

Town of Monroe Planning Board Reorganization/Regular Meeting MINUTES

— 01/19/2021

Town of Monroe Planning Board Reorganization/Regular Meeting (Tuesday, January 19, 2021)

Generated by Norinne McSweeney

Members present

Anthony Vaccaro, Lisa McQuade, Jason Czerwinski, Jeff Manson

Members Absent:

Bonnie Franson, John Allegro, Pat Shea

Consultants:

Ashley Torre, Esq.

Shawn Arnott, PE

1. Welcome

Procedural: 1.1 Roll Call

Procedural: 1.2 Point out Fire Exits

Procedural: 1.3 Pledge of Allegiance

2. Appointments

Action, Discussion: 2.1 Acting Chairman

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby appoints Jeff Manson as Acting Chairperson in the absence of the current Chairwoman during the year of 2021.

Motion by Jason Czerwinski, second by Anthony Vaccaro.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Jason Czerwinski, Jeff Manson

Absent: Bonnie Franson, John Allegro, Pat Shea

Action: 2.2 Planning Board Attorney

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby appoints Ashley Torre of Burke, Miele, Golden & Naughton, LLP as the Planning Board attorney for 2021.

Motion by Lisa McQuade, second by Jason Czerwinski.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Jason Czerwinski, Jeff Manson

Absent: Bonnie Franson, John Allegro, Pat Shea

Action, Discussion: 2.3 **Planning Board Engineer**

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby appoints Shawn Arnott of McGoey Hauser & Edsall Consulting Engineers as the Planning Board Engineer for 2021.

Motion by Anthony Vaccaro, second by Lisa McQuade.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Jason Czerwinski, Jeff Manson

Absent: Bonnie Franson, John Allegro, Pat Shea

3. **Approval**

Action, Discussion: 3.1 **Approve 2021 Planning Board Meeting Schedule and Tech Review Schedule**

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby approves the 2021 Planning Board Meeting Schedule and Technical Review Schedule.

Motion by Jeff Manson, second by Jason Czerwinski.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Jason Czerwinski, Jeff Manson

Absent: Bonnie Franson, John Allegro, Pat Shea

4. **Returning Projects**

Action, Discussion: 4.1 **DG Management** (0172-2019) SBL # 1-1-96

John Queenan Lanc & Tully

Mr. Queenan: Good Evening this project is a cluster subdivision along Oreco Terrace for a 15 house subdivision single homes and duplex
previous meeting discussions regarding the layout
questioning duplex units proposed fell under the definition of multiple group or multiple residents of the Town. I did some research and reviewed with Consultants Ms. Torre and Mr. Arnott - result acceptable as long as all other are provisions of the clustering criteria are met. Each side of the duplex would have to be a minimum of 15,000 square foot lot because each

one would have to be on a 7,500 square foot lot.
did some shifting of the subdivision with minor things, did send a map to Ms. Torre and Mr. Arnott for their quick review, looks like we can certainly meet that.
new plans for review swapped out some single family into duplex same amount different locations, no increase in units just the placements
currently in the final design stages of the road grading
we have building foot prints now from the architectural
we will provide renderings at the next meeting
as well as full landscaping plans
getting all loose ends together to get you full package next month
December lead agency has been sent out
like to move forward with water wells for each lot need to drill 2 wells for testing, putting together well testing protocol for board review, DOH requirements test 2 wells
submitted application to OC Sewer district 1 for proposed sewer mains approval
any other tasks needed would like to work out tonight
begin SEQRA process

Acting Chair Manson any board members have any questions
Member Vaccaro has question regarding mixing of duplex and single family spoken on matter but has it been approved by the full board. Can we take a poll the board?
Acting Chair Manson the question would be are you talking about the board preference or whether this is something we want to move forward with? My understanding is if it meets the other standards of the clustering then it would be a permissible use correct?

Ms. Torre back in March 12, 2020 when the board approved the Residential Yield for the Cluster Subdivision it was approved of mixed single and two family dwellings so that is what has advancing at this point.

Mr. Queenan it has been discussed and at the last board meeting we went through and the board was in agreement that as long as it met the definition that this was the plan

Acting Chair Manson I do recall at the last meeting trying to narrow down the definition and see what really worked. It does fit the requirements for having both style homes

Ms. Torre has to be a common area retained by the HOA for the exclusive benefit of the multiple dwelling group residents , are they going to be single family or classified as patio homes which is more of architectural type question,

Mr. Queenan single family will be standalone single family and duplex units automatically condominium association is formed with HOA

Acting Chairman Manson each of duplex lot will have own HOA

Mr. Queenan lot 9 became a duplex and lot 4 single family, single family lot the smallest is 11150 sq feet and smallest duplex 15200 sq feet, small shifting of property lines
open space hasn't changed

Ms. Torre - parking in front yard duplex can have it but some of single family still has some, are you proposing less of a front yard set back for those or if still being worked on

Mr. Queenan still working on with architect looks like each unit will have 2 car garage. So the code allows for a driveway entrance to be in the front and a turnaround as long as both vehicles would be able to use a two-car garage. All units will have a 2 car garage

Acting Chair Manson in the past conversation regarding keeping duplex along back section to keep away from more visible areas

Mr. Queenan in order to keep duplex in back would reduce open space

single family approx. 25-30% smaller than duplex, will have exact footage renderings at next submission

leave maximum amount of open space working on addressing with the ZBA

Member Vaccaro when we first talked about this cluster development and the concept of how many houses property could support I was under the assumption it would be one building per lot and one family per building

Acting Chair Manson under the cluster regulation you are trying to meet does the lot size for a duplex need to be twice the size of a lot for a single family

Mr. Queenan the minimum lot size for a duplex under the code is 7500 square feet in this zone and for a single family it's at the discretion of the Planning Board

