



## CITY OF PORT JERVIS

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

### **Planning Board Meeting Minutes February 17, 2026 7:00 p.m.**

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

Board Members Absent: Sean Addy and Don Schields

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

Chairman Vicchiarello led those present in the Pledge of Allegiance.

#### Public Hearing:

Hammertime Enterprises LLC, 12 & 14 Sussex Street, SBL: 13-3-3 & 13-3-4.2

- Site Development Plan for Mixed-Use Building-Restaurant on the first floor & seven (7) apartments on the second floor, ZD: CBD

The public hearing opened at 7:02 p.m.

All mailings are on file.

Mr. John Fuller, representing the applicant, spoke before the Board.

The application proposes expanding the building which currently contains Aliton's Pharmacy. The pharmacy, Mr. Fuller noted, has been at this site for approximately three (3) decades. The owner is looking to pursue expanding the second floor to contain seven (7) one-bedroom units. The units will meet the minimum square footage requirements. The proposal includes converting the pharmacy into an eating establishment, but the owner anticipates continuing the pharmacy for another twelve (12) to twenty-four (24) months. When the applicant is ready to move forward with the proposal for the eating establishment, he will return to the Planning Board.

The following items were discussed:

- There will be no change to the hours of operation and number of employees at this time.
- There will be no additional lighting.
- The dumpster will be used by the tenants and the pharmacy. More frequent refuse pick-ups will be implemented as needed.

- Tenant parking, although not required, could be addressed by implementing agreements with future tenants. Overnight parking could be provided, but tenants would be required to move their vehicles for the pharmacy's business hours.
- Roof drains could be put in the plan's approval and will be included on the submitted construction documents.
- The concrete section in the back will remain as part of the pharmacy.
- The owner is aware that a sprinkler system will be needed.
- Mr. Fuller was unsure if there were any easements or agreements with a neighboring property owner regarding parking. Mr. Fuller noted that the gate is closed at the end of each day. Drainage issues will be addressed.
- The one-bedroom apartments would attract single individuals or couples and would not be designed for families.

All department heads approved the application, and the director of public works recommended the installation of new sidewalks. Orange County Department of Planning approved the application with suggestions.

There were no comments given by the public.

There were no additional Board comments.

Motion by Mr. Dunn, seconded by Mr. Fuller, to close the public hearing at 7:14 p.m.  
AYE: 5      NAY: 0

Chairman Vicchiarello called the Planning Board meeting to order at 7:14 p.m.

Chairman Vicchiarello thanked the Planning Board members for their work on the Board in 2025. Mr. Dunn and Mr. Butto had been re-appointed for three (3) year terms. Mr. Butto was also re-appointed as Planning Board Co-Chairman.

Motion by Mr. Fuller, seconded by Mr. Butto, to appoint McGoey, Hauser, and Edsall as Planning Board engineers.  
AYE: 5      NAY: 0

Public Comment:  
None was given.

Approval of Minutes:  
Motion by Mr. Fuller, seconded by Mr. Dunn, to approve the January 20, 2026 meeting minutes.  
AYE: 5      NAY: 0

Discussion of Public Hearing:

Chairman Vicchiarello commented that issues may arise for this application in regard to grinder pumps, which are being discussed by the public works department.

The applicant will be required to return to the Planning Board once the pharmacy is closed and the details of the restaurant are determined.

Motion by Mr. Fuller, seconded by Mr. Butto, to name Port Jervis Planning Board as Lead Agency with no environmental impact under SEQR.

AYE: 5      NAY: 0

Motion by Mr. Butto, seconded by Mr. Fuller, to approve the application.

AYE: 5      NAY: 0

Pre-Submissions:

1. 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, ZB: NMU

The applicant requested an extension of the pre-submission to the March 17, 2026 meeting.

2. 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

Mr. Vincent Lleshaj, representing the applicant, spoke before the Board.

Chairman Vicchiarello commented that the site plans submitted need modifications such as commercial space use, dumpster area requirements, green space identified, and parking noted on the plan. He also noted the department of public works may have comments about sewage grinders. This application will need to be submitted to Orange County, and a revised site plan will be needed for the submission. Mr. Bavoso recommended the public hearing be set for the April meeting, giving the applicant additional time to prepare the revised site plan. Mr. Lleshaj agreed.

Motion by Mr. Fuller, seconded by Mr. Dunn, to set the public hearing for this application for April 21, 2026 at 7:00 p.m. in the Council Chambers.

AYE: 5      NAY: 0

3. Heritage Financial Credit Union, 100 Pike Street, SBL: 12-9-1.1
  - Special Use Permit for an ATM booth located in the parking lot; ZD: CBD

Mr. Ted Taylor, representing the applicant, spoke before the Board.

The application proposes to install an ATM booth in the existing parking lot at this location near the Hammond Street entrance. There will be no reduction in parking spaces. The installation will contain various directional and lot marking changes. A seven foot (7') high by ten foot (10') wide overhang will be included. Although the ATM will have some illumination, there will be no obtrusive lighting. The proposed ATM booth does not pose any drainage issues.

Motion by Mr. Fuller, seconded by Mr. Butto, to set the public hearing for this application for March 17, 2026 at 7:00 p.m. in the Council Chambers.

AYE: 5      NAY: 0

Old Business:

None was given

New Business:  
None was given.

Zoning Board Report:

No February Zoning Board meeting was held. The next meeting will be scheduled for March 3, 2026 at 7:00 p.m. in the Council Chambers.

Code Enforcement Report:

Mrs. Powrie reported the following:

1. There have been inquiries about a few properties.
2. The hotel's new permit application is currently still missing items.
3. The Building Department hopes to issue a demo permit for MHV soon.

Council Liaison Report:

Councilman Vicchiarello highlighted the following Common Council items:

1. The Council approved a Planning Board Fees Schedule.
2. The Tri-States project should start soon.
3. He thanked the Police Department for their work during a recent incident involving a murder.
4. He complimented the department of public works staff for the good job done with snow removal this winter.
5. He commented that the Fire Department is doing well.

Motion by Mr. Fuller, seconded by Mr. Dunn, to adjourn the meeting at 7:41 p.m.

AYE: 5      NAY: 0

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

The next regular meeting is tentatively scheduled for **March 17, 2026 at 7:00 p.m. in the Common Council Chambers.**