

**VILLAGE OF MONROE
PLANNING BOARD
SPECIAL MEETING MINTUES**

**Tuesday May 30, 2023
7:00 P.M.**

Present: Chairman Boucher, Members Allen, Kelly, Hafenecker, and Umberto. Attorney Cassidy

Absent: Members Karlich and Iannucci

Pledge of Allegiance.

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

Aye – 5

Nay – 0

Absent: Members Karlich and Iannucci

Chairman Boucher stated this meeting was to review the draft comprehensive plan and accompanying local law documents. The Board will submit a letter to the Trustees with the Board's feedback and reasoning. Board Attorney Cassidy will draft the letter.

Chairman Boucher has read the letter that Board Attorney Cassidy created and he stated the letter contains the Boards discussions.

The draft comprehensive plans establish an Architectural Review Board (ARB) that could be made up of Board members and members of the community with knowledge of the history of the area.

The Board discussed the ARB section in the draft comprehensive plans. Board Attorney Cassidy stated the ARB does not apply to single family homes. The Board agreed that it should state that renderings, as well as a specific materials list, and samples of the materials, should be added to the ARB section if the Board requests these documents/items.

Board Attorney Cassidy stated there needs to be design standards which should be a stand-alone document for the Board to use. The current standards are hard to apply which is why a stand-alone design document is needed.

Board Attorney Cassidy stated that the local law on schools and worship will be changed so there is no point for the Board to review them at this time.

On a motion by Member Kelly and seconded by Member Allen it was resolved: **To have Board Attorney Cassidy drafted a letter to the Village Trustees. This letter will state the Boards opinions and discussions in regards to the Boards review of the draft comprehensive**

plan and the accompanying local laws. The letter should be submitted by the next Trustees meeting which is June 2, 2023.

Aye – 5

Nay – 0

Absent: Members Karlich and Iannucci

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

Aye – 5

Nay – 0

Absent: Members Karlich and Iannucci