Acting Chair Manson did some review of the project and the lots coverage and screening
Member Vaccaro asked to have the applicant summarize where we are at the bulk table and the lots

Mr. Queenan currently we're preparing a final cluster subdivision plan. These lots all provide for 25 foot front yard setback, 15 foot side yard setbacks, and 35 foot rear yard setbacks on 7,8 & 9, and 25 foot rear yard along the easement

Mr. Arnott - no comments

Ms. Torre - reviewed that the board assumed Lead Agency Status at the last board meeting on December 10, 2020 this meeting was to discuss the EAF part 2 and what other studies or analyses the board might want to come to a determination of significance

Ms. Torre reviewed the EAF Part 2 form and discussed the questions with the board
a SWPPP will be needed

working on a visual - landscaping, height of building, lighting plan

look at O&R Park, Rt 208 and Oreco terrace

SHIPO has to be completed as well

Traffic analyses will be done

lighting plan will also be submitted

no blasting as increasing the grade of the road

Acting Chair Manson asked board members any questions or comments in regards to the EAF just reviewed

Member Mc Quade question # 16

Member Vaccaro question # 13 - traffic concern near fire house and traffic light

open discussion regarding traffic at Schunnemunk

Member Vaccaro where are you before the ZBA

Mr. Queenan we have applied, presented at initial meeting, would return once this cluster layout to further along with the Planning Board

Action, Discussion: **4.2 Verizon Wireless** (0186-2020) SBL # 2-1-36 40 1/2 Barr Lane

Ms. Torre spoke in regards to the representative didn't realize it was an in house meeting and was unable to attend this evening.

Ms. Torre asked the board to approve the extension of the shot clock until April 26th and authorize me to sign a letter in agreement in that regard. To give the board a little update the applicant had to go before the ZBA for use variance which was obtained. Nothing has been substantive submitted or reviewed at a meeting by the board so we need more time to review and then approve it, so federal law says you only have a set amount of time the "shot clock" so that is why I am asking you to agree to extend that until April 26, 2021.

Mr. Arnott had a few comments for the application he did a quick summary for the Board but will be reviewed in full with the applicant. BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion that we authorize Ms. Torre to enter a new agreement with Verizon Wireless to extend the shot clock through April 26, 2021.

Motion by Jeff Manson, second by Jason Czerwinski.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Jason Czerwinski, Jeff Manson

Absent: Bonnie Franson, John Allegro, Pat Shea

Action, Discussion: **4.3 HBP Outside area** (0181-2019) SBL # 2-1-34.2

Marrissa Weiss - Jacobowitz & Gubits

Nate Burns = Langan Engineering

Mr. Burns last in front of us addressed all of the comments patio expansion except replanting of trees, comments from the MCC replanting of 12 replacement trees we addressed those comments and supplied for review - seeking final approval for this

discussed with applicant their intent to plant as soon as final approval received prior to getting building permit planting approval
letter to certified all work done prior to getting building permit

Mr. Arnott comments if planting prior to issuing building permit - MHE can review planting prior to issuing of building permit

Ms. Torre - in speaking with Mr. Lithco and Ms. Weiss regarding the condition for planting trees originally proposed the applicant would post a performance bond as a condition prior to building permit for outside area must install replacement trees , but now that they are planning on planting ahead that you have a condition that would be prior to the issuance of a building permit for any work on the outside patio area the applicant has to install the replacement trees and would be required to post any required inspection fees and maintenance bond at that time. Standard condition that the bond would be satisfactory to the town board, town engineer and town attorney as to form sufficiency manner of execution and surety so that would be a maintenance bond to allow the trees to remain in place for a minimum of 1 year, after they are planted to ensure that they are alive and thriving.

Acting Chair Manson reviewed in summary

Member Vaccaro minor comment tree guards for protection from antler rubbing

Mr. Burns they are evergreen trees with branches down to the bottom so the deer can't rub

Acting Chair Manson MCC reevaluate of the trees for deer resistance

Ms. Torre another condition trees can't be removed from the patio area without building permit

Acting Chair Manson issue of possible wanting to get moving on the inside of the site prior to doing any work on the patio area

Ms. Torre they can get a permit and start on building inside

Mr. Arnott they will be issued 2 permits one for interior and one for exterior

Acting Chair Manson all waiting on final approval of this plan

what is the next step

Ms. Torre a motion to approve the tree replacement plan conditioned on the following 1) no tree in the outdoor patio area shall be removed until the applicant obtains a building permit for outside area, and 2) applicant should install the replacement trees prior to the issuance of a building permit for construction of the outside patio area and shall post a maintenance guarantee an amount to be fixed by the town board upon recommendation of the town engineer in place for a minimum of one year after all new trees or replacements if necessary are planted to ensure such plantings are alive and thriving.

Mr. Brower MCC have someone with expertise inspect the trees after the one year period

Mr. Arnott MHE has brought Ms. Karen Arent for reviewing landscape plans

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

regarding the tree planting with conditions.

Motion by Jason Czerwinski, second by Anthony Vaccaro.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Jason Czerwinski, Jeff Manson

Absent: Bonnie Franson, John Allegro, Pat Shea

5. Miscellaneous Items

6. Minutes

Action, Discussion: 6.1 September 10, 2020 Minutes

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby approves the September 10, 2020 minutes.

Motion by Anthony Vaccaro, second by Jason Czerwinski.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Jason Czerwinski, Jeff Manson

Absent: Bonnie Franson, John Allegro, Pat Shea

7. Adjournment

Action: 7.1 Adjourn Meeting

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby adjourns the meeting.

Motion by Jason Czerwinski, second by Lisa McQuade.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Jason Czerwinski, Jeff Manson

Absent: Bonnie Franson, John Allegro, Pat Shea