Town of Monroe Planning Board Regular Meeting MINUTES

— 05/08/2025

Town of Monroe Planning Board Regular Meeting (Thursday, May 8, 2025)

Generated by Norinne McSweeney

Draft

Members Present:
Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, J Louis Rivera, Robert Garstak

Members Absent:

Dylan Penn

Planning Board Consultants:

Ashley Torre, Esq.

Shawn Arnott, PE

1. **Welcome**

Action, Discussion: 1.1 Roll Call

Procedural: 1.2 Point out Fire Exits

Procedural: 1.3 Pledge of Allegiance

2. **Returning Projects**

Action, Discussion: 2.1 **Target Expansion** (0234-2024) SBL # 2-1-38 Bailey Farm Road, Monroe, NY

Applicant Representative:
Casey Liberman - Kimley Horn

Ms. Liberman - no updates at all

Mr. Arnott - the applicant had satisfactorily addressed our comments at the last meeting I believe they are in position for conditional final approval

Ms. Torre - I prepared a resolution for the Board's consideration

The Board reviewed the resolution

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to adopt this reoslution

Motion by Jeff Manson, second by J Louis Rivera.

Final Resolution: Motion Carries

Yea: Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, J Louis Rivera, Robert Garstak

Nay: None

Abstain: None

Action, Discussion: 2.2 **Tesla Charging Station at Target** - (0232-2024) SBL # 2-1-38 128 Bailey Farm Rd, Monroe, NY

Applicant Representative:
Franz Gerdes

Mr. Gerdes -
- last meeting awaiting comments from OCDP on the GML submission in order for the board to make a decision
- received comments today from KALA Landscaping - we will comply with all recommendations

Deputy Chair Manson reviewed the resolution

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

Motion by Pat Shea, second by J Louis Rivera.

Final Resolution: Motion Carries

Yea: Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, J Louis Rivera, Robert Garstak

Nay: None

Abstain: None

Action, Discussion: 2.3 **Walmart Expansion** (0233-2024) SBL # 2-1-31.1 Larkin Dr., Monroe, NY

Applicant Representative:
Don Flood - Dewberry Engineers

Ms. Torre - a note procedurally we had talked about this at the last time merging these two applications, because they really need to be looked at together for the purposes of SEQRA and it just makes sense to have the a single plan showing everything rather than two different applications. Moving forward if you could just combine these applications, show the storage containers and the building expansion everything with just one submission.

Mr. Flood overview of project:
- received comments from MHE on February 13th
- we responded and submitted revised plans

Mr. Arnott comments:
- expanding the pick up area, adding additional spots, as well as expanding the building
- applicant provided a parking calculation for the site
- since the building is expanding and the parking spots are going down it appears that a variance for parking will need to be obtained
- additional trailers storage will also take up additional parking spots that cannot count towards the provided parking
- with regards to the pickup location Walmart is proposing additional signage, directional signage from Larkin Drive - those signs are in Village of Woodbury
- a site plan amendment would also have to be obtained from the Village of Woodbury it is possible the Building Department can approve as it is only directional, but either way some form of approval is necessary from the Village of Woodbury
- some technical comments on roof leaders and some of the restriping details
- similar to Target application the pick up spots are in approximately the same locations, asked applicant to add a sign regarding pedestrian crossing (MUTCD sign R1-6)
- ADA parking stalls need to be shown on the plans
- an updated EAF for both projects combined needs to be submitted

Ms. Torre comments:
- the EAF was received after the submission so the lead agency was circulated on May 1 will need to wait the 30 days before assume lead agency status
- SEQRA - does require GML referral
- narrative provided typo regarding quantity and size of trailers
- waiting for Building Inspector regarding accessory storage trailers
- the Board does have architectural review - will need architectural details for the building addition, also need color, type and materials on the trailers
- Mr. Arnott noted a parking variance will be required - you will need to verify that your parking calculation includes the reduction in spaces for both the building and the trailers
- owners endorsement needs to be signed by the LLC

Chairwoman Franson -
- indicated in the narrative it's against Walmart policy to store dangerous items such as guns, chemicals, bullets, food etc in these containers. I would like a note on the plans that says dangerous items such as guns, chemicals, bullets, food etc shall not be stored in containers anything that's putrescible.

- in the narrative it says during the holiday season Walmart estimates that they make more than Target in a year. Are you comparing yourself to Target or mean more than Walmart's annual target, to explain larger quantity of trailers.
- are these trailers being removed after holiday season - trailers will be located September - January
- make a note trailers shall be removed by or put it in the resolution. Would like a specific note on the plans stating when arriving and when leaving.
- make sure it is a realistic arrangement of the trailers for entering either from side door or rear doors prior to obtaining the variance

Ms. Torre - you can always attach the narrative to the resolution and make that compliance with the narrative

Chairwoman Franson continues:
- from the narrative - 38 containers are proposed as part of this permit request, a total of 35 containers were used during the 2023 holiday season. The total number of containers varies year by year plus or minus four containers. If that would mean that you'd get up to 39 containers I don't know if that was just like a general statement but you're certain that 38 is the number

Mr. Flood - 38 containers are what we are proposing
Ms. Torre - maybe change to say plus or minus three containers

Member Garstak - when you're saying Walmart would like to request the containers not be screened. If I remember correctly we were talking about screening them from the back so that they're not visible to the people that live in the next community.
Mr. Flood - that would be like landscaping or a landscape screen
Ms. Torre - regarding the screening the Board's going to require that screening, the narrative should be modified in that regard too. yep and it will be only in the rear not the not
Mr. Arnott - they're no longer proposing trailers along that eastern boundary anymore

Conversation regarding how the trailers are going to be parked for accessibility.

