



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

November 16, 2021

7:00pm

Meeting Minutes

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

Additional Attendees: L.Powrie, BD, G.Plotsky, T.Simmons-Council Liaison

Absent: T.Sexton, ZBA

Public Hearing: Soul Purpose Aesthetics, 85-89 Jersey Ave; SBL: 18-3-9; Conditional use permit for a personal service store. ZD: NMU. Joe Curtis spoke obo Andrea Martini. Lash & Skin care business. Hours of operation Mon. - Fri., 8:00 am - 8:00 pm, 4 employees, maximum parking 4, ADA parking available and will be shown on an amended/updated site map, no change to lighting or signage, trash into common dumpster.

Board Comments: none

Comments from all the Department heads were as follows:

Fire Inspector, Fire Chief, DPW, Police Chief, & Building Dept all approved of the project.

Public Comment: none

Motion to close public hearing: G.Belcher, 2nd D. Schields, 6 yes/ 0 no/ 0 abstain

Call Meeting to Order: 7:07 pm

I. Approval of Minutes: Motion to approve Oct. 2021 minutes with correction: D. Schields, 2nd G.Belcher 6 yes/ 0 no

II. Discussion of Public Hearing:

Motion to name City of Port Jervis Lead Agent under SEQR G.Belcher, 2nd D.Schiels, 6 yea/ 0 no, approved

Additional comments on the application: ADA parking to be clearly marked on the map

Motion to approve with amendment to site map: D.Schiels, 2nd G.Belcher, 6 yes/ 0 no

III. Pre Submission(s): none

IV. Old Business: **45 Front Street; Conditional Use; SBL: 18-2-9;** Fire Inspector requested a new site plan. Mr. Wang addressed the changes shown to the revised site plans. shows 6 units of approx. 600 sq ft each on the 2nd & 3rd floors. Washer and dryer in each unit. Trash held in a dedicated enclosed trash receptacle with adequate space for all units. With no green space, singles or couples only, no children. 1st floor will be reserved for retail space, hours of operation to be 8am-10pm, 5 employees, no change to the lighting out front. Additional lighting in the rear but will not obstruct traffic. Gas line in the front will need to be addressed and corrected for aesthetics and safety purposes. The building is already sprinkled. Revised plan shows entry & exit to be from the rear of the building. Clean up the exterior and secure the front wall of the building. Add utilities and combine both the previous plan and the revised plan for an updated version for signing.

Department Comments: FD, FI, Building, DPW, PD all approved

Board Comments: none

Port Jervis as the Lead Agent under SEQR was previously approved.

Motion to accept the application as advertised, D.Cicalese, 2nd . Belcher, 6 yes, 1 no, approved

Recommended to revisit the application in one year (November 2022)

- V. New Business: none
- VI. Zoning Board Report: Mr. Simmons gave a report
- VII. Code Enforcement: L.Powrie provided updated building department business
- VIII. Council Liaison Report: Mayor Decker provided council updates and report
- IX. Adjournment: 7:29 pm Motion: D.Cicalese, 2nd H.Dunn, 6 yes/ 0 no/ 0 absent, approved

The next regular meeting is tentatively scheduled for **7:00 pm, December 12, 2021**

Respectfully submitted, J.Schiels