



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

**May 19, 2020
7:00pm
Meeting Minutes**

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

Additional Attendees: G. Plotsky, PB Atty., L.Powrie, T.Simmons-Council Liaison, T.Sexton

Public Hearing:

A.

- I. Call Meeting to Order: 7:00 pm
- II. Approval of Minutes: Motion to approve May 19, 2020 minutes: D.Cicalese, 2nd G.Belcher, 6 yes/ 0 no/ 1 absent/~~abstaining~~; approved. Motion to approve February 19, 2020 minutes: D.Cicalese, A.Foster, 6 yes/ 0 no/ 1 absent/~~abstaining~~; approved.
- III. Public Comment (3 Minute limit): None
- IV. Discussion of Public Hearing: none

Motion to appoint Port Jervis as Lead Agent under SEQR: D.Cicalese, 2nd G.Belcher, 6 yes/ 0 no/ 1 absent/~~abstaining~~; motion approved.

Motion on the project for approval: A.Foster, 2nd D.Schields, 6 yes/ 0 no/ 1 absent/~~abstaining~~; motion approved

V. Pre Submission(s):

A. LM Property Holdings LLC, 190-192 Jersey Ave., SBL: 14-3-1.1 & 14-8-4; Site plan approval for mixed use including a bed & breakfast, retail w/ cafe, trade shop, warehouse & storage.

Holly Fuller obo owner presented a site plan for 1.8 acre at 190 -192 Jersey Ave. for mixed use zone. Explained the proposal to convert uses slightly. House to have full time occupant and a bed & breakfast with a deck and fencing for outdoor seating. 1 retail area with a cafe and the other side of the retail area to be office space for a trade shop who will also rent a portion of the warehouse. Additional storage area to be rented. Ample parking and sidewalks to back and resurfacing os gravel areas.

PB: Will there need to be a variance? HF: Unknown, will check with ZBA. PB: Will the iron fencing be kept? HF: New 6 foot privacy fencing is proposed. PB: typically a 4 foot fence is required at the front of property to prevent visual obstructions especially if main entrance height is a concern. PB: Is there any access off of Mill St.? HF: Yes, with limited access/ use. PB: Best if accessible for fire and emergency access.



PB: Items needed to be added to site plan; standard utilities, dumpster location with full concrete enclosure. 21 parking spaces with dustless surface (minimum of oil & chip over gravel), 2 ADA with pavement, proper drainage with catch basin between buildings (nothing new or additional is required), number of employees and hours of operation, Chain link along Fall St. to remain the same approx. 100 feet. HF: no additional lighting or changes, no additional signage to what is on the building.

Escrow account to be set up with the Clerk's office in the amount of \$3000 and plans to be reviewed by the city's engineer.

Motion to set Public Hearing on August 18, 2020 G.Belcher, 2nd D.Schiels, yes 6/ no 0/ absent 1

Cover letter and plans to go to Orange County for review and comments.

- VI. Old Business: O&R is moving alone on West Main Street but have left the street in bad shape and has been requested to address it.
- VII. New Business: None
- VIII. Communications: None
- IX. Zoning Board Report: T.Sexton presented ZBA report
- X. Code Enforcement Report: L.Powrie provided updates from the building department
- XI. Council Liaison Report: T.Simmons provided council updates and report
- XII. Adjournment: 7:37 pm Motion: D.Schiels, 2nd G.Belcher, 6 yes/ 0 no/ 1 absent, approved

The next regular meeting is tentatively scheduled for **7:00 pm, June 16, 2020**

Respectfully submitted, J.Schiels