

**VILLAGE OF MONROE PLANNING BOARD
REGULAR MEETING
MAY 13, 2019
MINUTES**

PRESENT: Chairman Parise, Members DeAngelis, Karlich, Boucher, Engineer O'Rourke, Attorney Levinson

ABSENT: Member 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.

Chairman Parise informed the applicants present that a local law was enacted by the Village Board on April 8, 2019 increasing the size of the planning board to seven members. Accordingly, by NY State General Construction Law §41 this board needs a quorum of four to open a meeting, and any vote requires a majority vote of the fully constituted board to pass, in other words 4 votes to pass. One board member, Mr. Cocks, is not in attendance tonight. This means for any action to pass, a unanimous vote of the four board members present is required. Therefore, should any applicant wish to withdraw their matter this evening, the application will be adjourned to next month.

1. 834 Rt. 17M Laundromat – Amended Site Plan (201-3-15)

Present: Michael Sandor, PE

On a Motion made by Member DeAngelis and seconded by Member Boucher it was unanimously **Resolved that the 834 Route 17M Laundromat Amended Site Plan application be sent to Orange County Planning for 239 review due to proximity to State Route 17M.**

Engineer Sandor submitted a photo of the proposed color of the building. Engineer Sandor explained that the color would be similar to the old post office building, it would not be pink. This would be part of a full submission next month. Engineer Sandor requested permission to meet with the Village Engineer at the site to discuss the sidewalk issues. The board had no issue with them meeting.

2. Monroe Library – Amended Site Plan – (212-4-18, 19)

Present: Michael Sandor, MJS Engineering

Member DeAngelis asked what material the deck would be made of. Engineer Sandor responded the framing would be wood and the decking would be trex. Member DeAngelis asked if there was going to be a canopy over the deck. Engineer Sandor stated there was no canopy proposed. Member DeAngelis commented that the director

of the library parks in this area and was concerned with the car being too close to this area. Engineer Sandor stated there was going to be a fence around the rear area.

On a Motion made by Member Karlich and seconded by Member DeAngelis, it was unanimously **Resolved, that the Planning Board grant approval for Monroe Free Library Amended Site Plan last revised 4/17/2019; conditioned upon all fees, and administrative actions are paid.**

3. **16 Reynolds Rd. – 2 Lot Subdivision – (231-1-2)**

Present: Michael Morgante, PE

On a Motion made by Member Karlich and seconded by Member DeAngelis, it was unanimously **Resolved, that the Planning Board grant subdivision approval for the 16 Reynolds Road 2 lot Subdivision last revised 4/5/2019 conditioned upon; all fees, bonding and administrative actions are paid; and subject to a final review by Lanc & Tully prior to signature.**

4. **81 Gilbert Street – Two Family House – Site Plan (203-6-37)**

Present: Mark Siemers, PE

Chairman Parise asked if the applicant brought colors and specifics on the finishes for the outside of the house. Engineer Siemers stated his associate has not yet arrived and requested to be placed later on the agenda.

5. **43 Freeland – Site Plan – (214-1-62)**

Present: Joel Mann, Brach & Mann; Larry Torro, Civil Tech Engineering

Engineer O'Rourke stated that updated plans were submitted to him on Friday. Engineer O'Rourke reviewed the plans and found no issues. Attorney Levinson had some notes he required to be added to the plan and another set of plans were submitted today. Secretary Proulx stated the latest plans have been on the cloud all day. The board reviewed the new notes added and had no issue with them. Linda Burroughs, 35 Freeland Street, stated she was in attendance at the workshop and she wanted to clarify that she did meet Mr. Mann and discussed the sidewalk issue, but she did not continue further because it involved removing her trees and she did not want to do that. Mr. Mann replied that he had a full survey done, as was discussed with Ms. Burroughs, and it was found that only one or two trees would need to be removed and he was willing to discuss this with her again if she wanted to see the survey and continue the discussion. Ms. Burroughs cannot envision herself shoveling the sidewalk. Mr. Mann stated that the owners of 43 Freeland Street would enter into a maintenance agreement with Ms. Burroughs for maintenance of the sidewalk, and it would be the responsibility of 43 Freeland to shovel and maintain the sidewalk. Ms. Burroughs asked what happens if the current owners leave. Attorney Levinson advised Ms. Burroughs to retain an attorney to represent her interests with regard to any maintenance agreements. If any agreements are reached, then the planning board will have to be advised of the terms of the agreement. Engineer O'Rourke added that this is a private

