

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

**Monday May 8, 2023
7:00 P.M.**

Present: Chairman Boucher, Members Allen, Hafenecker, Karlich, Kelly, Umberto and Iannucci. Attorney Cassidy, Maximilian Stach, Engineer for the Village of Monroe

Absent: Board Secretary

Pledge of Allegiance.

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

Aye – 7

Nay – 0

Chairman Boucher stated we are going to change the order of the agenda as the Board will be having a long discussion on the draft comprehensive plan. We will hear the application for La Vida restaurant first.

Applications:

La Vida Restaurant

Present: David Espinal, co-owner, Juan Goris co-owner

Board Attorney Cassidy stated the applicant recently submitted an updated site plan. The site plan was updated to reflect the correct use. The public hearing was scheduled and the legal letter needs to be given to the applicant.

The applicant was given a list of address for the legal letter, the public hearing will be scheduled for May 23, 2023.

Board Attorney Cassidy stated the applicant is short two parking spaces on the required amount of parking spaces and will be making a payment in lieu. Board Attorney Cassidy needs to see if that payment in lieu was paid by the prior tenant. Board Attorney Cassidy will confirm if this was done or not. If this was not done, the applicant will have to make the payment in lieu. Board Attorney Cassidy will send an email when she confirms if payment was made.

Mr. Espinal asked about the parking in lieu. Board Attorney Cassidy stated that money goes into a fund which pays for parking meters, etc. Anyone can use those parking spaces they are not reserved. Mr. Espinal asked if all the businesses within that area, that do not have parking, do they contribute to the parking fund also? Board Attorney Cassidy stated yes, anyone who has a business within that area has to make payments in lieu. Mr. Espinal asked if the fee is a reasonable number. Board Attorney Cassidy stated she did not know the fee off hand but will get back to him with the number. Mr. Espinal asked if the public can see the amount in the fund. Board Attorney Cassidy stated yes, the Village would allow the public to see the monies

in the fund. Chairman Boucher stated the Village would make that number known in the annual Village budget.

Mr. Espinal asked if they were able to create those two spaces on the property by moving the dumpster would that be acceptable? Chairman Boucher stated the dumpster has to be enclosed. Chairman Boucher stated that theoretically if you can put the required parking on your property you would not have make the payment in lieu.

Board Attorney Cassidy stated the next steps are to get the legal letter to the applicant for the mailing and schedule the public hearing for May 23, 2023.

Mr. Espinal asked if the public hearing goes well, the next steps is for them to go to the Building Department to get the permits? Board Attorney Cassidy stated yes, after approval is given they can go to the Building Department. Board Attorney Cassidy stated there could be some conditions that have to be met in order to get approval, but if they are met the Chairman will sign the plat.

Board Attorney Cassidy stated that there was a response from the county on the 239 GML review which she will give to the applicant. The county response states it is for local determination but that change of use can impact water and sewer and the Village has to make sure they have the capacity for the increase.

Jake's Wayback:

Present: Sushil Bhaeudia, Owner/Applicant, Neil Mussan, Electrician for the applicant

Mr. Mussan presented renderings of where the new sign should go. The current sign is set back so it is hard to see. Mr. Bhaeudia stated his customers have stated they miss his businesses' sign from Rt. 17M and it has affected his business.

Mr. Mussan stated the new sign will be LED lit and will have a changeable message. The old sign will be taken down.

Chairman Boucher asked if the wiring will be underground. Mr. Mussan stated yes, the current wiring will be extended to the new sign.

Board Attorney Cassidy asked if they had seen her comment memo. Mr. Mussan stated yes. Board Attorney Cassidy stated the Board received a response from the county for the 239 GML review. The county states they did recommend it for local determination but the property is at the intersection of two state highways, RT. 17M and Rt. 208, and the New York Department of Transportation (DOT) may have requirements for this new sign. The DOT may require a lighting study for the new sign. Board Attorney Cassidy stated she did not have time to check with the Board Engineer to see if this application needs to be sent to the DOT or not.

Member Iannucci asked if the logo will be changed. Mr. Bhaeudia stated the new sign will have a message-section and a logo-section, the logo- section will be stationary. The new sign will not be a flashing sign. Chairman Boucher asked if the applicant was planning to have a scrolling sign. Mr. Mussan stated no, the sign will not scroll. It will display a message that can be changed but will not flash or scroll. The logo-section with Jake's Wayback logo, will be stationary. The message may change weekly depending on the specials they are having. Chairman Boucher stated we could have that as a condition for approval.

Board Attorney Cassidy stated the biggest concern is the DOT. Also, the drawing the Board has is not a survey. It does not show the Board exactly where things are within relation to each other.

Mr. Bhaeudia stated that the DOT becomes part of this when there are two roadways that intersect. This sign will be the correct distance from RT. 17M and will be the same as the sign at the diner across the street. Board Attorney Cassidy stated she thinks the concern is coming around Rt. 208 on the right. It is hard to see on the drawings but when someone is pulling out of the driveway, we want to make sure of the site line for getting onto Rt. 17M is not affected. Chairman Boucher stated it is too hard to tell from the drawings, we need to follow up with the Board Engineer. Mr. Bhaeudia stated he does not think it is a problem but the Board Engineer will determine that. Chairman Boucher stated we cannot tell the relational scale in the drawings. Board Attorney Cassidy would also like to see where the existing sign is in relation to where the new sign will be.

