

**VILLAGE OF MONROE PLANNING BOARD
WORKSHOP MEETING
SEPTEMBER 9, 2020
MINUTES**

PRESENT: Chairman Parise, Members Cocks, DeAngelis, Karlich, Boucher, Allen, Hafenecker, Engineer O'Rourke, Attorney Levinson, Attorney Kimple, Building Inspector Cocks

Chairman Parise opened the meeting at 7:00 p.m. with the Pledge of Allegiance to the flag. Chairman Parise stated that in conformance with the Executive Order 202.10 from the Governor we are permitted to hold virtual meetings.

**1. 236 High St – Site Plan & Special Use Permit (206-5-4.12) Adult Care Facility
Present: Joseph Haspell, Esq.; Tim Mitts, Applicant**

Chairman Parise noted that Architect Wilson met with the applicant and they went over the plans and documents submitted to SHPO. Architect Wilson submitted a report on his findings. Letters were received from SHPO dated 8/13/20 and 9/4/20. Chairman Parise felt the meeting was successful and there was a lot accomplished. Architect Wilson stated he was able to review what was submitted to SHPO. It was discovered during that review that there were 2 drawings which SHPO reviewed but the planning board had not seen. These were more detailed plans of the scope of work shown on the other plans. These 2 pages did not have any impact on the historical integrity of the building. The 8/13/20 letter from SHPO finally documented the drawings which were reviewed and confirmed that based on the drawings SHPO reviewed there would be no adverse impact to the historic integrity of the building. This 8/13/20 letter confirms that their review applied to the whole project and not just the accessibility ramp and kitchen exhaust. At the same time the applicant submitted fire escape drawings for SHPO's review which SHPO concluded on 9/4/20 would not have an adverse impact. Chairman Parise felt this provided clarity to the project, and the review by Architect Wilson was very valuable and very helpful to the planning board so that the board is clear on what was reviewed and that SHPO had in fact seen all of the proposed changes. Mr. Mitts agreed that Architect Wilson summed up the situation and acknowledged that there was more that SHPO had that the board did not have but all has been resolved effectively now. Engineer O'Rourke noted there are a couple of site plan issues which need to be addressed. At the public hearing a neighbor had raised concern about screening and the applicant agreed to install screening. This screening needs to be added to the site plan. Attorney Levinson drafted a list of proposed special use conditions. Attorney Levinson stated the public hearing is continued to the next meeting and that the board

should take any additional comments from the public at that time. Mr. Mitts noted having issue with the condition of no religious assembly on the site other than for residents as Mr. Mitts has a lease with Eitz Chaim to use the building and he intends to keep the 1st floor for religious use. Mr. Mitts continued that he has approval from the Mayor to allow Eitz Chaim to use the house for religious assembly. Attorney Haspell stated he will review the proposed conditions for the special use permit and will be prepared to discuss at the next meeting. Attorney Levinson stated the site is not designated to accommodate religious assembly.

2. Shop Rite – Amended Site Plan (203-2-5)

Present: Daniel Peveraro, PE, The Lauro Group; Susan Sassoon, Architect

Engineer O'Rourke recapped this is an amended site plan for modifications to an existing freezer and some façade modifications. The plans have been revised to address prior engineering comments. Architectural renderings have been submitted and the EAF has been revised. The board should discuss the outstanding issues with regard to shop from home options. Architect Sassoon confirmed that one freezer is being removed and one being added and the doors to the coolers will be modified to allow for one door going in and one coming out. The façade will be repaired with some holes but no real changes are being made. Chairman Parise noted that on the grading/drainage plans there is a note referencing the Town of Monroe. This should be corrected to reflect the Village of Monroe. Engineer Peveraro noted that there will be some asphalt work done in front of the store by the sidewalk for ease of rolling shopping carts on and off. Member Hafenecker asked if the bottle return is remaining where it is. Architect Sassoon stated the bottle return is staying where it is. Member Boucher asked where the parking and pick up would be for shop at home orders. Architect Sassoon stated all pick ups are going to be inside the store, there is no special parking for shop at home. Building Inspector Cocks stated a note needs to be added to the plan stating outdoor display of merchandise is prohibited. This has been an ongoing issue with Shop Rite and outdoor displays of merchandise is prohibited in the Village. Chairman Parise noted that we are still waiting for Orange County 239 review.

