

Town of Monroe Planning Board Workshop Meeting MINUTES

— 07/09/2020

Town of Monroe Planning Board Workshop Meeting (Thursday, July 9, 2020)

Generated by Norinne McSweeney

Members present

Anthony Vaccaro, Lisa McQuade, Chairwoman - Bonnie Franson, Jason Czerwinski, Pat Shea

Members Absent:

Jeff Manson, John Allegro

Consultants:

Ashley Torre, Esq.

Shawn Arnott, PE

1. Welcome

Procedural: 1.1 Roll Call

Procedural: 1.2 Pledge of Allegiance

2. Returning Projects

Action, Discussion: 2.1 **Cupo/Maffei** (0184-2020) SBL # 3-2-8, 6-4-2, 6-4-3.1 Round Lake Subdivision

John Loch - PE

RoseEllen Cupo - applicant

Vito Maffei - applicant

Mr. Loch

3 existing lots , 3 proposed lots looking for a lot line change to make the 2 smaller lots larger and the larger lot smaller

lot 1 on sewer

lots 2 & 3 on septic being made larger

there is a proposed easement for water service that will pass through lots 2 & 3 to continue providing service to lot 1

new submission shows easements clearly labeled as existing and also provided net area calculations deducting the full area of the easement

Chairwoman Franson addressed Ms. Torre regarding some additional information that was necessary to determine frontages

Ms. Torre current plan labels front yard to be off West Wind Drive, but the front yard is actually the southern lot line so it gets access from the private road which should be the current front yard, will be current front yard after lot line change as well, so the Southern lot line needs to be changed and label front yard this is for lot 1 and I had discussed this with the Building Inspector. I also discussed with him about the pre-existing nonconformity that all looked good with the exception of lot 2 there's a pool deck attachment that didn't appear to have approval, so that is going to need Building Department approval. Basically the plan will need to be modified to change the front yard label and the side yard labels as well as the table will have to be updated. Then it would be considered a lot line change and not a subdivision. no variances will be required as they are all pre-existing.

This is going to be a Type II action

It is within 500 ft of a county road so it had to be referred to OCDP done on June 30th waiting for the response

label the proposed water easement

minor revisions for the map notes

general note # 6 just add at the bottom end that it will be by a water service easement

reference note # 2 is still missing the current deed for the SBL 3-2-8 that deed is Lieber 11405 page 91997 and the other deeds should be referenced by Lieber and page number not the page range

reference note # 3 just add the date the map was filed which was February 27, 1975

Mr Arnott comments:

plans need to be stamped and signed by a surveyor prior to signing

Public hearing is optional for a lot line change

Chairwoman Franson asks the board members for any comments: no comments from members

Chairwoman Franson addressed Ms. Torre is this a situation where we can waive the public hearing or is it a matter of we hold a public hearings

Ms. Torre looking at the code it doesn't say you have to waive the public hearing A65-5 Sub B

Chairwoman Franson asks the board members if they feel the need to have a public hearing.

All members agree that no public hearing is necessary

Next meeting do the approval of the lot line change pending the response from OCDP, have a resolution prepared

Mr. Loch clean up the map per Ms. Torre and Mr. Arnotts comments so there aren't as many conditions that would be great

August 13, 2020 or August 18, 2020 meeting

Action, Discussion: 2.2 **Monroe Commons** (0182-2019) SBL # 2-1-10 Dunderberg Road

Caleb Pawelski - Pietrzak & Pfau Engineers

Joel Mann - Project Manager

Jay Myrow - Attorney

John Dahlgren - Planner

Chairwoman Franson started since last meeting we haven't received any revisions to the maps or any additional data associated with the project. We did receive a Draft Scoping Document from the applicant.

We had been reviewing the FEAF Part 2 , we did ask the applicant some questions in terms of clarifications whether certain tests have been done we didn't hear back, part of the request for that information was to consider that while we were reviewing the FEAF part 2. Regardless we have a number of areas where we've identified large to moderate impacts and we are going in the direction of doing a positive declaration and requesting that the applicant prepare a draft environmental impact statement, which is in fact why they submitted a draft scoping document.

Ms. Torre for any reason do you think we need to go through the FEAF part 2 again?

Ms. Torre I did prepare a proposed positive declaration based on the answers that we had, there were a few blank questions in the FEAF, don't know whether you want to address those if the applicant has anything to add to those areas otherwise I could just incorporate those into the proposed positive declaration.

