

**CODE COMMITTEE**  
City of Port Jervis  
Common Council Chambers  
**Wednesday, February 5<sup>th</sup>, 2020 – 6:00pm**

**Dominick Santini**  
Committee Chairman

**Jim Farr**  
Building Official

**Kristin Trovei**  
**Chandler Campbell**  
**Stanley Siegel**  
Committee Members

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Pledge of Allegiance:

Roll Call: Mr. Santini - Mrs. Randazzo – Mrs. Trovei – Ms. Campbell – Mrs. Mann – Mr. Siegel – Mr. Farr – Mayor Decker – Mr. Faggione

**Public Comment:** None

Motion by Mrs. Trovei, seconded by Mrs. Randazzo to approve the December 2019 Code Committee meeting minutes.  
AYE: 4 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

**Old Business:**

1. Recreation Department City Park Rules -

Mr. Faggione has asked the committee to consider updating the rules and regulations at all Recreational Areas and Parks. He also suggested updating the code to reflect the current names of all parks or recreational areas, hours of operation and code of conduct signs to be placed at all locations. Committee members reviewed current code and discussed the designation of Parks and Recreational Areas.

Motion by Mrs. Trovei, seconded by Mrs. Campbell to send all gathered information to Corporation Counsel for review.

AYE: 4 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

2. Sidewalk Installation Guidelines -

Mr. Farr reported that the sidewalk installation guidelines are now in place but questioned whether the committee would like to create a permit fee. The committee decided against a fee at this time. Mrs. Trovei asked if partial sidewalk installations needed a permit. Mr. Farr indicated that all and partial sidewalk installations will require residents to obtain a permit.

Mrs. Randazzo will forward information to Corporation Council for resolution regarding new sidewalk installation guidelines.

3. Multifamily Inspection Fees (3 family and above) –

The committee continued their conversation on the topic. Mr. Farr suggested a fee to be charged for each inspection performed. Mr. Siegel spoke about life safety violations and the benefits of inspecting multifamily dwellings. The committee determined the fees would likely run anywhere from \$40 - \$80 per unit. Mr. Siegel stated he would like a fee waiver to be put in place for owners who pass inspections. Mr. Farr explained that an updated NYS code is expected to be released in the Spring (2020). He suspects the new code will address multifamily dwellings and suggested the committee hold off until the new code is released.

4. Off Premise Signs on Buildings -

Mrs. Randazzo reviewed the topic. The committee decided to table discussion.

## **New Business –**

1. Two-way traffic on Barclay St. -

Mayor Decker indicated that the Chief of Police would be handling this matter. No further action is needed.

## **Building Officials Report: Attached**

Mr. Farr updated the committee on various ongoing projects, stated new zoning laws were being learned and implemented within his office, discussed Skyline Dr, violation letter formats and asked the committee to consider looking into creating a law and fee to govern tourist homes.

Mr. Siegel expressed that he would like signs to be placed on abandoned buildings for emergency purposes. Mr. Farr requested Mr. Sigel email him regarding the same.

Mr. Siegel held a discussion with committee members regarding trash & debris.

Mrs. Mann left the meeting at 7:08PM

**Public Comment:** *About Topics Covered in Tonight's Meeting: None*

Motion by Mrs. Trovei, seconded by Mr. Siegel to adjourn the meeting at 7:13 PM.

AYE: 4 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Next Scheduled Code Meeting: **March 4<sup>th</sup>, 2020 @ 6:00 pm - Council Chambers**