

Town of Monroe Planning Board Regular Meeting MINUTES

— 03/16/2021

Town of Monroe Planning Board Regular Meeting (Tuesday, March 16, 2021)

Generated by Norinne McSweeney

Members present

Lisa McQuade, Chairperson - Bonnie Franson, Jeff Manson, John Allegro, Pat Shea

Members Absent:

Anthony Vaccaro

Jason Czerwinski - recused

Consultants:

Ashley Torre, Esq. (Zoom)

Shawn Arnott, PE

1. Welcome

Procedural: 1.1 Roll Call

Procedural: 1.2 Point out Fire Exits

Procedural: 1.3 Pledge of Allegiance

2. New Item

Action, Discussion: 2.1 **Notice of Public Scoping - 208 Business Center** - Village of Monroe DEIS

Chairwoman Franson opened the meeting with saying the board would review the scoping document page by page and adding any comments. Chairwoman Franson asked Ms. Torre if that is the way it should be handled and any advice for the board regarding this matter.

Ms. Torre explained that the Planning Board is an involved agency for this project because it will require site plan approval for a drainage pipe in the Town. The Board members should identify anything they want added to the Scoping Document or any comments they have and I can compile those into a letter to the Village Planning Board. Going through the document page by page and discussing and making any necessary comments is a good idea.

Chairwoman Franson initial comments

- Listing of property owners/ applicants
- Who sponsors are
- Architectural plans/renderings aren't listed

- “Gateway” into the village consideration of proposed architecture & character of the building also its layout in regards to what will be visible
- General scoping condition has the standard language in terms of DEIS how it will be written, that will be supported by narrative, discussion of graphics
- States full scale site plan – provide certain maps where applicable
- This is the draft environmental impact statement
- Village of Monroe Planning Board is lead agency

Section 1

Administrative permit

List of permits & approvals & all involved agencies

Brief listing of existing conditions, anticipated impacts and proposed mitigation measures for each impact discussed

Project alternatives project assessment chart to compare different alternatives

Section 2 Description of Proposed Action

Define what area is being considered within ¼ mile or some distance more & less and a map

Brief history of site former uses

Provide any environmental site assessment that has been conducted

Dumping hazards waste etc provide the ESA

Identification of the exact dimensions of the property

Provide the deeds in an appendix

Project description of the infrastructure

Talked about conformity to the Village Zoning law with narrative &

Graphic forms the Village ZBA is part of this don't know if they need/potential variances

The scope should be upfront and note what they are at least, the extent, description of proposed action, architecture and the visuals need to be considered

Under (H) ask them if they're seeking a payment in lieu of taxed or otherwise a pilot or any kind of exemptions, tax exemptions anything that benefits the fiscal analysis

Under (K) useful to know what and why each agency is involved or interested like a chart, more information about these agencies and what they're responsible for approving and permitting

Section 3 Environmental Setting: Existing Conditions, Anticipated impacts and proposed Mitigation

Under (A) would like to see topography, a grading map and a cut and fill map

Estimates of how much cut and fill will be on site and are they trucking it away or bringing in fill

Any Geotech analysis especially in regard to rock that it be included

Mr. Arnott comments: (I lost him on the video so I copied off his comment sheet)

The applicant should consider the pre-development discharge rates under the existing conditions of Section B - “Water Resources”.

Since one of the outlets of the drainage facilities will discharge onto a Town property, the Planning Board will have an opportunity to review the plan for compliance with their stormwater management regulations. As such, our office suggests that the Town of Monroe be listed within the first bullet of the proposed mitigation measures for Section B – “Water Resources” so that the SWPPP addresses the requirements of the Town of Monroe stormwater management regulations.

Back to Chairwoman Franson review:

Potential impacts not seeing anything about wetlands and or the impact to the quality of those resources unless in mitigation

Says means of protecting O&R lake class b water from impacts but they are not saying what the impacts are to that water body and they have to talk about the wetlands

it'll be dealt with under ecology but wetlands while it's a water resource it's also an ecological habitat so they need to cover that under the ecology section too

Member Manson one of the things I considered in relation to that would kind of fit also under that section is we have to take into consideration adjacent properties the areas of the existing O&R Park or that there are areas of the park that already don't drain well and they hold surface water after a heavy rain that's particularly the area between the bottom of the slope for O&R Road and the interior park road down in the area of the former highway department sheds and so I think they need to answer the question how will the project either exacerbate or improve this issue.

Chairwoman Franson pulls up project map for review and continues with review of document (C) Vegetation & Wildlife – they need to do an ecological survey go out to the property and do survey

Field survey conducted during appropriate times of the year – What does that mean?