Chairwoman Franson said ok. After we go over the positive declaration we can talk a little about the scope and touch base on the consultant list that we have developed that would review the DEIS on behalf of the town.

For those of you that are new to this with SEQRA the positive declaration is the forum that essentially says that we believe this project may have a significant adverse impact on the environment and that we require that a draft environmental impact statement be prepared.

Chairwoman Franson reviewed the Positive Declaration that this is being issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 (SEQRA) of the Environmental Conservation Law.

Scoping means essentially that we have a formal process where we allow the public, ourselves and the consultants we retain to make comments on the proposed project and the scope of the analysis for the DEIS and will incorporate those public comments and our comments and the consultants into the final scope that we are responsible for issuing. So the name of the action this is the Monroe Commons project we are the lead agency the Town of Monroe Planning Board date of action and mailing will be added once we issue this positive

declaration. The SEQRA status is a Type I action, requires to be coordinated review, location is Nininger Road in the Town of Monroe, and the tax map parcel is provided. Followed by the description of the action and the reasons supporting this determination. Chairwoman Franson reviewed the different reasons.

Chairwoman Franson asks board members if they have any questions regarding this document or anything about this process. Member Vaccaro asked if this had been distributed yet and the answer was no it is just a draft so far.

Ms. Torre a few items still need to be completed on the part II of the EAF - Chairwoman Franson and Ms. Torre reviewed those

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion that the Planning Board determined that the Monroe Commons project may have a significant adverse impact on the environment and that we are going to adopt a Positive Declaration requiring that the applicant prepare a draft environmental impact statement to evaluate the potential impacts with a scoping process to follow up this positive declaration.

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

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairwoman - Bonnie Franson, Jason Czerwinski, Pat Shea

Absent: Jeff Manson, John Allegro

Chairwoman Franson asked Ms. Torre to describe the draft scoping document and what it means in terms of the process the scoping session that follows and the point in the process where we then again with our consultants integrate their comments into a final scoping document.

Ms. Torre so this scoping or the draft scoping document that was submitted by the applicant is basically the outline for what will become the environmental impact statement so this is going to outline all of the different potential impacts that you're requiring to study it'll start with a DEIS and then ultimately go to the FEIS. The draft document gets made available to the public, all the board members and consultants involved so that's typically done through what's known as a public scoping session it's pretty much like a public hearing it's just called a public scoping session where people could come and or virtually come and attend and give their comments on things they think need to be included in this scope, which again is really like an outline of what will be studied. So again, it starts first with the applicant proposing the draft scope what they think needs to be studied based on the positive declaration and what areas you had identified. Ultimately it's your job as the board to adopt that final scope that will become the outline, so just a note on that there is a time frame SEQRA has time frames for various steps in the procedure and for this one it's a 60-day timeframe to adopt the final scope so I think it would be reasonable to ask the applicant to agree to an extension of that time period just so that you and the consultants everyone the public has the opportunity to review it

then we could schedule a public scoping session from there.

Chairwoman Franson addressed Mr. Myrow you're representing the applicant would the applicant entertain that extension for the scoping process.

Mr. Myrow yes. Mr. Myrow asks Ms. Torre I believe the 60 days runs from the date that the scope was originally submitted. Ms. Torre yes I believe that's how it's works. The submission date which as you know is a few weeks before the meeting, so Mr. Myrow said one thing we could do is we could certainly stipulate that the submission date is today since you just issued the positive declaration and have the 60 days run from today September 9th would then be 60 days we don't have a problem with extending it to a reasonable amount of time, what do you think a reasonable amount of time assuming you get timely answers from us.

Ms. Torre I believe that October would be more reasonable. The reason for that there are a couple of corrections that need to be made before we could send it out. The reference to Dunderberge Road instead of Ninninger and also just a reference the zoning amendment should also be added in the description of the action because that's a big one. Once we receive that then it could get circulated I would anticipate public scoping session in September.

Mr. Myrow can we identify the meeting dates that may be in October then we can just pick a date that we will agree to extend it to

Ms. Torre asks Planning Board Secretary Ms. McSweeney what are the meeting dates in October.

