



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

January 19, 2021

7:00pm

Zoom Meeting Minutes

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

Additional Attendees: G.Plotsky, PB Atty., L.Powrie, T.Simmons-Council Liaison, K.Decker-Zoom Meeting Facilitator

Absent: T.Sexton, ZBA,

Kelly Decker:

Okay, ladies and gentlemen, it is Tuesday, January 19, 2021. I'm mayor Kelly Decker. This is the planning board meeting for the City of Port Jervis. I'm going to do roll call. So please, when I say your name, please state your first name and your last name and say present. Jeanmarie.

Jeanmarie Schiolds:
Jeanmarie Schiolds. Present.

Donnie Schiolds:
Donnie Schiolds. Present.

Tom Vicchiariello:
Tom Vicchiariello. Present.

George Belcher:
George Belcher. Present..

Annmarie Foster:
Annmarie Foster. Present.

Glen Plotsky:
Glen Plotsky. Present.

Henry Dunn:
Henry Dunn. Present.

Stan Siegel:
Stan Siegel. Present.

Laurie Powrie:
Laurie Powrie. Present.

Joe Butto:

Joe Butto. Present.
Dominic Cicalese:
Dominic Cicalese. Present.

Tim Simmons:
Tim Simmons. Present.

Johnny Little:
Johnny Little. Present.

Kelly Decker:
Okay. It's all yours, Tom.

Tom Vicchiariello:
Okay. Thank you everybody for joining our meeting tonight. We'll get started. There is no public hearings. I believe everybody received a copy of the minutes from November 17th. Are there any additions, corrections or deletions? Hearing none. I will indicate a motion to approve the minutes from November 17th.

George Belcher:
Approve.

Henry Dunn:
Second.

Tom Vicchiariello:
George. Okay. Any questions? All in favor?

Tom Vicchiariello:
Anyone opposed? Anyone abstaining? Minutes are approved. Is there any public comment? I hear none.
Okay. Approved: 7yea, 0 na
So we have a pre-submission today, I'll read the letter. The following application and subsequent documents outlines our proposal for development of the property at 65, the section 7 Fowler Street. Currently this property is vacant land as the owner removed the structure located at 65 Fowler of July of 2020. Thereafter, the lot condition paperwork was completed with the accessory of building apartment offices.

“Our intentions are to build a 2400 foot square professional medical building for the second floor for storage that we may not finish. The parcel's located within the neighborhood mixed use zone, which allows for the development and operation of a professional office space. The site plan includes a proposal for structure location, onsite parking and required information as needed. Adjacent to the property is Little Pediatrics, another medical professional building, which was built in 2018 and it has flourished. We're excited to continue to grow for our city, providing expanded medical capabilities for the community and appreciate the board's continued support. Sincerely, John Little. Okay. John, it's yours, give us some information on what you want to do.”

Johnny Little:
Sure. Thank you. Would it be best if I shared my screen, which would provide a copy of the site plan that I've submitted? Would that be easiest?

Kelly Decker:
I'll check, maybe they have it.

Tom Vicchiariello:

Members of the board, you all received a copy of the site plan, does anybody need John to put it on the board, up again? So everybody had a chance to look it over? All right, let's start John and if we have any questions we can go after that.

Johnny Little:

Yeah, sure. I figured I would just walk through it page by page just to give you guys an understanding of our plans for development. So the first sheet is the title sheet, I don't want to spend too much time there, but the second sheet... If you could actually go back a couple, Mr. Mayor, to sheet number two of seven. There we go. Thank you.

Johnny Little:

This just outlines the survey and the subject property that we're speaking about. So initially this was parcel 65 and 67, 67 being the corner lot. There was a home, a dwelling on 65 Fowler, we had it demolished back in July and pulled all the permits and received the certificates of completion when that was done, so it currently sits this vacant land.

Johnny Little:

The next page, Mr. Mayor. That one. Here's the general overview of the site plan that we plan to look to develop. It's outlining the 2400 square foot building. So the footprint is 60 foot wide by 40 foot wide. So 60 foot wide along the Fowler Street side, 40 foot in depth on the Orchard Street side. The main entrance will be on the Orchard Street side, however, the face on the facade of the building will be facing Fowler Street.

Johnny Little:

With the required footprint that we have, the 2400 square feet of living space downstairs or usable space down, we need to provide 10 parking spots in which we've outlined here. We're having an in and out, so we've got a one-way entrance off of Fowler Street and an exit onto Orchard Street to limit the amount of traffic pulling in and out on Fowler Street, [crosstalk 00:06:12] because that's a bit more of a populated roadway.

George Belcher:

Right next to where the pediatric doctor is.

