

City of Port Jervis, New York



PLANNING BOARD

February 19, 2013

Attendance

The following Board members were present:

Thomas Vicchiariello, Chairman
Michael Cicalese
William Hubbard
Donald Schields, Jr.

Board member(s) absent: Dan Aumick, Regis Foster, Ralph Hessberger

Also present: Board Attorney Damian Brady, Council Liaison Carl Hendrick, Building Official Wayne Kidney, and Zoning Board Chairman Tim Simmons

Public Hearing—
Port Jervis Free
Library
144 Pike Street
SBL: 12-8-3

Port Jervis Free Library
144 Pike Street
SBL: 12-8-3
Site development plan for 12-car parking lot

Proof of mailings is on file.

Mr. Scott Quinn, of McGoey, Hauser, and Edsall Consulting Engineers PC briefly detailed the Library's application for a 12-car parking lot. He spoke about handicap parking, guiderail, retaining wall, storm water, and lighting.

Mr. Vicchiariello reviewed comments from Orange County Planning Department, Mr. Steven Sarfatti, and City department heads. Mr. Quinn stated that he had spoken to the Orange County Planning Department and department heads regarding their comments and concerns. He also clarified that there was no proposed closure of the adjoining alleyway during construction.

Mr. Brady and Mr. Vicchiariello recommended a note be added to the site plan stating the parking lot is a subservient use of the Library.

Motion by Mr. Cicalese, seconded by Mr. Schields, to close the public hearing at 7:12 p.m.

**AYE: 4 ABSENT: 3 (AUMICK, FOSTER, HESSBERGER) ABSTAIN: 0 NAY: 0
CARRIED**

Regular Meeting

The regular meeting of the City of Port Jervis Planning Board was called to order in the Council Chambers, 20 Hammond Street, Port Jervis, New York on Tuesday, February 19, 2013 at 7:12 p.m.

Mr. Vicchiariello thanked those members who were reappointed to the Board at a January Common Council meeting.

Alternate Chairman appointed

Mr. Vicchiariello appointed Mr. Cicalese as the alternate chairman for the Planning Board.

**Planning Board
Engineers appointed**

Motion by Mr. Hubbard, seconded by Mr. Schields, to appoint McGoey, Hauser, and Edsall Consulting Engineers PC as City of Port Jervis Planning Board engineers.

**AYE: 4 ABSENT: 3 (AUMICK, FOSTER, HESSBERGER) ABSTAIN: 0 NAY: 0
CARRIED**

**Approval of
1/15/2013 Regular
Meeting Minutes
tabled**

Motion by Mr. Schields, seconded by Mr. Hubbard, to approve the minutes of the January 15, 2013 regular meeting.

A quorum of members from the January meeting is not present to approve the minutes.

Motion by Mr. Schields, seconded by Mr. Hubbard, to table approval of the minutes of the January 15, 2013 regular meeting until the March 19, 2013 meeting.

**AYE: 4 ABSENT: 3 (AUMICK, FOSTER, HESSBERGER) ABSTAIN: 0 NAY: 0
CARRIED**

**Discussion of Public
Hearing and
Application
approved—Port
Jervis Free Library**

Motion by Mr. Cicalese, seconded by Mr. Hubbard, to declare the City of Port Jervis Planning Board as lead agency and the application for Port Jervis Free Library at 144 Pike Street of the City of Port Jervis constitutes an unlisted action under SEQRA with no adverse environmental impact.

**AYE: 4 ABSENT: 3 (AUMICK, FOSTER, HESSBERGER) ABSTAIN: 0 NAY: 0
CARRIED**

Motion by Mr. Schields, seconded by Mr. Hubbard, to approve this application with the following conditions:

- **Orange County Planning Department’s comments concerning shrubbery and guiderail be addressed and noted on the site plan.**
- **Director of Public Works’ comment concerning 4” PVC be addressed and noted on the site plan.**
- **A note is to be added to identify the lot as a subservience use of the Library.**
- **A marker identifying the parcel as number 144 is to be added.**

**AYE: 4 ABSENT: 3 (AUMICK, FOSTER, HESSBERGER) ABSTAIN: 0 NAY: 0
CARRIED**

Mr. Vicchiariello added that a storm water report for the parcel had been provided to the Board.

**Pre-Submission(s)—
Robert Burbridge
116-122 Franklin
Street
SBL: 14-1-6**

**Robert Burbridge
116-122 Franklin Street
SBL: 14-1-6**

Conditional Use Permit for Auto Repair Shop

Mr. Robert Burbridge requested a conditional use permit to open an auto repair shop at 116-122 Franklin Street. A site plan had not been submitted with the application, but Mr. Burbridge would be providing one to the Board shortly.

Mr. Kidney asked if any changes, such as the number of employees or hours of operation, would be necessary to the site plan. Mr. Burbridge stated that no changes would need to be made.

Mr. Vicchiariello asked if Mr. Burbridge was aware of the Fire Inspector’s comments for this site. Mr. Burbridge noted that he had met with Mr. Reilly last week to discuss issues from the previous tenant.

Mr. Vicchiariello asked if the paint booth was still on site. Mr. Burbridge stated that the booth had been removed.

Mr. Kidney recommended the note on the previous site plan pertaining to the paint booth be modified to state the booth would no longer be used or the note be removed altogether.

Public Hearing set Motion by Mr. Hubbard, seconded by Mr. Cicalese, to set a public hearing for this application for the March 19, 2013 meeting.

**AYE: 4 ABSENT: 3 (AUMICK, FOSTER, HESSBERGER) ABSTAIN: 0 NAY: 0
CARRIED**

**Pre-Submission(s)—
Ellicott Development
SBL: 12-9-1**

**Ellicott Development
100 Pike Street
SBL: 12-9-1
Site Development Plan and Conditional Use Permit
for future tenants**

Representatives from Ellicott Development had notified the Board that they would be unable to attend. The pre-submission will be continued at the March meeting.

Mr. Vicchairello stated that this application was moving forward but more slowly than anticipated. The owners are currently working to secure tenants for the building and hope to come before the Board with an updated site plan at the April meeting. Mr. Kidney noted that he had been contacted by a roofing contractor concerning the parcel; the owners are seeking bids for roof repairs. Mr. Vicchiariello asked the owners to keep the Board informed of the progress of this application.

Old Business No old business was discussed.

New Business No new business was discussed.

**Chairman's
Correspondence
reviewed** The *Orange County Partnership* quarterly newsletter had been received.

ZBA Report given The next ZBA meeting is tentatively scheduled for March 5, 2013 at 7:00 p.m. At this time, there is no business before the Board for the March meeting.

**Code Enforcement
Report given** There were no items to report at this time.

**Council Liaison
Report given** There were no items to report at this time.

**Public Comment
given** Ms. Laura Meyer, a resident, business owner, and member of the Tourism Board, discussed her concerns about the 100 Pike Street building's façade. She recommended the building look like a railroad station or depot to help the aesthetic appearance of the City and to encourage businesses to become tenants.

Mr. Vicchiariello stated that he would relay this information to the owners.

Mr. Kidney noted that the applicant had presented elevations at a previous meeting they attended and recommended Ms. Meyer attend future meetings to share her concerns and suggestions.

Adjournment Motion by Mr. Schields, seconded by Mr. Cicalese, to adjourn the meeting at 7:30 p.m.

AYE: 7 ABSENT: 0 ABSTAIN: 0 NAY: 0 CARRIED

The next meeting is scheduled for Tuesday, March 19, 2012 at 7:00 p.m.

Respectfully submitted by
Robyn Hendershot
Secretary