3. Spring Hill Apartments – Informal Discussion – (207-4-11.1 & 15)

Present: Kevin Brodie, Architect; Mike Abuladze, Owner; Joseph Nyitray, Brian Brooker, Brooker Engineering;

Member Cocks asked if a sidewalk was going to be installed all the way to Spring Street and also if parking spaces on Franklin were considered. Engineer Nyitray stated a sidewalk is proposed along the entire length of the property on Franklin Avenue and along Spring Street. Mr. Abuladze stated he has already added more parking in the lot

as per the planning board's request and will not be adding any more parking. Engineer O'Rourke stated the revised site plan addressed most of the comments from the last meeting, specifically the fence, the access and the additional parking. The access has been modified as per the direction of the planning board. Easements will need to be submitted for the shared driveways and the utilities for shared ownership of the two lots. Engineer O'Rourke is still waiting for the water and sewer reports for the extension of the utilities to service the site. A revised SWPP has been submitted and is currently under review. All SEQR comments have been addressed. Once the utility reports are submitted as well as SHPO correspondence regarding archeological significance is received then action can be taken under SEQR. Orange County 239 review came back with advisory comments only and the comments have already been addressed by this most recent submission. Overall the layout is satisfactory. The board should review the additional parking. Chairman Parise went through the 239 review. Housing Affordability was the first topic. Engineer Brooker responded that these will be market rate rental housing and is not being subsidized therefore there is no affordability requirement. Attorney Levinson noted the mistake in the 239 letter referencing 1 and 2 bedroom apartments where it is actually 2 and 3 bedroom apartments. Attorney Levinson notified the author of the 239 report and confirmed this would not have any impact on their report as they do not count bedrooms. Chairman Parise discussed the Environmental Review comment. Engineer Brooker did not understand why the County would interfere with the Village's Environmental Review or the Stormwater Management review. All of this information has been submitted to the Village's engineer for review and the Village is handling this. Engineer O'Rourke added the county frequently makes these comments and added the only outstanding issues at this time are the water and sewer reports. Member DeAngelis questioned the potential contamination and felt a soil test should be performed. Engineer O'Rourke noted that they would have to get a demo permit from the building department prior to construction and these tests would be done at that time. Engineer Brooker added that phase 1 and 2 which have been submitted to the Village Engineer and those documents stated the site was clean. Member DeAngelis requested to see that report. Member Boucher remembered seeing DEC activity on the property not that long ago and felt the board should get DEC reports. Building Inspector Cocks stated the prior owner removed oil tanks on the property. They obtained all required permits for that. Engineer Brooker stated all the closure reports are part of the Environmental review. Chairman Parise noted that the walkability has already been addressed with sidewalks and crosswalks. Engineer Brooker stated he will follow up with NYS Division of Cemeteries and will copy the board on any transmittals. Member DeAngelis asked when they would be doing the protection for the graves. Engineer Brooker stated the protections would be done right away prior to construction. Member DeAngelis suggested installing an island in the middle of the entrance on Franklin Avenue so more trees and shrubs can be added. Mr. Abuladze

stated he is not spending any more money. He comes to these meetings month after month and the board asks for more things each month. Mr. Abuladze is done. Engineer Brooker added there is plenty of green space on the site, plenty of plantings on the site. It is unnecessary to install an obstruction in the driveway just to plant a tree. Engineer O'Rourke added that an island cannot be installed due to fire code. Chairman Parise felt the plans were ready to be sent to emergency services. Chairman Parise added that the Village should put up no parking signs along Spring Street.

4. The Q – Site Plan – (222-1-13, 14, & 15)

Present: Steve Esposito, PE

Engineer O'Rourke stated the plans have been revised. Still waiting for detailed reports on water, sewer, stormwater, and SWPP. The sheet numbers should be revised due to additional sheets. Improvements to Stephen Lane include the addition of a sidewalk. This should be discussed with the board. More detail on the improvements on Stephen Lane as the existing homeowners have been living on a private, gravel dead end road which is going to change. A detailed landscaping plan has been provided and should be reviewed by the board. Standard landscaping notes should be on the plan. A lighting plan has been submitted and found acceptable. Details on the turning radius plan should be provided. The dumpster detail notes should be revised as to Village Code. HVAC units are proposed to be installed on the roof. Screening details should be provided. A traffic study was submitted but due to a conflict with the Village traffic consultant an alternate needs to be found. Retaining walls are proposed but due to the height guiderails should be provided. Also, a note should be included indicating separate permits are required for the retaining walls. The board should discuss the layout and proposed improvements on Stephen Lane. Chairman Parise discussed parkland fees and the proposed recreation. Attorney Levinson stated the board needs to review the proposed recreation prior to coming to a conclusion on parkland fees. The board should review Village Code section 175-19. Chairman Parise asked where snow removal would go. Engineer Esposito stated there were a number of spots which have been identified for snow storage and would identify those areas on the plan. Chairman Parise asked what type of mailboxes would be used. Engineer Esposito will discuss with the postmaster and will respond to the board. School bus stops were also discussed and it was suggested Engineer Esposito contact the Monroe Woodbury Bus Garage to discuss options. Chairman Parise stated the board needs to discuss what types of improvements should be made to Stephen Lane. Engineer Esposito stated the applicant proposes grading and a swale on the south side of the road to handle stormwater; there will be culverts at the existing driveways; the sidewalk would be on the northern side of Stephen Lane and connect to Still Road. This will all be shown on the plans. Member Cocks asked if there would be a crosswalk to tie into the sidewalk at Pope Lane across the street. Engineer Esposito stated they were working with the

