



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

Oct. 19, 2021

7:00pm

Meeting Minutes

In Attendance: T.Vicchiarello, Planning Board Chair, G.Belcher, J.Butto, H.Dunn, A. Foster, D.Schiels
Additional Attendees: L.Powrie, BD, D. Bavoso /obo/ Plotsky, T.Simmons-Council Liaison

Absent: D.Cicalese, T.Sexton, ZBA, G.Plotsky, PB Atty.

Public Hearing: 45 Front Street; Conditional Use; SBL: 18-2-9; Mr. Wang applied for a conditional use permit to allow for 3 apartments each on the 2nd and 3rd floors at approx. 600 sq ft each. Each unit would have a separate entrance and private laundry, trash would be located in a specific designated inside location, with the 1st floor being left for future retail space to be addressed at a later time.

The board stated a new set of plans will be required with all the adjustments and specifics on it for the 2nd & 3rd floor plans. Questions as to the age of future occupants and green space/ recreation area for them.

Comments from all the Department heads were as follows:

Fire Inspector-needs more information (see his comment sheet in file)

Fire Chief- needs to have detailed fire evacuation and a safety plan.

DPW-approved

Police Chief- approved

Building Dept-needs more information on the rear of the building concerns, collection and containment of trash, all laundry plans, property survey is suggested, and an asbestos survey done.

Public Comment: John Beasley questioned traffic concerns, need for parking, and windows for the 3rd apartment on both floors-stating that a front and rear apartment would have natural lighting but a middle apartment would have no windows for natural light.

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

Call Meeting to Order: 7:15 pm

I. Approval of Minutes: Motion to approve Sept. 2021 minutes: G.Belcher, 2nd D. Schiels, 6 yes/ 0 no

II. Discussion of Public Hearing:

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

Additional comments on the application: there needs to be a more comprehensive plan to discuss all the concerns and have the questions addressed.

Motion to hold over the application to the next meeting: G.Belcher, 2nd H.Dunn, 6 yes/ 0 no

III. Pre Submission(s): **Soul Purpose Aesthetics, 85-89 Jersey Ave; SBL: 18-3-9; Conditional use permit for a personal service store. ZD: NMU.** Joe Curtis and Andrea Martini spoke. No structural changes will be required, no additional signage, a dumpster already exists, no impact on water or sewage services. The business offers skin care and facial aesthetics services. All information is to be

submitted on the plan at the time of the public hearing regarding days and hours of operation, and number of employees. Must have the site plans to the building department 10 days prior to the Nov. meeting.

IV. Motion to set public hearing for Nov 2nd: g.Belcher, 2nd J.Butto, 6 yes, 0 no

V. Old Business: **109 West Main St.; SBL: 11-4-3.22; Site plan approval for three (3) additional storage buildings and one (1) portion of the site to be used for outdoor secure storage. ZD: R1.**

Much clean up has taken place to the site. Violations from last month have been addressed and taking care of all the issues cited. L.Powrie gave the building department a report of the items that have been taken care of. All issues will continue to be addressed and maintained moving forward.

Questions from the board: the things under the tarps? Mr. Spina said they are the prefab building parts for the new buildings. The tractor trailer is now locked & licensed. The area of the scrub oaks will be cleared and buildings will be placed on that area. The building will be done in phases. The timeline for the 2 smaller buildings to be done by spring; 6 to 8 months per building; 2 years to complete the projects. Surfacing of the parking area to be done last will be tar & chip. Absolutely no unregistered vehicles to be on the property and all must be non-residential.

All Department heads have submitted approval for the project.

The Board will approve a 1 year review with an amended site plan, rather than the requested 2 year review. Motion to approve G.Belcher, 2nd J.Butto, 6 yes, 0 no.

VI. New Business: 126 West Main St. has taken out the old gas tanks and is working on the property to ready for business. Will Frank spoke obo of J.Brown regarding lot line change with the City at SBL: 11-3-4 for 660 sq.ft. (a portion of the Rose Garden) to be added to the property to create a driveway. The City has approved the transaction and to sell Ms. Brown the piece of land for \$1,500. The matter of a brand new O&R pole will need to be addressed but has no major impact on the City. No public hearing is required, Mr. Bavoso stated that municipalities are exempt from public hearings. The chairman will have power by the board to sign off on the project.

Motion to accept the request: G.Belcher, 2nd A.Foster, 6 yes, 0 no

VII. Zoning Board Report: Mr. Simmons gave a report

VIII. Code Enforcement: L.Powrie provided updated building department business

IX. Council Liaison Report: Mayor Decker provided council updates and report

X. Adjournment: 7:50 pm Motion: D. Schields, 2nd H.Dunn, 6 yes/ 0 no/ 0 absent, approved

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

Respectfully submitted, J.Schields