

**City of Poughkeepsie
Historic District and Landmarks Preservation Commission
Meeting Agenda**

Common Council Chambers
Thursday, June 12, 2025

6:00 PM

I. ROLL CALL

II. APPROVAL OF MEETING MINUTES

1. Approval of May 12, 2025 Meeting Minutes

III. APPLICATIONS FOR CERTIFICATE OF APPROPRIATENESS

1. 145 ACADEMY STREET

Applicant: Christina Reyes
Project: Exterior Renovations

2. 104 ACADEMY STREET

Applicant: Eric Wu
Project: Exterior Renovations

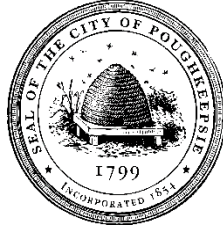
3. 154 ACADEMY STREET UNIT 2 & 3

Applicant: Sarita Morias-Lang & Chun-Yung Sung
Project: Window Replacement

IV. COMMISSION BUSINESS

V. ADJOURNMENT

1. Meeting Adjourned to July 10, 2025



**City of Poughkeepsie
Historic District and Landmarks Preservation Commission
Meeting Agenda**

Common Council Chambers
Monday, May 12, 2025
6:00 PM

I. ROLL CALL

7 Present, 0 Absent

Staff

Richard Distel - City Planner

Lori Garcia - Board Administrative Assistant

II. APPROVAL OF MEETING MINUTES

1. Approve April 10, 2025 Minutes

A motion to Approve the April 10, 2025 Meeting Minutes was made by Member Neiswender and seconded by Member Parise.

CCM Minutes of May 12, 2025 - VOICE VOTE	
Yes/Aye:	Chair McQueen, Member Bartlestone, Vice Chair Hooper, Member Li, Member Parise, Member LaRocca, Member Neiswender
No/Nay:	None
Abstain:	None
Absent:	
Result:	Passed

III. APPLICATIONS FOR CERTIFICATE OF APPROPRIATENESS

1. 13 DWIGHT STREET

Applicant: Window World
Project: Door Replacement

Presenting: Melissa Strang-Fitzgibbon

A motion to Approve was made by Member Li and seconded by Vice Chair Hooper.

Minutes of May 12, 2025 - VOICE VOTE	
Yes/Aye:	Chair McQueen, Member Bartlestone, Vice Chair Hooper, Member Li, Member Parise, Member LaRocca, Member Neiswender
No/Nay:	None
Abstain:	None
Absent:	
Result:	Passed

2. 145 ACADEMY STREET

Applicant: Christina Reyes
Project: Exterior Renovations

Presenting: Widmark Dimagiba & Christina Reyes

IV. COMMISSION BUSINESS

1. Historic Preservation Conference Highlights
2. Exterior Renovations of Historic Properties - Process Notes

V. ADJOURNMENT

1. Adjourn to June 12, 2025

8:30 PM

A motion to Adjourn to June 12, 2025 was made by Member LaRocca and seconded by Vice Chair Hooper.

Minutes of May 12, 2025 - VOICE VOTE	
Yes/Aye:	Chair McQueen, Member Bartlestone, Vice Chair Hooper, Member Li,

	Member Parise, Member LaRocca, Member Neiswender
No/Nay:	None
Abstain:	None
Absent:	
Result:	Passed



THE CITY OF POUGHKEEPSIE DEVELOPMENT DEPARTMENT

62 CIVIC CENTER PLAZA, POUGHKEEPSIE, NY 12601

Phone: (845)451-4263

Office Use Only
Application # ID#

ADLPC
PA2025-059

HISTORIC DISTRICT AND LANDMARKS PRESERVATION COMMISSION APPLICATION

(Type or print neatly. Illegible and faxed applications will not be accepted.)

RECEIVED
APR 06 2025
By *LG*

145 Academy Street Poughkeepsie, N.Y 12601

Project Address: _____

Applicant Name: Christina Reyes

145 Academy Street

Applicant's Address: _____

City: Poughkeepsie State: N.Y Zip: 12601

Phone Number(s): 347-579-9344 Email: Christina.reyesid@gmail.com

Property Owner (if not the applicant): Widmark Dimagiba & Christina Reyes

(If applicant is not the property owner, a letter of authorization from the owner **MUST** accompany the application.)

PROJECT CLASSIFICATION (Check all boxes that apply to the proposed project):

- New construction (construction of a new building, addition, garage, shed, swimming pool, etc.)
- Exterior alteration (includes, but is not limited to, all exterior changes to windows, doors, roof, paint colors, etc.)
- Landscaping (removing or adding significant plantings or landscape features such as driveways, sidewalks, fencing, retaining walls, patios, etc., that will alter the appearance of the property)
- Repair or replacement
- Restoration (railings, balconies, cornices, porches, etc.)
- Relocation
- Demolition
- Other: _____

WORK DESCRIPTION: Describe in detail all proposed work and indicate all materials to be used. Attach additional sheets as necessary.

Please see attached

Reference pictures of the fence, pavers, and plants, and a detailed description explaining the changes.

REQUIRED ATTACHMENTS TO SUBMIT WITH THE APPLICATION (Submit "hard" copies of the following attachments. Each page must be labeled and dated):

- ✓ **Recent Color Photos:** Include photos of each side of the building and site when landscaping changes are proposed.
- ✓ **Color chips, charts or color samples:** Describe both existing color(s) and proposed color(s). Include details regarding color placement and paint chips with the manufacturer's name and color number.
- ✓ **Material Samples/Manufacturer's Brochures:** Material samples (when practical) and/or manufacturer's brochures, product literature or catalog pages.
- ✓ **Plot Plan:** A plot plan (drawn to scale, indicating property lines, existing structures and/or landscaping) must be included for new construction, additions, demolition, fencing and major landscaping projects and any proposed changes.
- ✓ **Elevation drawings for new constructions/additions:** Drawings at a scale necessary to show building detail. Elevations should be accurately labeled with cardinal directions and showing the relationship between new and old structures.

