



CITY OF PORT JERVIS

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

Planning Board Meeting Minutes April 21, 2026 7:00 p.m.

Board Members in Attendance: Chairman Tom Vicchiarello, Joe Butto, Henry Dunn, Kelsey Farr, Anthony Fuller, Don Schields

Board Members Absent: Sean Addy

Additional Attendees: Assistant Building Official Laurie Powrie, Attorney Glen Plotsky, Zoning Board Chairman Tim Simmons, and Councilman Jason Vicchiarello

Chairman Vicchiarello led those present in the Pledge of Allegiance.

Public Hearing:

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

The public hearing opened at 7:04 p.m.

The applicant was not present, and revised site plans were not submitted to the Building Official's office.

Motion by Mr. Fuller, seconded by Mr. Dunn, to close the public hearing at 7:05 p.m.

AYE: 6 NAY: 0

Chairman Vicchiarello called the Planning Board meeting to order at 7:05 p.m.

Approval of Minutes:

Motion by Mr. Fuller, seconded by Mr. Dunn, to approve the March 17, 2026 meeting minutes.

AYE: 6 NAY: 0

Public Comment:

None was given.

Pre-Submissions:

1. Scott Caravella, 27 Railroad Avenue, SBL: 17-8-2
 - Site Development Plan for a Trade Shop, ZD: WMU

Mr. Caravella spoke before the Board. His proposal is to build a metal pole barn to store equipment and provide a small parking area at this location. The proposed structure does not meet City code, so the applicant must be referred to the Zoning Board.

Motion by Mr. Butto, seconded by Mr. Fuller, to refer this application to the Zoning Board of Appeals.

AYE: 6 NAY: 0

2. The Tunnel Apartments LLC/BNT Property Holdings, 103-129 Jersey Avenue, SBL: 18-3-12.1 (*continued*)
 - Site Plan Approval for new construction of a mixed-use building, ZD: NMU

The owners, Brett and Tatiana Gartner, spoke before the Board. Mr. Gartner had reviewed the Board's and City Engineer's comments and is hoping to move forward to a public hearing.

The proposal is for new construction for a mixed-use, 4-story building with forty-eight (48) housing units, parking, and commercial space.

Chairman Vicchiarello and Mr. Plotsky spoke about the required twenty-four-foot (24') requirement for traffic flow and expressed concerns about some of the area being too narrow.

Chairman Vicchiarello asked about roof drains, and Mr. Gartner stated the drains will drain into a catch basin and meet requirements.

A Flow Test has yet to be scheduled due to weather.

Chairman Vicchiarello noted that Fire Lanes need to be marked.

There will be two (2) loading zones—one on Lot 1 and one on Lot 2.

Mr. Plotsky discussed an easement with the Gartner's attorney, and he will continue to assist in creating the document.

Chairman Vicchiarello reminded the applicants that, for the public hearing, they will need additional information such as employee count and hours of operation for the commercial space.

The lighting on the site plan looked good.

Regarding the dumpster, additional pick-ups per week will be done if needed.

Mr. Plotsky clarified the easement, which will affect the car wash and Lot 2.

Doors will only be on the front and back of the building and will not be on either side.

Chairman Vicchiarello asked if there would be any additional lot line changes. Mr. Gartner commented that there is a lot line change on the plan, but he does not expect to have any other changes.

City Engineer, Mr. Scott Quinn, has reviewed the plan and will meet with the applicant's engineer, Mr. Jim Farr, next week to discuss, in part, the twenty-four-foot (24') requirement as well as several other items.

Mr. Plotsky inquired about the proposed lot line change and asked if the proposed change could be moved so that parking spaces would be on one (1) lot. This would make maintenance of the spaces easier. Mr. Gartner will discuss this with their engineer.

The lot line change will be included with the public hearing.

Motion by Mr. Fuller, seconded by Mr. Schields, to set the public hearing for this application for May 19, 2026 at 7:00 p.m. in the Common Council Chambers.

AYE: 6 NAY: 0

Old Business:

Motion by Mr. Fuller, seconded by Mr. Butto, to declare the application for 37-39 Pike Street null and void.

AYE: 6 NAY: 0

The owner of 157 Ball Street requested a six (6) month extension.

Motion by Mr. Fuller, seconded by Mr. Butto, to approve a six (6) month extension to 157 Ball Street.

AYE: 6 NAY: 0

New Business:

None was given.

Zoning Board Report:

The April 7, 2026 meeting was held, and the Board approved a setback variance for 26 Ferguson Avenue. Tonight's Planning Board pre-submission for 27 Railroad Avenue will be on the agenda for the Zoning Board's May 5, 2026 meeting. Mr. Simmons expressed his condolences for the passing of Hermann "Lefty" Barth, Jr., who had served as a Board member.

Code Enforcement Report:

Mrs. Powrie reported the following:

1. The property on East Main Street previously owned by Henry Holley had applied for a Conditional Use Permit.
2. The property at 11 Sussex Street may be applying for a proposed mixed-use building, which will contain two (2) apartments.
3. Dunkin' Donuts should be applying for their permit after discussion with Mrs. Powrie about the location of charging stations.
4. MHV, current owner of the property, which was previously Phil's Ford, are on target for the start of demolition.

5. The owner of the property on Jersey Avenue, which was previously Hockenberry's Furniture, is at a standstill. The owner is discussing plans for the building prior to beginning renovations.

Mr. Plotsky mentioned that Mr. Frank Theodore recently passed away.

Council Liaison Report:
None was given.

Motion by Mr. Dunn, seconded by Mr. Fuller, to adjourn the meeting at 7:39 p.m.
AYE: 6 NAY: 0

Respectfully submitted,
Robyn Hendershot
Planning Board Secretary

The next regular meeting is tentatively scheduled for **May 19, 2026 at 7:00 p.m. in the Common Council Chambers.**