

**VILLAGE OF MONROE PLANNING BOARD
WORKSHOP MEETING
SEPTEMBER 11, 2013
MINUTES**

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

Chairman Parise opened the meeting at 7:00 p.m. with the Pledge of Allegiance to the flag. An announcement was made regarding the location of fire exits.

**1. Monroe Free Library – Amended Site Plan – (212-4-19)
Present: Michael Sandor, MJS Engineering**

Engineer Sandor received comments from Engineer O'Rourke and Building Inspector Cocks. Engineer Sandor discussed the handicapped parking spaces and will adjust the plans to provide the 8' adjacent width to the spot. An isolux template will be provided at the next submission. As for landscaping, there are existing trees at the rear of the lot on the corner, and there will be some planter boxes located at the front of the building, but otherwise do not propose any additional landscaping. Orange County Planning provided their review which asked for the square footage to be added to the plan, which he will do, but otherwise the County recommended local determination. Engineer O'Rourke commented on the signage that will be needed such as a no right turn sign at the exit since Smithfield Court is a one way street, as well as directional arrows on the pavement at the entrance and the exit. Engineer O'Rourke noted that since the two lots are remaining as two separate lots, cross easements will be required. Engineer Sandor stated that the Library's attorney is drafting the easements and they will be forwarded to Attorney Levinson for review. Engineer Sandor explained that the reason the lots are to remain separate is due to a mortgage being held on only the one lot. Attorney Levinson stated that the bank holding the mortgage will have to give authority to allow the easements and he will need authorization from the bank regarding this. Member DeAngelis requested that some maple trees or pear trees be planted on the front of the corner lot where there is currently just grass now, on Millpond Parkway. Engineer O'Rourke stated the Village has an approved standard street tree list that the applicant can choose from. Chairman Parise stated that landscaping and lighting need to be added to the plan, and the easements need to be completed before approval can be made.

**2. The Pets I Love – Amended Site Plan – (213-6-1)
Present: Scott Buchholz, Fusco Engineering; Richard Spisto, Architect;
Debra Smatt**

Engineer O'Rourke discussed his comments on the updated plan. The bulk table needs to show GB zone and use group r. The hours of operation need to be clarified with the

Board as they have changed since the last meeting. Ms. Smatt stated the hours will be Monday – Friday, 8:00 a.m. to 7:00 p.m.; Saturday 8:00 a.m. – 1:00 p.m. and closed on Sunday. Engineer O'Rourke commented that spot elevations need to be provided to demonstrate adequate drainage flow. Lighting and landscaping need to be discussed by the Board. Architect Spisto stated that planter boxes will be placed at the front of the building as to be seen from the street. Engineer O'Rourke commented on the parking. Gravel parking is proposed on the side with no pavement or curbing. Bumper blocks will be required to designate the separate parking spots. Potential impact to neighboring properties should be discussed. Additional details are needed on the plan specifically for lighting, setbacks, paving, ADA signage, paving and curbing. Orange County Department of Planning and County DPW will need to review the plan. Engineer O'Rourke requested that notes be placed on the plan concerning kennels and outdoor runs and in addition a waste area for the animals should be provided. Attorney Levinson noted that the applicant requested permission to construct a concrete pier at the outside corner of the proposed addition to allow demolition and to complete the new roof. Attorney Levinson noted that the applicant is aware that any construction done is at the peril of the applicant.

3. Lenza – Site Plan – (223-1-4)

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

Chairman Parise stated that NYS DOT commented on the plans. In addition, the Monroe Police Chief sent an email with his comments. Chairman Parise stated that he received a message to call the Chief and Chairman Parise left him a message. Instead of a return call, an email was received on 9/9/13. Chairman Parise discussed the Police comments. Concerning fire lanes, the Monroe Joint Fire District reviewed the plans and have no issues with the site. It was discussed by the Board and the applicant, and agreed that deliveries can be safely made crossing the drive thru lane as that lane will consist of slow moving traffic, stopped traffic, and will also be empty at times. McDonald's and Burger King both have to cross the drive thru lane for deliveries and we haven't heard of any issues at those sites. The Monroe Joint Fire District reviewed the site plan and had no issues. A dumpster enclosure and details are already shown on the plan which will not only accommodate trash pickup but also any used oil, if any. Stop signs are already shown on the plan. Lighting is already shown on the plan, as well as a full lighting plan provided. The applicant has agreed to install an extra light in the drive thru lane. Engineer O'Rourke commented that a public hearing is scheduled for Monday 9/16/13. A change in the parking needs to be noted on the plans. Handicap signage and ramps need to be included on the plan. Orange County Planning had a binding comment concerning sidewalks along Route 17M which the board will need to address. The applicant has addressed the issue in adding sidewalks and ramps along the frontage with 17M however they did not put an island at the entrance as requested. Engineer Marshall stated that he spoke with Kim Henken at DOT regarding her comments, and the traffic impact study she referred to is not a full blown traffic study but just a trip count. Their concern is the number of trips in and out and the maneuverability

through the site. There are currently 3 entrances to the site, one is being closed off and they are looking to have the 2nd one closed off as well. Engineer Marshall explained there would be problems with the vehicles from Monroe Rental if the second access was closed off, and DOT understood. Member Cocks commented that extra lighting should be installed on the side of the building with the drive thru window.