A DIGITAL COPY OF THE ENTIRE SUBMISSION IS REQUIRED.

OWNER/APPLICANT CERTIFICATION:

I hereby certify this application will not be reviewed until all required information has been submitted. I understand that this application may require a site visit and/or public hearing by the Historic District and Landmarks Preservation Commission, and that the HDLPC may request additional information.

Christina Jeps

Signature of Owner

Christina Jeps

Signature of Agent/Applicant

Date: 04/01/2025

Date: 04/01/2025

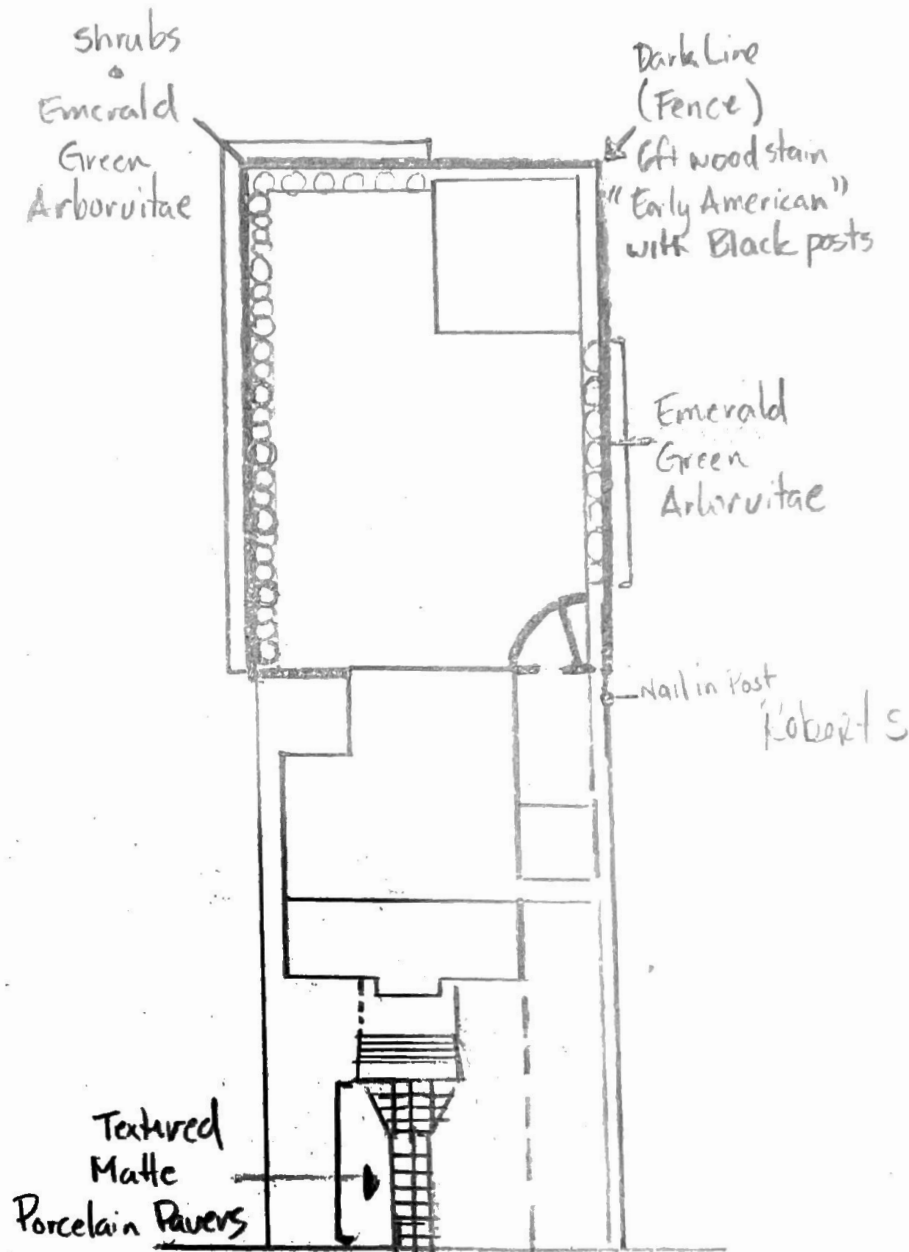
OFFICE USE ONLY

- Application requires approval by the HDLPC, pursuant to the provisions of Section 19-5.21(4)
- Application does not require approval by the HDLPC, pursuant to the provisions of Section 19-5.21(12)(a)
- Work will require issuance of a building permit, pursuant to the provisions of Section 19-9.2
- Work will not require issuance of a building permit, pursuant to the provisions of Section 19-9.2

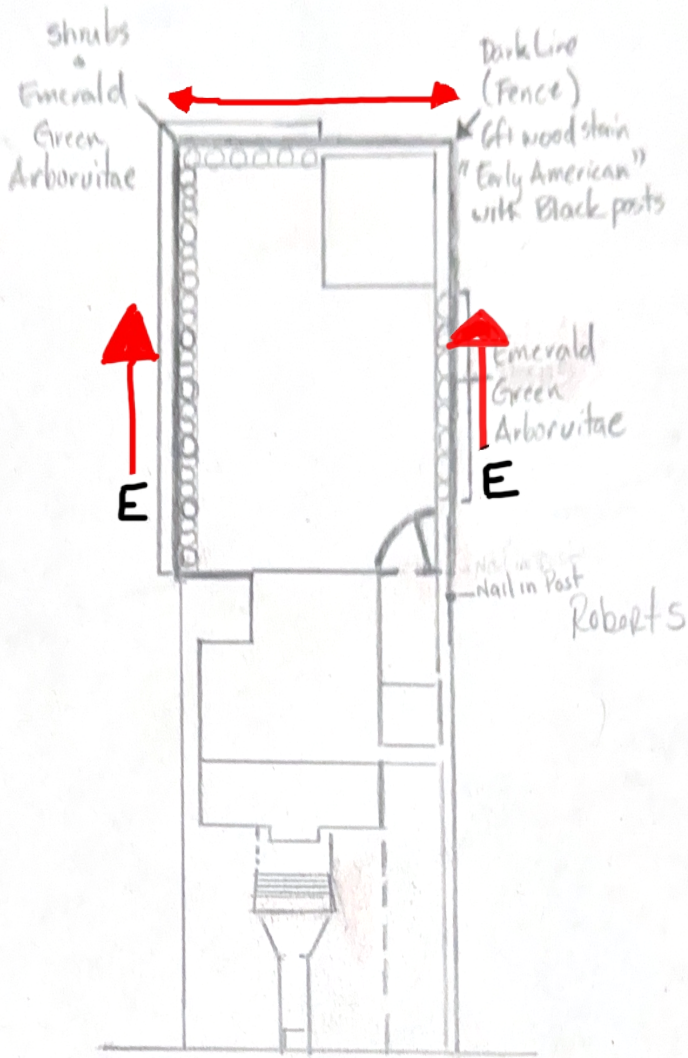
Eric Philipp
Eric Philipp
Building Inspector/Zoning Administrator