Mr. Bhaeudia stated he has an old survey. Board Attorney Cassidy stated the old survey could be updated. Chairman Boucher stated the Board had another sign application which they could get information from. Board Attorney Cassidy stated she would have the Board Secretary sent that application so they know what the Board is looking for. Board Attorney Cassidy stated she will follow up with the Board Engineer in regards to the DOT to see if there is a DOT referral needed. The Board will need an updated survey. Chairman Boucher stated all those documents are needed for the Board to make their decision are also needed for the Building Department to issue a permit.

New Business:

The Board discussed the draft comprehensive plan. Maximilian Stach, Engineer for the Village of Monroe, was present to discuss the draft plan. Village Engineer Maximilian Stach, stated it is good for the Village to review the comprehensive plan every five years. The Comprehensive plan is not about Zoning Code changes, it is about making the Village better. When changes are made, items that need to be changed need to be thought out.

The draft comprehensive plan is an evolution from what was done in 2015. There were three local laws that came out of the review for the comprehensive plan's changes. The local laws are the first step then the design guidelines are updated. The design guidelines are sperate documents.

There are normally standards/static items within the comprehensive plan. For example, all the windows in a downtown area are usually consistent in height, to give a uniform look.

Chairman Boucher asked Maximilian Stach, what is the best way to take the Board thru the draft comprehensive plan? Village Engineer Maximilian Stach, stated the local historic law is based on the New York State guidelines and is the model for New York State. If a building is on the state historic list it is automatically on the local historic list. Member Iannucci asked what makes a structure historic. Village Engineer Maximilian Stach explained it could be an old building or it could be significant to the history of the Village. If a structure is on the state SHIPO list it is on the local list. The new local law will call for an Architecture Review Board (ARB). The ARB would need to look at the guidelines to determine what can be done. Structures can be added to the local historic list. If an item is recommended to the list, there is automatically a moratorium on that structure. Board Attorney Cassidy asked if the historic district being named and all the building within the historic district are covered by the ARB.

Chairman Boucher asked when the moratorium is over will the local laws be in place. Board Attorney Cassidy stated there is a possibility that the local laws will not be in place. The process going forward when the local laws are in place, the Board will get an application, the Board will look to see if the application is subject to the ARB. The ARB will be part of the application process.

Village Engineer Maximilian Stach, stated the adoption of the draft comprehensive plan and then the local laws should be done in that sequence. Board Attorney Cassidy stated the Board should look at the draft comprehensive plan, then the ARB should be the next. The Board will need to draft a letter for the Village Trustees with their review. Village Engineer Maximilian Stach suggested if the board is not done with their review, they should schedule another meeting for May. Board Attorney Cassidy stated the order for Board to review all this is to start with the comprehensive plan. Then the Board will review the ARB, then the local laws. Board Attorney Cassidy stated there should be clear definitions of each district with a map and descriptions of what is allowed within that district.

Chairman Boucher asked Maximilian Stach if can he walk the Board through the House of Worship local law. Village Engineer Maximilian Stach stated this is the local law that received the most comments. Religious land uses should not be treated any different than non-religious land uses. The current version of this imposes more restriction on religious land use than other land uses with in the SR10 and SR20 districts. This item will be adjusted. Currently religious use is a use for all districts. The new comprehensive plans will have no religious assembly in the GB Zoning District. The GB District is being reserved for commercial use. If there are any religious land uses within any district it will be grandfathered. There are three levels of religious use within each district.

Member Allen asked who would be enforcing these rules. Board Attorney Cassidy stated it will be the same as it is currently. The updates in the draft of the House of Worship Local Law will impose limits on the amount of people who can assemble if they assemble on a regular schedule. This applies to all structure not just Houses of Worship.

The draft comprehensive plan states there should be sidewalks within the Village. The Village should have a plan moving forward, for installing sidewalks. There are some roads in the Village that were not built for sidewalks.

Th EAF Part-1 has been submitted for each item in the draft comprehensive plan to the Village Board.

Village Engineer Maximilian Stach, suggested the Board review the items in the following order. First the draft comprehensive plan and then the local laws. Due to the changes that will be made to the Houses of Worship Local Law that items should be last.

Village Engineer Maximilian Stach, stated the main comments from the public to the Village were in regards to multi-family dwellings. The public made is clear they do not want multi-family and apartment complexes in the Village.

Village Engineer Maximilian Stach stated clustering properties for housing will be added back to the draft comprehensive plan. It was taken out in 2014 but will be added back. Clustering will be allowed in the SR10 district and will allow for more options and flexibility in order to preserve land.

Village Engineer Maximilian Stach, will let the Village Trustees know what the Boards concerns are. The concerns he will take back are for the ARB and the design guidelines as well as clustering options.

Chairman Boucher stated he would like to have the Board members review the draft comprehensive plan so we can discuss any concerns at the next meeting.

Chairman Boucher stated the Board would like to schedule special meetings so the Board can continue their review. May 16, 2023 at 7:00 pm will be the scheduled for the Boards continued review.

Board Attorney Cassidy stated she would like everyone to review and write there concerns by page number.

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

Aye – 6

Nay – 0