

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

**TUESDAY JULY 25, 2023  
7:00 P.M.**

**Present:** Members Allen, Hafenecker, Kelly, Karlich, Iannucci and Umberto, Attorney Cassidy, Engineer O'Rourke

**Absent:** Chairman Boucher

Pledge of Allegiance.

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

Aye – 6

Nay – 0

Absent: Chairman Boucher

Member Kelly led the meeting in the absence of Chairman Boucher.

**Monroe-Woodbury Islamic Center (MWIC) – 1431 Orange Turnpike – Site plan review - (231-1.3.42)**

Present: Mr. Miah, the President of MWIC, and Ryan Nasher, Engineer for the applicant.

Mr. Nasher stated the fence on their property was not on the applicant's property. The neighbor who's fence it was, agreed the fence was in bad condition and was removed. The applicant submitted photos from before and after of the fence. The proposed site plan does not have a fence and the site plan will be updated. The lighting plan and landscaping plan will be submitted when complete. The applicant sent the Board Attorney an email in regards to the attorney of record. They have contacted a firm to do a traffic study.

Mr. Nasher asked about how notification for the Public Hearing is done. The Board secretary explained the process and who will do each part of that process.

Member Kelly asked if the Board had any questions. There were no questions from the Board.

Board Engineer O'Rourke stated that the Board would declare lead agency. He asked if the applicant had a chance to speak with the neighbor in regards to the easement.

Mr. Nasher stated yes, they have attempted to contact the neighbor. MWIC President Mr. Miah, stated he went to the neighbor a few times but they were not home. They also sent a letter a year ago and have not gotten a reply.

Board Engineer O'Rourke stated the Board needs a letter that a discussion about the easement took place. It needs to be documented for the Board to review. Member Kelly asked if there is

no response from the neighbor, is there an alternate plan. Board Engineer O'Rourke stated yes, there is an alternate plan but the Board would need to approve it.

Mr. Miah stated they were trying to work with the neighbor. Mr. Nasher stated they could work with a different property/neighbor, if not, the plan is to use pumps. Mr. Nasher presented the properties on the map/plans to the Board. Mr. Nasher stated if they cannot get the easement they can use pumps.

Board Attorney Cassidy stated they should review the plan with their Attorney. Mr. Nasher stated they would have someone look into the easements. Board Attorney Cassidy stated she would need a letter from the applicants Attorney about that.

Board Engineer O'Rourke stated a pump is an alternate plan but it would have to go into the road and would require more maintenance.

Board Attorney Cassidy stated the Board still needs the Lighting Plan, the Landscape plan, the Architects renderings, and proof of the discussion for the easement. The Board will only declare Lead agency at this time. The Board is not setting a date for the Public Hearing until the Board has proof that negotiations are taking place in regards to the easement. Board Attorney Cassidy stated we do not want a public hearing held until the neighbor has been notified. Attorney Cassidy stated the Board also needs the exact square footage of the building. Board Attorney Cassidy stated this application does not need county GML 239 approval.

On a motion by Member Allen and seconded by Member Iannucci it was resolved: **The Board declares Lead Agency for 1431 Orange Turnpike as follows:**

VILLAGE OF MONROE  
PLANNING BOARD  
RESOLUTION TO DECLARE LEAD AGENCY

Monroe Woodbury Islamic Center, 1431 Orange Turnpike  
SBL 231-1-3.42

WHEREAS, the Village of Monroe Planning Board is in receipt of an application by Monroe Woodbury Islamic Center for site plan approval to construct a place of religious assembly consisting of a building with a footprint of 14596 sq. feet, with a total square footage of approximately 20,000 sq. feet, 102 parking spaces and outdoor congregation space.

WHEREAS, a Short Environmental Assessment Form (EAF) dated August 1, 2022, last revised June 27, 2023 was submitted for review; and

WHEREAS, after comparing the thresholds contained in 6 NYCRR 617.4 and 5, the Planning Board has determined that the proposed project is an unlisted action (see 6 NYCRR 617.5(c)(18) pursuant to the State Environmental Quality Review Act (SEQR); and

NOW THEREFORE BE IT RESOLVED, that the Planning hereby declares itself to be lead agency for purposes of SEQR review and further declares that this is an Unlisted action.

Aye – 6

Nay – 0

Absent: Chairman Boucher

### **Verizon Wireless – Special Use Permit and Site Plan approval – 222.1.4**

Present: Scott Olsen Attorney and Engineer Ryan Scrachs for Verizon

Mr. Olsen stated that there are different rules for utilities and the moratorium does not affect them. There are timelines mandated by the state for utilities. This proposed cell tower will be 43 and ½ feet high with a six-foot antenna on top contained in a 12-foot X 12-foot area that will be leased from St. Paul's Lutheran Church parking lot in the northeast corner of that property closet to Still Road. The equipment will be contained within an 8-foot X 8-foot fenced area. New York state has looked at this and it complies with FCC regulations. Mr. Olsen stated that there is a very high demand for service in this area so new service into the area is needed to meet this demand. Therefore, a new tower is needed to provide more service.

