A meeting of the Planning Board was held in the Common Council Chambers, City Hall, 16 James Street, Middletown, New York on March 4, 2020 at 7:00 P.M., Mr. Anthony Capozella presiding.

Members Present: Anthony Capozella, Dan Higbie, Dave Madden, Andy Britto.

Other Attendees: Richard J. Croughan, Planning Board Attorney; Adam McCarey, Fire Inspector; Walter Welch, Building Inspector; Gef Chumard, Planning Board Engineer.

Members Absent: John Naumchik, Vanessa Cid-Morales.

The Pledge of Allegiance was said.

Motion to approve the February 5, 2020 minutes by Mr. Britto, seconded by Ms. Hewson.

Mr. Capozella pointed out that all first-time applicant appearances are considered a preliminary hearing and the Planning Board may or may not chose to act or vote on those applications tonight.

New Cingular Wireless PCS, LLC (“AT&T”)
31 ½ Kennedy Terrace
Six-Month Extension of Approval

Motion by Mr. Madden, seconded by Mr. Britto.

Roll Call Ayes: David Madden, Andy Britto, Nicole Hewson, Dan Higbie, Anthony Capozella.
Mr. Capozella: Please step up to the mic. Do we have our mailings?

Ms. Parol: Yes, I do.

Mr. Capozella: Thank you. Please state your name for the record and your intentions.

Ms. Parol: My name is Jessica Parol, and I’m looking to open up a business called Alloy Hair Studio, which is a hair salon, at 42 North Street, Middletown, New York.

Mr. Croughan: If you could give your mailings to Martina, please.

Clerk: Thank you.

Mr. Croughan: Thank you.

Mr. Capozella: Okay. First thing we have to do is open the public hearing. Anyone from the public wishing to address this application, please step forward.

*The public hearing was opened.*

Mr. Capozella: All right. We have to leave the public hearing open and move on to the Board members for any questions or comments.

Mr. Croughan: Mr. Welch, have you looked at the space?

Mr. Welch: Yes. It’s being remodeled now. I can’t remember the landlord’s name. It’s Jara?

Ms. Parol: Gustavo Jara.

Mr. Welch: Yeah, right, right. He’s doing a nice job. Two years ago, he did all the apartments above. He just follows suit. That’s where the trail is going to go by, so they opened the side of the building up.

Mr. Croughan: Any issues?
Mr. Welch: No. I have no issues. Mr. McCarey may have. I don’t know.

Mr. McCarey: None.

Mr. Capozella: All right. We’re going to go back to the public hearing real quick. Anyone from the public wishing to address this application, please step forward. No one coming forward, we’ll close the public hearing and go back to the Board for any further comments or questions.

*The public hearing was closed.*

Mr. Madden: One quick question. Is your business occupying the entire ground floor space?

Ms. Parol: No. We are occupying two out of the three spaces that he has available.

Mr. Madden: The two closest to North Street.

Ms. Parol: Correct.

Mr. Madden: Okay.

Mr. Croughan: Is the hours of operation --

Mr. Capozella: We’ll double check that. Miss Parol, I have the hours of operation Wednesday through Friday, 11:00 a.m. to 7:00 p.m., and Saturday, 10:00 a.m. to 4:00 p.m., and Sundays and Mondays by appointment only. Is that correct?

Ms. Parol: That is correct.

Mr. Capozella: We have to waive parking. It’s only because you have no parking spaces of your own. The City of Middletown supplies municipal parking. You also are part of the DMU Zone, so technically if you have to put -- are you going to put any signage on the building with your name or anything?

Ms. Parol: So currently, I am planning on putting some vinyl decals on the windows as my signage until I’m able to go ahead and do any kind of affixed signage above the building.

Mr. Capozella: Okay. The only thing I would do is you should go see the
Architectural Review Board. Anything to do with façade, which may be your landlord and not you, but anything to do with façades or signage needs to be reviewed by them and approved.

Ms. Parol: Okay.

Mr. Capozella: I’m not so sure about the signage, the window signage decals, but I would run it by them first before you spend the money or stick them on the windows.

Ms. Parol: Of course.

