

Town of Monroe Planning Board Workshop Meeting MINUTES

— 12/09/2021

Town of Monroe Planning Board Workshop Meeting (Thursday, December 9, 2021)

Generated by Norinne McSweeney

Members present

Anthony Vaccaro, Lisa McQuade, Chairperson - Bonnie Franson, Jeff Manson, Pat Shea

Absent: Jason Czerwinski

Vacancy: 1 Member

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. Returning Projects

Action, Discussion: 2.1 **DG Management** (0172-2019) SBL # 69-1-1.2 Schunnemunk Road

John Queenan - Lanc & Tully

Mr. Queenan review of project:

we were last before you last month since then we have provided the archaeological phase one investigation report

sign off from SHIPPO on the property

revised SWPPP addressing Mr. Arnott's concerns

we have a traffic response memo the Creighton Manning prepared in response to the AKRF comments from last month

revised plans touch up stuff from Mr. Arnott's comments mostly addressing the bulk table requirements and erosion sediment controls

Health Department conceptual review everything so far looks adequate will do formal review after we have preliminary approval

Chairwoman Franson need to reach out to out hydrogeologist to see status of his report

Mr. Queenan want to verify if the board received a letter from town board attorney Mr. Nugent

regarding ownership of road

Chairwoman Franson reviewed letter from Mr. Nugent

discussion regarding temporary cul-de-sac and what happens after the project is complete and the road is dedicated

Ms. Torre it really depends on what the map says if there is any indication I will have to look into temporary cul-de-sac

Chairwoman Franson certain town can take ownership, sending letter to village attorney

Chairwoman Franson lets go back and work with traffic have AKRF speak and then we can get Ken to respond.

AKRF - Aaron Werner, Alex Auld

Mr. Auld - comments review - the one issue still outstanding is the queuing technical analysis (look at AKRF letter) Kimley Horn memo

we have comments regarding the technical analysis conducted in order to determine the actual cues at the westbound approach of Rte. 208 and Schunnemunk Road

we also a chance to look at a document from Kimley Horn who is the village traffic consultant and most of our comments parallel their comments. So essentially the issues narrow down to the queuing situation.

Our concerns were any vehicles cues that would accumulate at the westbound approach and Schunnemunk Road and would extend back towards the site driveway and block access to the site

Mr. Ken Wersted from Creighton Manning agrees with Kimley Horn memo will provide responses to AKRF

traffic signal times aware village issues with fire house having cars stop a little further back DOT had to fix timing at intersection

additional comment on sight distance 200 ft one direction bush in the way if removed opens up to 600 ft

other side limit to 100 feet with some clearing to be done 365 feet clearing

Chairwoman Franson for the clearing of the vegetation is it on the property or is permission going to be needed from the town or the village

Mr. Wersted believes it is in the right of way

Chairman Franson question regarding sight distance someone exiting proposed driveway to make a left are vehicles in westbound lane going to obstruct view from being able to make a left hand turn

Mr. Wersted yes there will be issues and it is true at most intersections

Mr. Wersted there was a previous comment about firetruck access and we provided a plan which shows the fire truck at a minimum making the turn at the cul-de-sac our understanding

applicant reviewed with village and fire department and has a sign off

I will provide responses back to AKRF

Concerns about Rt 208 Business center being approved without improvements for gaining access

Will do a full review of Kimley Horn and AKRF letters and provide responses

Mr. Arnott - bulk table rear lots 1-5 are deficient for the requirements in the SR-10 district, they have been reviewed in length and with the cluster plan all those dimensions to be reduced with a waiver from the board any approval will have to note that a waiver was granted

rear lot 2-6 be bold for final plat

comment 3 is in regards to the SWPPP tables provided faster rates in post than pre there was a typo

SWPPP in great shape technically acceptable at this point

waiting on hydrogeologists

access on Village

OCHD won't review until preliminary approval is received

DEC for Sewer main extensions

Ms. Torre

access solution one way or another

SEQRA FEAR part II couple of items still looking for more information, traffic, well testing will reach out to hydrogeologist for comments

anything else waiting on for determination of significance

spoke about visual analysis and whether what has been provided is adequate

the biggest item is to complete SEQRA so the ZBA can take action on the variance before them and also before you can have a public hearing

minor comments tree plans add total number of trees removed and proposed just to be able to confirm one to one

Member Vaccaro question regarding queuing problems what is the solution and is this temporary or long term

