sufficient, appropriate and adequate for the use and the reasonably anticipated operation and expansion thereof.
- (12) Whether the use to be operated is unreasonably near to a church, school, theater, recreational area or other place of public assembly.

D. Planning Board action. The Board may approve, approve with modifications, or disapprove any application for a special use permit. The Planning Board shall have the authority to impose such reasonable conditions and restrictions as are directly related to and incidental to the proposed special use permit and may be necessary in the Board's opinion to meet the objectives herein set forth. Upon its granting of said special use permit, any such conditions must be met in connection with the issuance of permits by applicable enforcement agents or officers of the City.

- (1) Such conditions may include a time limitation.
- (2) Conditions may be imposed which require that one or more improvements be done before the use requested can be initiated; for example, that a solid board fence be erected entirely around the site to a height of six feet before the use requested is initiated.
- (3) Conditions of a continuing nature may be imposed. For example, exterior loudspeakers shall not be used between the hours of 10:00 p.m. and 9:00 a.m.
- (4) The Planning Board may establish a schedule of inspection to be conducted by the Building Inspector to determine continued compliance with this chapter and any conditions of the special use permit.

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- E. Reversion to permitted use. Whenever all the conditions required are of such type that they can be completely and permanently satisfied, the administrative official, upon request of the applicant, may, if the facts warrant, make a determination that the conditions have been satisfied and enter said determination on the file copy of the special use permit. Thereafter, said special use, provided that it continues to meet the other requirements of the chapter, will be treated as a permitted use.
- F. Compliance with other codes. Granting of a special use permit does not exempt the applicant from complying with all of the requirements of building codes and other ordinances.
- G. Revocation. In any case where the conditions of a special use permit have not been or are not being complied with, the administrative official shall give the permittee notice of intention to revoke such permit at least 10 days prior to a Planning Board review thereon. After conclusion of the review, the Planning Board may authorize the administrative official to revoke such permit.
- H. Expiration. In any case where a special use permit has not been exercised within the time limit set by the Planning Board, or within one year if no specific time limit has been set, then, without further action, the permit shall be null and void. "Exercised," as set forth in this section, shall mean that binding contracts for the construction of the main building have been let or, in the absence of contracts, that the main building is under construction to a substantial degree or that prerequisite conditions involving substantial investment are contracted for, in substantial development, or completed (sewage, drainage, etc.). When construction is not a part of the use, "exercised" shall mean that the use is in operation in compliance with the conditions set forth in the permit.

§ 300-36. Procedures.

The powers and duties of the Planning Board shall be exercised in accordance with the procedures set forth in this article plus the following additional procedures:

- A. Strict compliance. The Planning Board shall act in strict accordance with the procedures specified by law and by this chapter.
- B. Fees. All applications made to the Planning Board shall be accompanied by the fee established by the City Council as provided for in § 300-83. The Board may, in its discretion, return to the applicant part or all of the fee paid by him in the event that his appeal is under § 300-78 hereof and is partially or wholly successful. The fees filed in connection with applications under § 300-35 shall not be returnable regardless of the disposition of the case by the Planning Board.
- C. Submission: An application for a special use permit shall be submitted to the Planning Board office on the last business day of the month preceding the month in which the application is to be heard.

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- D. Contents of applications. Each application shall fully set forth the circumstances of the case. Every application shall refer to the specific provision of the chapter involved.
- E. Site plan required. Application for a special use permit shall require site plan approval in accordance with the site plan regulations contained in this chapter, except that the Planning Board may waive site plan approval for a special use permit application that will involve no physical alteration or disturbance to a site. At a minimum, the application for a special permit use shall be accompanied by a plan showing the size and location of the lot, and the location of all buildings and proposed facilities, including access drives, parking areas, and all streets within 200 feet of the lot lines.
- F. Public hearings. The Planning Board shall conduct a public hearing within 62 days from the day a complete application is received by the Planning Board. At least 10 days prior to such hearing the Secretary of the Board shall mail, by regular mail, at the applicant's expense, a notice of such hearing and of the substance of the application to the owners of all properties within 300 feet of the exterior boundaries of the property affected by the application. At least 10 days prior to such hearing, the Secretary of the Planning Board, at the expense of the applicant, to be paid in advance, shall cause to be published in the official newspaper of the City a notice of such hearing and of the substance of the appeal or application. Prior to said hearing, the applicant shall submit to the Board affidavits of the Secretary of the Board swearing that the required mailings and publication have been performed, which documents shall become part of the application. For the purpose of the mailings required by this section, the term "owner" shall be construed to mean the owner as indicated on the assessment roll of the City of Newburgh.
- G. Notice to the applicant and the Orange County Planning Department. At least 10 days prior to the public hearing, the Planning Board shall mail notices thereof to the applicant and to the Orange County Planning Department, as required by § 239-m of the General Municipal Law, which shall be accompanied by a full statement of the matter under consideration, as defined therein.
- H. Architectural Review Commission advisory opinion. The Planning Board shall, within 10 days of its submission, refer any special use permit application within historic districts or architectural design districts to the Architectural Review Commission for review and recommendations. The Planning Board shall defer any decision on these matters pending the receipt of a report from the Architectural Review Commission.
- I. Waterfront Advisory Committee. Whenever a request for a special use permit involves a use to be located within the City's waterfront districts, the Planning Board shall refer a copy of a completed coastal assessment form (CAF) to the Waterfront Advisory Committee within 10 days of its submission and, prior to making its determination, shall consider the recommendation of the Waterfront Advisory Committee with reference to the consistency of the proposed action as set forth in Chapter 296 of the Code of the City of Newburgh, known as

