

Town of Monroe Planning Board Workshop Meeting MINUTES

— 03/14/2024

Town of Monroe Planning Board Workshop Meeting (Thursday, March 14, 2024)

Generated by Norinne McSweeney

Draft

Members Present:

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

Members Absent:

Dylan Penn

Nick Napoli

Planning Board Consultant:

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. Returning Projects

Action, Discussion: 2.1 **355 Rt. 17 M** (0221-2024) SBL # 25-3-6.12 Monroe, NY

Applicant Representative:

Mike Morgante - Arden Engineering

Mr. Morgante - since last time we have made additional changes to the plans. There is now a second page showing proposed site plan with topography, parking, parking calculations, medical offices, we located the well, sewer location front right hand corner of the building, dumpster location, and landscaping.

- I believe we addressed the previous comments from the consultants and board.
- received additional comments for review tonight

Mr. Arnott comments:

- comments on parking layout
- relatively minor upper parking in the back Mr. Morgante has called that out with striping
- does appear to meet Zoning parking requirements but a couple of spots I have questions on

-- the spot where you pull into the back it seems to impede the ingress and regress onto that spot

Mr. Morgante explained the parking spot that Mr. Arnott is referring to is 24ft wide and another one in question closer to 17M is 27 feet wide. He will mark the calculations on the plans to show adequate room for egress and ingress. We removed the parking spaces on 17M that were encroaching on the right of way as well.

Another comment accidentally showing on the cover sheet regarding the existing conditions plan as opposed to the proposed site plan. We have removed all the existing parking from the DOT right of way. Parking is within the property boundary. Not sure if we can meet the parking within the front yard setback because its 60feet.

Ms. Torre - that is a code requirement that there can't be parking in the front yard setback, but if this is pre-existing we would need to speak to the Building Inspector to confirm whether it is a pre-existing non-conforming condition.

Chairwoman Franson - in regards to Mr. Arnott's comment on the one parking space, it looks odd, can you do some striping or something.

Mr. Morgante - we can do the striping.

Mr. Arnott - in regards to the actual title of the plan sheet it current shows amended site plan and lot consolidation. Last time you mentioned you were going to do the consolidation through the Accessors office. The Lot Consolidation should be dropped from the title.

Mr. Morgante - yes we are planning on going to the Accessors office and will remove from title.

Chairwoman Franson - does the lot consolidation have to happen before the approval.

Ms. Torre - it would be a condition that has to be satisfied before the signing of the plans. The consolidation would happen before the plans are signed and those plans would reflect the consolidation.

Mr. Arnott - as Mr. Morgante went over already about the handicap parking, there was limited topography information near the handicap parking stalls there's a 2% maximum requirement area to confirm.

Mr. Morgante - we did confirm the walkway itself is about 50 foot run and it's about 35 inches in height. So we meet one on 12 easily we are actually more like 6%.

Chairwoman Franson - how do you get to the doors? Is there any kind of railing?

Mr. Morgante - showed on the map where the ramp was and that there is railing that will be updated. I will add dimensions to the next set of plan's.

Mr. Arnott - the next item is regarding the dumpster enclosure, some type of landscape around that area. Should Ms. Arent review the landscaping or does the board feel comfortable as there is limited landscaping.

Mr. Morgante - looking into shrubbery that would grow like a hedge. I took them from other projects Ms. Arent has worked with me before on.

Mr. Arnott - the board has architectural review so details and materials would need to be provided. Looks like you were going to be painting the existing facade.

- Architectural plans should be signed and sealed by a design professional
- previously discussed GML referral - exempt
- declared this project a Type II action

Chairwoman Franson reviewing some of the details to be made on the building, painting and color, landscaping, parking, signage, while reviewing the plan set on the monitor. Questioning the status of the current railing being used or replaced.

