



CITY OF PORT JERVIS, NEW YORK PLANNING BOARD

**October 18, 2016
7:00pm
Meeting Minutes**

Call to Order: Tom Vicchiarriello - Chairman
Michael McCann Esq – Attorney
David Rivera – Building Official
Dominic Cicalese
Bill Hubbard
Don Schields
Henry Dunn
Gerry Oney
Kelly Decker - Mayor

Absent: Joe Butto
Tim Simmons – Zoning Chairman
Lisa Randazzo – left early for Police Committee meeting

7:00pm

- Motion to table July 19th meeting minutes due to quorum of members that were present for the meeting not at this meeting. Motion: Schields Second: Dunn - Approved
- Motion to approve August 16th meeting minutes with no changes. Motion: Schields Second: Hubbard – Approved
- Motion to table Special Meeting of last month due to quorum of members that were present for the meeting not at this meeting. Motion: Cicalese Second: Schields – Approved

Public Comment: NONE

Discussion of Public Hearing: NONE

Pre-submission:

- Donald Wells of Citywide Mechanical Services discussed using 69-75 King Street SBL: 18-11-1.2 for his new venture in refurbishing stand up ice cream freezers for Carvel Ice Cream that will come from retail businesses and will be returned to

retail businesses. He currently repairs and refurbishes for Good Humor, Hagen Daaz and Hurtco (Gillette Ice Cream) in the New York metro area.

Initially he will have 100 freezers delivered from Rich products (Carvel). The freezers will be washed, have new LED lighting installed, check refrigeration, and re-label.

He expects to have 1 manager (from Port Jervis) and 1 or 2 labor employees.

He will be meeting this Friday (10/21) to get the ball rolling and wanted to be ahead of the game.

His hours of operation will be from 8am – 5pm Monday through Friday.

He was advised by Chairman Vicchiariello that both employee numbers as well as hours must be on the site plan and to ask for the max.

He plans on using the metal building and loading dock with all work done inside.

He plans on using 99% of the space inside but should have nothing outside except using the dock.

Mr. Cicalese asked about water removal.

Mr. Wells stated he would be waiting for information on how to go about turning on the gas and water. He said he will be using Simply Green which is biodegradable.

Mr. Vicchiariello asked about lighting and Mr. Wells stated no lighting would be needed but then stated he might want a light as it gets dark early.

Mr. Vicchiariello asked about a sign. Mr. Wells told him that it depended on the city ordinance but would probably put up a simple sign.

Mr. Vicchiariello asked about a dumpster. Mr. Wells stated he will but wants to know what the requirements are as he would like to have it in the building.

Mr. Cicalese then inquired as to a sprinkler system and Mr. Wells advised he did not believe there was a sprinkler there. He also said there is no heat.

Mr. Wells inquired what size area inside would he need without a sprinkler system to heat with portable heat. Mr. Wells was advised by Building Official Rivera that he would need a design professional.

Mr. Cicalese advised Mr. Wells that if he is using propane or kerosene he will need to make sure the area is properly ventilated.

Mr. Rivera then advised Mr. Wells that any alteration needed a design professional.

Mr. Vicchiariello asked if there would be any heavy metal waster. Mr. Wells said No and No emissions either. He then went on to state he was licensed in NJ for refrigeration.

Mr. Vicchiariello asked about Freon refrigerant. Mr. Wells stated that they would be adding if a system is too low and if it was empty, they would pressurize the system, find the lead, and replace with non-flammable gas. He said he would have 2 or 3 drums of refrigerant at a time in the building. He then went on to describe R408 being replaced by R12.

Mr. Vicchiariello then began to ask Mr. Wells a series of questions and Mr. Wells answered:

1. Initial freezers delivered – 100
2. Freezer sizes – 3’x5’x6’tall
3. How much area - 1500 square foot
4. Type of building – plywood barn – not really a pole barn
5. Use of water minimum – yes
6. Hazardous Material – Adhesive remover, not anything major
7. When would you like to start – Mr. Wells stated that it depended on his meeting Friday (10/21) with Rich Products. He continued to state that another company has done this for 20 years and now this is his opportunity.

Mr. Vicchiariello stated that since the building is near a RR that the site plan must go to the county for approval.

Mr. Wells wanted to know that if in the interm he could store freezers there.

Mr. Wells was advised by Chairman Vicchiariello that a site plan must be done.

The building has been vacant and zoning is not a issue.

Some members (Tom, Dave, and Gerry) stated that they think that storage in the building would be allowed.

Public Hearing was set for **11/22/2017** – Motion by Hubbard, 2nd by Dunn – Passed

Old Business: NONE

New Business: - Mr. Vicchiariello advised he attended the hospital press conference and believes they will be coming to the Planning Board soon.

- The timeline seems to be Design – Dec 2016, Construction in 3 phases Feb 2017, 2018, and 2019.
- Discussion regarding Skyline Drive proposal and for members to do their homework on the proposed company.
- The city Master Zoning plan was discussed

Zoning Board Report – NONE

Building Official Report :

- writing many permits
- 100 Pike Street timeline (next spring for parking lot)
Final site plan by next week with 2 businesses soon.
- Fox N Hare working towards Phase 1 and 2 for a 1931 Sanborn Fire Insurance Map that shows a tank in front of the building that has probably not been decommissioned but is probably capped and filled with water during the 1970's.
- Another tank was also found in front of 63 Pike Street. Mr. Rivera stated he could stand in the 5500 gallon tank under the sidewalk.
- There is an average of 20 searches a month with lots of changes in hand.
- 8-9 properties are under city engineer review
- Kolmar bought 33 Ralph Street (old FHT). They will be putting in a 155,000 gallon water tank, pump station, and warehouse with loading dock.

Adjournment – 7:46pm Schields / Hubbard - Approved