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the "City of Newburgh Waterfront Consistency Review Law." In the event that the Waterfront Advisory Committee recommendation is not forthcoming within 30 days following referral of the CAF, the Planning Board shall make its decision without the benefit of the Waterfront Advisory Committee recommendation.

- J. Decision. The Planning Board shall decide upon an application within 62 days after the public hearing is closed. The time within which the Planning Board must render its decision may be extended by mutual consent of the applicant and the Planning Board.
- K. Filing. The decision of the Planning Board shall be filed in the office of the City Clerk within five business days after such decision is rendered and a copy thereof mailed to the applicant.
- L. Existing violations. No special use permit shall be issued for property where the Building Inspector has found a violation of this chapter, and where such violation has not been corrected, unless the granting of such special use permit and site plan approval will result in a correction of said violation.
- M. Area variance. Where a proposed special use permit would require an area variance, an application may be made to the Zoning Board of Appeals without the necessity of a denial of an administrative official charged with enforcement of this chapter.

§ 300-37. Standards for individual special uses.

The following individual standards are hereby established for special uses:

- A. Garages, filling stations, auto repair shops, used car lots, automobile painting, automobile rebuilding or reconditioning, tire retreading or recapping, and taxi and limousine service shall be subject to the following:
 - (1) Notwithstanding any grant of authority contained elsewhere in this chapter, no special permit or variance shall be granted for a use enumerated herein to be located within a designed historic district or architectural design district unless the Architectural Review Commission shall certify to the Planning Board that said use will not be out of keeping with the architectural character of the district and will not be out of harmony with the style, materials, colors, line and details of the buildings in the district and that said use will not detrimentally affect the preservation of the beauty and character of the district. Said certification must be reviewed by the Planning Board prior to its acceptance of any application for a special use permit.
 - (2) Any special use permit granted shall be granted only for an initial period of six months, after which the Planning Board shall review the compliance with the permit conditions and may vote to permanently grant the permit or to continue the special permit for an additional limited time period, in the absence of which said special permit shall lapse and become null and void.

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- (3) Sufficient off-street parking is to be provided for all cars brought for repair; a minimum of five off-street parking spaces are to be provided.
- (4) No repair or storage of vehicles shall be on the public street.
- (5) The property must be maintained in a neat and orderly manner with no accumulation of junk vehicles, tires, auto parts, garbage, refuse or debris on the property.
- (6) Hours of operation are to be established by the Planning Board so as to limit the effect of noise and traffic on the neighborhood.
- (7) All facilities are to conform to the New York State Uniform Fire Prevention and Building Code, environmental regulations and sewer use regulations and ordinances, particularly in regard to prevention of the discharge of oil, grease, or other petroleum products into the public sewers.
- (8) All surfaces for vehicle travel or storage are to be provided with a desirable dustless surface to be approved by the Planning Board and an adequate system of storm drainage.
- (9) All lighting is to be installed in accordance with a plan to be submitted to and approved by the City Engineer and the Building Inspector and so designed as to prevent light from being thrown onto neighboring properties.
- (10) All parking, vehicle storage areas and driveways must be constructed so as to meet the requirements of Article VIII of this chapter.
- (11) The use shall be screened from all abutting residences or residential districts in accordance with § 300-12 of this chapter, except that the Planning Board may permit the substitution of an eight-foot-high wooden fence or masonry wall as a substitute for or in addition to the plantings provided in § 300-12. The screening strips of 10 feet in width must be measured entirely within the property lines of the parcel to be devoted to the use.
- (12) The Planning Board shall have the power to impose such additional conditions as it may deem required in accordance with the standards established by § 300-35 of this chapter. However, the Planning Board shall not have the power to delete or modify any of the conditions required by Subsection A(1) through (11) of this section.
- (13) Where the Zoning Board of Appeals has approved a special use permit and said permit is subject to renewal, the Planning Board shall be responsible for renewing said special use permit.

B. Home occupation or professional office. Customary home occupations are deemed to be accessory uses to a single-family detached dwelling subject to the requirements contained herein.

