

# Town of Monroe Planning Board Workshop Meeting MINUTES

— 05/14/2020

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## Town of Monroe Planning Board Workshop Meeting (Thursday, May 14, 2020)

*Generated by Norinne McSweeney*

*Zoom Meeting*

### **Members present**

Anthony Vaccaro, Lisa McQuade, Chairwoman - Bonnie Franson, Jason Czerwinski, Jeff Manson, John Allegro, Pat Shea

### **Consultants present:**

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 81 **Raywood Dr Subdivision** (0176-2019) SBL# 43-1-11

Joel Mann Project representative

Larry Torro - Civiltech Engineering

updates given by Larry Torro

Classification of minor subdivision by the board

storm water plan triggers SWPPP which we are working on

needed to hear back from OCDPW and Kiryas Joel regarding Utilities

questions on the grading in area of cul-de-sac currently sheet flows was going to leave it that way

landscaping at the end of cul-de-sac added a row of pines

question regarding turn around room - labeled 24 ft between parking spaces and backup area

street cross section needed more information regarding subgrade - added

concrete curb detail added

structural reinforcement to sidewalks provided

marked trees for removal - 11 to mitigate that we showed location for new location of 11 red maple trees

Mr. Mann mentioned that application to Orange County Sewer District One for the 3 lots and agreement between project and Kiryas Joel has been submitted to the board will need a couple of easements between lot 1 & 3, and then with a neighboring property we are already negotiating

Chairwoman Franson there is a 20 ft wide sanitary sewer easement and a 40 ft wide water easement, existing easements, so you have a 12' water line and the sanitary line so basically there will be easements to allow the utilities to extend over various properties correct. asking Mr. Arnott rather than that arrangement should the utilities be located in the road and then travel up into each individual lot.

Mr. Arnott for the sewer it is the best location, water they have clustered together, they are proposing with ductile iron which is good for 75- 100 years.

Mr. Arnott comments:

SWPPP which was already mentioned being worked on

EAF disturbance as .9 needs to be corrected

water services - proposing 3" tubing why not 3/4' or 1' 3 inches kind of large - per Mr. Mann it is a Village of Kiryas Joel requirement

easements will have to be reviewed by Ashley when they are provided

OCS application provide to the board once completed for review

Applicant confirm trees not indicated to be removed remain

EAF shows habitat for Indiana bat and long eared bat - be aware when clearing of restriction question 19 on EAF not answered

Ms. Torre:

I believe EAF was corrected before lead agency notice went out disturbance was corrected as well as question 19

subject to GML review, sent to the county, village of Kiryas Joel and Town of Palm Tree before a public hearing

plans to Highway superintendent as they have been modified

as far as classifying subdivision as major or minor it is major as it requires an extension of municipal facilities, extension of Raywood Dr, and the Village of Kiryas Joel water, but the board can waive the requirement to submit a cluster plan since its less than 5 acres

motion made

BE IT RESOLVED, that the Planning Board for the Town of Monroe hereby makes a motion that the subdivision be classified as a major subdivision and that we waive the requirement to submit a cluster layout.

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

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairwoman - Bonnie Franson, Jason Czerwinski, Jeff Manson, John Allegro, Pat Shea

Ms. Torre continued

57-84 Section on Tree Preservation

add notes

buffers

also needs to be referred to the Monroe Conservation Commission

Chairwoman Franson add some trees for privacy

Board Member questions:

Member Vaccaro allowances for other utilities show them on the plan ex. underground utilities or overhead, how deep are the drywells

Member Manson owner information entity disclosure shows Brach & Mann there are 2, Jeff mentioned a few trees he would like to see kept

Chairwoman Franson:

the applicant has some revisions to be made

Mr. Arnott check with highway superintendent

should have responses back on NOI

Ms. Torre GML 239 should be done work with Ms. McSweeney

discussed the next steps

SEQRA

NOI

Negative Declaration

Action, Discussion: 2.2 **Monroe Commons** (0182-2019) SBL # 2-2-10

Joel Mann - Project rep

Caleb Pawelski - P&P

John Dahlgren - Tim Miller Associates - Planner

Mr. Pawelski the purpose of tonight is to discuss the next steps with SEQRA, submitted revised sketch plan, agency list and EAF a few weeks ago with the intent to file Notice of Intent for lead agency.

Was NOI circulated and do we get a copy

Ms. Torre yes it has been circulated and I can send you a copy

Chairwoman Franson stated the SEQRA and in 30 days assume lead agency as long as no challenges

Chairwoman Franson asked Mr. Arnott if any new plans submitted and any comments

Mr. Arnott yes plans submitted no significant changes, only thing different was table on top that divides floor areas into common space versus the usable area which were slightly different and affected the parking calculation

the parking in front yard setback was pulled out so configuration changed slightly

The board had asked at the last meeting regarding a narrative which I don't see yet

Mr. Mann we are still working on it and will get it submitted

Chairwoman Franson we have been looking at various consultants and that is why we asked for your final list so that we can have our team in place when we start the scoping process

Chairwoman Franson will work with Mr. Arnott and Ms. Torre and getting a team together to present to the board for approval. If any board members have any suggestions as far as team members send along to Ms. McSweeney to circulate

Member Vaccaro asked if anyone remembers who traffic consultant was on another project in area as they would have a stock pile of knowledge

Open discussion regarding various consultants that would be needed

Chairwoman Franson we are moving forward have circulated the NOI for lead agency - waiting 30 days

working on hiring consultant team

start to work on Scope to start SEQRA process

Chairwoman Franson addresses Ms. Torre regarding applicant starting Scoping document and then the board subsequently revises it, do you think that would be reasonable

Ms. Torre yes that would make sense to start that way after the board makes your determination of significance assuming you make a positive deceleration which would require the scoping document which they could prepare, then you talk about if you want to hold a public scoping session and how you go about the logistics in the current times it would be a virtual meeting just like this

Chairwoman Franson so at this point even though we are not lead agency so therefore we can't make the determination because of the size and magnitude of the project, the wetlands present, the traffic potential, demand for water and sewer etc., from my perspective thinking a

positive deceleration and requiring a draft environmental impact statement.