Response is October 8th and October 20th,

Mr. Myrow I don't have a problem with extending the date to October 20th, with the goal that we're all going to work to get the scoping document accepted on October 20th. That should be a reasonable amount of time and we acknowledge that we have to work diligently to make sure that the board gets responses each time you ask for something so that we can get this done. Mr. Mann I'm talking for you are you okay with this. Mr. Mann responded yes I am okay. Chairwoman Franson I think that's a fair date given the time frame we're in with covied. As far as the scoping document we do need to do a little work.

Chairwoman Franson okay so Ms. Torre will coordinate with Mr. Dahlgren and Mr. Pawelski to circulate this, we will send this off to the consultants so they can start working on it. One of the areas that needs a little thought is the alternatives that are gonna be examined and essentially there was the no action, but then there weren't any other alternatives so we'll have to develop that and that'll come through the process. Ms. Torre has said this is the applicants stab at listing those areas that need to be evaluated what the potential mitigation measures should be but ultimately the final scoping document is adopted by the Planning Board and that will be with the input of the public and and its consultants and the comments of the board itself so this is just to start a process of scoping.

Ms Torre just to review you want them to submit just a revised version just with those minor corrections adding that it's a Type I action, doing the list of involved and interested agencies straight from the lead agency notice and also changing Dunderberg road to Ninninger and then adding a reference to the zoning amendment in the description and once we receive that well circulate it is that. Chairwoman Franson so Ms. Torre you circulated last time you would circulate it this time also.

Mr. Mann when you say circulate - are you talking to involved and interested agencies, all right so you're comfortable with this and with the track with the draft as it sits now you're comfortable with the content to the extent that it's appropriate just to circulate that for their comment well.

Ms Torre if it was a DEIS that would be the standard that we'd be looking to, but as far as for purposes of the draft scope SEQRA really wants the lead agency to do that right away to start the public and involved agencies so we really don't have substantive comments at this point that it's really what we have to do is get it out there so that everyone else have to look at it and we will have our comments as that process goes forward that way we still are working with that end date of October 20th because we need some more information for sure but we can't wait to have all that in there because then we won't get it out to everyone else with enough time to have the public scoping.

Ms. Torre you may want to actually schedule the public scoping session that way we can notify when we send the circulation of the draft. You may want to put it on the first September meeting in case we have to carry it over .

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to schedule the Public Scoping Session for the Monroe Commons Project on September 10, 2020.

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

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairwoman - Bonnie Franson, Jason Czerwinski, Pat Shea

Absent: Jeff Manson, John Allegro

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to circulate the draft scoping document subject to making the minor revisions that were discussed this evening.

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

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairwoman - Bonnie Franson, Jason Czerwinski, Pat Shea

Absent: Jeff Manson, John Allegro

Chairwoman Franson shows on screen a list of various consultants to use for the Monroe Commons Project

Burke, Miele, Golden & Naughton, LLP for legal with Ms. Torre representing the board
McGeoy, Hauser & Edsall, DPC for engineering including stormwater Mr. Arnott representing the board

Karen Arent Landscaping Design

AKRF doing the overall coordination of SEQRA, land use, zoning, etc. with Aaron Werner and Nina Peek representing the board

WSP for groundwater and Hydrogeology Jeff Fredericks representing the board

CHA Consulting for Ecology, wetlands David Tompkins representing the board

Maser Consulting traffic - John Collins representing the board

Weston Sampson for solid/hazardous waste - Frank Getchell representing the board

Member Czerwinski asks if another firm other than Maser available for traffic

Chairwoman Franson says AKRF and others. What is the concern?

Member Czerwinski I was not happy with Masur on a different project, and feel they might be a little to comfortable to the area

Member Vaccaro asked if Member Czerwinski has someone he wants to recommend

Member Czerwinski I have sent around a list with other consultants on it (Acomm, PHP Equity,)

Chairwoman Franson asked about approving the consultants except for the traffic and look for another firm

Ms. Torre asked that we find the traffic consultant by the next meeting

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to accept the consultant list except for the traffic consultant.

Motion by Jason Czerwinski, second by Pat Shea.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairwoman - Bonnie Franson, Jason Czerwinski, Pat Shea

3. Minutes

Action, Discussion: 3.1 Planning Board Minutes January 21, 2020

held over no quorum Action, Discussion: 3.2 Planning Board Minutes February 13, 2020

held over no quorum 4. **Adjournment**

Action: 4.1 Adjourn Meeting

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

Motion by Pat Shea, second by Jason Czerwinski.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairwoman - Bonnie Franson, Jason Czerwinski, Pat Shea

Absent: Jeff Manson, John Allego