CITY OF PORT JERVIS

P.O. BOX 1002
20 HAMMOND STREET
PORT JERVIS, NEW YORK 12771

Planning Board Meeting Minutes
September 15, 2026 7:00 p.m.

Board Members in Attendance: Chairman Tom Vicchiariello, Joe Butto, Henry Dunn, Kelsey Farr, Anthony Fuller, Joseph Kowal, Jr., Don Schields

Board Members Absent: none

Additional Attendees: Assistant Building Official Laurie Powrie, Attorney David Bavoso, Zoning Board Chairman Tim Simmons, and Councilman Jason Vicchiariello

Chairman Vicchiariello led those present in the Pledge of Allegiance at 7:00 p.m.

Public Hearings:

- V & V Capital LLC, 37 & 39 Pike Street, SBLs: 18-5-12 & 18-5-13 *(Continuation)*
  - Site Development Plan for a mixed-use building: one (1) commercial space and four (4) accessory apartments; ZD: WMU

The applicant, Mr. Vincent Lleshaj, was in attendance for the public hearing and requested a one-month extension of the public hearing due to a family health issue. Chairman Vicchiariello requested Mr. Lleshaj submit a letter to explain the family emergency. Mr. Lleahaj stated that the site plans are complete but not yet printed. He apologized for the delay and for any trouble the delay has caused the Board.

Motion by Mr. Fuller, seconded by Mr. Schields, to approve an extension of the public hearing for this application to the next scheduled Planning Board meeting to be held on October 20, 2026 at 7:00 p.m. in the Common Council Chambers. The approval is contingent upon the applicant complying with the following stipulations: the applicant must submit revised site plans to the Building Official's Office by October 5, 2026 and must ensure the building on the property is secured.

A member of the public commented that the Board had previously stated that the application would not be continued if the stipulations set at the August meeting were not met. Chairman Vicchiariello stated that the Board was aware of the prior meetings' comments, but the applicant was asking for leniency.

Councilman Vicchiariello commented that he had received numerous complaints about the building, including it not being secured, animals entering the building, and a stop work order violation.

Mr. Tosh Lleshaj, the property owner, stated he understood the concerns that had been raised. He stated the doors were secured and acknowledged there were outstanding violations on the property.

Another member of the public, a neighbor who owns the property behind the applicant's, commented that they have seen an open door, unkept grass and bushes, moss on the side and roof of the building, and broken and/or missing windows. She stated she has pictures of the backyard of Mr. Lleshaj's property.

A rollcall vote was taken for the motion.
AYE: 6 (Farr, Schields, Butto, Vicchiariello, Kowal, Fuller) NAY: 1 (Dunn)
MOTION CARRIED

- SLBO Holdings LLC, 69 Fowler Street, SBL: 9-13-16
  - Site Development Plan for a parking lot; ZD: NMU

Chairman Vicchiariello stated that the public hearing notice was delayed, so the Board would not be able to vote on this application at this meeting. The public hearing would be extended until the October meeting.

Mr. John Fuller, a professional engineer representing the applicant, spoke before the Board.

Demolition on the property was complete, and the property will become a parking lot to support the Urgent Care business across the street. The lot will alleviate parking constraints the business is currently experiencing, especially during busy times.

Mr. Fuller received a response from Mr. James Taylor as a result of the public hearing mailings. Mr. Taylor is the brother of the deceased owner of 71 Fowler Street. Mr. Fuller read the letter and will submit it to the Building Office.

Chairman Vicchiariello asked about lighting. Mr. Fuller stated the property owner does not want to add lighting.

All department heads approved the application with no comments.

No public comment was given on this application.

Motion by Mr. Fuller, seconded by Mr. Kowal, to approve an extension of the public hearing for this application to the next scheduled Planning Board meeting to be held on October 20, 2026 at 7:00 p.m. in the Common Council Chambers.

Mr. Bavoso and Mr. Fuller briefly discussed adding wording on the site plan to explain the parking lot use in relationship to the Urgent Care business.
AYE: 7 NAY: 0 MOTION CARRIED

Chairman Vicchiariello called the Planning Board meeting to order at 7:21 p.m.

Discussion of Public Hearings: none was given.

