

**VILLAGE OF MONROE  
PLANNING BOARD  
WORKSHOP MINTUES**

**MONDAY APRIL 26, 2022  
7:00 P.M.**

**Present:** Chairman Boucher, Members Allen, Hafenecker, Karlich, Umberto, Attorney Cassidy, Engineer O'Rourke

**Absent:** Member Iannucci, Building Inspector Cocks, and Planner Fink

Chairman Boucher opened the meeting at 7:00 p.m. with the Pledge of Allegiance.

On a motion from Member Kelly and seconded by Member Allen is was unanimously resolved: **to open the meeting.**

**236 High Street Extension:**

Chairman Boucher explained the applicant is looking for an extension for a number of reasons such as COVID and dealing with outside agencies. They are asking for a six-month extension to get the work done.

Engineer O'Rourke stated it's not unusual, for to extend the site plan and special uses. There's always outside agency reviews matters. It is not unusual for the board to typically grant these in the past. You typically do grant for 60 days. The applicant has submitted an email correspondence explaining why they're asking for this extension.

Chairman Boucher stated he reviewed it with Attorney Cassidy Elizabeth for a six-month extension. There are no objections unless the board has questions or objects. Any comments from our board? There were no comments from the Board.

Member Allen stated he will abstain due to a prior relationship but feels he would be impartial.

Chairman Boucher stated if there are no questions, we are going to make a for a motion to extend.

Engineer O'Rourke read the following resolution:

Resolution to grant an extension of the site plan and special use permit approval of 236 High Street, LLC for an adaptive reuse as a private preparatory adult home, whereas the Village Monroe Planning Board granted site plan and special use permit approval on October 19, 2020, and whereas pursuant to the Village of Monroe Code, such approvals expire construction is not committed with one year of approval. And whereas the applicant has requested the Planning Board to grant extension of 180 days to run from October 19, 2021 by resolution dated October 26, 2021. And whereas the applicant has requested a second extension of time. Now, therefore, be it resolved to the planning board hereby grants an extension of six months.

On a motion by Member Allen and seconded by Member Hafenecker it was resolved: **To extent the site plan and special use for 236 High Street LLC.**

Chairman Boucher: Aye  
Member Allen: Aye  
Member Hafenecker: Aye  
Member Karlich: Aye  
Member Umberto: Aye  
Member Kelly: Abstained  
Member Iannucci: Absent

**The Pets I Love Veterinary Hospital:**

Present: Megan Blair from David Neimatko's Office, Architect

Chairman Boucher asked Engineer O'Rourke to present.

Engineer O'Rourke stated this was an approved site plan for the veterinarian service. They came back in to the Board for an amended site plan to put a shed in the back. The Board sent them to the ZBA. That would make more sense for both the board and the applicants actually connected to the building. They went to the ZBA, got that variance. The ZBA had a public hearing. They had no comment. They came back in front of this Board with the amended site plan. My office had reviewed it, had gone back and forth over the last couple of months with David's office. Ted had some comments review and some landscaping, which they have revised as well. Our office has been satisfied with everything. The county has also provided some comments. Engineering wise is pretty straightforward. They're going to improve the parking lot, put curving put, painting and striping, and the shed will become an addition in the back. The site plan was updated with the type of trees, spruce is proposed. Planner Fink has proposed four types of trees that are deer resistant.

Chairman Boucher stated he did not see the updated site plan that included the trees. Planner Fink had listed four types of tree and they could use any listed or do a combination of trees listed. Engineer O'Rourke stated it is on the plans. Chairman Boucher asked the date of the site plan Engineer O'Rourke was looking at. Engineer O'Rourke stated it was April 19, 2022. Which also contains the shrubs as being Japanese Boxwood being two feet in height. Ms. Blair was not sure if a copy was sent to the Board. Chairman Boucher asked if Ms. Blair could send over a digital copy as well as three hardcopies.

Chairman Boucher asked Engineer O'Rourke to read the resolution.

On a Motion by Member Allen and seconded by Member Hafenecker it was resolved to approve the following resolution:

VILLAGE OF MONROE  
PLANNING  
RESOLUTION TO APPROVE THE AMENDED SITE PLAN OF  
PETS I LOVE  
200 SPRING STREET, MONROE, NY  
SBL 213-1-6

WHEREAS, the Village of Monroe Planning Board is in receipt of an amended site plan application for a proposed expansion of any existing animal hospital with additional parking located on a 28,583 square foot lot in the GB Zoning Districts.

WHEREAS, the Applicant obtained area variances from the Village of Monroe Zoning Board of Appeals on March 8, 2022;

WHEREAS, the Planning Board has received and considered the following:

1. Application dated, March 30, 2016
2. Short Form Environmental Assessment Form dated June 28, 2021, last revised February 21, 2022
3. Site Plan prepared by David Neimatko, Architects, dated June 21, 2021, last revised February 25, 2022, consisting of 4 sheets:
  - C-1 Existing Conditions
  - C-2 Proposed Site Plan
  - C-3 Erosion Control Plan
  - C-4 Landscape Plan
4. Comments of Village Building Inspector and Village Engineer
5. Orange County Department of Planning 239 review dated March 25, 2022 indicating local determination.
6. Decision of the Zoning Board of Appeals of March 8, 2022, signed on May 3, 2022

WHEREAS, the Planning Board has determined that this is a Type II action pursuant to the State Environmental Quality Review Act (“SEQR”) and no further environmental review is required; and;

WHEREAS, given the nature of the application, the Planning Board waived a public hearing by resolution dated March 22, 2022

NOW THEREFORE BE IT RESOLVED, the Planning Board hereby grants amended site plan approval subject to the following conditions:

1. The Planning Board Chairman is hereby authorized to sign the site plan after the following have occurred:
  - a. Receipt of signed determination of the Zoning Board of Appeals.
  - b. Applicant to address all comments as set forth in the memorandum of John O’Rourke dated, March 2, 2022
  - c. Applicant to update landscaping plans to reflect the variety and size of trees to be planted as recommended by Greenplan, Inc.
  - d. Applicant to pay all fees
2. Confirmation by the Village Engineer and Planning Board Attorney that the final site plan conforms to the terms of this approval resolution.
3. Applicant to obtain all permits.
4. Applicant to comply with the terms and conditions of the decision of the Zoning Board of Appeals dated \_\_\_\_\_.
5. Landscaping to be maintained in perpetuity.
6. Pursuant to § 200-72 (F), this approval shall expire within one year if work is not commenced.

Member Allen            Aye

Member Boucher	Aye
Member Hafenecker	Aye
Member Iannucci	Absent
Member Karlich	Aye
Member Kelly	Aye
Member Umberto	Aye

**Meeting Minutes:**

On a motion by Member Kelly and seconded by Member Karlich it was unanimous resolved: **To approve the March 14, 2022 meeting minutes.**

Chairman Boucher discussed the progress of the Village for Hotels. Member Karlich would like to see the letter the Board Attorney sent to the Village Attorney on the subject of the Hotel Law.

On a motion by Member Kelly and seconded by Member Umberto it was unanimous resolved: **To adjourn the meeting.**