Mr. McCarey: Yeah. There’s a percentage that they can’t cover.

Mr. Capozella: Okay.

Ms. Parol: Okay.

Mr. Capozella: And you can get that information either from Mr. Welch or from Mr. McCarey on when the Architectural Review Board meets or how to get that information.

Ms. Parol: Okay.

Mr. Croughan: Facial waxing, is that done by license?

Ms. Parol: Yes. So under New York State cosmetology license, we’re able to accommodate waxing services, hair services, as well as nail services, so facial waxing would be part of the esthetics aspect of the cosmetology license, and that would include eyebrows, lip, chin, and facial, like cheek.

Mr. Croughan: You don’t have nails down. You’re not going to do nails?

Ms. Parol: No. We are sticking to hair services, so we’ll be doing hair cutting, styling, coloring, and any kind of relaxer or permanent wave services that are in need as well as the facial waxing, so that is kind of where we’re going with our business, sticking with what we know best.

Mr. Croughan: And then obviously any employees that are going to be do that need to be licensed as well.
Ms. Parol: Correct. So I did include my New York State Business License for Appearance Enhancement, and I also included three licenses, one of which was expired by just a few weeks, and I do have here printouts of the email confirmation that the license was renewed for Christine Black. So give that to you?

Clerk: Sure.

Ms. Hewson: I ask everybody this, but no massages; right?

Ms. Parol: No.

Ms. Hewson: Okay.

Mr. Croughan: Walter, is ADA compliance required?

Mr. Welch: Well, the only ADA would be that the door would have to swing out.

Mr. Capozella: It’s on the ground floor.

Mr. Welch: Mr. McCarey will explain it to you.

Mr. McCarey: For the door swing, as long as they stay under the certain amount of people which, based on what Ms. Parol was saying, they should be fine with the door swinging either way. But as per ADA, that would be Walter’s call.

Mr. Capozella: Any other questions? Okay.

Ms. Parol: I do have a really quick question regarding permits.

Mr. Capozella: Sure.

Ms. Parol: I know that the owner of the building, Gustavo Jara, he already has permits, building permits, available for the space. Do I have to get my own separate permits in regards to electrician and plumbing, or am I able to ride underneath his permits that he already has available for the building.

Mr. Capozella: Mr. Welch.

Mr. Welch: Okay. Now, did Gustavo okay your floor plan?

Ms. Parol: Yes.
Mr. Welch: Did he say he’ll install the plumbing and the electric for you?

Ms. Parol: I am using his plumber, so he said he would install the plumbing. The electrician, I am currently vetting my options with that.

Mr. Welch: You’re covered by his permit then.

Ms. Parol: Okay. Perfect. Thank you.

Mr. McCarey: And it has to be a licensed City of Middletown electrician. If you need that list, it’s available here on the second floor. Plumbers as well.

Ms. Parol: Perfect. Great. Thank you.

On the resolution for 42 North Street, beauty salon. Parking is waived. Hours of operation will be Wednesday through Friday, 11:00 a.m. to 7:00 p.m., Saturday, 10:00 a.m. to 4:00 p.m., and Sundays and Mondays by appointment only. Performing services for color, cutting, styling, texture of hair, makeup, facial waxing. No nails or massages are to be performed. Signage, window or otherwise, and painting needs to go through the Architectural Review Board. Subject to Middletown DPW and Middletown Fire Department inspections and approvals and, when necessary, approval of the Commissioner of Public Works. The applicant will obtain all necessary permits and follow the permitting process, codes and ordinances of the City of Middletown and the State of New York, if applicable. If throughout any of this review process the project is deemed to require any bulk requirement tables, the applicant will supply said tables through a licensed architect or a licensed engineer.

Motion by Mr. Britto, seconded by Ms. Hewson.

Roll Call Ayes: David Madden, Andy Britto, Nicole Hewson, Dan Higbie, Anthony Capozella.

Motion to adjourn.

Roll Call Ayes: David Madden, Andy Britto, Nicole Hewson, Dan Higbie, Anthony Capozella.
Adjourned 7:10 p.m.
Respectfully Submitted,
Diane Genender, Transcriber