matter between neighbors and if they were to come to an agreement, then they will need to present the agreement to the planning board. If no agreement is met, then the applicant has the option to address the village board for permission to install the sidewalk within the Village ROW. Currently, if there is a sidewalk in front of a property in the Village, it is the property owner's responsibility to maintain and clear that sidewalk. Ms. Burroughs could approach the village board for possible conditions to assist her, but again as Attorney Levinson stated, Ms. Burroughs should retain an attorney. As far as the planning board goes, this application depicts a situation where people will be walking to a site for the use proposed. The street they will be walking on does not have sidewalks. Pedestrians walk on this street today and the board feels it's not safe. The board recognizes that more pedestrians will be added to the street and requested the applicant install sidewalks. Worst case scenario for the planning board is the applicant cannot reach an agreement with the neighbor, and the village board won't allow them to install the sidewalk in the village ROW, then the planning board has to reevaluate the safety concern for the pedestrians. The Village of Monroe currently has legislation providing that the property owner is responsible for the maintenance and clearing of sidewalks in front of their property. Mr. Mann asked if the planning board could send a recommendation to the village board regarding the need for the sidewalk. Chairman Parise agreed a letter would be sent. Chairman Parise reviewed that the project is being phased, and phase 1 is strictly for an addition to the existing single family house to add more living space. Phase 2 will address the Shul and Mikvah.

On a Motion made by Member Boucher and seconded by Member DeAngelis it was unanimously **Resolved that the Planning Board declares Lead Agency, types this application as an unlisted action, and issues a negative declaration under SEQRA for 43 Freeland Street Site Plan.**

On a Motion made by Member Boucher and seconded by Member DeAngelis, it was unanimously **Resolved, that the Planning Board grant approval for Phase 1 of 43 Freeland Street Site Plan last revised 5/13/2019 subject to restrictions placed upon the map; conditioned upon all fees, bonding and administrative actions are paid.**

4. 81 Gilbert Street – Two Family House – Site Plan (203-6-37)

Present: Mark Siemers, PE; Joel Mann, Brach and Mann

Mr. Mann submitted described a mix of vinyl siding and vinyl shakes for the exterior of the house, with stonecraft stone along the bottom of the building. Mr. Mann submitted a material list entitled Exterior Material and Color Selection for 81 Gilbert Street as well as samples of the siding and stone. Member Boucher felt there were issues that have not been addressed and he has not gotten answers to. Member Boucher asked about the number of parking spaces and could not understand how there could only be 3 or 4 spots for 10 bedrooms. Engineer Siemers responded that the requirement is 2 spaces per unit therefore 4 spaces are provided. Engineer Siemers stated that Engineer O'Rourke's comment was regarding the width of the parking area which originally was 9' width per spot, but has been widened with this submission to 10' per spot. Engineer

