

**VILLAGE OF MONROE PLANNING BOARD  
WORKSHOP MEETING  
FEBRUARY 6, 2013  
MINUTES**

**PRESENT:** Chairman Parise, Members Cocks, Syrianos, DeAngelis, Niemotko, Engineer O'Rourke, Attorney Levinson

Chairman Parise opened the meeting at 8:00 p.m. with the Pledge of Allegiance to the flag. An announcement was made regarding the location of fire exits.

**1. Mavis Tire – Conditional Use/Site Plan – (220-4-6.1)**

**Present:** Steve Brown, Hudson Valley Realty; Larry Marshall, P.E., Mercurio-Norton-Tarolli-Marshall

Chairman Parise stated updated plans were received outlining turning radiuses for delivery trucks on the site. Engineer O'Rourke reviewed the updated plans and provided a review. Engineer O'Rourke summarized that a public hearing was held last month and the concern of movement within the site of large delivery trucks was raised by a member of the public. Engineer O'Rourke stated that although prior plans have shown ease of movement within the site, the recent submission by the applicant showing a slight modification of a curbed island, a light pole and handicapped access aisle, has allowed for much easier movement within the site, therefore this issue has been successfully addressed. A variance was granted for continuing the existing non conforming side yard. The application was submitted to Orange County Planning for 239 referral, NYSDOT, OC Environmental Facilities, Village Water Department and local emergency services for review and input. Either no comments were received or approval comments were received from these agencies. Orange County Planning suggested the Board look at pedestrian traffic along the front of the site which the Board did address. The Board found that due to turning radiuses, paving, parking and current road conditions a sidewalk in that area was not feasible, however, there is sufficient room to walk on the property, behind the curb, safe from traffic on Route 17M. A long form EAF was submitted and reviewed by the Board even though this is an existing building. All ADA requirements have been met. A cost estimate has been submitted and the Village Board accepted the cost estimate for the bond. Engineer O'Rourke continued that a note had been added to the plan that there will be no parking along Route 17M. A demolition plan has been submitted. Water and sewer services have been addressed as well as lighting, hours of operation and parking requirements. A note stating all storage of tires will be internal has been added. All conditional required notes from the Village code have been added to the plan. Based on the above Lanc & Tully is satisfied with the engineering and technical issues and feels the Board has taken a hard look at this project. Chairman Parise confirmed with Engineer O'Rourke that the last revision submitted, dated 1/24/13, adequately meets the turning radiuses for the types of trucks which will be making deliveries to this site, specifically 53 foot

trailer, 48 foot trailer and single unit box trucks. Engineer O'Rourke confirmed all trucks will be able to maneuver on site, and with the modifications in the parking lot it now works better than anything in the past has worked on this property. Chairman Parise reiterated that the trucks coming to the site for deliveries will be done on an as needed basis and not a regularly scheduled delivery schedule. Engineer Marshall commented that even though there is a change on the site with the landscaped island they are not losing any landscaping on the site. Member DeAngelis commented that a possibility to accommodate pedestrians between this site and Big Mike's would be to remove the first section of fencing closest to Route 17M to open up a pathway between the two properties. Attorney Levinson felt a note should be included on the map stating there should be no clothing storage or donation bins permitted on site without prior approval from the Planning Board. Member DeAngelis requested a list of perennials to be planted on site. Engineer Marshall stated the perennials will all be flowering, such as spirea, daffodils, and black eyed susan. Chairman Parise felt the issues from the public comment have been addressed. Chairman Parise confirmed that the Board had no other questions or issues and Engineer O'Rourke stated the use and plan meet Village code, and there are no other engineering or environmental issues that have not already been addressed, and the turning radiuses provided are acceptable.

**2. CTA Digital/Sum Realty - 328 Route 208 Conditional Use/Site Plan – (203-3-3.1)**

**Present:** John Loch, AFR Engineering; Larry Hartman, Solomon Markowitz

Attorney Levinson asked for clarification of who the owner and applicant are and requested a copy of the latest Deed. Engineer Loch stated the owner and applicant is SUM Realty, LLC. A copy of the Deed was provided showing SUM Realty as the present owner. Engineer Loch described the site. This property was utilized for many, many years by Monroe Tube for manufacturing and warehousing of their own products. The current owner of the site has tenants on the site. The northerly half of the building is leased by a granite company which manufacturers and warehouses their own materials and products. The applicant wants to use the southern half of the building for warehouse space. The prior approvals on the site were for manufacturing and not warehousing which is why the applicant is before the Board today. At this point the applicant is looking to convert half of the building over to warehousing and it is anticipated over time the other half will become warehousing as well. Engineer Loch added that there is a second floor located over the proposed warehouse space which is used for office space and is not currently depicted on the plan. This office space will be used in association with the warehousing. Chairman Parise asked what type of products will be warehoused on the property. Engineer Loch stated the warehouse will be for electronics sold through mail order. Attorney Levinson asked if the current Granite company and the proposed warehouse company are related. Engineer Loch stated no, they are two different companies and the Granite company warehouses their product within their own space. Chairman Parise asked if there will be shipping and deliveries with this company. Engineer Loch answered yes it will be mostly shipping and deliveries. Engineer O'Rourke commented that no EAF was submitted. There are existing dumpsters however according to code they need to be enclosed and enclosure details provided. Parking calculations need to be provided. Existing landscaping is