**4. Shop Rite Plaza – Conditional Use Renewal (203-2-5)
No appearance**

Chairman Parise stated that an email was received today from John Fogarty of Brixmor stating he could not attend tonight's meeting. Building Inspector Cocks went to Shop Rite and discovered that the grease traps that are noted on the original site plan are not there. They either were never installed or were removed. The grease traps need to be installed. In addition the parking situation needs to be taken care of per the site plan. Mr. Fogarty requested the conditional use permit be renewed. Chairman Parise stated a letter needs to be sent to Mr. Fogarty that no approval can be made until the outstanding issues have been addressed, specifically designation of parking for Shop Rite and Post Office employees, and installation of grease traps. Chairman Parise stated that he visited the site with Member DeAngelis to review the landscaping and noticed a few shrubs that needed to be replaced. Chairman Parise suggested that Member DeAngelis meet with the applicant and mark the shrubs that need replacement.

**5. 577 Route 17M – Amended Site Plan – (220-5-16.1)
Present: John Loch, AFR Engineering; Shulem Brach, Property Manager**

Chairman Parise addressed Mr. Brach and reminded him that it was agreed that the landscaping which was approved on the prior approved site plan was to be completed by this meeting and the landscaping is not completed. Mr. Brach stated that the landscaping has been ordered but the work didn't begin until yesterday but that it will be done within a month. Chairman Parise suggested bonding the landscaping to ensure it is completed. Building Inspector Cocks commented that the site is a mess and it needs to be cleaned up. Engineer O'Rourke stated that the proposed uses are now listed as storage facilities, dumpster storage, outdoor storage facilities, mail order clothing and HVAC equipment. Building Inspector Cocks stated that the rear building that is now proposed for use has an open permit, and the salt shed does not have a permit. In order for these two buildings to be used the applicant will have to apply for permits for both buildings before any approvals can be given. Engineer O'Rourke stated that the 30 spaces originally approved for dumpster storage have been relocated. Engineer Loch stated he will move the fence to deal with this. A discussion was held concerning outdoor storage and whether or not it would be permitted under the covered areas at the rear of the building. Discussion was held concerning if these are structures or not. Engineer O'Rourke stated that if they are considered structures then that would change the total square footage which would alter parking calculations. It was agreed that Building Inspector Cocks would provide a formal written interpretation as to outdoor storage under the covered structures. Attorney Levinson added that note #14 needs to say no charitable collection boxes or clothing drop boxes on the site. Engineer

O'Rourke and Building Inspector Cocks are satisfied with the fuel tank details. Engineer O'Rourke stated that the conditional use permit on the site is still valid so this application is being handled as an amended site plan. The application will require review by Orange County as well as NYS DOT. Due to landscaping, dumpster and parking lot improvements Engineer O'Rourke recommends a cost estimate for bonding purposes be provided to ensure the work is completed. Building Inspector Cocks stated that firewalls have been shown on the plan therefore no sprinkler system is required. Engineer O'Rourke is satisfied with the additional garbage dumpsters noted on the plan. Chairman Parise stated that the requirements of the original approved site plan need to be completed before this application can be approved. It was agreed that the prior approved landscaping would be completed by October 16, 2013.

6. **Sum Realty – Conditional Use/Site Plan – (203-3-3.1)**
Present: John Loch, AFR Engineering

Chairman Parise stated that there is still an outstanding issue regarding a survey, easements and a lot line, but more pressing right now is the fact that there is a stop work order on the site and the applicants removed the stop work order which was posted, and has been occupying the site and performing work on the site. Building Inspector Cocks stated he visited the site and saw they are in full operation despite the stop work order, and the door where he posted the stop work order now has a business sign posted and the stop work order has been removed. Attorney Levinson informed Engineer Loch that the Board cannot proceed with this application with the outstanding violation. Chairman Parise stated the applicant needs to comply with the Building Department and focus on the site plan review before any more work is done. Building Inspector Cocks stated he now has legal standing to repost the stop work order and escort the business out with the Police Department if the Board feels it is warranted. The Board agreed that Building Inspector Cocks should pursue legal action as nothing is getting accomplished on the planning board level and they are conducting their business and doing site work without approvals or permits.

Other Business

Building Inspector Cocks stated that Alta East/Valero gas station is looking to comply with the new dumpster law and wants to move the fence, which was already approved on the site plan. Moving the fence back farther would screen and enclose the dumpsters and would also provide more parking. It would be a 6ft chain link privacy fence with a 10 foot gate. The site has a valid conditional use permit. The Board agreed to the proposed site change.

ADJOURNMENT

On a motion made by Member Cocks and seconded by Member Niemotko it was unanimously **Resolved that there being no further business, the Meeting be adjourned.** The meeting was adjourned at 8:20 p.m.