Board members what are your thoughts

Member Czerwinski would that kind of environmental impact statement be proposed or presented with the proposed text amendment that's going along with this application

Ms. Torre if your lead agency as the Planning Board the project does include the zoning amendment to increase the height so the environmental impact statement and the scope would have to also cover that zoning amendment for the whole zoning district

Member Czerwinski but ultimately it would have to be the Town Board to approve that text amendment

Ms. Torre yes the Town Board would ultimately have to approve the law, but the Planning Board would be acting as Lead Agency for the environmental review of the law

Chairwoman Franson so the Town Board is an involved agency and will be part of the SEQRA process, they will get all the documents and make their own comments

Mr. Arnott wants to bring up the 2 major issues which is the lot coverage percentage with the impervious surface and parking calculation and overflow

Mr. Pawelski regarding lot coverage we are reviewing different options grass pavers that we will be presenting to the Building inspector for his interpretation

Member Vaccaro why would that report go to the BI instead of Mr. Arnott for his review and interpretation

Ms. Torre since the BI has already determined that permeable or pervious pavers still count towards lot coverage, the applicant is aware of that and wants to try and present something different that perhaps he would feel differently about, it would have to still be approved by the Planning board in the end

Chairwoman Franson ultimately whether it's considered pervious or not the bigger question is whether the Planning Board would accept that type of surface for parking areas and I think it's going to depend on where it's used. So it's not just about the Building Inspector and the interpretation it's also about whether the Planning Board will even determine that use of those are reasonable especially if they are going to be regularly used given the seasonality of our area and if it makes sense

Action, Discussion: 2.3 **Verizon Wireless** (XXXX-2020) SBL # 2-1-36

Scott Olson

Sara Coleman

We are proposing to add an additional cell tower to the Town of Monroe

not the traditional cell tower but more of a utility pole and 67 feet high

2 antenna on top located in front of water tower building

we have applied for a use and area variance with the ZBA and we are currently still before them

We have applied for a site plan approval with the Planning Board to commence after we

complete ZBA process

Chairwoman Franson in current submission there is a site plan

Mr. Olson numerous applications were all submitted

Ms. Torre asking Mr. Olson to give an update with where they stand with the ZBA, have they had a public hearing as of yet

Mr. Olson the Public Hearing is set for May 26, 2020

Primary purpose is to serve this general area

Chairman we need to authorize consultants to review on behalf of the Planning Board was well.

The ZBA hired CityScapes consultants

Mr. Olson has asked the Town to extend the shot clock

FCC these type of facilities are important local municipalities finish review in a certain amount of time 150 days from receipt of application. 4 different time frames depending on application. BE IS RESOLVED, that the Planning Board of the Town of Monroe hereby retain the consulting firm of CityScapes to review with Verizon application.

Motion by Anthony Vaccaro, second by John Allegro.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairwoman - Bonnie Franson, Jason Czerwinski, Jeff Manson, John Allegro, Pat Shea

Action, Discussion: 2.4 **Yoel Shtosel** (0183-2020) SBL # 1-1-87

Joel Mann

Chairwoman Franson - this item wasn't officially on the agenda but as you are aware we've had the application for the urgent care facility the applicant has wanted to install a ramp and we have architectural review of the project. We have been asking for site plan documents to show what is exactly there and what will be there. The applicant was saying one thing but showing something different. Mr. Arnott has been working with the architect that they are working with and we weren't sure if we were communicating well enough what we are looking for so I have reached out to Mr. Mann to assist with this project

Mr. Mann so I have met with the client and what I received was architectural plan showing the ramp details and the code review they are also showing the curb line and how the ramp is landing down and extending a little of the sidewalk, they are keeping current parking spaces

and have restriped the spaces and the handicapped as requested by Building Inspector. There is no site plan it was never done they only have the architect plans. I have been at the site and taken pictures and measurements. What is the board looking for?

Chairwoman Franson from my perspective we need a plan it doesn't need to be a full site plan but it needs to include the front of the building, sidewalk changes, relationship to the handicap parking spaces.

discussion among board members, consultants and Mr. Mann as to what they would like to see. Does need to be a stamped plan to receive approval. show the windows that were covered up make sure still indicated and the colors, siding carried across, R.t 208 side the colors white and brown. Narrative that describes the building and the improvements to be done , lighting, pictures, colors.

### **3. Adjournment**

Action: 3.1 Adjourn Meeting

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby adjourns the meeting at 8:50 pm.

Motion by Chairwoman - Bonnie Franson, second by Jason Czerwinski.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairwoman - Bonnie Franson, Jason Czerwinski, Jeff Manson, John Allegro, Pat Shea