4-21-25
Date

The proposed fence will be six feet in height, constructed with Cedar wood panels and black metal posts running east toward Carroll Street. A six-foot swing gate, also made of cedarwood, will be installed with black hardware matching the style shown in the picture.



- Fence wood stain color (EARLY AMERICAN) w/ Black Posts
- DARK LINE INDICATES (FENCE LINE)
- Textured Matte Porcelain Pavers



- Fence wood stain color (EARLY AMERICAN) w/ Black Posts
- DARK LINE INDICATES (FENCE LINE)

From: [Christina Reyes](#)
To: [Lori Garcia](#)
Subject: Re: 145 Academy Street
Date: Tuesday, April 22, 2025 3:32:46 PM
Attachments: [BARGAIN AND SALE DEED WITH COVENANT AGAINST GRANTOR"S \(1\).pdf](#)
[\(FENCE LINE\) \(1\).pdf](#)

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Lori,

The proposed fence will be six feet in height, constructed with Cedar wood panels and black metal posts running east toward Carroll Street. A six-foot swing gate, also made of cedarwood, will be installed with black hardware matching the style shown in the picture.

In terms of landscaping, the following plants and shrubs will be included:

1. Emerald Green Arborvitae
2. Limelight Hydrangea Tree
3. Red Rhododendron Shrub
4. macrophylla Hydrangea Shrub

Please see proof of ownership and other supporting documents attached

On Tue, Apr 22, 2025 at 11:30 AM Lori Garcia <LGarcia@cityofpoughkeepsie.com> wrote:

Christina,

The zoning administrator has confirmed that your application does need to be reviewed by the HDLPC but a few more details should be submitted to aid in the review. Please submit the following as soon as possible:

- Indicate the cardinal directions on the plot plan
- Provide the specifications for the fence (exact materials including the posts)
- Provide specifications for the gate
- Confirm the type of shrub proposed (are all the ones numbered in the picture proposed? Please provide the name of the shrub)
- Provide proof of ownership

Please submit these items as soon as possible or by May 2nd to remain on the MONDAY May 12th agenda.