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A home occupation shall not require full site development plan submission. However, an applicant shall be required to submit a lot survey indicating the location of the home and the area of the home to be used for purposes of the home occupation.

- (1) The minimum lot size shall be 7,500 square feet.
- (2) Such occupation is carried on in an area not exceeding 25% of the gross floor area of the principal building.
- (3) At no time shall any premises be used in such a manner to cause the emanation therefrom of offensive or noxious odors, vapors, fumes, glare, dust, smoke, gas, vibration, noise or radiation or be used in such a manner as to cause injury, annoyance or disturbance to any of the surrounding properties and to their owners and occupants.
- (4) Equipment capable of causing interference with radio or television reception in the neighborhood shall be prohibited unless also equipped with means to prevent such interference.
- (5) There shall be no outdoor storage of materials, supplies, or equipment associated with the home occupation.
- (6) Such occupation is incidental to the residential use of the premises and is carried on in the principal building by a resident therein with not more than two nonresident assistants.
- (7) A studio where dancing or music instruction is offered is permitted, provided only up to a maximum of four pupils at any one time are instructed. Concerts or recitals are prohibited.
- (8) The Planning Board may restrict the number of deliveries of materials or supplies associated with the home occupation.
- (9) The Planning Board may approve the operation of a home occupation subject to any condition it deems necessary to ensure that the use does not diminish or impact the peace, security and the overall residential quality of the neighborhood.

C. Day-care center. The standards for a day-care center shall be as follows:

- (1) The application shall describe the anticipated occupancy of the facility by age group, i.e., infant, toddler, and school age, and the hours of operation of the facility.
- (2) A floor plan of the day-care center shall be submitted.
- (3) In addition to the parking space requirements contained in Article VIII, Table 1, *Editor's Note: See § 300-45.* additional parking spaces shall be provided for dropoff and pickup of children at a rate of one parking space per 15 children. Said spaces shall be provided directly in front

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of the facility along an internal driveway or in an approved parking area. The most appropriate location for dropoff parking shall include a consideration of emergency access and shall be determined by the Planning Board during site plan review. The dropoff location shall be clearly posted with appropriate signage or pavement markings. Fire lanes shall not be used for dropoff areas.

- (4) A minimum outdoor play area of 125 square feet per child under three years of age, or per child three and over, whichever is greater, shall be provided. Said outdoor play area shall be located at a minimum distance of 25 feet from any lot line or from any parking area and 50 feet from any public right-of-way. Outdoor play areas shall be directly accessible from the principal structure and shall not require crossing any street, driveway, or parking area for access. The Planning Board may, as part of site plan review and in consultation with the prospective operator, modify the area requirement to apply only to the largest age group enrollment scheduled to use the outdoor play area at one time.
- (5) A six-foot-high solid fence or opaque fence combined with hedge or tree plantings shall be provided to screen the outdoor play area where it abuts a residential zoning district.
- (6) Said facility shall provide a minimum of two exits.
- (7) Day-care centers shall adhere to the requirements of the New York State Uniform Fire Prevention and Building Code and all other applicable state guidelines that govern said uses.
- (8) If included as part of a professional office building, said day-care center shall occupy the ground floor only.
- (9) Hallways with a length of 20 feet or greater between the building exterior and the day-care center shall be prohibited.

D. Bed-and-breakfasts shall be subject to the following:

- (1) Applicability. A bed-and-breakfast is permitted as an accessory use to a single-family residence. A single-family residence must be in existence at the date of adoption of these regulations to become eligible to be a bed-and-breakfast. Except as otherwise specified herein, the single-family residence shall be required to meet the bulk requirements for single-family residences within the applicable zoning district.
- (2) Application submission. In addition to the general requirements for special use permit approval, the applicant shall also submit:
 - (a) A sketch showing the floor plan of the home and the location of proposed guest rooms.