Member Manson -
- this is being proposed as a seasonal use perennial seasonal use in conjunction Walmart is proposing to expand the pick up area and expand the building. I'm wondering why would they not consider doing an expansion of the building as part of this.
-what's being eliminated where the building is going to be increased. Is it current walkway, driveway or curbside?
- will there be a canopy over the new spaces

Chairwoman Franson comments:
- where are the employees coming from, which area of the store, is there a designated area for the employees to walk?
- you're going to confirm whether or not that rear door if it's just a fire egress or potentially being used for deliveries

Mr. Flood answered questions:
- I am sure Walmart has done sufficient research regarding an expansion
- there is concrete and asphalt being removed
- I am not sure where they will be coming out of
- no canopy shown on the plans for the new spaces
- I believe the employees come out the front door and there is a striped area

Ms. Torre - clarify in your next submission how many pickup spaces are being removed and then how many are being added and the net increase of pickup spaces. I don't know if that's clear anywhere.

Chairwoman is showing the project plans on the large monitor for viewing.

Action, Discussion: 2.5 **81 Raywood Drive Bias Properties** (0228-2024) SBL # 43-1-11.3 Raywood Dr. Monroe, NY

Ms. Torre -

This project is looking for and extension to their approval from November 14, 2024 which is set to expire on May 13, 2025. They have asked for an extension as they've finalized some of the outstanding conditions. Your code does allow you to extend site plan approvals for one 180 day period and special use permits for not more then two 90 day periods. I would suggest that the Board approve a motion to extend the conditional site plan and special use permit for 180 days which would bring it to November 9, 2025.

Mr. Gelb - came in with a couple of items to discuss. The water agreement with Kiryas Joel was the main comment. In the resolution # 4 needs to modified.

Ms. Torre - I would suggest that the Board grant an amended approval modifying specific condition number four to remove the requirement that a water agreement has to be filed because that's already been filed and a new one's not required. Instead the agreement will just say that the approvals conditioned upon the Village of Kiryas Joel supplying water for the two family dwelling.

Ms. Torre - the new condition will read this approval's condition upon the Village of Kiryas Joel supplying water for the two family dwelling in accordance with the restrictive covenant easement and developer agreement previously filed in the County Clerk's office on September 15, 2021.

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to grant an extension for this project until November 9, 2025.

Motion by Jeff Manson, second by J Louis Rivera.

Final Resolution: Motion Carries

Yea: Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, J Louis Rivera, Robert Garstak

Nay: None

Abstain: None

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to approve the amended resolution as Ms. Torre described.

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

Final Resolution: Motion Carries

Yea: Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, J Louis Rivera, Robert Garstak

Nay: None

Abstain: None

Action, Discussion: 2.6 **Ilona Bito** (0226-2024) SBL # 22-2-1.2 122 Ludlam Road, Monroe, NY

Applicant Representative:
Robert Koisk

Mr. Koisk -
- apartment in single family resident
- presented this project to the Planning Board last June at which time I was referred to the ZBA for a variance
- went to ZBA for area variance - was granted in August 2024
- last meeting comments that needed to be done
- this submission I've incorporated those comments
- included the ZBA decision with the submission
- also included letters for water and sewer testing approved by Brian Friedler

Mr. Arnott comments:
- comment # 3 notes that I suggested to be added to the plans, they are from the special use permit requirements for an accessory apartment
- letter from Brian Friedler on the sewer and water testing being adequate to serve the additional accessory apartment - MHE takes no exception to that
- the approval box needs to be added to the plans lower right hand corner of the drawing

Ms. Torre comments:
- plans show accessory apartment to be 335 s/f based on the ZBA decision it is 335.5 s/f make that correction
- dimensions of parking spaces need to be corrected update
- Type II action under SEQRA
- does not require referral to the county

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

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

Final Resolution: Motion Carries

Yea: Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, J Louis Rivera, Robert Garstak

Nay: None

Abstain: None

3. **Minutes**

Action, Discussion: 3.1 June 13, 2024

held over

Action, Discussion: 3.2 July 11, 2024

approved

Action, Discussion: 3.3 September 12, 2024

held over

Action, Discussion: 3.4 September 17, 2024

held over

Action, Discussion: 3.5 December 12, 2024

approved

Action, Discussion: 3.6 December 17, 2024 approved

Action, Discussion: 3.7 January 9, 2025

approved

Action, Discussion: 3.8 February 13, 2025

approved

4. **Adjournment**

Action, Discussion: 4.1 **Adjourn Meeting**

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

Motion by Robert Garstak, second by J Louis Rivera.

Final Resolution: Motion Carries

Yea: Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, J Louis Rivera, Robert Garstak

Nay: None

Abstain: None