

CODE COMMITTEE
City of Port Jervis
MINUTES – Wednesday, October 1, 2014 5:30 – 6:30 pm
Common Council Chambers

Stan Siegel
Committee Chairman

Laurie Powrie
Building Official

Committee Members
David Bavoso
Carl Hendrick
Gerald Oney Jr.

Michael Reilly
Fire Inspector

- Meeting Called to Order 5:30 pm by Mr. Siegel
- Pledge of Allegiance
- Present: Councilman Siegel, Councilman Oney, Councilman Bavoso, Mrs. Powrie. Councilman Hendrick joined till 6 pm.
- Public Comment: None
- Reading of the Minutes- Reading and approval of the September 3rd, 2014 Minutes. Motion: Mr. Bavoso, Second: Mr. Oney.
- Building Officials Report:

Mrs. Powrie presented board with the Building Department September 2014 Monthly Report

24	Building permits
24	Building/Construction Inspections
13	Certificates of Compliance / Occupancy
6	Searches
81	Violation Notices
2	Sign Permits
4	Multiple Dwellings
2	Appearance Tickets
3	Social Service Inspections
41	Other Inspections

Total amount collected: \$4,693.00 (month of September 2014)

- Fire Inspector’s Report: Mr. Reilly was absent. Report read by Mr. Siegel.

1. 911 Call boxes were found to be in good order for September
2. Providing information for Fire Alarm & Suppression systems to dislocated businesses
3. Monitoring Kolmar renovations
4. Finalizing Signage for PJ Housing

5. Working on Prevention & Drills with Waters Edge
6. Assisting Little Lambs with Fire code compliance for licensing
7. Completed Comments for a Building Officials Review Voo Doo Labs.
8. Completed a fire Sprinkler system review
9. Monitoring Projects at 92 Front & Mad Dog Liquor
10. Completed review of a Fire Alarm Modification
11. Request Approval to attend a school at NYS Fire Academy Nov 4-7, 2014
12. Tracked Fire alarm and sprinkler system issues

- Updates on Following Locations Reported Last Month:

100 Pike Street: (Rite Aid) – Mrs. Powrie stated that she has been in contact with Dan O’Brien from Ellicott Development. Mr. O’Brien has asked for a copy of the floor plan from when Great American had the property. Mrs. Powrie provided Mr. O’Brien a copy of the floor plan.

4 Gordon Street: Mrs. Powrie stated that she is waiting to hear about the next step. Mr. Siegel stated that he would follow up and find out an update.

291 East Main Street: (Mad Dog Liquors) – Mrs. Powrie stated that the construction is progressing well, and no issues to report at this time.

29 Front Street: (Ruby Group) – Mrs. Powrie stated that she has not had plans submitted for review. Mrs. Powrie stated that she has spoken with owner Peter Berman and he is looking to start roofing repairs on building once he gets final financing in place. Mr. Siegel stated that the Ruby Group has a Press Conference scheduled for October 2nd @ 4:30 pm to announce the project.

29 East Main Street: (Midas Property) – Mr. Bavoso stated that the Zone change on the property has been ok’d by Orange County and that this change will be drafted and ready to adopt at the next Council meeting on October 14, 2014.

131 Hammond Street: Mrs. Powrie stated that she will be sending the properties owners a vacant property registration form as soon as she gets final approval on the form from Corporation Counsel.

92 Front Street: (Pawn Shop) - Mrs. Powrie stated that the permit has been issued, but has not been called for any inspections since last meeting.

In addition: Mrs. Powrie stated:

- She is waiting for Corporation Counsel to return to issue final approval of the vacant property registration form. Once she receives approval, she will be sending out to owners of vacant properties informing them that they have to register with City.
- She received a phone call from Safeguard Properties informing her that they have listed several vacant properties for sale, and that they would not have to register those properties. Also, she has been notified that more vacant properties have been listed for sale since last meeting and she feels that requiring vacant properties to be registered with the City is starting to take effect.
- Storm Damage Rea: 24-32 Front Street: Mrs. Powrie stated that she has not heard back from the bank or the banks insurance company.
- 123 Pike Street (HUNT Building) is open again.
- 10 & 12 Ferry Street: She received a proposal from the owner of the properties inquiring about approvals to put in a self-storage business and a convenience store. Mrs. Powrie will be sending back a letter to the owner with information with her response.
- She has been working on a Site Plan Approval for “Voo Doo Labs” (tattoo parlor).
- There is a public hearing for 50 Fowler Street on Tuesday, October 7th, 2014.

- Old Business:

Dumpsters: (No dumpsters allowed in front yards, if no other option they must be enclosed from sight with a closable gate: Requirement of the lids on all dumpsters must be in a closed condition, Must allow ADA space requirements and PJ Codes, No “grandfathering”). Mr. Siegel will follow up with Corporation Counsel on the legality of the issue. Mr. Siegel stated he will get a copy of Milford, PA’s local law so that the City can model their policy after Milford. Mr. Siegel will present this to Corporation Counsel to draft local law or amend current local law Section: 457.9 to make it more specific.

A time frame for tarps on the roof: Mr. Siegel will discuss with Corporation Counsel on how to add a time stipulation for permanent roof repairs, ie. 90 days to section 319.11 of City Code.

Curb cuts must be done properly and driveway surfaces must be an impervious surface like blacktop, asphalt, concrete, brick, paver stone, etc.: Mr. Siegel will ask Corporation Counsel’s opinion on drafting this local law. Mrs. Powrie suggested using wording that would not require a full driveway to be installed to allow for strips for tires with grass in between.

All utilities underground in the City of Port Jervis by January 2040 (25 years). All new services or replacement services for Commercial or Residents must be run underground: Mr. Siegel stated that he will talk with the Mayor and Corporation Counsel about how to move forward with this. Mr. Bavoso suggested implementing into City Code to require for all new constructions. Mrs. Powrie suggested researching other areas in New York State or across Country to see if other municipalities have done something similar.

- New Business:

- Mrs. Powrie suggested asking Corporation Counsel’s advice for a potential problem regarding tax lien sales and property status. Mrs. Powrie has recently been contacted by someone who purchased a tax lien sale on a property that at the time of auction was considered a 3 or 4 family home. Since then, the person has acquired the property through this process. However, because the property was vacant for more than a year, the property lost its multiple family designation and is now a 1 family home. Mrs. Powrie suggested drafting an information sheet to hand out at the tax lien auctions to inform bidders of the possibility of this occurring to help them make a more informed decision when bidding.

- **Rental Registrations:** Mr. Siegel suggested requiring owners of rentals to complete a full registration which would require registration fees for all rentals. Currently, owners of rentals are just required to fill out a local agent form.

- Public Input: None

- Next Meeting: **Wednesday November 5th, 2014 5:30 pm – 6:30 pm**

- Motion to Adjourn: Motion: Mr. Bavoso Second: Mr. Oney
Meeting adjourned at 6:30 pm: Mr. Siegel