Mr. Wersted 2 part 1 identified that there will be ques on the approach with some backup but not to the site driveway, additional analysis in regards to the queuing is being looked at, during peak times hoping there would be a curtesy gap for turning, applicant has not had any issues, frequency of cars coming in and out will be low, possible turn restrictions, looking at options will provide back to the board

Member Vaccaro if traveling from North Main or Rt 208 to make left into subdivision it won't cause gridlock at the intersection of North Main and Schunнемunk

Mr. Wersted we are not anticipating that at this point

Member Vaccaro what about turning left from Rt 208 onto Schunнемunk could someone get stuck there as well, coming from 17 Southbound

Mr. Wersted that movement has a protected left arrow

Member Vaccaro - sight distance is going to be an issue will the town need a sight distance easement

Mr. Wersted I don't know if they will need an easement for that section that vegetation is in the village right-away

Chairwoman Franson as part of SEQRA we included DOT as part of an interested agency but is this access point within the 500 feet of the state road and is there a requirement that DOT has to review it or what is the status of DOT being involved

Mr. Wersted we are 375 feet away from the state road DOT is not required but you can reach out to them if it has been sent to them for review

Chairwoman Franson my one comment is still wanting a DEC Natural Heritage program letter Mr. Queenan I spoke to them and they said the answers on the EAF were sufficient and no letter was necessary

Chairwoman Franson addressed Ms. Torre what are the next steps
send the letter off to the village just to make sure what involvement if any they still have with regard to the project if the town decides to take the step of the road
follow up with DEC
traffic comments still pending
water comments need response from hydrogeologists
do you think its appropriate to start addressing negative declaration

Ms. Torre - authorize me to draft a negative declaration to get started with process

Ms. Torre where are you with the ZBA

Mr. Queenan couple of presentations, scheduled for public hearing, applicants attorney wanted to review application for certain aspects so we have not yet returned

3. New Projects

Action, Discussion: **3.1 Verizon Wireless** PFS Bldg (0199-2021) SBL # 1-1-89 491 State Route 208

Scott Olson Young & Somners

install 6 antenna & equipment on Professional Square Building at 491 Route 208

ZBA granted use variance, no area variance was needed

Cityscapes was hired for the application and no questions regarding the need for what we are trying to do

Chairwoman Franson addressed Ms. Torre asking for her to explain the shot clock and how it

relates to this project in terms of decision making

Ms. Torre the shot clock is the time imposed by the federal regulations that municipalities have to approve wireless applications, this application the time period is 90 days and that's for all approvals, so the ZBA and the Planning Board would fall under that 90 day. So the ZBA attorney, Mr. Olson and I have spoken about granting an extension agreement and there is a draft that has been circulated through January 25, 2022. Tonight I would ask the board to adopt a motion to agree to extend the shot clock through January 25, 2022 and authorize me to sign that letter agreement reflecting that.

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby motion to authorize our attorney to sign a letter in agreement with the applicant to extend the shot clock time frame for our review process through January 25, 2022.

Motion by Pat Shea, second by Jeff Manson.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairperson - Bonnie Franson, Jeff Manson, Pat Shea

Absent: Jason Czerwinski

Vacancy: 1

Ms. Torre a few more comments as far as SEQRA this is an unlisted action

ZBA uncoordinated review as should the Planning Board

referral to county GML tomorrow

a public hearing is discretionary as it is only a site plan application

there is a inconsistency in the size of the platform in narrative and on plan - go by plan but will be confirmed

technically board has architectural review, but it is really just a platform and equipment easement from property owner

tonight the board should classify unlisted action as unlisted for purposes of SEQRA and

proceed with uncoordinated review
BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to declare this action be classified as an unlisted action and there we conduct uncoordinated review.

Motion by Chairperson - Bonnie Franson, second by Lisa McQuade.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairperson - Bonnie Franson, Jeff Manson, Pat Shea

Absent: Jason Czerwinski

Vacancy: 1

Ms. Torre check on decision from ZBA

Mr. Arnott use variance any condition be included in resolution
visual analysis from the intersection of Rt 208 and the west bound ramp - looked at some pictures
GML referral
easement for the site

Chairwoman Franson what are we visually going to see from Rt 208. I can't make out if the equipment storage area will be screened in some way

Mr. Olson no and it won't be, the building top not including the parapet is 5 feet the equipment is 10 feet so a lot of it is already screened

Chairwoman Franson it would be useful to know what the height is that's above the parapet and where it will be sitting on the roof

Chairwoman Franson color of antennas

Mr. Olson currently off-white color painting them makes them stand out more, but we will do whatever the board prefers

Chairwoman Franson is there a methodology that was provided as far as how the simulation was done

Mr. Olson no in this case there was not, they also did not use a balloon test because of the existing structure

Member McQuade the antennas you're going to put them closer to the front or the back, does it matter where you place them.

