



CITY OF PORT JERVIS COMPREHENSIVE PLAN AND ZONING CODE UPDATE

COMPREHENSIVE PLAN AND ZONING UPDATE COMMITTEE
MEETING #10
THURSDAY, DECEMBER 6, 2018, 6:00 PM

SUMMARY NOTES

Meeting Location: Common Council Chambers, City Hall, 22 Hammond Street, Port Jervis, NY
Meeting Attendees: Committee: Kristin Trovei, Stanley Siegel, Valerie Maginsky,
Consultant: Bob Murphy, Jr., AICP (Barton & Loguidice)
Others: Jessica Ridgeway (Orange County Planning)

This was the tenth (10th) meeting of the City of Port Jervis Comprehensive Plan and Zoning Update Committee PJPC. David Bavoso was absent because he was covering a municipal board meeting for his father.

Welcome, Introductions, and Agenda Review

The meeting began at about 6:00 in the Common Council Chambers. The aim of the meeting was to focus on the zoning code amendment tasks and receive feedback from the committee and the public. Mr. Murphy brought a projector and projector screen to display the meeting material.

Project Updates

A final Draft Comprehensive Plan is expected to be ready in January, final reviews of the draft will occur in February, and the Final Plan is scheduled for adoption in February or March.

The Zoning Code draft is expected to be ready in January, with the final Zoning Code draft anticipated in February. After reviews in March and April, a final draft is expected in April allowing for consideration of adoption in May 2019. A public hearing will be needed, it will be ready to be adopted at April or May public hearings.

PJPC Meeting #9 – October 25, 2018

Mr. Murphy reviewed the meeting minutes and summary notes from the PJPC Meetings held on October 25, 2018 which were distributed to the Committee on November 26. Mr. Murphy summarized the contents of the summary notes from the PJPC Meeting and there were no further comments from the PJPC.

Preparation for the Draft Plan

Mr. Murphy reviewed the format of the draft plan and brought up two topics mentioned in the 2009 LWRP: a conference center in the Riverside neighborhood and a hotel/resort on Skyline Drive. The PJPC

stated that a conference center is not a priority and is still privately owned. Discussion around a hotel/resort on Skyline Drive turned to the consideration of adding an educational facility, banquet facility, and a campground as allowable uses. Additionally, the PJCCP agreed on adding the proposed annexation of two clusters of parcels as an action item in the Comprehensive Plan. The PJCCP would like the overarching theme of the Draft Plan of preparing the City for the ultimate implementation of a Design Standards or a Form Based Code.

Zoning Code Amendments

Mr. Murphy covered several zoning code topics beginning with combining the Service Commercial (SC) district with the Residence Office (RO) district in order to make a Neighborhood Mixed Use (NMU) district. The PJCCP supported this idea and would like B&L to develop a draft code. Ms. Trovei suggested developing a list of questions for Code Enforcement Officer David Rivera such as: "Where are special use permit requests most common in the City?"

The next topic was incentive zoning in the Central Business District (CBD) & the NMU district. The PJCCP wished to refer to the County to see if this type of zoning is currently being used elsewhere locally. The PJCCP is concerned that impressions of crime and property dereliction may outweigh the benefits of such a strategy right now. However, 63% of the City is low-to-moderate income.

The PJCCP agreed with Mr. Murphy's suggestion of consolidating the definitions section of the zoning draft code. The PJCCP also agreed with the suggestion of adding a Stormwater Management & Erosion/Sediment Control section to the zoning code. B&L will develop a draft code of this section based on the Town of Mount Hope's code. The PJCCP agreed with adding a Waterfront Mixed Use Zone. B&L will develop a draft code section of this using examples from the Cities of Hudson, Troy, and Mechanicville.

The PJCCP requested to have parking minimums for convenience stores removed. The Committee spent a large % of the meeting examining all of the zoning district boundaries and adjusting zones that go over the centerline of streets. The Committee also requested adding form-based code information to the appendix of the Comprehensive Plan. The PJCCP approved adding bed and breakfasts as an allowable use. As previously mentioned, the PJCCP requested adding camping and lodging as a conditional use to the Mountain Residence District and extending the district over the Light Industrial (LI) district.

The PJCCP approved of the reformatted version of the combined Zoning District Use & Bulk Table. They agreed with considering amendments and additions to special topics such as signage, solar, and Airbnb. They also approve the idea of planting trees within 10 feet of the right-of-way (ROW) and referred Mr. Murphy to discuss this topic with Valarie M. for more information.

Mr. Murphy will address the following topics via email: adding a Design Review Board to relieve Code Enforcement; establishing a River Corridor Conservation Overlay District; considering changes to Residential Permitted Uses to allow for flexibility for property owners; and considering density bonuses for the re-use of existing structures.

The Committee suggested adding a Dark Skies Standard lighting ordinance to the Zoning Code as well. Jessica Ridgeway distributed an example lighting ordinance from the Town of Warwick.

Next Steps

- Next Meeting: Thursday, January 24, 2019 @ 6pm at City Hall
 - The Draft Final Comprehensive Plan will be ready
 - The First Draft Zoning Code Mark-up
- B&L will re-engage Courtney-Strong Inc.
- Jessica Ridgeway passed out the attached flier for the upcoming Connect Mid-Hudson Regional Transit Study. (See attached)
 - Port Jervis can indicate desire for another safe crossing of MTA railroad tracks.

Public Comment

No Comment.

Wrap-up and Adjournment

The meeting ended at 9:05pm.