Best,

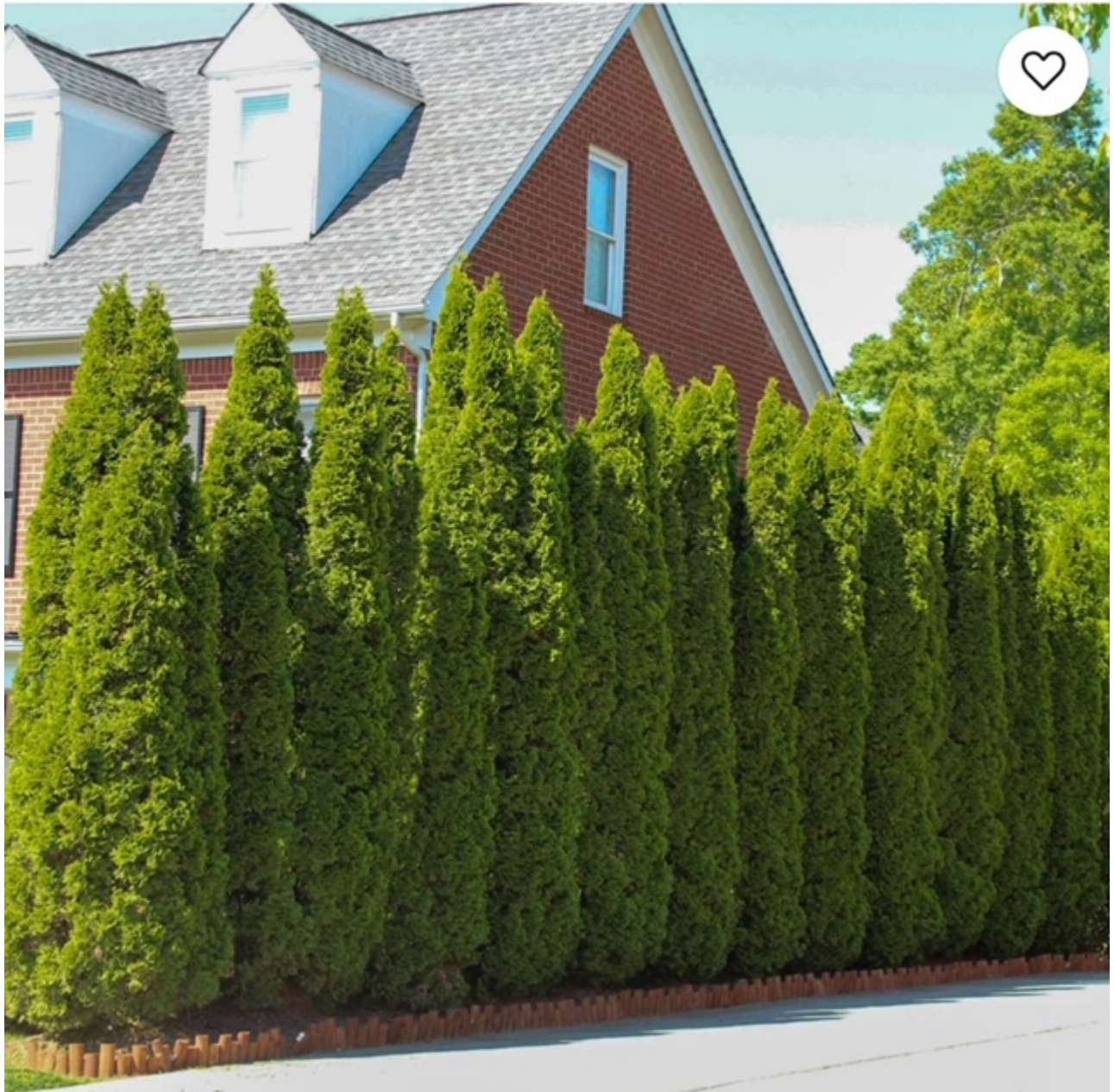
145 ACADEMY STREET

Pavers (ridge blue stone Textured Matt Porcelain)



145 ACADEMY STREET

Emerald green Arborvitae



145 ACADEMY STREET

Fence (Early American Stain)



145 ACADEMY STREET

Fence (Early American Stain)



145 ACADEMY STREET

Fence swing gate (Early American stain)



145 ACADEMY STREET

Plants and shrubs- example



the following plants and shrubs will be included:

1. Emerald Green Arborvitae
2. Limelight Hydrangea Tree
3. Red Rhododendron Shrub
4. macrophylla Hydrangea Shrub



THE CITY OF POUGHKEEPSIE

DEVELOPMENT DEPARTMENT

62 CIVIC CENTER PLAZA, POUGHKEEPSIE, NY 12601

Phone: (845)451-4263

Office Use Only
Application # ID#
P2605-070

HISTORIC DISTRICT AND LANDMARKS PRESERVATION COMMISSION APPLICATION

(Type or print neatly. Illegible and faxed applications will not be accepted.)



Project Address: 104 Academy Street

Applicant Name: Eric Wu

Applicant's Address: 104 Academy Street

City: Poughkeepsie State: NY Zip: 12601

Phone Number(s): 631 332 0404 Email: wuu.eric@gmail.com

Property Owner (if not the applicant): _____
(If applicant is not the property owner, a letter of authorization from the owner **MUST** accompany the application.)

PROJECT CLASSIFICATION (Check all boxes that apply to the proposed project):

- New construction (construction of a new building, addition, garage, shed, swimming pool, etc.)
- Exterior alteration (includes, but is not limited to, all exterior changes to windows, doors, roof, paint colors, etc.)
- Landscaping (removing or adding significant plantings or landscape features such as driveways, sidewalks, fencing, retaining walls, patios, etc., that will alter the appearance of the property)
- Repair or replacement
- Restoration (railings, balconies, cornices, porches, etc.)
- Relocation
- Demolition
- Other: _____

WORK DESCRIPTION: Describe in detail all proposed work and indicate all materials to be used. Attach additional sheets as necessary.

Replace Existing Front Porch Roof and small bay roof w. asphalt shingles. Defective gutter and rotted crown dental trim to be replaced to match existing conditions. Gutter Downspout to be replaced with Dark Bronze, not white.
Please refer to slides for imagery.


REQUIRED ATTACHMENTS TO SUBMIT WITH THE APPLICATION (Submit "hard" copies of the following attachments. Each page must be labeled and dated):

- ✓ **Recent Color Photos:** Include photos of each side of the building and site when landscaping changes are proposed.
- ✓ **Color chips, charts or color samples:** Describe both existing color(s) and proposed color(s). Include details regarding color placement and paint chips with the manufacturer's name and color number.
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A DIGITAL COPY OF THE ENTIRE SUBMISSION IS REQUIRED.

OWNER/APPLICANT CERTIFICATION:

I hereby certify this application will not be reviewed until all required information has been submitted. I understand that this application may require a site visit and/or public hearing by the Historic District and Landmarks Preservation Commission, and that the HDLPC may request additional information.



Signature of Owner

Signature of Agent/Applicant

Date: 05 09 2025

Date: _____

OFFICE USE ONLY

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- Work will not require issuance of a building permit, pursuant to the provisions of Section 19-9.2



Eric Philipp
Building Inspector/Zoning Administrator

5.14.25

Date

104 Academy St

Exterior Front Porch/Bay Roof Notes.

Intent:

Replace Front Porch/Bay roofs and gutters. Both items are leaking water in several areas and creating extensive water damage to the home.

Roof to be replaced with Asphalt shingles to be consistent in finish with 2nd Floor roof and unify the materials/finishes of home.

Gutters and trim to be replaced to match existing conditions. Gutter Downspouts however, owner prefers to have finished in Dark Bronze to give the look of aged copper as copper gutters are prone to theft.... and more costly.

Goal is to have a project fully resolved before Porchfest to maintain the look of the neighborhood/block.

Please note Atlantic Gutter Supply does not have a website of catalogue parts to submit for review. Shingle brochure included.

Trim

BM 2141-60 Titanium

Window Frame

BM CC-32 Radicchio

Shutters

BM HC-187 Black Forest Green

Siding Color

BM 2141-50 HORIZON



Slate Gray Asphalt Roof Front Porch.



Down Spout.



Gutter

Additional Notes: Carpenter to replace rotted Crown Dental Trim to match existing.



Inspiration



Down Spout.



Gutter



Shadow Pewter Asphalt Roof Front Porch.



THIS IS A FRONT PORCH ROOF

EAST SIDE



THIS IS A GUTTER

EAST SIDE



THIS IS CROWN TRIM



You can tell its trim because it is wooden and rotten

EAST SIDE



2nd Floor Roof w. Asphalt Shingles.