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- (b) A site plan delineating the location of the residence on the tax parcel, minimum setback distances, proposed parking areas, proposed screening, and any other information applicable.
 - (c) If a sign is proposed, a sign plan, including type and location of illumination, if proposed.
 - (d) A certification that the owner resides and will continue to reside within the residence while the special use permit is in effect. A change in owner occupancy shall require renewal of the special use permit.
 - (e) Proof of insurance to operate a bed-and-breakfast.
- (3) Requirements and conditions of operation.
- (a) The bed-and-breakfast shall be the primary residence of the owner.
 - (b) The number of paying guests accommodated per night shall not exceed 10 guests, and no guest shall stay for a period exceeding 15 days. The bed-and-breakfast shall maintain a guest registry identifying the arrival and departure dates of guests.
 - (c) A maximum of two adult guests and accompanying minor children shall be allowed to occupy each guest bedroom, subject to fire safety standards.
 - (d) There shall be no more than five bedrooms occupied by paying guests. Said rooms shall not be equipped with a kitchenette or other cooking devices.
 - (e) As a minimum, one bathroom shall be provided for each two guest rooms. In addition, a separate bathroom shall be maintained for the owners of the single-family residence.
 - (f) Each guest bedroom shall be equipped with a smoke detector alarm installed and maintained in a functional condition on or near the ceiling.
 - (g) A bed-and-breakfast is permitted one sign, not to exceed two square feet, identifying the name of the facility. Illumination may be permitted, subject to Planning Board approval. The Planning Board shall take into consideration the proximity of adjoining residences and potential nighttime disturbance. Said sign shall not be illuminated between 9:00 p.m. and sunrise.
 - (h) No parking space shall be located within the front yard. Parking spaces shall be set back a minimum distance of 15 feet from any side or rear lot line. A minimum of two spaces shall be provided for the single-family dwelling, plus a minimum of one off-street parking space shall be provided for each guest bedroom. Each space shall measure not less than nine feet by 18 feet in size. New parking areas required to meet these requirements shall limit the introduction of impervious surfaces.

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- (i) The Planning Board shall consider the need for landscaping to screen views from adjoining residences.
 - (j) The dwelling shall not be altered in a manner which would cause the premises to differ from its residential character, nor shall any extensions or additions to the dwelling be made for the purpose of renting such space for overnight accommodations. Accessory buildings detached from the principal dwelling shall not be used for the purpose of a bed-and-breakfast.
 - (k) There shall be no more than two employees in addition to the owner.
 - (l) Each facility shall be operated and maintained so as to preserve the character and integrity of the surrounding residential neighborhood.
- (4) Approval. A special use permit to operate a bed-and-breakfast shall be valid for one year from the date of issuance, subject to continuing compliance with the conditions of the special use permit and subject to continuing compliance with the New York State Uniform Fire Prevention and Building Code.
- (5) Permit renewal. The applicant may renew the permit for additional two-year time periods, subject to approval by the Planning Board and any fees applicable to the review of special use permit applications. The Planning Board shall notify the Building Inspector, 15 days prior to the meeting at which the renewal is being considered, who shall provide a description, in writing, of any changes that have occurred in the floor or site plan since the time the special use permit was approved or last renewed and a list of violations or complaints, if applicable. The Planning Board shall take the Building Inspector's report into consideration when rendering a decision.
- (6) Enforcement. The Building Inspector shall be given access to the premises for the purpose of making inspections as deemed necessary from time to time to ensure compliance with these regulations and with the New York State Uniform Fire Prevention and Building Code. Such inspections shall be conducted in accordance with procedures set forth in this chapter. Any facility operated in violation of this chapter shall have its permit suspended on a first violation and revoked for a second violation. No permit shall be reinstated until the owner fully complies with the provisions of this chapter.
- (7) Registry. The Planning Board Secretary shall maintain a record of bed-and-breakfasts, including the name of the owner, the address, the maximum occupancy of the establishment, and the date of special use permit approval.

E. Community parking area. Community parking areas shall be subject to the following:

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- (1) A plan shall be submitted detailing the parking lot layout. Parking lots shall be macadam and parking spaces shall be appropriately striped. The City Engineer, in consultation with the Building Inspector, shall be responsible for reviewing and shall favorably recommend the layout prior to Planning Board approval of the special use permit.
- (2) Adequate drainage shall be provided.
- (3) The owner shall be responsible for keeping said parking area clean and debris-free.
- (4) The community parking area shall be screened from abutting residential uses in accordance with § 300-12.
- (5) Mature trees in excess of eight inches dbh (diameter breast height) shall be identified on the site plan. The parking layout shall incorporate mature trees into the design of the parking area to the maximum extent practicable.
- (6) No more than one curb cut shall be permitted per each street frontage.

F. Planned residential development shall be subject to the following:

- (1) A planned residential development may consist of a mix of multiple-family dwellings or single-family attached (townhome) dwellings.
- (2) The site plan shall be accompanied by building elevations and a landscape plan.
- (3) The maximum density shall be 12 units per acre for multiple-family dwellings. The maximum density for townhomes shall be eight units per acre. A minimum of 25% of the site shall be maintained as open space.
- (4) No building shall exceed 120 feet in length.
- (5) Principal buildings shall be separated a minimum distance equal to the height of the taller of adjoining buildings, but in no case shall a building be located closer than 30 feet to any other principal building.
- (6) Accessory buildings, including recreational facilities, shall be located a minimum of 25 feet from principal buildings or from any lot line.
- (7) To the maximum extent practicable, buildings shall be situated in a manner so that the front facade and the main entry point to the dwellings face to the street line.
- (8) Off-street parking is prohibited in the front yard or adjacent to a street bounding the lot when the other side of the street is zoned residential. Parking shall be located to the rear of the principal buildings. The Planning Board may allow parking in a side yard, provided that said

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parking area shall be screened from the street and pedestrian traffic by means of a planted strip or fence of a height of at least three feet. Parking areas shall not be located closer than 10 feet to a principal building or outside deck or recreational space and shall be suitably screened from said buildings and spaces with appropriate landscape materials.

