

VILLAGE OF MONROE
PLANNING BOARD
REGULAR MEETING MINTUES

Tuesday November 28, 2023
7:00 P.M.

DRAFT

Present: Chairman Boucher, Members Hafenecker, Iannucci, Karlich, Kelly and Umberto, Attorney Cassidy, Traffic Consultant Sean Peters. Engineer Connolly

Absent: Member Allen

Pledge of Allegiance.

On a motion by Member Umberto and seconded by Member Kelly is was resolved to: **Open the meeting.**

Aye: 6

Nay: 0

Absent: Member Allen

Public Hearing:
208 Business Center

Transcription from hearing attached to minutes.

On a motion by Member Iannucci and seconded by Member Kelly is was resolved to: **Close the Public Hearing for 208 Business Center and accept public comments in writing no later than January 16, 2024.**

Aye: 6

Nay: 0

Absent: Member Allen

Board Attorney Cassidy stated she will create a public notice to go on the web site that the board will be accepting written public comments until January 16, 2024.

Application:
Verizon

Board Attorney read the following resolution which was based on the Board discussion from the November workshop.

On a motion by Member Umberto and seconded by Member Kelly is was resolved to: **Accept the following resolution to declare Lead Agency and schedule the Public Hearing for Verizon application.**

Aye: 6

Nay: 0
Absent: Member Allen

VILLAGE OF MONROE
PLANNING BOARD
RESOLUTION TO DECLARE LEAD AGENCY and SCHEDULE PUBLIC HEARING

Verizon Wireless of the East LLP d/b/a Verizon Wireless
21 Still Road
SBL 222-1-4

WHEREAS, the Village of Monroe Planning Board is in receipt of an application by Verizon Wireless of the East LLP d/b/a Verizon Wireless for site plan and special permit for the construction a “small” cellular antenna, approximately 6 ½ feet tall to be affixed to the top of a 43 ½ foot tall wooden pool with an 8-foot by 8-foot fenced equipment enclosure at the place. WHEREAS, a Short Environmental Assessment Form (EAF) dated May 10, 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 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.

BE IT FURTHER RESOLVED, that the Planning Board shall hold a public hearing on December 11, 2023 at 7:00 P.M. or as soon thereafter as the application may be heard at Village Hall, 7 Stage Road, Monroe, NY 10950.

BE IT FURTHER RESOLVED, that the applicant shall be required to transmit public notice in accordance with Village of Monroe Code.

Notice of public hearing shall be by publication in the official newspaper of the Village at least 10 days before the date of said hearing. In addition, the applicant shall be responsible for a mailing of such notice to the owners of all properties abutting that property held by the applicant and all other owners within 300 feet, or such additional distance as the Planning Board may deem advisable, from the exterior boundaries of the land involved in such application as the names of said owners appear on the last completed tax assessment roll of the Village. Such notice shall be given by regular first-class mail with a certificate of mailing, and the applicant shall furnish to the Planning Board prior to the start of the public hearing such certificates of mailing as proof of compliance with the notification requirement. The notice for publication required by this section shall be issued and published in the newspaper by the Secretary of the Planning Board on order of the Planning Board or upon order of the Chairman of said Board so as to expedite the public hearing on the application. The applicant shall pay the actual and necessary costs of advertising and holding a public hearing.

BE IT FURTHER RESOLVED, that the application materials shall be transmitted to the Orange County Department of Planning pursuant to General Municipal § 239 et seq.

Application:
Monroe Woodbury Islamic Center

Board Attorney Cassidy stated she had spoken with the applicant and they wanted to schedule the Public Hearing as the Local Laws that impact this project may be passed. Board Attorney Cassidy stated the Board could be in a position to act after the scheduled Public Hearing on December 11, 2023 if the Board wanted to. A conditional resolution could be voted on at the December 11, 2023 meeting.

Chairman Boucher stated he prefers not to do that as he thinks the Public Hearing will be well attended.

Application:

Ramapo Office Building

Present: Jess from David Niemotko's office

Board Attorney Cassidy stated this application is not ready for a public hearing at this time as the traffic study is not done and this should not be done till the traffic study is done.

