

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

**Tuesday May 16, 2023
7:00 P.M.**

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

Absent: Member Umberto

Pledge of Allegiance.

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

Aye – 6

Nay – 0

Chairman Boucher stated the purpose of this meeting was to discuss the draft of the comprehensive plan and create a letter with the Board's comments for review by the Village Trustees.

Board Attorney Cassidy stated as these are the big changes, the letter to the Village Trustees will have more information in it. There are four items that need to be reviewed. Board Attorney Cassidy suggested the Board should review the draft comprehensive plan as well as the Historic Local Laws and if we have time the ARB and then the Houses of Worship local law.

Board Attorney Cassidy has put together some comments.

In the table for residential use, the verbiage is "non-authorized". It should be update to read "not-authorized".

There is an environmental overlay that has been removed. Board Attorney Cassidy explained that an overlay is another layer of the Zoning Code that needs to be followed, as well as, the base Zoning Code for that district. Chairman Boucher stated the Board would need to know why this was removed before we can figure out if it needs to be put back.

There was a discussion about multi-family dwellings. Board Attorney Cassidy stated there needs to be balance about what is being discussed in the section for multi-family and the needs to the Village. Chairman Boucher stated that in the CB district, the only district where you can have multi-family dwellings, the dwellings are above retail structures. The recommendation from the Board should be to reduce multi-family outside the CB district. There are a lot of historic structures being torn down to make room for multi-family structures.

Payment in lieu of parking was discussed. While it is already in the Zoning Code, maybe it should be changed, but that would need to be discussed.

Board Attorney Cassidy suggested we should have a reference to the rental code in the multi-family section.

Board Attorney Cassidy stated in the past we had a Zoning Code in regards to cluster sub-division, it was removed. She suggested we should evaluate the return of cluster sub-division.

The Lawn Signs section was discussed. Chairman Boucher stated that signs should be displayed for Village Events. The Village has permits for garage sales, etc. and there should be rules for signs for that. The Board is recommending a time limit for all signs that includes fines if not followed. This will be added to the letter asking for evaluation.

There was a discussion for consistent SEQRA analysis. If a business is moving out of a structure and a new business is going in to the same structure, that is the same type of business, should it be required for them to get an updated site plan?

The draft comprehensive plan states limiting car traffic and encourage truck traffic. The Board recommends this be taken out of the draft comprehensive plan altogether.

There was a discussion about the Technical Advisory Committee (TAC) committee. At this time the Board reviews applications with the Board professionals, prior to the application going to the Board. Chairman Boucher stated he does not think this section is needed but we should review the Informal Review Process options for applicants.

Chairman Boucher stated he feels if the Board had guideline for what is needed for the informal review, the process would work better. Member Karlich stated she does not like that there are meetings are taking place prior to the Board meetings. Member Karlich she feels she does not get all the information the Board needs to make decisions. Member Karlich also stated that professional reviews are often late and it does not give the Board members time for them to review. Chairman Boucher stated Member Karlich can stop the meeting at anytime if she feels she does not have enough information. Member Karlich stated she feels resolutions are already written prior to the meetings and she does not feel the resolution are discussed at prior meetings. Board Attorney Cassidy stated she does that sometimes because the project has been discussed and she knows the Boards feelings on the matter. Board Attorney Cassidy stated she prepares some resolutions early as it saves time. Also, Board Attorney Cassidy sometimes uses templates for resolutions. Member Karlich stated the resolutions are read very fast and she doesn't have anything to read to review beforehand. Board Attorney Cassidy stated she would read the resolutions more slowly, and if she can, she will get them written to the Board beforehand. Chairman Boucher encouraged all Board members to stop meetings at any time if they feel a need for that.

Board Attorney Cassidy asked the Board members is there was anything that stuck out to them.

Boards Members discussed items they felt were some good items in the draft comprehensive plan.

Board Attorney Cassidy stated the Village Trustees want to adopt the new local laws as soon as possible but she feels they are not ready to be adopted. Board Attorney Cassidy is suggesting a short extension of the moratorium so the Zoning Codes can catch up. Board Attorney Cassidy stated the Board has forty-five days to comment on the documents and we have not had time to review all the documents. Because of that we should recommend a three-month extension.

The Board felt that while there is pressure from all involved to end the moratorium, these items still need to be discussed. The Board is recommending the letter to the Village Trustee be

presented to Village Trustees by June 2, 2023. Future dates for the Board to continue their review were discussed. It was agreed that a special meeting will be held on May 30, 2023.

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

Aye – 7

Nay – 0