Johnny Little:

Exactly. Right next to Little Pediatrics. [crosstalk 00:06:25] So being that this is a corner lot, we had to situate the property 20 foot off of each... the right hand corner. So exactly where Fowler and Orchard [crosstalk 00:06:36] come together you need to be 20 foot off both sides and that's how we've laid out where the building will sit providing the... [crosstalk 00:06:47]

Johnny Little:

... handicapped parking space as well that is required. Everything here fits within the current setbacks necessary for the zoning. As mentioned in the letter that Tom had read, the zoning allows for professional use space, use of this for special office use of which this building will be. We've got the 10 parking spots within the property, but you're all familiar with it. There's quite a bit of on-street parking alongside Fowler Street and Orchid Street to assist. [crosstalk 00:07:22]

Johnny Little:

Want to go to the next slide. Slide four discusses and outlines the storm water plan. So where the parking is located on the closest side to Little Pediatrics where the diagonal parking is, is where the storm tech detention water system will be. This is designed to handle all of the storm water that would be created in the

development. So we are taking on all the water ourselves and not displacing it onto any other properties and the last page of this will outline that in a bit more detail.

Johnny Little:

But it does... just to give you an identification of where it sits. It sits on the parking side and we also have two catch basins on the parking lot to where the roof drains will head to and the remainder of the property will be pitched to, so that we're not sending water back out to Fowler, Orchard, or to our neighboring properties. The next slide, number five, outlines the lighting as well as the planting details. So we've got four lights, one on each side of the building, as well as some plantings along the front corner, so the corner of Fowler and Orchard Street will have grass, and some landscaping, and trees, everything else will be paved.

Johnny Little:

Slide six and slide seven. Slide six is more of the details for the requirements of the city codes for building a curb, for the sizing of the parking spots and handicaps, that's a bit more descriptive. But the last to page, seven, really outlines the storm tech, stormwater infiltration system that will be used. So to give it kind of in layman's terms, imagine if you had a septic system, if you didn't live in the City of Port Jervis, you have your own septic connected to the city. But if you had a private septic system on your land, this is basically what it is, but we're sending stormwater not toilet water. So it's designed to handle all of the water that we would displace when developing the property. I realize there's quite a bit in here. So I don't know, Mr. Mayor, if it's best to go back to the third page because that's the best outline of the site map, if anyone has any questions or comments?

Tim Simmons:

Yeah. Could I ask a question, John?

Johnny Little:

Sure.

Tim Simmons:

Right. This project, is this in lieu of the addition on Little Pediatrics or is it in addition to?

Johnny Little:

This is in addition to, this is separate.

Tim Simmons:

Okay. Well, will the two projects be using the same system for the water runoff?

Johnny Little:

No. So our engineer is designing the stormwater runoff for 11 Orchard Street, which will be self-contained in a similar manner as you're seeing here for Fowler Street, but they will not be using the same.

Tim Simmons:

Okay, good. Thank you.

Tom Vicchiariello:

I understand it will be in conjunction with the system.

Johnny Little:

No. No, because where we're looking to do the storm water plan for 11 Orchard, is at the rear of her property. It's not really there. This storm water plan for 65 Fowler will help keep water from ever going on to 11 Orchard, which would then cause a further issue. So we're solving both but doing it separately.

Tim Simmons:
Okay. That was kind of my question.

Stan Siegel:
Johnny, is the existing medical building shown on the bottom of the map, that's Little Pediatrics?

Johnny Little:
That's right.

Stan Siegel:
Okay. And the building that you're proposing, the actual site plan, is that on two lots?

Johnny Little:
It is. We did file the paperwork, I want to say it was September, October, to consolidate both lots.

Stan Siegel:
Okay. That was going to be my question. Mr. Chairman, I would indicate that should probably be a condition of approval.

Tom Vicchiariello:
Yeah, exactly. It's the application, but also when we come to finalization of the project we'll add that. Right. Are there any other questions from the board? Okay. Just for information everybody, John, they have answered all the questions that were [inaudible 00:12:25] to the planning board. Do you want to go over that John, number of employees, hours of operation, all the requirements?

Johnny Little:
Yes, certainly. So the proposed hours... and just to give everybody some clarity, I'm representing Brandon O'Connor, that is my sister's husband. He is a doctor, he's an urgent care doctor and this will be his own private urgent care facility, therefore, he's looking to employ eight employees with hours of operations of 6:00 AM to 9:00 PM, seven days a week.

Tom Vicchiariello:
All right. Well, you basically touched on everything. I see in your application, refuge is going to be handled internally.

Johnny Little:
That's correct.

Tom Vicchiariello:
If it did come to a point where you needed a dumpster, would you be sharing that with a lot next door?

Johnny Little:
If we did, yeah. It's kind of easy to discuss it with the property owners, well, maybe not because they're married. But we would look to use a shared dumpster space that we would keep on 11 Orchard Street.