Mr. Olson they are going to be placed on the existing penthouse exhibit SB-1 shows you the relation they are more to the rear of the building, that's why the visibility is reduced

Member McQuade is it required to have 6 antennas

Mr. Olson for Verizon yes 6 is required. Basically they are paired with 2 facing one direction , 2 more facing another direction and then 2 more facing a third direction. The antennas are used because we operate under multiple frequencies and one antenna can't do that. This is not 5G. The need is to fill coverage gaps in that area and stronger reception and to handle the added capacity.

Member Manson was there a public hearing in the ZBA and what was the outcome, comments and or concerns.

Mr. Olson no public showed up for the public hearing

Chairwoman Franson what is the potential or likelihood for additional units co-located on this building

Mr. Olsen not from Verizon, but I can't tell you if anyone else would request it

Chairwoman Franson who is the owner of the whip antenna -

Mr. Olson one of the business's in the building from what I have been told

Chairwoman Franson with regards to the equipment and mounting was there a structural analysis as part of this

Mr. Olson we always do a structural analysis prior to installing equipment

Member Manson do you know if any facilities have co-location of other companies equipment on any other Verizon site

Mr. Olson if it is a tower I would assume yes

Member Vaccaro I have a question regarding sheet C3 on the building profile and the proposed whip antenna at the top it has 2 rectangles that fan out are they part of the whip antenna and do you have something similar on the proposed Verizon antennas

Mr. Olson I feel its and optical illusion, I saw the same thing, the whip antenna is actually behind the group of 2 antennas but because it is a 2D plan that's how it looks

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to waive the public hearing for this application.

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

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairperson - Bonnie Franson, Jeff Manson, Pat Shea

Absent: Jason Czerwinski

Vacancy: 1

Ms. Torre to draft resolution for the next meeting

Action, Discussion: 3.2 **BJ's Fueling Facility** (0200-2021) SBL # 2-1-30 & 2-1-31.31

Harriman Business Park Bailey Road

George Lithco Jacobowitz & Gubits, LLP

Pat Smith R&D Management

Margaret Paterson JLL

Marissa Weiss Jacobowitz & Gubits

Chirage Thakkar Arna Engineering

M. Boils from BJ's

Jason Carr Stanec

Member Manson before we get into this project I need to recuse myself from this application. I'm a seven year employee of BJ's in Monroe so this is a conflict of interest and I will be stepping down.

project started early 1980's owned by Joe Motto

4 production wells, 3 monitoring wells

in 1990's went forward with plan went through generic EIS, developed a business park plan, the town adopted the zoning

RD Development invited to look at property did and environmental impact statement completed in 1999

2001 BJ's came in with a development plan for 11 acre parcel for the BJ's store and to have a fueling facility (back then a gas station) there is a distinction between the two

when BJ's does the fuel station it is operated by them, part of the store activity, and limited to members only

some concerns in regards to the well 4 (the well house in front of BJ's) intended to be a backup well for the wells being sold to the Village of Harriman as part of a water service agreement

so the Village of Harriman actually supplies water outside of the Village through a water service agreement with RD Management

there was a conveyance of 2 well sites and the water tank site, well four was not conveyed but it was to be held in reserve for 10 years in order to allow any shortfall in production during that time

time passed in 2013 there was no need for the well to be placed in service and has not been utilized

between 2013 & 2019 concerns of chlorides in wells along Industrial Dr - now Larkin Dr the Village received a letter from OCHD in 2019 to disconnect the well because it wasn't being utilized

this was passed on to RD Management, upon doing research decided if well was being removed no need for well house then the Memorial site for 9/11 came up, in 2013 Town Supervisor asked RD to provide a site for a 9/11 memorial dedicated in 2013 to the best of knowledge it has not been utilized with any memorial activities

the three things the well being removed, well house going to be taken away, and then the regrading of the land

