



**CITY OF PORT JERVIS, NEW YORK
PLANNING BOARD**

**January 21st, 2020
7:00pm
Meeting Minutes**

In Attendance: Tom Vicchiarello, Planning Board Chair
D. Schields, A. Foster, G. Belcher, J. Butto, H. Dunn, D. Cicalese

Absent:

Additional Attendees: G. Plotsky, PB Atty., Mr. Simmons - Council Liaison, Mrs. Powrie, Mr. Sexton

Public Hearing:

A. Cornerstone Family Healthcare, 140-158 Hammond St. SBL 14-13-10

The site plan was presented to the board and the scope of the project was reviewed.

Mr. Vicchiarello voiced concerns regarding snow removal.

Project manager noted all accumulated snow would be contained on site and would not encroach onto the neighboring parcels.

Comments/questions from Board: None

Mr. Vicchiarello reviewed department head comments.

Public Comment: None

Motion to close public hearing on SBL 14-13-10: D. Cicalese, 2nd H. Dunn, 7 yes, 0 no, approved.

- I. Call Meeting to Order: 7:05 pm
- II. Approval of Minutes: December meeting minutes will be corrected and approved at the next meeting.
- III. Public Comment (3 Minute limit): None
- IV. Discussion of Public Hearing:

Comments/question from Board: None

Motion to approve Port Jervis Planning Board to be lead agency of the application for the project located at 140-158 Hammond Street (SBL 14-13-10): D. Cicalese, D. Schields. 7yes/0 no, approved.

Motion to approve the Cornerstone Family Healthcare project: D. Cicalese, D. Schields. 7 yes/ 0 no, approved.

- V. Pre-Submission(s):

A. P&A Schoch: 116-122 Franklin St. SBL: 14-1-6 - Conditional use permit for a hair salon.

Property owner stated she would like to install hair dressing equipment on site, if approved by the board.



She also stated, no changes to the original site plan were necessary. The site is currently operating as auto repair shop.

Comments/question from Board:

D. Cicalese asked if the hours of operation would remain the same. Owner stated there would be no change in the hours of operation.

Mr. Plotsky asked if the owners would require additional signage. Owner noted no additional signage was needed at this time. If needed in the future, she understands she'll need to obtain a sign permit through the building department.

Motion to set a public hearing for February 18th, 2020: D. Cicalese, 2nd D. Schields, 7 yes/ 0 no, approved.

B. MP Jervis Donuts, Inc., SBL: 20-7-5, Site plan approval for new construction of 2000sq ft building for Dunkin Donuts.

For the purpose of full disclosure, Mr. Plotsky stated that he represents the current owner at the current Dunkin Donuts location. He does not feel that his relationship is a conflict of interest, however, he stated that was at the discretion of the board.

Mr. Fuller presented the site plan to the board and the scope of the project was explained. Mr. Fuller provided the board with background on why the current location is no longer viable, the proposal which includes: demolition of the building that currently exists at 291 E. Main St., new construction of a 2000 sq. ft. building and the reconstruction of the parking lot, which would include retaining walls. He explained entrances would remain the same, hours of operation would be changing to 5:00AM-11:00PM.

Comments/question from Board: None

Mr. Vicchiarello voiced water concerns. Mr. Fuller noted he would add additional catch basins to the plans, lighting would be consistent with industry standards and signage would be consistent with current location.

Mr. Vicchiarello stated an escrow account would have to be set up with the city clerk and plans to be shared with the city engineer.

Motion to set a public hearing for February 18th, 2020: G. Belcher, 2nd D. Schields, 7 yes/ 0 no, approved.

VI. Old Business: None

VII. New Business: None

VIII. Zoning Board Report: Mr. Sexton provided updates from the last Zoning Board meeting.

IX. Code Enforcement Report: L.Powrie provided updates from the building department.

X. Council Liaison Report: Mr. Simmons stated he would provide updates from the council as needed and is looking forward to working with everyone.

XI. Adjournment: 7:36 pm Motion: D. Cicalese, 2nd H. Dunn, 7 yes/ 0 no, approved.

The next regular meeting is tentatively scheduled for **7:00 pm, February 18, 2020**

Respectfully submitted, C. Cicalese