- (9) The applicant shall make provisions for the maintenance of any open space or common areas in a manner that is satisfactory to the Planning Board and the City Council of the City of Newburgh.
- (10) All off-street parking areas shall be attractively landscaped. A minimum of 20% of the parking area shall be landscaped.
- (11) Where provided, dumpsters shall be located in a fenced enclosure which shall be suitably screened with appropriate landscape materials.
- (12) Each dwelling unit shall be provided with an outdoor deck or space consisting of a minimum of 25 square feet.
- (13) On-site lighting shall not spill over onto adjoining residential properties.

G. Adaptive reuse of an existing building for residential use in the W-1 District shall be subject to the following:

- (1) The ground floor of said structure shall be used for nonresidential uses permitted or allowed by special use permit in the W-1 District.
- (2) Each dwelling unit shall contain a minimum of 1,000 square feet in area.
- (3) On-site indoor or outdoor accessory recreational facilities are permitted, e.g., swimming pools or tennis or squash courts. The Planning Board may impose restrictions on the type and operation of lighting associated with outdoor recreational facilities in order to protect the "night sky" of the Hudson River.
- (4) A landscape plan shall be submitted with the site plan.
- (5) Off-street parking shall be provided in accordance with the standards for multifamily dwellings.
- (6) The applicant shall make provisions for the maintenance of any open space or common areas in a manner that is satisfactory to the Planning Board and the City Council of the City of Newburgh.

H. Boarding homes shall be subject to the following:

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- (1) In the R-4 District, up to three nontransient roomers or boarders may be accommodated for remuneration by the resident owner of the dwelling.
- (2) The owner of the dwelling shall occupy the dwelling and shall constitute the principal use thereof.
- (3) Kitchen and dining facilities shall be limited to use by the resident owner, roomers or boarders and bona fide guests but shall not be open to the general public. There shall be no individual kitchen or dining facilities for any sleeping room.
- (4) There shall be no more than one rented sleeping room for each 2,000 square feet of lot area, with a maximum of three rooms being permitted.
- (5) Each sleeping room for rent to a roomer or boarder shall be at least 100 square feet in area.
- (6) One off-street parking space shall be provided for each rented sleeping room. The Planning Board may require landscaping or screening around the parking area.
- (7) In order to preserve the residential character of the neighborhood, there shall be no exterior alteration or expansion of the structure to allow the use of the dwelling for boarders and roomers, except for parking.

I. Colleges or universities shall be subject to the following:

- (1) All buildings shall be located at least 100 feet from the street lot line and 50 feet from all other property lines. Grandstands, gymnasiums, central heating plants and similar buildings shall be located at least 200 feet from all property lines. The distance between principal buildings shall be at least equal to the height of the taller building. Total building coverage of the site shall be limited to 30%. On-campus housing, dormitory buildings or single-family detached dwellings shall be permitted as accessory buildings, provided that the minimum lot area for the entire site shall be increased by at least 1,000 square feet for each dormitory bed and by at least the minimum lot area of the applicable zoning district for each single-family dwelling. Use of such dormitories or dwellings shall be limited exclusively to students, teachers, or other members of the staff of the college or university, and a dormitory or dwelling shall not subsequently be sold or rented as a private residence or for any other legal use unless the building and any required lot surrounding it shall meet all regulations of the district in which it is located.
- (2) Multiple-family dwellings for the exclusive use of teachers and other members of the staff of the school shall be permitted as accessory buildings, provided that, in addition to all other site requirements, there shall be land set aside for each such dwelling of an area at least equal to the minimum residential lot size of the district in which such school site is located times the number of dwelling units in such dwelling and provided that each multifamily dwelling

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shall be at least 100 feet from any property line and be so located with respect to the required additional land that a lot could be separated from the balance of the school site and meet these area requirements. No such dwellings shall subsequently be rented or sold unless the above-mentioned lot shall be created with frontage on an approved street and unless the Planning Board shall find that the school to which such dwellings are accessory has ceased to operate or that the type of school has changed to one which no longer requires staff housing.

- (3) The minimum area that shall be dedicated to playgrounds and playfields shall be three acres, plus an additional two acres per 100 students.
- (4) Suitable fencing, landscaping and screening shall be provided to prevent any nuisance to surrounding properties and to protect students attending the school.
- (5) The college shall comply with any standards established for schools by the New York State Commissioner of Education.
- (6) The Planning Board may approve the design of a parking area to serve more than one use, provided that such uses will require parking facilities at different times. Parking areas shall be located at least 50 feet from all property lines, except that in the case of a property line adjacent to permanently reserved open space, parking areas may be located no closer than 25 feet therefrom. Access and interior drives shall be located so as to prevent unnecessary traffic on local residential streets and to avoid unsafe conditions and traffic congestion.