Tom Vicchiariello:
Okay. Now, the water detention system, I know you touched on it a little bit. Give us a little bit more information as far as exactly how that's going to work, the efficiency of it. Another question, has any perc test been done?

Johnny Little:

Has a perc test been done? No. there has not.

Tom Vicchiariello:

There has not. Okay.

Johnny Little:

So the storm tech system is designed to handle... let me just pull up my notes. It's just about 46 cubic feet per chamber. Well, we need to design the area to handle 68 by 30 in square footage, to displace the water from the building, from any storm water that would come off the roof or off the paved surface that isn't permeable into the natural ground. So as I mentioned, the only corner that won't be paved is the front corner around Fowler and orchid Street.

Johnny Little:

So when you take into calculation of the entirety of the site that is paved and the displacement of water off of the roof line, the size necessary to handle that is an area of 68 feet wide by 30 foot in depth, using this specific storm techs system in order to capture the water and allow it to drain into the soils. So on page seven, if you don't mind to go back to that, Mr. Mayor, the cross section on the top right-hand side, so it's the typical cross section. So ultimately, these are tubes that are buried in the ground upwards of five to six feet in depth that are surrounded with stone. So it allows the water to get in there quickly, the stone taking up the capacity in the structure so that you can park cars on top of it and then allows the water to seep into the ground.

Tom Vicchiariello:

Okay. I'm just looking at the grading. The grading is... All right. There's quite a slope, obviously, off of Fowler Street, this could be quite a bit of water. All right.

Johnny Little:

There's quite a slope now. So if you're talking about the current grade, there was a bit of a dip in the property previously when we tore the house down. Our full intentions were always to build this and we're going to take the spoils from when we excavate for the foundation to level up the property, so that it is back to level with a slight grade back towards this storm water detention system.

Tom Vicchiariello:

Okay. Are you planning on doing any extra compaction where you filled in where the old house was, because I see its really settled quite bad there?

Johnny Little:

Well actually, where the house is settled was closer to the property 63 Fowler and that stayed pretty flat. Where it has settled was... there was a dip in that property, always, where there was a few large pine trees that we had removed and that's where the shallowness comes from. The house actually remained pretty well and we did compact that when we tore it down and then back-filled it. But no, ultimately, with this site development, we're going to excavate for the foundation all within the standard construction procedures required, but we'll fully compact everything before we grade and pave. [crosstalk 00:17:50] The last thing we want to do is install a \$20,000 water retention system and then have an issue later on.

Tom Vicchiariello:

Okay. John, I would tell you, I'm really not familiar with this kind of system. It's one of the first times I've seen it and due to the issues that were raised by the neighbors and the neighborhood over the drainage and things in that nature, I think we are going to be sending this to our engineer, so that will require going to the City Clerk's office and pay a \$2,000 collateral down for engineering fees. Obviously, I'm sure you know how that works, whatever isn't used will just go towards your building permit.

Tom Vicchiariello:

But I do want this to go to an engineer. Mr. Jack Farr has said in some comments that there were a couple of issues that he had, there were a couple of issues raised by the neighbors and of course there were a couple issues you had with the city when you did the property next door, over the water, sewage and drainage. So for that reason, this has got to be going to our engineer. Laurie, I can't pull Jack's comments up, are you able to pull them up?

Laurie Powrie:

I don't know if I got them. I think they were Jim's, not Jack's.

Tom Vicchiariello:

No, they were Jack's.

Laurie Powrie:

Oh, were they?

Tom Vicchiariello:

Yeah, they were definitely Jack's.

Laurie Powrie:

Because I sent some of Jim's in also late in the day.

Tom Vicchiariello:

We'll get you a copy of it, John. Okay? So you'd have it and maybe you could also before the public hearing discuss it with Jack.

Johnny Little:

Yeah, certainly. And I do know the water and sewer lines, we've had issues with the sewer line at 11 Orchard Street, but we plan to connect into the existing water and sewer lines that were there and present at 65 Fowler. I protected them during the demolition and I plan to send them to Fowler. I do not plan to hook up to Orchard Street because of the issues we've had with this drain.

Tom Vicchiariello:

Okay. All right. I know there were a couple of his concerns and like I said, I just couldn't pull that up. All right. Are there any other questions for the board?

Tim Simmons:

John, would you guys consider redoing the sidewalk on the Fowler Street side, because it is in bad shape and it would be a shame if you guys put in a new sidewalk on the Orchard Street side and plat it into an old beat up sidewalk on a Fowler Street side?

Johnny Little:

Yeah. No, we certainly plan to. I know it shows on the site plans to address anything that we disturbed, sidewalks to be restored [inaudible 00:20:47] will end up being all new. Exactly how my brother-in-law and sister are, they would prefer it to be all brand new, so that is within our plans.