Ms. Torre comments:

- last time spoke about updating the application forms to add both parcels, the owners and LLC everything needs to be clearly signed by someone representing the LLC.
- show the existing lighting on the plans
- as far as the architectural review goes, you did submit the renderings and some information about the color. The code does require unless waived a full narrative description of the materials, sample colors including roofing, windows. Clarify what is going to be replaced or painted.

Boards comments:

Chairwoman Franson - existing lighting will be utilized, doesn't look like they have much maybe some sconces in the front.

- I would like Ms. Arent to look at the landscaping plans. Add a note to be maintained for the life of the use.
- add a note regarding the disturbance proposed
- hours of operation would be good to know especially in regards to the lighting.

Procedurally what are the next steps:

- do we need to have a public hearing or can it be waived. In agreement no public hear is required.
- by next month draft a resolution

do we have to have a public hearing - NO

draft resolution for next month

Action, Discussion: 2.2 **127 Seven Springs** (0204-2022) SBL # 1-1-41.2 127 Seven Springs Road Monroe, NY

Applicant Representative:

John Queenan - Lanc & Tully

Mr. Queenan -

- wanted to give the board a quick update of where we are at
- review one aspect of the project
- the project is a 3 lot subdivision in the 2 family overlay zone
- we have submitted a couple of iteration of the number of driveway cuts along Seven Springs Road. Initially we had 3 individual driveways, the board asked to combine into one curb cuts that didn't seem possible based on limitations of the code and how they would be divided up. I have been working with Mr. Arnott on a sketch that would combine 2 of the lots with one curb cut and the other one would have it's own. Wanted to review with the board before we finalize everything.
- located all the trees within the development area so that will be on the next iteration.
- we are finalizing the SWPP
- working to finalize the grading
- almost done with the architectural design for the next submission
- biggest thing again is the entrance configuration

Mr. Arnott:

- the southern home would have its own driveway
- the rear dwelling and the other home would share an access that would split almost right at the right-a-way line for the separate driveways
- I reviewed the plan with Mr. Patterson the Highway Superintendent he takes no exception but asked that the applicant to look at drainage to try to pipe in front th that along the driveway or the roadway frontage.

Chairwoman Franson - my deputy and I don't recall getting a sketch of this plan.

Mr. Arnott- it was not included in this months submission it was about a month prior

Mr. Queenan took a sketch plan up to the Chairwoman to show her and the deputy the plans that were being discussed.

Mr. Queenan - we tried many options, again first was 3 individual driveways, one curb cut to split into 3 where there were limitations again to the code, to the width and then we couldn't fit

within the right-a-way, had to extend that which it then became a common driveway which is not allowed in the code, so we are not at this scenario of 2 houses off 1 driveway and the other house alone.

Chairwoman Franson - remind me why can't we have one driveway coming in and then driveways coming off of the one driveway.

Mr. Arnott - Street specifications don't allow a driveway on the right-a-way line, it would have to be constructed to a private road specification with a turnaround

Mr. Queenan - what happens is we don't have enough room to get in and get all three driveways out of there in this little zone so like you'd end up with this but then there's the third driveway that just makes it but we have a private road specification and why can't we do private road.

Open discussion about driveway options.

3. New Project

Action, Discussion: 3.1 **24 Raywood LLC** (0222-2024) SBL # 43-3-3 24 Raywood Dr Monroe, NY

Applicant Representative:

Mr. Isaac Stein - Ideal Design

Mr. Stein:

- new 2 family dwelling in the new 2 family overlay zone
- take down existing house
- oriented to South Blooming Grove
- total of 9 bedrooms

SA comments:

- architectural plans provided will need to be signed and sealed by a licensed professional
- after reviewing the plans I counted 11 bedrooms on plans 9 mentioned
- SPDES permit over 9 bedrooms
- new sewer disposal system testing - to be witnessed by MHE
- site disturbance on plan noted 20 acres only 1.28 acres in size-
- bulk table required dimensions consistent with the SR10 zone increased lot area requirements for 2 family overlay
- applicant to provide testing of existing well signed and sealed that it would meet new required flow
- driveway confused by hatching what's proposed and what's to remain

Ms. Torre:

- while talking about parking one space showing partially in front yard that is not permitted in

code

- add dimension width of driveway the special use permit restricts the width it can't be more than 24 feet at any point in the front yard

Chairwoman Franson reviews the project on the large monitor pointing out the items being referred to.