Replace this front porch metal roof w. Shingles to match 2nd Floor.

Replace Defective Gutter and replace rotted crown to match original.

*Trim will be painted with approved paint color from 2024 Titanium White.

ALL OF THE FRONT PORCH ROOF IS BEING REPLACED.

Replace rotted crown/wood. G Kontos (contractor) to match gutter. Carpenter to match existing crown trim.



Replace rotted crown/wood. G Kontos (contractor) to match gutter. Carpenter to match existing crown trim.



Existing Downspout is here, location to remain the same.



THIS IS A BAY ROOF

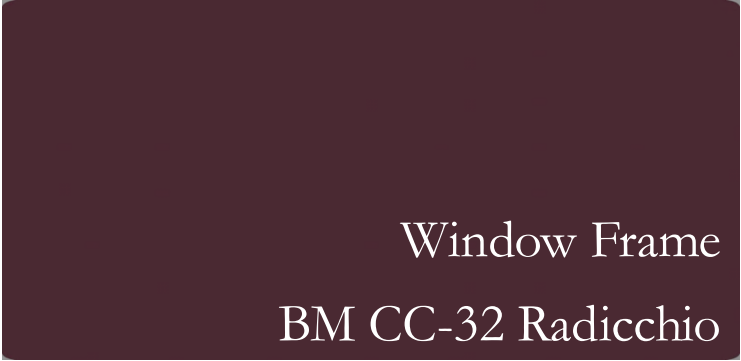
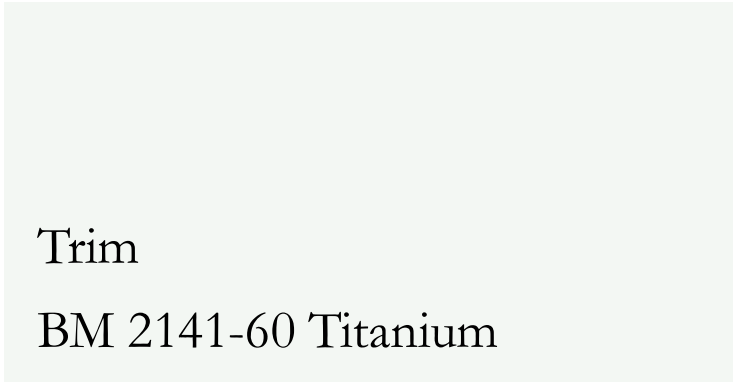
SOUTH SIDE



Replace Roof with Asphalt Shingles to match.

Remaining Old Siding will be replaced/painted to match new siding installed in 2024 once Roof is replaced as siding must be installed after new bay Roof is replaced.

ALL OF THE BAY ROOF IS TO BE REPLACED.





THE CITY OF POUGHKEEPSIE

DEVELOPMENT DEPARTMENT

62 CIVIC CENTER PLAZA, POUGHKEEPSIE, NY 12601

Phone: (845)451-4263

Office Use Only
Application # ID#
P2025-067

RECEIVED
APR 30 2025
By _____

HISTORIC DISTRICT AND LANDMARKS PRESERVATION COMMISSION APPLICATION

(Type or print neatly. Illegible and faxed applications will not be accepted.)

Project Address: 154 Academy Street - Unit #2 - Poughkeepsie - NY - 12601

Applicant Name: Sarita C. Morais-Lang

Applicant's Address: 154 Academy Street - Unit #2

City: Poughkeepsie State: NY Zip: 12601

Phone Number(s): 845-633-9189 Email: saritamorais@ymail.com

Property Owner (if not the applicant): _____
(If applicant is not the property owner, a letter of authorization from the owner **MUST** accompany the application.)

PROJECT CLASSIFICATION (Check all boxes that apply to the proposed project):

- New construction (construction of a new building, addition, garage, shed, swimming pool, etc.)
- Exterior alteration (includes, but is not limited to, all exterior changes to windows, doors, roof, paint colors, etc.)
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- Repair or replacement
- Restoration (railings, balconies, cornices, porches, etc.)
- Relocation
- Demolition
- Other: _____

WORK DESCRIPTION: Describe in detail all proposed work and indicate all materials to be used. Attach additional sheets as necessary.

Front windows replacement.
Double Hung - American Windows (Photo attached).


REQUIRED ATTACHMENTS TO SUBMIT WITH THE APPLICATION (Submit "hard" copies of the following attachments. Each page must be labeled and dated):

- ✓ **Recent Color Photos:** Include photos of each side of the building and site when landscaping changes are proposed.
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A DIGITAL COPY OF THE ENTIRE SUBMISSION IS REQUIRED.

OWNER/APPLICANT CERTIFICATION:

I hereby certify this application will not be reviewed until all required information has been submitted. I understand that this application may require a site visit and/or public hearing by the Historic District and Landmarks Preservation Commission, and that the HDLPC may request additional information.



Signature of Owner

Signature of Agent/Applicant

Date: 04/29/2025

Date: _____

OFFICE USE ONLY

- Application requires approval by the HDLPC, pursuant to the provisions of Section 19-5.21(4)
- Application does not require approval by the HDLPC, pursuant to the provisions of Section 19-5.21(12)(a)
- Work will require issuance of a building permit, pursuant to the provisions of Section 19-9.2
- Work will not require issuance of a building permit, pursuant to the provisions of Section 19-9.2



Eric Philipp
Building Inspector/Zoning Administrator

5-17-25

Date

RECEIVED
APR 30 2025
By _____





BUILDING DEPARTMENT
CITY OF POUGHKEEPSIE
62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601
Phone: (845) 451-4007 Fax: (845) 451-4006



Eric Philipp
Building Inspector

NOTICE OF VIOLATION AND ORDER TO ABATE

April 25, 2025

Sarita Morais-Lang
154 Academy St. - 2
Poughkeepsie, NY 12601

RE: 154 Academy St Unit 2
ID# 005088
Grid ID# 6161-37-017725-0000
Complaint Number: 2025-0234

PLEASE TAKE NOTICE that the building located at **154 Academy St Unit 2** in the City of Poughkeepsie, New York has been found to be in violation with Chapter 19 Zoning Ordinance of the Code of Ordinances of the City of Poughkeepsie as indicated in the attached violation(s) report.