Tim Simmons:

Awesome. Thank you.

Tom Vicchiariello:

Okay. Any other comments? All right. Hearing none. I'll entertain a motion to set a public hearing for February 16th.

Dominic Cicalese:

Motion

Henry Dunn:

I'll second.

Tom Vicchiariello:

Dom and Henry

Tom Vicchiariello:

Any questions? Hearing none. All in favor?

Tom Vicchiariello:

[inaudible 00:21:27]. John, you know the procedure, you've got to get your building set up and I will verify it, but the County's very persnickety. I think we're going to have to go to the County with it because you are under the 500 feet, so it will have to go to the County also. I will verify that because it's closed, but they're right on, I'll tell you, so have to go. I'm pretty sure it's going to have to go to County so we'll notify them.

Johnny Little:

Okay.

Tom Vicchiariello:

All right. I'm hearing none. All in favor of the public hearing?

Tom Vicchiariello:

Anyone opposed? Anyone abstaining? Public hearing is set. Thank you, John.

Approved 7yea, 0na

Johnny Little:

Thank you.

Tom Vicchiariello:

Okay. Does anyone from the board have anything under old business? Okay. Hearing none. We have a request for our input for a zoning change. This zoning change is on Fowler Street, from Jersey Avenue up to Franklin. The issue there is it's central business district. The district is split with the new multiple use zone and it's very unrealistic right now. Some of it goes through the backyards where half the property is one zone and half the property is another. So the council is anticipating a zoning change to get this all straightened out.

Tom Vicchiariello:

The only comments I would... it goes from 13 to 50. We're all familiar with 50 founders because we've had that before so many times, but that's sort of straightened out now and hopefully for the last. So the only question that I would say, is why does it go from the... I understand why it doesn't go from [inaudible 00:23:35] Street or from Jersey Avenue up because that is part of the central business district, but they left 11 Fowler out. If you have noticed the old [inaudible 00:23:47] building address has been changed from a Fowler Street address to a Jersey Avenue address now, so that would be... Right Laurie? That'd be obviously in the central business district.

Laurie Powrie:
Yes.

Tom Vicchiariello:
Okay. So obviously, it's much better for the city to get this taken care of now before we go any further. Does anyone have any comments on that zoning change? Any questions? Hearing none. And I will entertain a motion to approve the zoning change that the council has before at this time.

Dominic Cicalese:
Motion

Henry Dunn:
Second.

Tom Vicchiariello:
All in favor?

Tom Vicchiariello:
Anyone opposed? Anyone abstaining? Okay. Thank you for that. The only other thing under new business is... you've already been notified about the County's new... The training schedule isn't up yet. They are having webinars on economic impact and tax credits for municipalities, if anybody wants to watch them. But the regular training schedule by the County, that's not ready yet. All right. Does anyone else have anything under new business? Okay. Hearing none. I don't believe the zoning board has met since we have, so I don't believe they have anything.

Approved 7yea, 0 na

Tom Vicchiariello:
Okay. Code enforcement, Laurie.

Laurie Powrie:
Okay. Well, trying to bring 2020 to an end and I have been working diligently on a mandatory state reporting form I have to do of all our annual activity. As far as planning board items go, the hotel project is still in review and moving closer to the permit issuance, Cornerstone project is well underway and is going very nicely, other than that business as usual.

Tom Vicchiariello:
Okay. Anybody have any questions for Laurie? Hearing none. Council liaison.

Tim Simmons:
Thank you, Tom. As you stated, the zoning board did not meet. So their next meeting will be the first Tuesday, I believe that's February 3rd at seven o'clock. I would imagine it still would be under zoom unless something changes.

Jeanmarie Schields:
It would be February 2nd, actually.

Tim Simmons:

Oh, I'm sorry. Second. I'm looking at the wrong calendar. All right. And as you said, the council is considering that zoning change and we also will be looking at items that can be put back into the budget as we move along, as we receive additional funds or reports on the improvement of the County sales tax and other things like that. So we're going to be very closely reviewing the budget as the year progresses and see where we can bring things back in and get things a little bit more back to normal.

Tom Vicchiariello:

Okay. Thank you Tim. Anyone else have anything for the meeting tonight? All right. Thank you everybody. Appreciate it. We will see you on February 16th if not before. I entertain a motion to close the meeting.

Henry Dunn:

Motion to Adjourn

Donnie Schields:

Second.

Tom Vicchiariello:

Oh, Donnie second it? Okay. Any questions? All in favor? 7 yea, 0 na

All right. Meeting closed. Goodnight folks. Thank you.

The next regular meeting is tentatively scheduled for **7:00 pm, February 16, 2021**

Zoom transcription with corrections Respectfully submitted, J.Schields