Should be done in spring and summer when things are active

Specifically refer to wetlands both on-site and adjacent to

Existing settings should include vegetation not only vegetative communities

More analysis of wildlife species in general around the area

Potential impacts

Nothing mentioned about the trees

Are they clear cutting trees

What are the size of trees some evaluation of what is being cut down mature trees etc

Member Manson in relation to wildlife so the adjacent water body the O&R lake is a habitat to Canadian geese, Swans, Blue heron multiple species of fish, it's possible that other species

like amphibians or reptiles may use this as a habitat as well, so I think that the question how is the proposed stormwater drainage going to affect that habitat needs to be part of the scope also O&R lake is a primary source of drinking water for local mammals including among others deer and bear

Mr. Arnott the scope did include a lot of water quality and obviously the peak runoff which is part of the SWPPP, but it did include a lot of water quality testing and evaluation so that is covered but if you are looking for something specifically it can be requested.

Inaudible talking about the discharge

More information on the drainage easement make sure what was anticipated and if any limitations at all

Reviewed the site location and maps with the board

Chairwoman Franson in the notice we send to the village should remind the applicant that since they're undergoing SEQRA they're not allowed to demolish buildings or clear-cut property

Discussion on the lakes in area of property inaudible

(D) Cultural Resources

Think they need to see what integrity of those houses are. Are they considered historic or potentially historic? Could they be preserved or reused instead of demolishing them

Ms. Torre it would be tied to the historical review

Chairwoman Franson – the worst section in this scoping document is the transportation section. It is very generic and I know they will have a traffic engineer study it.

Member Manson I observed they talked about referencing proposed roadway improvements yet on the site plan document there is nothing to that, but the traffic study has been placed on the Village website, in taking a quick look at that there's significant changes to the traffic pattern in the area that are being proposed.

Reviewed the new traffic pattern on the screen

Member Manson reviewed what he observed from the information on the Village website regarding the new proposed traffic pattern.

Chairwoman Franson continues with review of scoping document:

(E) Visual

There are no photo simulations or any architectural, but it talks about using or accessing impacts based on the NYS DEC policy, there is a newer updated policy, they need to refer to latest policy. A map should be provided which is typical in a visual analysis where they go out a ¼ mile and look at topography. Might be useful to do a balloon test or a stakeout to know what the extent of the project is going to be and how much if going to be removed. Definitely photo simulations, architecture, mechanicals and landscaping should be included.

(F) Transportation

Very generic says areas in intersection be analyzed with consultation with DOT and the Village of Monroe traffic consultants, not acceptable should do that now and should be in the scoping document. Need to address Covid traffic less now and what will happen in the future. There needs to be a whole methodology and analysis set forth in the traffic study which isn't here.

Ms. Torre will incorporate those comments into the Board's comment letter.

Chairwoman Franson it mentions a Village of Monroe traffic consultant was undertaken at an early stage, was that pre or post Covid, has the project changed, what are the parameters should be included in the scoping document.

Member Manson under the mitigation measures there is a reference to improvements to Old Ridge Road and other road affected by the additional traffic generation. By looking at the photo of the proposed traffic I can't find Old Ridge Road in that area of the Village or Town. The site plan shows significant size commercial buildings surrounded by parking spaces, interior driveways and circulation routes for car traffic, but there are few provisions for safe walkways for pedestrians and bike paths for cyclists or areas to safely get into or depart a bus or taxi. These items should be added for consideration.

(G) Land Use and Zoning

What is the area that is going to be evaluated, normally a study area is identified as to which they will evaluate? Please Map it.

They speak of the Village comprehensive plan let's add from the Town comprehensive plan as well. They don't talk about any regional, open space or county plans there should be a more robust discussion of consistency with other plans.

If variances are needed they need to evaluate the variances within the EIS.

(H) Utilities – Water

Mr. Arnott did you speak regarding this. No I didn't touch on the water because the Village owns the water and I am not sure what the Town's view would be of the Village's water.

Chairwoman Franson I just noted as a scope to provide estimate of water consumption by using worst case analysis. In speaking of project description something to add it stated office and retail use what is the percentage of each use and demand on water, waste water.

Utilities – Waste Water

Add worst case analysis capacity and demand

Alternatives:

Mentioned Prior 208 Monroe Plaza did anyone see what that was?

Two building alternatives on separate tax parcels – I suggest multiple building and more of a Village pattern. Preservation of some of the existing buildings.

Something should be added into the scope regarding green infrastructure green design as part of the project.

Chairwoman Franson asks Ms. Torre in the EIS do they have to look at climate change.

Ms. Torre responds that the EIS needs to address impacts on climate change where they are relevant and significant.

Chairwoman Franson I added where is noise and air quality.

Ms. Torre says some of the things that were identified in the Positive Declaration as impacts supporting the Positive Declaration were not addressed in the Draft Scoping Document.

Chairwoman Franson brings up the long EAF to review

Ms. Torre the Positive Declaration identifies impacts on noise, energy, community service providers, etc. that are not addressed in the Draft Scoping Document.