YOU ARE HEREBY ORDERED TO ABATE the violation(s) by **05/25/2025** and to schedule an inspection by contacting Robert O'Shea, at the below listed number on or before **05/25/2025**.

YOU ARE HEREBY ORDERED to cease and desist from the use of the property at **154 Academy St Unit 2** as indicated in the attached violation(s) report. In the event of your failure to comply with the terms of this notice within thirty (30) days of the date of notice, you may be subject to prosecution and penalties as set forth in Section 19-9.9 of the Zoning Ordinance. You may request a hearing on the alleged violations by submitting an appeal to the Zoning Board of Appeals with the Building Inspector/Zoning Administrator within sixty (60) days of the date of this notice.

Robert O'Shea, Deputy Building Inspector,
845-451-4057 or roshea@cityofpoughkeepsie.com



BUILDING DEPARTMENT

CITY OF POUGHKEEPSIE

62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601

Phone: (845) 451-4007 Fax: (845) 451-4006

Eric Philipp
Building Inspector

VIOLATION(S) / SCHEDULE A

Property Address: 154 Academy St Unit 2
Complaint Number: 2025-0234

Issued To: Sarita Morais-Lang

Count: 1

Violation Date: 04/25/25

Description: Third Floor front round top windows appear to have been replaced. No building permit filed or HDLPC application submitted.

Area involved: Third Floor Windows

Violation Code:
CHARTER AND CODES OF THE CITY OF POUGHKEEPSIE, NEW YORK\Chapter 6, BUILDING AND UTILITY CODES\ARTICLE I,
BUILDING CODE\DIVISION 2 ADMINISTRATION OF THE UNIFORM CODE\Section 6-23 Scope of permit requirements\ (a) Permit required.

No person shall commence the erection, construction, enlargement, alteration, removal, improvement, demolition, conversion or change in the nature of occupancy of any building or structure or cause the same to be done without first obtaining a separate building permit from the Building Inspector for each such building or structure; except that no building permit shall be required for the performance of ordinary repairs which are not structural in nature as determined by the Building Inspector.

Comply by date: 05/25/25

Corrective Action: A Building Permit Application and a HDLPC application must be submitted for the installation of new windows in the third floor front window locations.

Count: 2

Violation Date: 04/25/25

Description: Third Floor front round top windows appear to have been replaced. No building permit filed or HDLPC application submitted.

Area involved: Third Floor Windows

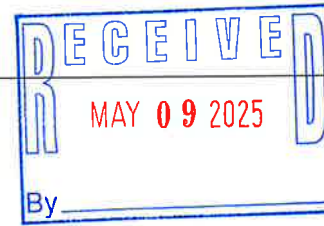
Violation Code:
CHARTER AND CODES OF THE CITY OF POUGHKEEPSIE, NEW YORK\Chapter 19 Zoning and Land Use Regulations\ARTICLE 5: USES
AND SUPPLEMENTAL REGULATIONS\Section 19-5.21 Historic district and landmarks preservation commission.14.

Certificate of appropriateness for alteration, demolition or new construction affecting landmarks or historic districts. No person shall carry out any exterior alteration, restoration, reconstruction, demolition, new construction, or moving of a landmark or property within an historic district, nor shall any person make any material change in the appearance of such property or landmark, its light fixtures, signs, sidewalks, fences, steps, paving, or other exterior elements which affect the appearance and cohesiveness of the landmark or historic district, without first obtaining a certificate of appropriateness from the Commission. The Building Department shall review all applications for building permits to determine if a property is a locally designated landmark or in a local historic district and shall refer all such properties to the Commission to obtain a certificate of appropriateness prior to issuance of a building permit for any of the actions listed above.

Comply by date: 05/25/25

SPECIFICATIONS:

- Color: White
- Material: Vinyl




Specifications			
General			
Color/Finish Family	White	Interior Color/Finish	White
Exterior Color/Finish	White	Series Name	PRO Series
Hardware Color/Finish	White		

 **Installation Details**

 **Installer Pickup Address**

Poughkeepsie Lowe's
Store # 0541
1941 South Road
Poughkeepsie, NY 12601
845-298-4720

 **Need Help?**

Call Support Team
888-516-1010

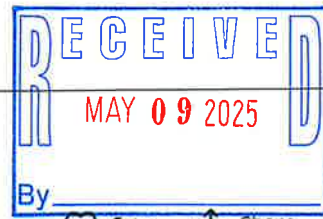
.....



Double Hung | 34.25 x 64.75

Item #: 916019 | Model #: 7470BA002

BEFORE:



