

Town of Monroe Planning Board Workshop/Regular Meeting

MINUTES

— 11/14/2024

Town of Monroe Planning Board Workshop/Regular Meeting (Thursday, November 14, 2024)

Generated by Norinne McSweeney

Draft

Members Present:

Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, Dylan Penn, J Louis Rivera

Members Absent:

Bob Garstak

Planning Board Consultants:

Ashley Torre, Esq.

Shawn Arnott, PE

1. Welcome

Action, Discussion: 1.1 Roll Call

Procedural: 1.2 Point out Fire Exits

Procedural: 1.3 Pledge of Allegiance

2. New Projects

Action, Discussion: 2.1 **Hirsch, