



TOWN OF NEWBURGH
PLANNING BOARD
TECHNICAL REVIEW COMMENTS

PROJECT NAME: AMENDED SITE PLAN - CORTLAND COMMONS CANNABIS
RETAIL DISPENSARY DRIVE THRU
PROJECT NO.: 2026-18
PROJECT LOCATION: SECTION 9, BLOCK 1, LOT 60 - 5440 ROUTE 9W
REVIEW DATE: 27 JULY 2026
MEETING DATE: 6 AUGUST 2026
PROJECT REPRESENTATIVE: MAURI ARCHITECTS, PC, BRANDON PETRELLA, RA, AIA

1. The Applicants are requested to update the site plan to depict the drive-thru as constructed. The drive-thru canopy extends over the drive-thru lane in the existing conditions.
2. The Planning Board may request the Applicant to provide approval from the Office of Cannabis Management for the drive-thru retail.
3. A parking analysis has been provided based on the conversion of the existing cannabis retail building from fast food to retail and the modifications to the approvals for Building A. Building A contains restaurant uses allowing 37 seats total with retail uses of 5,400 SF. Based on the existing uses, parking calculations identify 64 spaces provided while 68 spaces are proposed.
4. The Applicants have identified 3 short-term parking spaces per Section 185-42. Code compliance comments regarding the applicability of Section 185-42, identified as fast food, drive-thru and drive-up establishments. This facility is considered a retail establishment and not fast food.
5. The facilities are located on a State Highway. County Planning referrals are required.
6. Adjoiners' notices must be sent out. Notices must be circulated.
7. In accordance with Section 185-48.9b, a new Special Use Permit shall be required for any expansion, alteration or variation of the use already authorized by Special Use Permit.
8. Dominic Cordisco's comments regarding the requirements to schedule a Public Hearing should be received.

Respectfully submitted,
MHE Engineering, D.P.C.


Patrick J. Hines
Principal


Quinn M. Mullarkey, P.E.
Senior Engineer

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NEW YORK OFFICE

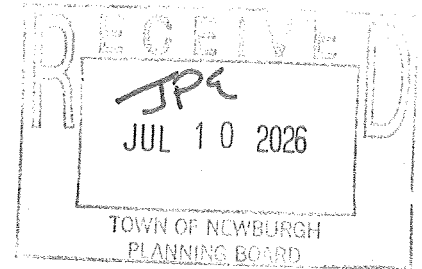
33 Airport Center Drive, Suite 202, New Windsor, NY 12553
845-567-3100 | F: 845-567-3232 | mheny@mhepc.com

PENNSYLVANIA OFFICE

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

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

**RETURN TO: Town of Newburgh Planning Board
21 Hudson Valley Professional Plaza
Newburgh, New York 12550**



DATE RECEIVED: _____ **TOWN FILE NO:** 2026-18
(Application fee returnable with this application)

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

Cannabis Retail Dispensary at Cortland Commons

2. Owner of Lands to be reviewed:

Name Courtland Commons LLC
Address 2317 Montauk Highway, PO Box 14
Bridgehampton, NY 11932
Phone 631.537.1068 x.8325
Email k.kelly@thefarrellcompanies.com

3. Applicant Information (If different than owner):

Name Mauri Architects PC
Address 73 Mansion Street
Poughkeepsie, NY 12601
Representative Brandon Petrella, RA AIA
Phone 845.452.1030
Email brandon@mauri-architects.com

4. Subdivision/Site Plan prepared by:

Name Mauri Architects PC
Address 73 Mansion Street
Poughkeepsie, NY 12601
Phone 845.452.1030
Email brandon@mauri-architects.com

5. Location of lands to be reviewed:

5440 Route 9W, Newburgh, NY 12550

6. Zone B (Business) **Fire District** Middlehope
Acreage 3.2 **School District** Marlboro

7. Tax Map: Section 09 **Block** 01 **Lot** 60

8. Project Description and Purpose of Review:

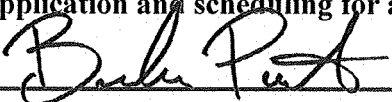
Number of existing lots 1 Number of proposed lots 1
Lot line change N/A
Site plan review Site Plan amendment to utilize existing drive-through for existing dispensary.
Clearing and grading N/A
Other N/A

PROVIDE A WRITTEN SINGLE PAGE DESCRIPTION OR NARRATIVE OF THE PROJECT

9. Easements or other restrictions on property:

(Describe generally) N/A

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

Signature:  Title Architect

Print Name: Brandon Petrella, RA AIA

Date: July 10, 2026

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

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

TOWN OF NEWBURGH PLANNING BOARD

PROJECT NAME: Cannabis Retail Dispensary at Cortland Commons

CHECKLIST FOR MAJOR/MINOR SUBDIVISION AND/OR SITE PLAN

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

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

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

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

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

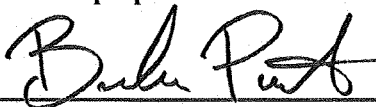
30. N/A Compliance with the Tree Preservation Ordinance Code Section
31. N/A Indicate any reference to a previous subdivision, i.e. filed map number, date and previous lot number
32. N/A If a private road, Town Board approval of name is required, and notes on the plan that no town services will be provided and a street sign (per town specs) is to be furnished and installed
33. N/A Number of acres to be cleared or timber harvested
34. N/A Estimated or known cubic yards of material to be excavated and removed from the site
35. N/A Estimated or known cubic yards of fill required
36. N/A The amount of grading expected or known to be required to bring the site to readiness
37. N/A Type and amount of site preparation which falls within the buffer strip of wetlands or within the Critical Environmental Area. Please explain in sq. ft. or cubic yards.
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38. N/A Any amount of site preparation within a 100 year floodplain or any water course on the site. Please explain in sq. ft. or cubic yards.
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39. X List of property owners within 500 feet of all parcels to be developed (see attached statement).

(To be obtained from Town Assessor's office following first Planning Board meeting)

The plan for the proposed subdivision or site has been prepared in accordance with this checklist.

By: 
Licensed Professional -Signature

Print Name: Brandon Petrella, RA AIA

Date: July 10, 2026

This list is designed to be a guide ONLY. The Town of Newburgh Planning Board may require additional notes or revisions prior to granting approval.

Date Prepared: July 10, 2026

FEE ACKNOWLEDGEMENT

The Town of Newburgh Municipal Code sets forth the schedule of fees for applications to the Planning Board. The signing of this application indicates your acknowledgement of responsibility for payment of these fees to the Planning Board for review of this application, including, but not limited to escrow fees for professional services (planner/consultant, engineering, legal, landscape consultant, traffic consultant), public hearing and site inspection.

Applicant's submissions and resubmissions are not complete and will not be considered by the planning board or placed upon its agenda unless all outstanding fees have been paid. Fees incurred after the stamping of plans will remain the responsibility of the applicant prior to approval of a building permit or certificate of occupancy. Fee schedules are available from the Planning Board Secretary and are on the Town's website.

Town of Newburgh Code Chapter 104-2. Planning, Zoning and Building fees, Section E(2)(e) states: If the escrow account falls below 40% of the initial deposit, the Planning Board may, if recommended by the consulting engineer, planner or attorney, require that the applicant pay additional funds into the escrow account up to 75% of the initial deposit.



APPLICANT'S SIGNATURE

Brandon Petrella, RA AIA - Mauri Architects PC

APPLICANT'S NAME-- PRINTED

July 10, 2026

DATE

PROXY

(OWNER) Courtland Commons LLC, DEPOSES AND SAYS THAT HE/SHE

RESIDES AT 2317 Montauk Highway, PO Box 14, Bridgehampton, NY 11932

IN THE COUNTY OF Suffolk

AND STATE OF New York

AND THAT HE/SHE IS THE OWNER IN FEE OF:

Address: 5440 Route 9W, Newburgh, NY 12550

Section 09 Block 01 Lot 60

WHICH IS THE PREMISES DESCRIBED IN THE FOREGOING

APPLICATION AS DESCRIBED THEREIN TO THE TOWN OF NEWBURGH

PLANNING BOARD AND Mauri Architects PC IS AUTHORIZED

TO REPRESENT THEM AT MEETINGS OF SAID BOARD.

DATED: 28 May 2024


OWNERS SIGNATURE

JACK FARRELL
OWNERS NAME (printed)


WITNESS' SIGNATURE

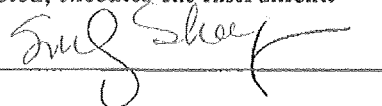
SUSAN MICHAEL
WITNESS' NAME (printed)

NAMES OF ADDITIONAL
REPRESENTATIVES

STATE OF NEW YORK)
)SS.:
COUNTY OF ORANGE)

On the 28 day of May, 2024, before me, the undersigned,
a Notary Public in and for said State, personally appeared, Jack Farrell,
personally known to me or proved to me on the basis of satisfactory evidence to be the
individual whose name is subscribed to the within instrument and acknowledged to me that he
executed the same in his capacity, and that by his signature on the instrument, the individual,
or the person upon behalf of which the individual acted, executed the instrument.

NOTARY PUBLIC



SUSAN G. SCHAEFER
Notary Public, State of New York
Registration No. 01SC5085477
Qualified in Suffolk County
Commission Expires 2025-20-20 29

PLANNING BOARD DISCLAIMER STATEMENT
TO APPLICANTS

The applicant is advised that the Town of Newburgh Municipal Code, which contains the Town's Zoning Law, is subject to amendment. Submission of an application to this Board does not grant the applicant any right to continued review under the Code's current standards and requirements. It is possible that the applicant will be required to meet changed standards or new Code requirements made while the application is pending.

An approval by this Board does not constitute permission, nor grant any right to connect to or use municipal services such as sewer, water or roads. It is the applicant's responsibility to apply for and obtain the Town of Newburgh and other agency approvals not within this Board's authority to grant.

The applicant hereby acknowledges, consents, and agrees to the above.

July 10, 2026

DATED


APPLICANT'S SIGNATURE

Brandon Petrella, RA AIA - Mauri Architects PC

APPLICANT'S NAME - PRINTED

**DISCLOSURE ADDENDUM STATEMENT TO APPLICATION,
PETITION AND REQUEST**

Mindful of the provisions of Section 809 of the General Municipal Law of the State of New York, and of the Penal provisions thereof as well, the undersigned applicant states that no State Officer, Officer or Employee of the Town of Newburgh, or Orange County, has any interest, financial or otherwise, in this application or with, or in the applicant as defined in said Statute, except the following person or persons who is or are represented to have only the following type of interest, in the nature and to the extent hereinafter indicated:

 X **NONE**

 NAME, ADDRESS, RELATIONSHIP OR INTEREST
(financial or otherwise)

This disclosure addendum statement is annexed to and made a part of the petition, application and request made by the undersigned applicant to the following Board or Officer of the Town of Newburgh.

 TOWN BOARD
 X **PLANNING BOARD**
 ZONING BOARD OF APPEALS
 ZONING ENFORCEMENT OFFICER
 BUILDING INSPECTOR
 OTHER

July 10, 2026

DATED



INDIVIDUAL APPLICANT

CORPORATE OR PARTNERSHIP APPLICANT

BY: _____

TITLE: _____

PRINT: _____

ZONING NOTES

1. ZONING ANALYSIS BASED ON EXISTING CANNABIS RETAIL DISPENSARY USE.
2. 10' WIDTH TAKEN AT FRONT LINE OF BUILDING B.
3. ROUTE 94 IS A STATE HIGHWAY & REQUIRES A 60'-0" FRONT YARD PER ZONING SECTION 185-18.C (2) (b).
4. MINIMUM 25'-0" SEAR & SIDE YARD WHERE ADJUTING A RESIDENTIAL DISTRICT (UNDER 30,000 SF BUILDING) PER ZONING SECTION 185-18.C (5) (a).
5. 40% LOT BUILDING COVERAGE & 80% SURFACE COVERAGE WITHOUT PUBLIC SEWER) PER FOOTNOTE 1 OF TABLE OF USE & BULK REQUIREMENTS B DISTRICT - SCHEDULE 1'.
6. PROJECT LOCATED IN THE MARLBORO SCHOOL DISTRICT.
7. PROJECT LOCATED IN THE MIDDLEBORO FIRE DISTRICT.

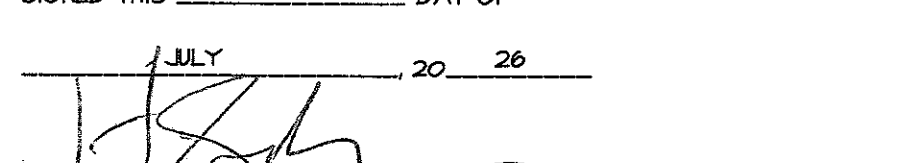
OWNER'S CONSENT

THE UNDERSIGNED OWNER OF THE PROPERTY HEREON STATES THAT HE IS FAMILIAR WITH THESE PLANS, THEIR CONTENT AND LEGENDS, AND HEREBY CONSENTS TO ALL SAID TERMS AND CONDITIONS AS STATED THEREON.

SIGNED THIS 10th DAY OF

JULY

20 26



■ BUILDING A USES & AREAS BASED ON A LETTER TO THE ORANGE COUNTY DEPARTMENT OF HEALTH FROM DAVID P LOMBARDI, SENIOR PROJECT MANAGER - JMC PLANNING ENGINEERING LANDSCAPE ARCHITECTURE & LAND SURVEYING, PLLC, AND DATED JUNE 7, 2023

<u>ARCHITECT / APPLICANT:</u> BRANDON PETRELLA, RA AIA MAURI ARCHITECTS PC 13 HANSON STREET FOLGHEEPSIE, NY 12601 845-452-1030 brandon@mauri-architects.com	<u>DISPENSARY OPERATOR:</u> HARVINDER SINGH ZOOTIEE, LLC C/O ULTRA ENERGY CORP PO BOX 271 MONTICELLO, NY 12010 845-591-2544 pmpg2034@gmail.com	<u>PROPERTY OWNER:</u> JACK FARRELL TRUSTEE CORTLAND COMMONS, LLC 2311 MOUNTAIN HIGHWAY, PO BOX 1 BRIDGEHAMPTON, NY 11432 631-537-1060 x8325 kjetty@thefarrellcompanies.com
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PROPOSED AMENDMENT TO
CANNABIS RETAIL DISPENSARY AT:
CORTLAND COMMONS
5440 ROUTE 91M
TOWN OF NEWBURGH, NY

SITE PLAN, MAPS & ZONING / PARKING ANALYSIS

MAURI ARCHITECTS PC
718 MANSION STREET POUGHKEEPSIE NY 12601 845.452.1030 mauri-architects.com

sheet no. **PB=|A**

PURSUANT TO SECTION 645 (B) OF
THE REGULATIONS OF THE
COMMISSIONER OF EDUCATION
UNAUTHORIZED ALTERATIONS TO THIS
DOCUMENT IS A VIOLATION OF THE LAW.