< Back to search



Save Share More

Sold

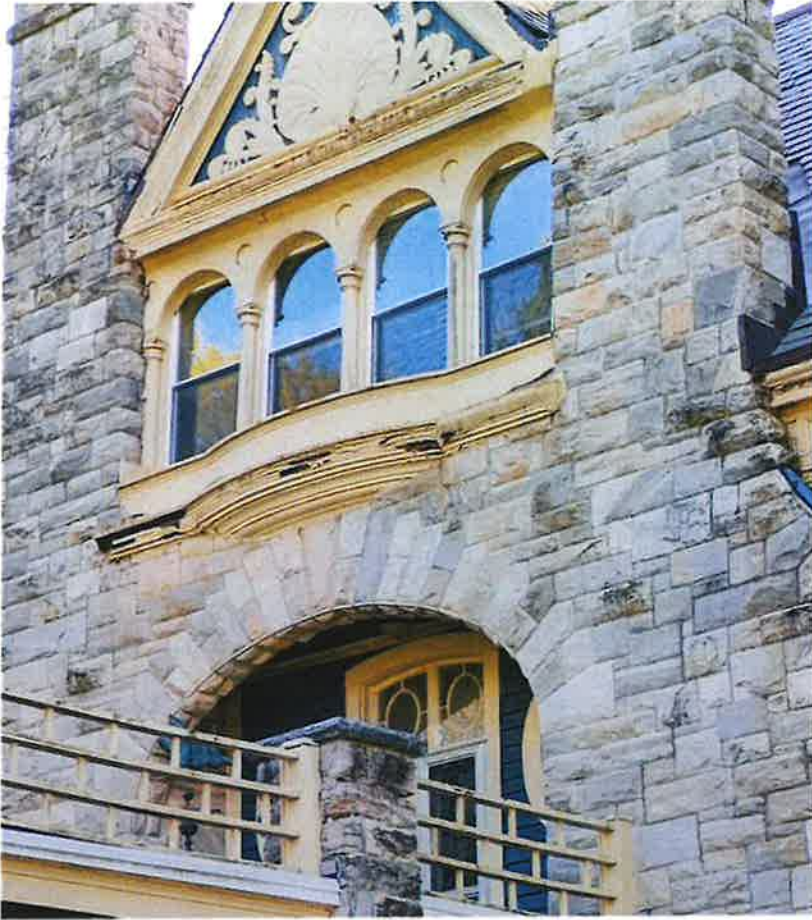


See all 35 photos



AFTER:





RECEIVED
MAY 09 2025
By _____



THE CITY OF POUGHKEEPSIE DEVELOPMENT DEPARTMENT

62 CIVIC CENTER PLAZA, POUGHKEEPSIE, NY 12601

Phone: (845)451-4263

Office Use Only
Application # ID#
PR2025-068



HISTORIC DISTRICT AND LANDMARKS PRESERVATION COMMISSION APPLICATION

(Type or print neatly. Illegible and faxed applications will not be accepted.)

Project Address: 154 Academy Street - Unit #3 - Poughkeepsie - NY - 12601

Applicant Name: Chun-Yung Sung

Applicant's Address: 11 Volino Dr

City: Poughkeepsie State: NY Zip: 12603

Phone Number(s): 845-518-3525 Email: _____

Property Owner (if not the applicant): _____
(If applicant is not the property owner, a letter of authorization from the owner **MUST** accompany the application.)

PROJECT CLASSIFICATION (Check all boxes that apply to the proposed project):

- New construction (construction of a new building, addition, garage, shed, swimming pool, etc.)
- Exterior alteration (includes, but is not limited to, all exterior changes to windows, doors, roof, paint colors, etc.)
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I hereby certify this application will not be reviewed until all required information has been submitted. I understand that this application may require a site visit and/or public hearing by the Historic District and Landmarks Preservation Commission, and that the HDLPC may request additional information.

Signature of Owner

[Signature]
Signature of Agent/Applicant

Date: 04/29/2025

Date: 4/29/25

OFFICE USE ONLY

- Application requires approval by the HDLPC, pursuant to the provisions of Section 19-5.21(4)
- Application does not require approval by the HDLPC, pursuant to the provisions of Section 19-5.21(12)(a)
- Work will require issuance of a building permit, pursuant to the provisions of Section 19-9.2
- Work will not require issuance of a building permit, pursuant to the provisions of Section 19-9.2

[Signature]
Eric Philipp
Building Inspector/Zoning Administrator

5-17-25
Date

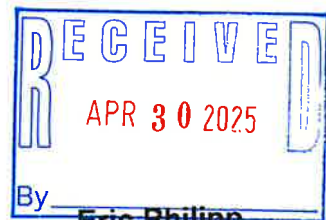
RECEIVED
APR 30 2025
By _____





BUILDING DEPARTMENT

CITY OF POUGHKEEPSIE
62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601
Phone: (845) 451-4007 Fax: (845) 451-4006



By **Eric Philipp**
Building Inspector

NOTICE OF VIOLATION AND ORDER TO ABATE

April 25, 2025

Chun-Yung Sung
11 Volino Dr
Poughkeepsie, NY 12603-0000

RE: 154 Academy St Unit 3
ID# 005089
Grid ID# 6161-37-018726-0000
Complaint Number: 2025-0242

PLEASE TAKE NOTICE that the building located at **154 Academy St Unit 3** in the City of Poughkeepsie, New York has been found to be in violation with Chapter 19 Zoning Ordinance of the Code of Ordinances of the City of Poughkeepsie as indicated in the attached violation(s) report.

YOU ARE HEREBY ORDERED TO ABATE the violation(s) by **05/25/2025** and to schedule an inspection by contacting Robert O'Shea, at the below listed number on or before **05/25/2025**.

YOU ARE HEREBY ORDERED to cease and desist from the use of the property at **154 Academy St Unit 3** as indicated in the attached violation(s) report. In the event of your failure to comply with the terms of this notice within thirty (30) days of the date of notice, you may be subject to prosecution and penalties as set forth in Section 19-9.9 of the Zoning Ordinance. You may request a hearing on the alleged violations by submitting an appeal to the Zoning Board of Appeals with the Building Inspector/Zoning Administrator within sixty (60) days of the date of this notice.

Robert O'Shea, Deputy Building Inspector,
845-451-4057 or roshea@cityofpoughkeepsie.com



BUILDING DEPARTMENT

CITY OF POUGHKEEPSIE

62 CIVIC CENTER PLAZA, 2ND FLOOR
POUGHKEEPSIE, NY 12601

Phone: (845) 451-4007 Fax: (845) 451-4006

Eric Philipp
Building Inspector

VIOLATION(S) / SCHEDULE A

Property Address: 154 Academy St Unit 3
Complaint Number: 2025-0242

Issued To: Chun-Yung Sung

Count: 1

Violation Date: 04/25/25

Description: Third Floor front round top windows appear to have been replaced. No building permit filed or HDLPC application submitted.

Area involved: Third Floor Windows

Violation Code:
CHARTER AND CODES OF THE CITY OF POUGHKEEPSIE, NEW YORK\Chapter 6, BUILDING AND UTILITY CODES\ARTICLE I,
BUILDING CODE\DIVISION 2 ADMINISTRATION OF THE UNIFORM CODE\Section 6-23 Scope of permit requirements\ (a) Permit required.