VILLAGE OF MONROE
PLANNING BOARD
RESOLUTION TO DECLARE LEAD AGENCY

Ramapo
SBL 231-1-3.42

WHEREAS, the Village of Monroe Planning Board is in receipt of an application by Route 17M LLC for site plan approval of a new two-story office building and associated improvements to be located on SBL 220-4-1.

WHEREAS, a Short Environmental Assessment Form (EAF) dated September 29, 2023, last revised _____ 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 Board hereby declares itself to be lead agency for purposes of SEQR review and further declares that this is an Unlisted action.

BE IT FURTHER RESOLVED, that the Planning Board hereby elects to conduct an uncoordinated review pursuant to 6 NYCRR 617.6(b)(4).

BE IT FURTHER RESOLVED, that a determination as to the significance of potential environmental impacts shall be rendered upon receipt of sufficient information as may be required by the Planning Board including but not limited to a traffic, wetland, stormwater, floodwaters and habitat.

On a motion by Member Kelly and seconded by Member Umberto is was resolved to: **Accept the resolution to declare Lead Agency for the Ramapo Office Building application.**

Aye: 6

Nay: 0

Absent: Member Allen

Application:
30 Carpenter Place

Present: Jess from David Niemotko's office

Board Attorney Cassidy read the following resolution.

VILLAGE OF MONROE
PLANNING BOARD
RESOLUTION TO DECLARE LEAD AGENCY and SCHEDULE PUBLIC HEARING

Horcones Valle LLC (Jalisco Restaurant)
30 Carpenter Place
SBL 212-6-3

WHEREAS, the Village of Monroe Planning Board is in receipt of an application by Horcones Valle LLC for amended site plan and special use permit approval to allow for construction of an expanded patio and trellis.

WHEREAS, a Short Environmental Assessment Form (EAF) dated August 31, 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 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.

BE IT FURTHER RESOLVED, that the Planning Board hereby elects to conduct an uncoordinated review as set forth in the SEQR Regulations 6 NYCRR 617.6(b)(4).

BE IT FURTHER RESOLVED, that the Planning Board shall hold a public hearing on January 23, 2023 at 7:00 P.M. or as soon thereafter as the application may be heard at Village Hall, 7 Stage Road, Monroe, NY 10950.

BE IT FURTHER RESOLVED, that the applicant shall be required to transmit public notice in accordance with Village of Monroe Code.

Notice of public hearing shall be by publication in the official newspaper of the Village at least 10 days before the date of said hearing. In addition, the applicant shall be responsible for a mailing of such notice to the owners of all properties abutting that property held by the applicant and all other owners within 300 feet, or such additional distance as the Planning Board may deem advisable, from the exterior boundaries of the land involved in such application as the names of said owners appear on the last completed tax assessment roll of the Village. Such notice shall be given by regular first-class mail with a certificate of mailing, and the applicant shall furnish to the Planning Board prior to the start of the public hearing such certificates of mailing as proof of compliance with the notification requirement. The notice for publication required by this section shall be issued and published in the newspaper by the Secretary of the Planning Board on order of the Planning Board or upon order of the Chairman of said Board so as to expedite the public hearing on the application. The applicant shall pay the actual and necessary costs of advertising and holding a public hearing.

On a motion by Member Helfenecker and seconded by Member Iannucci it was resolved to: **Accept the following resolution to declare Lead Agency and schedule the Public Hearing for 30 Carpenter Place application.**

Aye: 6

Nay: 0

Absent: Member Allen

The Board secretary stated the applicant was in arrears with the escrow account and will not be added to the January 23, 2024 meeting if not paid. Board Attorney Cassidy stated that the payment needs to be made by the next Board meeting on December 11, 2023.

The Board had a discussion on the process of the DEIS and what happens going forward. Chairman Boucher stated the Board will gather all the public comments and give them to the applicant. The applicant will respond and the Board professional will review the responses, after all the comments are responded to then the Board will vote on the document and the SEQRA process is over.

On a motion by Member Iannucci and seconded by Member Kelly it was resolved to: **Adjourn the meeting.**

Aye: 6

Nay: 0

Absent: Member Allen