J. Used car lots shall be subject to the following:

- (1) All existing used car lots shall have a paved surface constructed in accordance with specifications of the City Engineer, an adequate system of storm drainage, screening in accordance with § 300-12 of this chapter to protect adjacent residential properties or residential-zoned areas and provision for lighting that is satisfactory to the City Building Inspector.

§ 300-38. Large-Scale Mixed-Use Development Special Use Permit

A. Power. The City Council shall have the power to hear and decide on applications for a large-scale mixed-use development special use permit.

B. Applicability. The Large-Scale Mixed-Use Development Special Use Permit shall apply in the Tourist Commercial (TC-1) zoning district only, and only to parcels with frontage on Broadway. However, said project may extend from Broadway through the length of the block to the next public street, irrespective of the zone, provided that the portion outside of the TC-1 zone is part of a unified development parcel with frontage on Broadway.

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C. Conditions to be fulfilled. In applying for a large-scale mixed-use development special use permit, the applicant need not demonstrate hardship, since the basis for the action is general benefit to the City as a whole. In granting a large scale mixed-use development special permit, the City Council, with due regard to the nature and condition of all adjacent structures and uses, shall consider the requirements of the zone within which the same is located, the Master Plan, the Future Land Use Plan, the Local Waterfront Revitalization Program (LWRP) and any relevant urban renewal plans and shall find all of the general conditions set forth in §300-35B.(1) through (5) fulfilled.

D. Factors to be considered. In making a determination that the conditions specified above have been fulfilled, the City Council shall give consideration to any or all of the factors set forth in §300-35C.(1) through (12).

E. City Council action. The City Council may approve, approve with modifications, or disapprove any application for a large-scale mixed-use development special use permit. The Council shall have the authority to impose such reasonable conditions and restrictions as are directly related to and incidental to the proposed large-scale mixed-use development special use permit and may be necessary in the Council's opinion to meet the objectives herein set forth. Upon the granting of said large-scale mixed-use development special use permit, any such conditions must be met in connection with the issuance of permits by applicable enforcement agents or officers of the City. Such conditions include those set forth in §300-35D.(1) through (4), or any that the Council determines reasonable and necessary.

F. Other conditions for approval. The application for a large-scale mixed-use development special use permit shall meet the conditions and provisions set forth in §300-35E. through (H).

G. Standards for large-scale mixed-use development special use permits.

The following individual standards are hereby established for large-scale mixed-use development special use permits:

- (1) Area standards. The proposed development shall meet the minimum lot area, width and depth; yard; and maximum building height requirements for large-scale mixed-use development as set forth in the Schedule of Use and Bulk Regulations for the TC-1 District.
- (2) In the case that the proposed large-scale mixed-use development contains any use which would be individually subject to a special permit from the Planning Board, the standards for such use, as provided in §300-37., shall apply, unless the City Council determines that the application of said standards is unreasonably or unnecessary or impractical due to the unique characteristics of the site, mix of uses or other factors.

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- (3) At a minimum, the special use permit application must be accompanied by a site plan prepared in accordance with §300-52.
- (4) To the maximum extent practicable, buildings shall be situated in a manner so that the front facade and the main entry face to the street line.
- (5) Off-street parking.
- (a) The City Council may modify the area requirements (length and width) of off-street parking spaces as set forth in §300-44, provided that in no case shall the width be decreased by more than 6 inches and the length by no more than one foot. In granting such reductions, the City Council shall consider such benefits as increased landscaping and screening within and adjacent to off-street parking areas;
- (b) When based on a Parking Analysis, the City Council may reduce the off-street parking space and loading berth requirements as set forth in §300-45 provided that the parking capacity to be provided will substantially meet the intent of this Article. The Parking Analysis shall be prepared assuming peak-hour utilization and demonstrate that sufficient parking spaces will exist so that no overflow parking is likely to occur in any public street; and
- (c) The City Council may permit a portion, not to exceed 25%, of the total required spaces, the total number of which shall be determined pursuant to §300-38.G.(5)(b) above, to be located at an off-site location no further than 300 feet from the premises to which they are appurtenant.
- (6) Shared parking. The use or uses proposed for the large-scale mixed-use development shall provide the required number of off-street parking spaces pursuant to §300-45., except that the number of required spaces may be reduced if the City Council finds that the parking capacity to be provided will substantially meet the intent of this Article by reason of variation in the probable time of maximum use by patrons, employees or residents of such establishments, provided that:
- (a) The City Council shall base its finding upon a Shared Parking Analysis to be prepared, assuming peak-hour utilization, to demonstrate that sufficient parking spaces will exist so that no overflow parking is likely to occur in any public street; and
- (b) In the event that any establishment changes use, the applicant seeking approval for the new use or uses shall adequately demonstrate, based upon a Shared Parking Analysis, that the new use configuration will continue to allow for sufficient

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parking capacity, or alternatively, that additional off-street parking spaces will be provided to ensure such capacity.