BJ's approached RD Management and asked about being able to now do the fueling station as originally planned on part of the land and the remaining land would have a restaurant on well parcel and a fueling station on the other parcel
hoping tonight to start the SEQRA process

Chirag Thakkar - reviewed slide presentation

made adjustments to the comments at last meeting to move building further away from fueling pad

made driveway one access in/out from the restaurant

moved the restaurant further away from the fueling pad to increase grass area between restaurant and fueling station

gas station is angled intentionally because of an O&R easement that runs north/south

reduced the drive isle from 24 to 18 feet
pulled the parking expands closer towards the canopy
would like to remove 5 parking spaces not necessary no conveniences at this location
help to lower black top area- area lot coverage
you wanted to see the stacking of cars how stack visually - 35 cars stacked and still leaves room for circulation

Pat Smith - RD Management prior BJ's
showing a picture of BJ's in Newburgh showing how the system works
Pelham Manor, NY
Westbury, NY

Jason Carr - Stantec Consulting
speak on the highlights of the safety components of the fuel system
BJ's has 3 underground storage tanks with 6 proposed dispensers with a total of 12 fueling positions, each dispenser will have 2 hoses on the opposite sides to allow 12 cars to fuel at once, they are extra long hoses intended to allow customers to reach other side of car
system totally contained with secondary containment - NYS DEC requirement
tanks constructed of fiberglass so they're corrosion resistant and the piping is robust ul listed petroleum resistant piping also a double wall continuously monitored by instrumentation and controls which are located in the attendance kiosk
centered under the canopy recessed lighting LED lights
good stormwater controls
positive limiting barrier which is a series of groves that go around the perimeter of the fueling apron they are designed to be a passive containment system to prevent storm water from sheep flowing across but also in the event of a small drip or spill at the dispenser during fuel transfer
fuel transfer area separate from customer area
canopy height will be 17 feet with 14 foot clearance complies with DOT standards
small kiosk for BJ's attendants eight feet by twenty feet

Mr. Lithco restaurant is a concept no tenant at this time - the largest at this time could be a smaller store

Chairwoman Franson are we moving forward at the restaurant or you're showing for purposes of demonstrating you could get another building there

Mr. Lithco we would like to have it conceptually approved with a note that we would come back if there's deviations

Ms. Torre there's no conceptual approval it would be a site plan approval you'd be seeking then if you need amendment come back

SEQRA past reviews for this site - the applicant needs to prepare consistency analysis, taking the SEQRA review that has already been done and what's been studied updating it as necessary and evaluating the impacts from this new site plan amendment and whether there's any additional mitigations or anything that need to be done in order to mitigate the impacts of this application

unlisted under SEQRA

coordinated review

declare your intent to be lead agency

I will prepare the notice of intent and circulate

GML review

Public hearing town and village of Harriman, Woodbury

relocation of the memorial

landscape plan needs to comply with the tree plan requirements in article 20

board has architectural review as plans develop keep in mind the standards listed at 57-31 of the town code for the new buildings

applicant asked for a parking reduction board will have to address

updates to cover sheet: Town clerk update, state police not village

Mr. Arnott

initially regarding the use Building Inspector issued a determination regarding the use and it would be pursuant to the retail use or the wholesale club use

bulk table good consistent for the required dimensions for the BPO and LI Zones

cover sheet typos

reduction of parking

code requires parking need study to compare to what is required versus what the town code requires to justify the reduction up to 25%

lot coverage calculation for several lots unclear for what is existing and what is proposed

dedication 911 memorial being relocated working with Town Supervisor on that

existing well house and well 4 looking to be abandoned site plan notes said it would be abandoned in accordance with the DEC requirements for AWWA standards apply as well for the decommissioning

provided letter from Village of Harriman but the DOH letter needs to be provided as well

site plan - recirculation lane back to the start of the fuel island versus going back out to the access drive

discussion regarding the recirculation lane and how not necessary and the way it seems to work at BJ's without one

regards to the fast food your working on eliminating the exit out making it in/out driveway - so disregard # 8

comment # 9 regarding loading space for the fast food questioning whether the 10 x 30 space

was big enough

Mr. Thakkar we used the code standards as we don't have a tenant yet not sure what their requirements would be

regarding the sewer services for each building they are going to be tied together to a six inch main that's going to tie into the existing sewer down by the BJ's club

there is an easement that's proposed over the lateral for both the buildings, my question was is that going to be an extension that is going to be dedicated to the county

Mr. Thakkar I have reached out to Orange County Sewer but have not made contact yet but that is the intent, will do what the district requires

Mr. Arnott I bring it up as it is only a 6 inch pipe where 8 inches is required for DEC extension, if it's not an extension and only a lateral I don't know if an easement would be required

Village of Harriman will have to weigh in on the approval

there was a discussion regarding the drainage deficiency in the existing parking lot

SWPPP was prepared comments are attached for your review

EAF # 8 noted that there wouldn't be a substantial increase in traffic, but I would question that GML referral

Member Shea gas station for BJ's members and employees

Member Vaccaro - driveway in front for fuel tank deliveries, how often and what hours do they take place?