Member Iannucci asked if there will be only one service provider for this new cell tower. Mr. Olsen stated yes, this service tower will only be for Verizon.

Board Engineer O'Rourke stated the cell tower will be on St. Paul's Lutheran Church property but the plans presented by Verizon are called McDonald's. The site plan that will have to be amended is for St. Paul's Lutheran Church. Is there a way to fix that? Mr. Olsen stated no, that in an internal name used by Verizon only and going forward he will change that for documents for the Board. And, yes, it is the St. Paul's Lutheran Church site plan that will be amended.

Member Hafenecker asked if this would be a regular wood utility pole. Mr. Olsen stated yes. Mr. Olsen stated this pole will service the immediate area and it has a radius of about a mile as it is a small cell tower.

Member Iannucci asked how far into the ground will the pole go? Mr. Olsen stated the pole will go into the ground about 10 feet. The area will be protected by concrete ballads.

Member Karlich asked if the tower can be put back further from the road. Mr. Olsen stated no, it has to be close to the road. Mr. Olsen stated that as this is a small cell tower it has to be placed as close to the road as possible.

Member Allen asked if it would interfere with the medical frequency. Mr. Olsen stated no, medical is on a different frequency.

Board Engineer O'Rourke stated he has done his review and these are his findings. A special permit is required which is very specific and the narrative needs to be updated for that. Also, the tower is too close to the road and it may interfere with the site line for the parking lot and the right of way for the property. The Board Engineer O'Rourke would like to see the tower moved back more on the property as it is large and ugly. Moving it back on the property would make it less intrusive. If it cannot be moved the Board will need documentation on why it cannot be moved. Board Engineer O'Rourke stated the Board wants to see landscaping around the area of the pole. Mr. Olsen stated the fence they use will have privacy slates. Verizon Engineer Mr. Scrachs stated that normally the closer to the road, the better the service will be so moving it maybe a problem.

Mr. Olsen stated they are leasing the property from St. Paul's church and they cannot make the property non-compliant. Mr. Olsen stated he will look into if the pole can be moved back.

Mr. Scrachs, stated they cannot go into the wetlands on the property and for the best service the tower needs to be close to the road. Member Umberto stated it will be on a concrete mat and it should be 50-feet from the road. Mr. Scachs stated the mat is 3 and ½ feet X 3 and ½ feet and the transformer is within that space.

Mr. Olsen stated there will be a 25-foot LED light with an auto-timer if a repair person is working on the tower the light will only stay on for one-hour. If the repair technician needs more time, they can set the light again. This is done so the technician never forgets to turn off the light.

Board Engineer O'Rourke stated a short EAF forms is needs more information as well as a lighting plan for the LED light and a landscaping plan.

Board Attorney Cassidy stated this needs a 239 GML review and a public hearing. Board Attorney Cassidy stated the Village Board has authorized hiring a consultant for the technical components of this application. Board Attorney Cassidy will reach out to the consultant.

Board Attorney Cassidy stated that the applicant did submit the application to the Building Department so they can create a Land User Determination letter.

On a motion by Member Iannucci and seconded by Member Hafenecker it was resolved: **to refer the application for technical review to the consultant.**

Aye: 6

Nay: 0

Absent: Chairman Boucher

On a motion by Member Hafenecker and seconded by Member Allen it was resolved: **The Board declare Lead Agency for SEQRA review for this application.**

Aye: 6

Nay: 0

Absent: Chairman Boucher

### **Meeting Minutes:**

On a motion by Member Allen and seconded by Member Umberto it was resolved: **The March 28, 2023 meeting minutes be approved as corrected**

Aye: 6

Nay: 0

Absent: Chairman Boucher

On a motion by Member Allen and seconded by Member Hafenecker it was resolved: **The April 25, 2023 meeting minutes be approved as corrected.**

Aye: 5

Nay: 0  
Absent: Chairman Boucher  
Abstain: Member Umberto

On a motion by Member Allen and seconded by Member Iannucci it was resolved: **The May 23, 2023 meeting minutes be approved.**

Aye: 5  
Nay: 0  
Absent: Chairman Boucher  
Abstain: Member Kelly

On a motion by Member Hafenecker and seconded by Member Umberto it was resolved: **The May 30, 2023 meeting minutes be approved as corrected.**

Aye: 5  
Nay: 0  
Absent: Chairman Boucher  
Abstain: Member Karlich and Iannucci

On a motion by Member Umberto and seconded by Member Allen it was resolved: **The June 12, 2023 meeting minutes be approved.**

Aye: 5  
Nay: 0  
Absent: Chairman Boucher  
Abstain: Member Kelly

On a motion by Member Umberto and seconded by Member Allen it was resolved: **to adjourn the meeting.**

Aye: 6  
Nay: 0  
Absent: Chairman Boucher