- (7) Off-street parking is prohibited in the front yard. Parking shall be located to the rear of the principal buildings. The City Council may allow parking in a side yard, provided that said parking area shall be screened from the street and pedestrian traffic by means of a planted strip or fence. Parking areas shall be located a reasonable distance from principal buildings or outside decks or recreational spaces and shall be suitably screened from said buildings and spaces with appropriate landscape materials.
- (8) When abutting a residential district, off-street parking areas must be appropriately landscaped and screened.
- (9) The applicant shall make provisions for the maintenance of any open space or common areas in a manner that is satisfactory to the City Council.
- (10) Mature trees in excess of eight inches dbh (diameter breast height) shall be identified on the site plan. The proposed development shall incorporate such mature trees into the plan to the maximum extent practicable.
- (11) Where provided, dumpsters shall be located in a fenced enclosure which shall be suitably screened with appropriate fencing and/or landscaping materials.
- (12) On-site lighting shall be designed and situated so that it does not spill over onto adjoining residential properties or create potential driving hazards. The City Council may require a lighting plan to verify that the proposed lighting will not present such adverse impacts.

H. Procedures. The powers and duties of the City Council in considering large-scale mixed-use development special permits shall be exercised in accordance with the procedures set forth in this article and in §300-36., except that, where relevant, said procedures shall apply to the City Council and not to the Planning Board.

§ 300-39. (Reserved)

This ordinance shall take effect immediately.

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Zoning

300 Attachment 8

City of Newburgh
Schedule of Use and Bulk Regulations
TC-1 Tourist Commercial District¹

Use	Use Type	Minimum Lot Area (feet)	Minimum Lot Width (feet)	Minimum Lot Depth (feet)	Minimum Front Yard (feet)	Minimum Side Yard Each (feet)	Minimum Rear Yard (feet)	Maximum Building Height	
								Stories	Feet
One-family detached dwelling	P	7,500	50	100	15	10	20	2.5	35
One-family attached (duplex, town home)	P	2,500**	25	100	15	0/10*	20	3	45
Two-family dwelling	P	10,000	75	100	15	10	20	2.5	35
Mixed use: residential on upper floors only***	P	2,500	25	100	15	0/5**	20	3	45
Professional and business office	P	2,500	25	100	15	0/5*	20	3	45
Government office	P	2,500	25	100	15	0/5*	20	3	45
Tourist-related retail use	P	2,500	25	100	15	0/5*	20	3	45
Art and antique gallery	P	2,500	25	100	15	0/5*	20	3	45
Museum	P	2,500	25	100	15	0/5*	20	3	45
Church and similar place of worship	P	7,500	75	100	15	15	20	3	45
Assembly hall	SP	2,500	25	100	15	0/5*	20	3	45
Craft shop	SP	2,500	25	100	15	0/5*	20	3	45
Restaurant bar	SP	2,500	25	100	15	0/5*	20	3	45
Fast-food restaurant, without drive-through facility	SP	2,500	25	100	15	0/5*	20	3	45
Laundromat	SP	2,500	25	100	15	0/5*	20	3	45
Conference center	SP	10,000	100	100	25	15	25	3	45
Hotel	SP	10,000	100	100	25	15	25	3	45
Theater	SP	10,000	100	100	25	15	25	3	45
Large-scale mixed use development****	SP	20,000	100	100	15****	0/5****	20	6/4****	65/45****
Swimming pools accessory to one-family detached	A								
Other customary accessory uses and buildings, provided that such use is clearly incidental to the principal use	A								

P = Permitted SP = Special Permit Use A = Accessory Use

NOTES:

- In the TC-1 District, residential uses are not permitted east of Washington Place and Colden Street
- * Where existing buildings share common wall, no side yard is required. All other buildings require five-foot side yard.
- ** Minimum area is per unit.
- *** One dwelling unit is permitted for each 1,000 square feet of gross floor area per upper story floor.
- **** Only applicable to lots with frontage on Broadway pursuant to Section 300-38.
- ***** Front and side yard requirements may be waived, reduced or otherwise modified at the discretion of the City Council as part of the Special Use Permit process.
- ***** Six stories (65 feet) are permitted within 200 feet of Broadway, four stories (45 feet) are permitted beyond 200 feet pursuant to Section 300-38.