Approval of Minutes:
Motion by Mr. Dunn, seconded by Mr. Butto, to approve the August 18, 2026 meeting minutes.
AYE: 7 NAY: 0 MOTION CARRIED

Public Comment: none was given.

Pre-Submissions:

- Fun Valley Inc. 1 Water Street, 3 Water Street, 5 Water Street, & 7 Water Street, SBLs: 18-5-2, 18-5-1, 17-10-1.1, & 17-5-1.1 (*continuation*)
  - Site Development Plan for the new construction of ten (10) two-family dwellings; ZD: WMU

Chairman Vicchiariello distributed a copy of a map recently supplied by PennDOT for Phase 3 of the bridge project, showing the location of the staging area and a proposed road off the back of the property. The staging area is on a portion of the Wallace property.

Mr. John Fuller, a professional engineer representing the applicant, spoke before the Board.

Mr. Fuller assured the Board that this new information would not affect the current pre-submission, but it would affect future plans for the properties. He commented that the owners were unaware of this information until this week. The owners and the City are concerned about how PennDOT will leave the property when they are done with the project. Chairman Vicchiariello commented that PennDOT, in a recent communication, had asked for the City's assistance.

Mr. Fuller had been in contact with a surveyor and engineer and would share the contact information.

Mr. Fuller noted the owners' current plan was to consolidate some lots for future use, to have one lot for the Creamery business, and to construct dwellings on five (5) residential lots.

The Board and Mr. Fuller discussed the dike and who governed that area. Mr. Fuller commented that the owners were not proposing to touch the area of the dike and could put restrictions on the residential lots.

Chairman Vicchiariello asked about the elevations on the plan, and Mr. Fuller assured the Board they were being corrected. Chairman Vicchiariello noted that the City Engineer had postponed until this was corrected.

Chairman Vicchiariello spoke about whether a thirty-foot (30') culvert in that area was active or not. He will get copies of the plans to Mr. Fuller for his review.

There were no additional Board comments.

Mr. Fuller questioned who owns the dike but clarified that it does not impact on this project. He would not be opposed to adding notes on the plans if necessary.

Mr. Fuller will speak with the Building Official, who is also the Flood Plain Administrator, about permits that may be needed for the DEP and/or the Army Corps of Engineers.

Motion by Mr. Fuller, seconded by Mr. Schields, to continue the pre-submission at the next scheduled Planning Board meeting to be held on October 20, 2026 at 7:00 p.m. in the Common Council Chambers.
AYE: 7 NAY: 0 MOTION CARRIED

Board Comments: none was given.

Old Business: none was given.

New Business: none was given.

Zoning Board Report:
A Zoning Board meeting was not held in September, and the next meeting will be held on October 6, 2026 if there is business before the Board.

Code Enforcement Report:
Mrs. Powrie reported the following:

- 1-9 Pike Street—A pre-submission is expected from Orange & Rockland, and this project may require also going before the Zoning Board. Chairman Vicchiariello suggested Board members research self-storage batteries on a large scale prior to the next meeting. He mentioned there will be a forum on the process on October 18, 2026 at Westchester Community College.
- The ATM project is close to finishing.
- 183 West Main Street—There is a possibility that the owner may be applying for a use variance from the Zoning Board.
- All other projects are going well and/or moving forward.

Council Liaison Report:
Councilman Jason Vicchiariello provided the report in Council Liaison O'Connell's absence.

- Some local laws were revised to modify language for financial requirements.
- A public hearing was set for a local law pertaining to taxis.
- A rabies clinic will be held on October 18, 2026 at Howard Wheat Firehouse.
- Nearly all City contracts have been renewed.
- There was a new agreement made with the Outdoor Club on removing references to the Roundtable.
- Councilman Vicchiariello requested to speak with the Planning and Zoning Board chairmen prior to the Code Committee meeting about including properties in the Jersey Avenue overlay.

Motion by Mr. Dunn, seconded by Mr. Kowal, to adjourn the meeting at 7:50 p.m.
AYE: 7 NAY: 0 MOTION CARRIED

Respectfully submitted,
Robyn Hendershot
Planning Board Secretary

The next regular meeting is tentatively scheduled for **October 20, 2026 at 7:00 p.m. in the Common Council Chambers**.