Mr. Arnott:

- the modifications need to be submitted to the Highway Superintendent for the curb cuts
- provide details on how you're going to construct those curb cuts
- applicant provided a tree plan needs a chart to show the trees on the lot, note where and what trees will be cleared and which ones will remain

Ms. Torre:

- I think there were 6 to be removed and 1 or 2 labeled as dead
- you need to show what you're planting six trees and replacement of those being removed
- need to replace 1 to 1 basis or pay fee

Mr. Arnott -

- need to show the septic's and wells within 200 feet of the lot
- provide architectural renderings for the elevations of the house with colors and each of the materials and colors labeled for the Boards review
- discuss SEQRA

Ms. Torre:

- Type II action
- exempt from referral to the county
- requires a public hearing for the special use permit
- notice will have to go to the Town of Palm Tree and the Village of Kiryas Joel
- General Law for section 809 needs to be completed
- Entity disclosure was not completed section B needs to be filled out
- parking in the front yard
- minimum required lot area is 10,000 square ft assuming you're going under that law that allows you to apply the reduced bulk even though you don't have public sewer because you're in a public Sewer District and you meet other requirements the minimum lot area would actually be 20,000 square feet so you comply but just update the bulk table
- the Board has architectural review submit details in accordance with Section 57-31
- the EAF did indicate wetlands either on the site or adjacent need to be shown on the plans
- EAF noted the property was in the 100-year flood plain

- certification regarding the waste water disposal system needs to be verified by the Town's engineer
- special use permit for the 2 family
- standard tree plan notes to put on the plans

Chairwoman Franson:

- Discusses a wetland area showing on Google Maps it's showing a stream here, but what this isn't showing, because often times they put what appears to be the lot lines this is Orange County GIS, I think that is carrying a drainage area it almost looks like that's what that is.

Mr. Stein:

- one of the comments was regarding 11 bedrooms. Which ones are your considering as bedrooms?

Mr. Arnott:

- to put it in simple terms we have gotten a determination from the Building Inspector on another application with regards to what a bedroom is. It's a room that has both a door and a closet which makes it available to be a bedroom.

Looking at the plans reviewed what room would be considered a bedroom versus a playroom or library. What steps need to be taken to not be considered a bedroom.

Member Manson - living room area three dotted line rectangles, I am assuming that represents where skylights would be. Are they fixed skylights or do they actually open up fully to serve the family for celebrating Sukkos?

Mr. Stein - yes they are for Sukkos.

Chairwoman Franson in regards to next steps should we wait for another submission before we hold a public hearing. At the next meeting once we review the next submission with all the comments answered we can set a public hearing.

4. Minutes

Action, Discussion: 4.1 **September 14, 2023**

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to approve the September 14, 2023 minutes.

Motion by Chairperson - Bonnie Franson, second by J Louis Rivera.

Final Resolution: Motion Carries

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

Abstain: Jeff Manson

Action, Discussion: 4.2 **October 17, 2023**

tabled

Action, Discussion: 4.3 **November 9, 2023**

tabled

Action, Discussion: 4.4 **November 21, 2023**

tabled

Action, Discussion: 4.5 **December 19, 2023**

tabled

Action, Discussion: 4.6 **January 16, 2024**

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to approve the January 16, 2024 minutes.

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

Final Resolution: Motion Carries

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

Action, Discussion: 4.7 **February 8, 2024**

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to approve the February 8, 2024 minutes.

Motion by Chairperson - Bonnie Franson, second by Robert Garstak.

Final Resolution: Motion Carries

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

Abstain: Pat Shea

5. Adjournment

Action, Discussion: 5.1 **Adjourn Meeting**

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

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