



## CITY OF PORT JERVIS

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

### **Planning Board Meeting Minutes April 15, 2025 7:00 p.m.**

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

Additional Attendees: ZBA Chairman Tim Simmons, Assistant Building Official Laurie Powrie, Planning Board Attorney Glen Plotsky, Councilman Colin O'Connell, Councilman Jason Vicchiarello

Absent: Henry Dunn

Chairman Vicchiarello led those present in the Pledge of Allegiance and a moment of silence for Mr. Dan Aumick.

Chairman Vicchiarello called the Planning Board meeting to order.

Approval of Minutes: Motion by Mr. Butto, seconded by Mr. Addy, to table the Planning Board's February 18, 2025 meeting minutes until the May 20, 2025 meeting.

AYE: 6      NAY: 0

Public Comment: none was given.

Pre-Submission(s):

Anthony Ordonez; 47-49 Front Street; SBL: 18-2-10, Site Plan approval for two (2) commercial spaces on the first floor and apartments on the second and third floors; ZD: CBD

Mr. John Fuller represented the owner, Mr. Anthony Ordonez. Mr. Ordonez purchased the property two (2) years ago and has made renovations, including investing in the roof and structural upgrades. The owner is looking forward with a long-term plan for the property. The plan includes two (2) commercial spaces on the first floor for two (2) tenants and second and third floor residential apartments. There will be four (4) apartments, two 2-bedroom and two 1-bedroom, per floor. There will be emergency egress in the rear of the building. There are two (2) structures in the rear, and one (1) will be used as a garbage area as indicated in the site plan.

Chairman Vicchiarello commented that the site plans have answered the immediate questions on the property and inquired about the commercial hours of operation. Mr. Fuller noted that the hours of operation will depend on the tenants but will be consistent with the hours of other businesses in that area.

Chairman Vicchiarello inquired if there would be any objectionable lighting. Mr. Fuller stated the owner is not proposing exterior alterations.

Mr. Plotsky asked about parking for the apartments' residents. Mr. Fuller commented that the CBD district does not require parking, and residents will arrange for parking on their own. The tenants will be informed that there is no designated parking.

Chairman Vicchiarello questioned if the owner expected to have residents with youth or children under 18 years old. Mr. Fuller stated they had not discussed it. Chairman Vicchiarello remarked that usually no youth or children under 18 years old would be permitted when there is no green space. Mr. Fuller mentioned the residential areas have a recreation room. Mr. Ordonez added that there may be children, especially with the 2-bedroom apartments.

Chairman Vicchiarello noted the building is on the whole property. Mr. Fuller stated the survey is entirely accurate because a physical survey had been completed. He also mentioned there are sprinklers on all floors.

Mr. Plotsky inquired about the common lounge/recreation area on the second and third floors, and Mr. Fuller stated there would be a common area with the laundry on each of those floors. Mr. Plotsky noticed the common area on both floors was 54 square feet and asked if there were requirement amounts set for this. Mrs. Powrie stated there are no required amounts.

Motion by Mr. Fuller, seconded by Mr. Addy, to set the public hearing for this application for May 20, 2025.

AYE: 6            NAY: 0

Board Comments: none was given.

Old Business: Chairman Vicchiarello mentioned there had been compliance issues with a storage lot next to the laundromat.

New Business: none was presented.

Zoning Board Report: Mr. Simmons stated there was no April Zoning Board meeting. The next meeting is tentatively scheduled for May 6, 2025 at 7:00 p.m. in the Council Chambers. The Council approved Mr. David Gonzalez to fill the seat on the Zoning Board due to the passing of Zoning Board member Mr. Dan Aumick. Mr. Simmons will be selecting a second alternate for the Council's consideration.

Code Enforcement Report: Mrs. Powrie reported that the Zoning Board should be receiving an application for a use variance for the property previously used by the Flo-Jean restaurant. After the Zoning Board, the site development plan will go before the Planning Board.

Building permits have been issued for two (2) cannabis dispensaries, and construction is underway.

Council Liaison Report: Councilman O'Connell reported that two (2) police have been hired, and the Council passed Local Law #4.

Also, the Tri-States enhancements are tentatively on hold. Councilman Vicchiarello added that the public hearing may need to be moved so the Planning Board and Orange County can provide their comments. Chairman Vicchiarello remarked that the overlay on East Main Street is similar to Jersey Avenue and will benefit the City by providing greater leeway. The Planning Board is in favor of the overlay.

Motion by Mr. Fuller, seconded by Mr. Addy, to adjourn the meeting at 7:21 p.m.

AYE: 6            NAY: 0

Respectfully submitted,  
*Robyn Hendershot*  
*Planning Board Secretary*

The next regular meeting is tentatively scheduled for **May 20, 2025 at 7:00 p.m. in the Common Council Chambers.**