RESOLUTION NO.: 113 - 2013

OF

MAY 28, 2013

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE
AN AMENDMENT TO THE CONTRACT WITH MALCOLM PIRNIE-ARCADIS
TO ADD PROFESSIONAL FINANCIAL SERVICES TO DEVELOP
WATER AND SEWER FINANCIAL MODELS FOR BUDGETING, CAPITAL PLANNING
AND RATE SETTING IN CONNECTION WITH DEVELOPING AND IMPLEMENTING
THE LONG TERM CONTROL PLAN FOR THE WASTEWATER TREATMENT PLANT
IN AN AMOUNT NOT TO EXCEED FORTY-FIVE THOUSAND (\$45,000.00) DOLLARS**

WHEREAS, by Resolution No. 219-2011 of October 24, 2011, the City Council authorized the City Manager to enter into an, Order on Consent to settle an enforcement action by the New York State Department of Environmental Conservation (DEC) for failure to develop a Phase I Long Term Control Plan ("LTCP") for the City's Wastewater Treatment Plant ("WWTP") in connection with the SPDES permit NY No. 0026310 for the operation; and

WHEREAS, by Resolution No. 173-2011 of September 12, 2011, the City Council authorized the City Manager to execute a contract with Arcadis/Malcolm Pirnie, Inc. to prepare and develop an LTCP for the City's WWTP; and

WHEREAS, Arcadis/Malcolm Pirnie, Inc. has prepared LTCP with Combined Sewer Overflow ("CSO") control alternatives in the form of five project proposals along with a cost/benefit analysis, recommendation and preliminary affordability analysis; and

WHEREAS, the City of Newburgh requires additional financial analysis and projections to evaluate the feasibility of CSO control project alternatives; and

WHEREAS, Arcadis/Malcolm Pirnie, Inc. through its subsidiary Red Oak Consulting can provide financial services in the form of developing baseline and on-going financial model assistance under which the City will be able to monitor and project cash flows, revenues, revenue requirements, utility rate review and rate structure revision for the purposes of annual budgeting, capital planning and rate setting purposes; and

WHEREAS, funding for such project shall be derived from HG1.8120.0400.8021.2010; and

WHEREAS, this Council determines entering into the amended contract with Arcadis/Malcolm Pirnie-for professional financial services in connection with the development and

implementation of the LTCP and CSO control project in the best interests of the City of Newburgh;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh, New York that the City Manager be and he is hereby authorized to execute an amendment to its existing contract with Arcadis/Malcolm Pirnie for professional financial services to develop an interactive, multi-year financial and rate planning model for water and sewer budgeting, capital planning and rate setting, under the terms of the proposal dated May 2, 2013 with other provisions as Corporation Counsel may require, in an amount not to exceed Forty-five Thousand (\$45,000.00) Dollars.

RESOLUTION NO.: 106 -2013

OF

MAY 13, 2013

A RESOLUTION TO AMEND RESOLUTION NO. 163-2007 REGARDING
THE SALARY AND BENEFIT PLAN FOR NON-BARGAINING UNIT EMPLOYEES AND
TO AMEND RESOLUTION NO. 223-2012, THE 2013 BUDGET
OF THE CITY OF NEWBURGH AND THE PERSONNEL ANALYSIS BOOK
REGARDING SALARY OF THE PLANNER

WHEREAS, this Council, by Resolution No. 163-2007 of August 20, 2007, adopted a salary and benefit plan for non-bargaining unit employees; and

WHEREAS, this Council, by Resolution No. 223-2012, adopted the 2013 Budget of the City of Newburgh and the Personnel Analysis Book; and

WHEREAS, this Council desires to amend said Resolutions,

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Newburgh that Schedule A of Resolution No. 163-2007, the salary and benefit plan for non-bargaining unit employees, is amended as follows, effective immediately:

Grade 4
Planner

Grade 5
Planner; and

BE IT FURTHER RESOLVED, by the Council of the City of Newburgh that Resolution No. 223-2012, the 2013 Budget of the City of Newburgh and the Personnel Analysis Book, is amended to reflect a net increase of \$3,733.00 in the adjustment of the salary of the Planner from Grade 4, Step 5 to Grade 5, Step 2.

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RESOLUTION NO.: 107 - 2013

OF

MAY 13, 2013

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEWBURGH
MEMORIALIZING ITS INTENT WITH RESPECT TO THE CONSIDERATION OF
SALARY INCREASES FOR NON-BARGAINING UNIT POSITIONS
IN CONNECTION WITH THE 2014 BUDGET PROCESS

WHEREAS, the salaries of the City Engineer and the Fire Chief positions were increased during 2012 and the salary of the City Engineer position was increased in the 2013 budget process; and

WHEREAS, this Council intends to be equitable in the adjustments of the salaries of all positions, including the non-bargaining positions;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Newburgh does hereby memorialize its intent that if salary increases are considered for non-bargaining unit positions during the 2014 budget process that the positions of City Engineer and Fire Chief shall not be included in the consideration of any such salary increases.