school district, in the case the buses do not want to enter the site they would provide a little larger sidewalk at the intersection with Still Road to accommodate the students as well as a crosswalk to connect with the sidewalk across the street. Member Boucher would like to see curbs. Engineer Esposito explained they are proposing sheet drainage because Stephen Lane is relatively flat and would eliminate a stormwater collection system along Stephen Lane. Engineer Esposito stated the next submission would contain full details so the board can review. Member Boucher doesn't understand why it would be a big deal to have curbing. Chairman Parise asked who would be responsible for snow plowing Stephen Lane. Engineer Esposito stated the applicant would be fully maintaining Stephen Lane. Member Cocks stated some more street lighting should be installed along Stephen Lane. Discussion was held regarding light spillage and the concern of current residents as they have been living on a dead end, gravel, unimproved road so this would be an important issue to discuss during a public hearing to see how the current residents feel. Member Cocks added that lighting should be installed in between the buildings. Chairman Parise requested details on how the HVAC units would be screened on the roof. Member Cocks asked for renderings of the buildings as well as a detailed landscaping plan. Member Karlich asked where the retaining walls would be. Engineer Esposito pointed out a retaining wall near the dumpster, and again adjacent to the road and the wetland buffer. Member Karlich asked the height of the wall. Engineer Esposito stated approximately 4-5 feet tall, but the grade drops down to the wetland area so all of the wall would not be visible.

5. 85 Gilbert St. – 2 Lot Subdivision & Site Plan – (203-6-39)

Present: Joel Mann; Brach & Mann

Mr. Mann received Attorney Levinson's revisions to the easements. The changes will be made to the easements and full detailed site plans will be submitted for next month's workshop. Attorney Levinson stated the easement issues have now been complied with.

6. 43 Freeland St. – Amended Site Plan/Accessory Apartment – (214-1-62)

Present: Joel Mann, Brach & Mann

Engineer O'Rourke noted that this application is for an accessory apartment. Square footage has been provided and meets code. The parking calculation has been modified but did not include the dwelling so should be adjusted to include that. The apartment is located in the 100 year flood plain which requires a flood permit through the building department. Internal floor plans have been submitted. Building Inspector Cocks stated that flood elevations need to be shown on the plan. A public hearing is required. The EAF is acceptable and this is a Type 2 action. Building Inspector Cocks stated no variances are required. Building Inspector Cocks stated there is an issue with the

height with regards to the façade which has been adjusted since the prior approval was received. The top of the façade fascia piece height needs to be specified to ensure it does not exceed the 35' height limit. Chairman Parise asked about the basement part of the floor plan and asked what the intent was for all of that unfinished space. Building Inspector Cocks stated the basement needs to remain unfinished because if they were to finish that area it would exceed the square footage for the apartment. Mr. Mann explained that the need for the apartment was for the 2nd floor; they wanted the apartment at the same level of the residence. Because they needed the space on the 2nd floor they show the basement which will only be used for storage. Attorney Levinson stated there should be a note on the map stating the basement shall only be used for storage. Building Inspector Cocks informed the board they also need to review the ADA ramp as it has been moved since the prior approval. The board had no other questions or comments. Attorney Levinson advised the board that public hearings should not be set until the board is basically satisfied with a site plan. Site plans should not be worked on during public hearings. The board agreed that they are satisfied with the current layout. Member Boucher left the meeting.

Other Business:

Discussion was held regarding an alternate traffic consultant. Carlito Holt of Provident Design Engineering was recommended by Lanc & Tully. Engineer O'Rourke noted that they do not do a lot of private work and mostly represent municipalities so there shouldn't be too many conflict issues.

ADJOURNMENT

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