Margaret Patterson deliveries are 1-2 times per day during operation hours, scheduled with the store ahead of time

M-S 6:30-10pm, S until 8 pm

Member Vaccaro one or two attendants and would they have parking available

Ms. Patterson there is one attendant at all times, park in employee parking, restroom for attendant, no public restrooms

Member Vaccaro are there considerations for electric charging stations

Ms. Patterson we don't offer that right now it's not on the proposed

Mr. Smith if we do offer it they would be located in a different area than the fueling stations

Member Vaccaro for the roof top would you consider solar panels

Ms. Patterson for the canopy, I don't know that we have ever done that before, we are putting them on some of the clubs

Member Vaccaro going back to the hours of operations would that be a limitation that we would add to the planning board approval having it 24 hours.

Ms. Patterson the fueling station would only function during store operating hours never 24 hours it's BJ's policy and we can make a part of the record

Member Vaccaro does the attendant have to assist with the delivery, is there a pathway for them to get to that location

Member McQuade - hours of operation coincide with club hours

Mr. Smith fueling station opens a little earlier than the club but closes with the club

Member McQuade the attendant can take cash, is there safety security for him,

Mr. Smith very secured has alarms, communication with club and law enforcement

Member McQuade how will the restaurant be owned with BJ

Mr. Smith no RD management

Member McQuade should this be 2 separate applications

Chairwoman Franson my comments queuing analysis not entirely realistic

looking for ring around bypass

lot coverage in general complying

canopy lighting levels

questioning the fuel tank lane

a determination was made by the Building Inspector that this is accessory to BJ's

Mr. Lithco his actual determination is that it is an integral to the BJ's, if the BJ's fuel is not there the BJ's store will not be there

my perspective I don't have an issue with the use, it's really about making sure we're not trying to squeeze more than really is realistic for the area, if the restaurant area wasn't there it would be easy to fit this with no problem that is what is creating the design implications, depending on the building and parking required for the restaurant you could have a little more room for the fueling station, ex. making it parallel to the access road

need to check the storm water drainage

utility easement make sure everything being shown is going to be allowed

Member Vaccaro some points I want to clarify if BJ's was to leave they would take out the pumps and tanks prior to vacating the location

Mr. Lithco yes that is my understanding

Mr. Smith there is a whole process to go through to decommissioned the fueling facility, they would follow NY DEC requirements

Member Vaccaro would you consider reducing the pump stations

Ms. Patterson standard to do 6 pumps at the fueling stations

Member Vaccaro better to have the fueling land situated inside the proper property so there won't be as many ingresses and egresses off the main road, I also think you are going to need parking for attendant

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion that we classify this action an unlisted action and the the planning board declare its intent to be lead agency for the action and conduct coordinated review.

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

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairperson - Bonnie Franson, Pat Shea

Not Present at Vote: Jeff Manson

Absent: Jason Czerwinski

Vacancy: 1

4. Administration Approval

Action, Discussion: 4.1 Approval of 2022 Planning Board Workshop and Regular meeting Calendar and Tech Review Schedule

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to approve the 2022 Planning Board meeting schedule.

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

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairperson - Bonnie Franson, Jeff Manson, Pat Shea

Absent: Jason Czerwinski

Vacancy: 1

5. Minutes

Action, Discussion: 5.1 July 20, 2021

held over

Action, Discussion: 5.2 October 14, 2021

held over

Action, Discussion: 5.3 October 19, 2021

held over

6. Adjournment

Action, Discussion: 6.1 **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 Jeff Manson.

Final Resolution: Motion Carries

Yea: Anthony Vaccaro, Lisa McQuade, Chairperson - Bonnie Franson, Jeff Manson, Pat Shea

Absent: Jason Czerwinski

Vacancy: 1