overgrown and in need of updating. Areas of the pavement are in disrepair and need to be updated and repaired. A traffic assessment should be provided specifically outlining what types of delivery trucks and how many will be visiting the site as well as anticipated traffic/truck movements and possible impacts. Underground utilities have not been shown on the plan. There are old water services and old water meters on the site which should be shown and cleaned up. Any sprinkler system plans and waterlines should be shown on the plan as well as coordinated with the Building Department. Easements for utilities, parking and electrical services should be shown and noted especially since there are two other buildings associated with this parcel but located on the adjoining lot are all utilizing these services. Standard Village notes need to be included on the plan. The access and impact to Oak Street needs to be addressed. Any signage and hours of operation should be shown on the plan. This application requires a referral to Orange County Planning for a 239 review as well as NYS DOT. Overall the use is permitted as a Conditional Use, and it is an existing structure, however traffic and truck movement is a concern as well as the road to Oak Street. Member Cocks outlined a number of issues. With the 2<sup>nd</sup> floor offices being used that brings up a parking issue to accommodate the employees. Member Cocks suggested possibly installing a breakaway gate at the Oak Street exit. Lighting will be needed wherever parking is placed, as well as on the building as there is inadequate lighting on the site. There is a small parking area in front of the building which has a drop off towards the building and a guardrail should be installed for safety purposes. The buildings are in poor condition and should be cleaned up and painted. The utilities and electric power appears to be connected to the buildings on the adjoining lot. Any easements or agreements should be provided regarding the utilities. Engineer Loch stated each building has its own electric and an electric box and meter box. Member Cocks questioned why there were power lines running from the buildings on this site to the buildings to the adjacent lot. Engineer O'Rourke provided photos showing the power lines Member Cocks was referring to. Engineer Loch said he will look into the matter. Engineer Loch addressed Engineer O'Rourke's comments. He asked if an EAF requirement could be waived since there are no significant changes being proposed on the site. Engineer O'Rourke stated that the Board typically requires an EAF but he could start with a short form and if more complicated changes are made a long form will be needed. Engineer Loch will discuss with his client where the best location for a dumpster area would be and will show the location on the plan as well as dumpster enclosure details. Engineer Loch will provide parking calculations. Parking is going to be on the old paved area near Oak Street and the area will be rehabilitated. Attorney Levinson asked if there was any intent to rent out the office space in the building to businesses other than the warehouse, and if there was any intent on holding religious assembly in the building. Engineer Loch stated the office space will only be used in connection with the warehouse and there is no religious assembly. Engineer O'Rourke asked if there would be any trailers parked on site. Engineer Loch felt there would not be long term trailers on site, but may be possible a trailer may sit in front of the loading dock at times. Engineer Loch discussed the landscaping and pointed out that the majority of the site is an undeveloped green area. With respect to landscaping the applicant would like to leave the green area that is existing, will clean up the current lawn area and plantings, but otherwise not add any additional landscaping. Engineer

Loch discussed the roadway leading out to Oak Street. Currently there is a gravel way through the site to Oak Street and the applicant intends to block that off as they do not want people driving through the site. However, the applicant wants the ability to use the access to Oak Street on occasion. There is currently a gate located at Oak Street and the applicant would like to keep the gate and open it as needed. Chairman Parise asked if the gated access was for emergency vehicles only. Engineer Loch felt that it might be better for traffic flow if employees parked at the lower parking lot wanted to exit out Oak Street, and also the adjoining property currently has easement rights to the roadway and they cannot block them from using the roadway. Chairman Parise stated that cars leaving out onto Oak Street would not be an issue but large trucks and trailers cannot use Oak Street as an entry/exit and that will have to be dealt with. Engineer Loch will work on a way to limit the access so no trucks or trailers can use the roadway and also agreed to provide more lighting. He informed the Board that the adjoining lot extends down Oak Street and those buildings need to be accessed which is why the roadway is utilized. They cannot block the roadway because of the easement agreements in place. Engineer O'Rourke stated some sort of traffic assessment needs to be prepared before decisions on ingress and egress are made, and also requested the applicant provide copies of all easements on this property for the Board to review, as well as outlining underground utilities especially water as there have been issues in the past with breaks and it is uncertain if the water to the property is municipal or private. Engineer Loch suggested an address only sign on the property to eliminate future changes with tenants. Engineer Loch also requested that the requirement for contours and soil surveys be waived. Engineer O'Rourke stated contours should at least be shown for the parking area to show grading. Attorney Levinson suggested notes be added to the plan stating existing office space is limited to use by the current tenants; no religious assembly will be held on the site; no exterior clothing bins will be placed on the site without approval of the Planning Board.

### **ADJOURNMENT**

On a motion made by Member Cocks and seconded by Member Syrianos it was unanimously **Resolved that there being no further business, the Meeting be adjourned.** The meeting was adjourned at 9:00 p.m.