No person shall commence the erection, construction, enlargement, alteration, removal, improvement, demolition, conversion or change in the nature of occupancy of any building or structure or cause the same to be done without first obtaining a separate building permit from the Building Inspector for each such building or structure; except that no building permit shall be required for the performance of ordinary repairs which are not structural in nature as determined by the Building Inspector.

Comply by date: 05/25/25

Corrective Action: A Building Permit Application and a HDLPC application must be submitted for the installation of new windows in the third floor front window locations.

Count: 2

Violation Date: 04/25/25

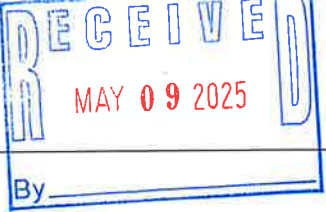
Description: Third Floor front round top windows appear to have been replaced. No building permit filed or HDLPC application submitted.

Area involved:

Violation Code:
CHARTER AND CODES OF THE CITY OF POUGHKEEPSIE, NEW YORK\Chapter 19 Zoning and Land Use Regulations\ARTICLE 5: USES
AND SUPPLEMENTAL REGULATIONS\Section 19-5.21 Historic district and landmarks preservation commission.\4.

Certificate of appropriateness for alteration, demolition or new construction affecting landmarks or historic districts. No person shall carry out any exterior alteration, restoration, reconstruction, demolition, new construction, or moving of a landmark or property within an historic district, nor shall any person make any material change in the appearance of such property or landmark, its light fixtures, signs, sidewalks, fences, steps, paving, or other exterior elements which affect the appearance and cohesiveness of the landmark or historic district, without first obtaining a certificate of appropriateness from the Commission. The Building Department shall review all applications for building permits to determine if a property is a locally designated landmark or in a local historic district and shall refer all such properties to the Commission to obtain a certificate of appropriateness prior to issuance of a building permit for any of the actions listed above.

Comply by date: 05/25/25



SPECIFICATIONS:

- Color: White
- Material: Vinyl

Specifications

General			
Color/Finish Family	White	Interior Color/Finish	White
Exterior Color/Finish	White	Series Name	PRO Series
Hardware Color/Finish	White		

Installation Details

Installer Pickup Address

Poughkeepsie Lowe's
Store # 0541
1941 South Road
Poughkeepsie, NY 12601
845-298-4720

Need Help?

Call Support Team
888-516-1010

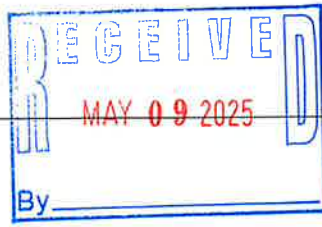


Double Hung | 34.25 x 64.75

Item #: 916019 | Model #: 7470BA002



BEFORE:

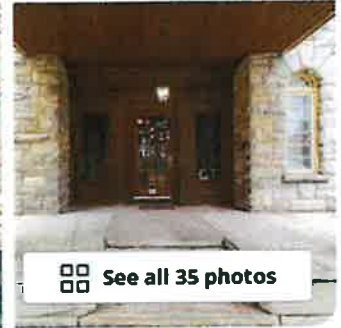


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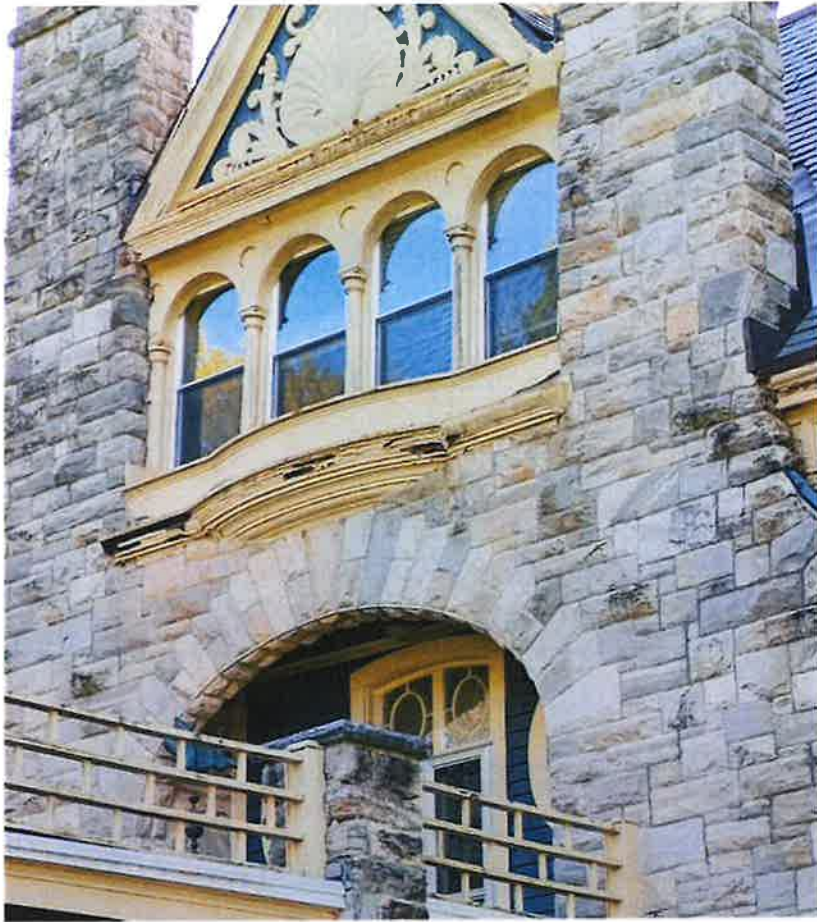
🖼️ See all 35 photos



AFTER:



RECEIVED
MAY 09 2025
By _____



RECEIVED
MAY 09 2025
By _____