Chairwoman Franson - need to cover air quality, was there anything under cumulative impacts.

Ms. Torre the Positive Declaration identified cumulative impacts in the context of other proposed projects in the Village and specifically with respect to the capacity of the water supply system. The Draft Scoping Document should address these cumulative impacts.

Chairwoman Franson – the reason I am asking in order to implement this project they may need roadway improvements which have impacts. We should not the project DG Realty. Critical Environmental Area not sure if we are in a CEA area.

Under Energy need to mention specifically noise, odor and light
Community Services – fire, ambulance, emergency service providers
Solid Waste must be added if haven't already

Member Manson in reviewing the EAF I noticed a few things
C2D it talks about surrounding recreational areas but there is no mention of O&R Park
We talked about improvements to 208 and Gilbert St extension but nothing on the site plan indicate that
D2J2 anticipation of 2 semi-trailers deliveries per day points to a large store versus strip mall type retail space – not enough of a narrative to be certain

Chairwoman Franson D2A they talk about rock crushing they need in the construction section address rock crushing don't know what kind of activity but from vibrational and from noise perspective temporary impacts from that

Ms. Torre inaudible

Member Manson D2L2 hours of operation 6am – 11pm what does that time frame include?

Chairwoman Franson is this a multi-tenant building or one tenant.
Member Manson it looks like retail on lower level and offices on the upper level, but how many tenants are they talking about. Building is going to be 35 feet high, 2 stories, how many tenants, are there alternatives.

Chairwoman Franson address Ms. Torre should we raise that question?
Ms. Torre – back in the beginning they mention something of a description

Description of Proposed Action
Proposed 50,000 square feet of leasable space to be used for retail type uses with the balance of the first-floor area being common areas, second floor proposed to consist of an additional approximately 30, 000 square feet of leasable floor area for office use.

What does common area mean?

Parking area indicates cart return area – does that mean some type of market or some type of retail that uses carts?

Decision in regard to what might be proposed stores?

Need more information regarding what are the mix of uses planned?

Regarding noise barriers on the EAF they have checked off as no, but they're removing woodlands should this should be yes.

Chairwoman Franson any other observations from your review.

Member Manson there was not much in way of conversation about what mitigation measures are going to be during construction. Looks like a fairly clear-cut site, what's going to be done to control stormwater runoff and erosion at this time.

Chairwoman Franson they should address any impacts to the Heritage trail.

Chairwoman Franson reviewed that there were a lot of comments, Ms. Torre will put something together for us to review. Any additional comments or questions get them to Ms. Torre so she can incorporate them. What is the time frame for submitting?

Ms. Torre accepting comments through April 2nd.

Member Manson one last thing I forgot to mention from current events there is a serious proposal to start building the Larkin Street extension between Rt 208 and Forest Ave and that could have a significant impact, in a positive way, to the traffic in the project area.

Chairwoman Franson so in the transportation section should be included the potential of the Larkin Drive Extension.

Discussed time frame to get things to Ms. Torre.

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion that we authorize our Planning Board attorney to consolidate all the comments that we raised this evening and that have been provided to her including the engineers comments and prepare a memo that will go to the Village Planning Board as lead agency for the proposed 208 Business Center.

Motion by Chairperson - Bonnie Franson, second by Jeff Manson.

Final Resolution: Motion Carries

Yea: Lisa McQuade, Chairperson - Bonnie Franson, Jeff Manson, John Allegro, Pat Shea

Anthony Vaccaro absent

Jason Czerwinski - recused

3. Minutes

Action, Discussion: 3.1 **October 8, 2020** Minutes

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to approve the October 8, 2020 minutes.

Motion by Chairperson - Bonnie Franson, second by Pat Shea.

Final Resolution: Motion Carries

Yea: Lisa McQuade, Chairperson - Bonnie Franson, Jeff Manson, Pat Shea

Abstain: John Allegro

Absent: Anthony Vaccaro, Jason Czerwinski

Action, Discussion: 3.2 **October 20, 2020** Minutes

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to approve the October 20, 2020 minutes.

Motion by Pat Shea, second by John Allegro.

Final Resolution: Motion Carries

Yea: Lisa McQuade, Chairperson - Bonnie Franson, Jeff Manson, John Allegro, Pat Shea

Absent: Anthony Vaccaro, Jason Czerwinski

Action, Discussion: 3.3 **November 12, 2020** Minutes

hold off until next meeting.

4. Adjournment

Action: 4.1 Adjourn Meeting

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to adjourn.

Motion by Chairperson - Bonnie Franson, second by Lisa McQuade.

Final Resolution: Motion Carries

Yea: Lisa McQuade, Chairperson - Bonnie Franson, Jeff Manson, John Allegro, Pat Shea

Absent: Anthony Vaccaro, Jason Czerwinski