



CITY OF PORT JERVIS COMPREHENSIVE PLAN AND ZONING CODE UPDATE

COMPREHENSIVE PLAN AND ZONING UPDATE COMMITTEE

MEETING #6

JUNE 19, 2018, 7:00 PM

SUMMARY NOTES

Meeting Location: 134 Pike St., Port Jervis Rec and Community Center, 2nd Floor
Meeting Attendees: Committee: David Bavoso, Valerie Maginsky, Mike Ward, Stanley Siegel, David Rivera, Dominic Cicalese
Consultant: Bob Murphy, Jr., AICP (Barton & Loguidice) – Remote participation via video conference

This was the sixth meeting of the City of Port Jervis Comprehensive Plan and Zoning Update Committee PJPC. This meeting focused on a review of the Comprehensive Plan Draft and the Zoning Plan draft recommendations presented at Committee Meeting #5 in April as well as a recap of the City-wide Public Meeting held in May. The meeting was attended by members of the Committee and the Barton & Loguidice (B&L) consulting team (see above).

Welcome, Introductions, and Agenda Review

Bob Murphy (B&L) participated in the meeting via Video Conference that was set up with Valerie Maginsky in advance. Mr. Murphy then reviewed the agenda with the Committee (attached).

- Project Re-Set
 - o Inventory, SWOT, 3 rounds of public participation, vision and goals, recommendations have all be done
- Tonight's Goals
 - o 1) Recap of Public Meeting and Online Survey
 - o 2) Review & Identify Draft Plan Format
 - o 3) Identify Priority Goals/Recommendations for detailed description
 - o 4) Review Zoning Code Sub-Committee Notes

Project Updates

Mr. Murphy updated the PJPC on the project schedule. A draft plan is on track to be completed by the end of August. Zoning Amendments, last discussed specifically in February, will be again brought to the fore at the July PJPC Meeting. With this timeline, Committee approval of the Comprehensive Plan Update is targeted for September with consideration by the Common Council in October. Zoning Code draft amendments are expected for Committee approval in October or November with Common Council consideration in November or December.

City-wide Public Meeting May 9, 2018

- B & L to edit Goals of the Comp Plan that were commented upon at the Public Meeting in May.

Other feedback:

- Downtown needs full-time business
 - o Many are only open on a part-time basis with limited hours of operation
 - o Given restricted hours, it is difficult for locals to utilize services and patronize some businesses
- Other needs of the business community:
 - o Improved business planning
 - o Need to provide educational opportunities for entrepreneurs
 - Work with the Merchants Association on programming
 - o Parking, marketing
- Apartments: Property owners are responding to demand from renters and are developing more apartments
- City-wide events offer opportunities
- Vacant Buildings
 - o There has been a reduction in the amount of abandoned, vacant buildings downtown due to efforts by the Code Enforcement Department. Their prevalence remains an issue, however.
 - o Vacant building registration
 - o Conversion of multi-family housing to single family – for assessment purposes – upon determination of vacant status

Online Community Survey

- 132 Response over 4 weeks
- Largely confirmed what was known to the PJCPD about community preferences.
- See attached summary of findings

Preparation for the Draft Plan

Mr. Murphy presented a format for the draft plan. The format focuses on public participation, establishment of the Vision and Goals, and implementation of recommended actions (both policies and capital improvements). In this format, the Inventory and Analysis section would be found in Appendix A as a summary resource akin to an encyclopedia. Mr. Murphy explained that this general format is becoming more common because descriptions of the physical inventory of a community can be readily found on the internet. The comprehensive plan was the repository for this information before the internet age.

In general, the Committee concurred that this format would be acceptable. More will be discussed at the next PJCPD Meeting.

Key Recommendations and Concept Plans

Key issues for future development in the City will have accompanying descriptions in the draft Comprehensive Plan. The PJCCPC confirmed that the priority topics are those highlighted in yellow within the Recommended Actions Table. More will be discussed at the next PJCCPC Meeting.

Next Steps

- Add narrative and images to priority projects
- B&L to craft responses to current issues, share with PJCCPC
- B&L to finalize CPP, distribute to PJCCPC and DOS
 - o Post on webpage
- Next PJCCPC Meeting:
 - ~~o Thursday, July 28, 2018~~
 - o Thursday, August 9, 2018
 - 7pm-9pm, Port Jervis City Hall
 - 22 Hammond Street

Public Comment

No members of the public were in attendance at this meeting.

Wrap-up and Adjournment

- Hudson Valley Pattern for Progress - Placemaking Conference
 - o Village of Maybrook – DRI Application has attracted developers
 - Port will use their application in a similar fashion
- Meeting ended at approximately 8:30pm