O'Rourke agreed that our code requires 2 spaces per unit and 4 have been provided all along. Member Boucher wanted to know about the trees that were discussed at a prior meeting. Engineer Siemers responded that the trees were remaining and tree protection would be provided. Member Boucher asked about footing leaders not discharging into the street. Engineer Siemers explained that they ran the leaders underground parallel with the sewer connection, and they connect right into the catch basin that's in Meribeth Lane. Member Boucher asked if the plans were adjusted so the house wouldn't be 3 stories. Engineer O'Rourke explained that this was addressed by Building Inspector Cocks at the workshop and the applicant made adjustments which was satisfactory with what meets the code and the building is a full basement with 2 stories. Engineer O'Rourke added that he specifically asked Building Inspector Cocks at the 5/8/19 workshop if the height of the building was now acceptable and he responded that it was, and the minutes from the workshop will reflect this. Regardless, building height is a permit issue which is handled at the building department. Attorney Levinson added that a maintenance schedule for maintaining the property should be discussed. Member Boucher asked if the basement would be living space. Mr. Mann stated the basement is proposed to be unfinished at this time. Member Boucher asked if details on the road restoration has been provided. Mr. Mann answered yes. Engineer O'Rourke repeated that all engineering issues have been resolved. Member Boucher asked where the AC units would be located. Engineer Siemers stated they would be located underneath the porch and the location is shown on the plans. Chairman Parise added that it was already discussed and agreed upon that the HVAC units would be screened with landscaping. Member Karlich asked what was going to be contained in the special use permit. Attorney Levinson suggested that landscaping details in perpetuity be part of the special use permit. Engineer O'Rourke reminded the board that this was a house, not a commercial property. They could utilize the same rules as a commercial property, but still, it's a house. The special use permit could be used to confirm compliance with the site plan. Chairman Parise added that the board has never done a special use permit for a residential home.

On a Motion made by Member DeAngelis and seconded by Member Boucher it was unanimously **Resolved that the Planning Board types this application as an unlisted action, and issues a negative declaration under SEQRA.**

On a Motion made by Member Boucher and seconded by Member DeAngelis, it was unanimously **Resolved, that the Planning Board grant approval for the site plan for 81 Gilbert Street Two Family House last revised 3/27/2019 subject to confirmation from the Building Inspector that the height issue has been satisfactorily addressed; and subject to all conditions and notes on the plans; and all fees, bonding and administrative actions are paid.**

On a Motion made by Member DeAngelis and seconded by Member Boucher, it was unanimously **Resolved, that the Special Use Permit for 81 Gilbert Street Two Family House is issued for a period of one year from the issuance of the Certificate of Occupancy at which time the applicant must reappear before the Planning Board for review for maintenance, landscaping, and overall compliance**

with the approved site plan. The premises shall be maintained and kept free of debris and garbage. The landscaping as approved by the planning board and shown on the site plan shall be maintained in perpetuity.

On a Motion made by Member Boucher and seconded by Member Karlich it was unanimously **Resolved that the Planning Board approve the architectural materials submitted on the list entitled Exterior Material and Color Selection for 81 Gilbert Street, as well as decks constructed of pressure treated wood or better.**

6. YMCA – Amended Site Plan – (201-3-1.11)

Present: Thomas Olley, PE; Michael Sandor, PE

Chairman Parise explained that there was a traffic study done by the YMCA in 2016, which was sent to Creighton Manning in 2016 to review. Creighton Manning was waiting for NYS DOT to approve the driveway before reviewing. Despite DOT giving their approval, Creighton Manning did not complete their review. Creighton Manning is going to come to the June 12th workshop, along with WSP to discuss the review of the 2016 traffic study. Chairman Parise continued that at this point it would be good to schedule a site visit for the board. The board agreed that Monday May 20, 2019 at 5:00 p.m was a convenient time for all members. This time of day was also one of the peak times so would be a good time to observe. Attorney Levinson reminded the board that this site visit would be considered a meeting and would have to be noticed.

APPROVAL OF MINUTES

Chairman Parise suggested tabling the minutes since Member Cocks was absent tonight, and Member DeAngelis was absent for the minutes to be approved.

ADJOURNMENT

On a motion made by Member Boucher and seconded by Member DeAngelis it was unanimously **Resolved that there being no further business, the Meeting be adjourned.** The meeting was adjourned at 8:05 p.m.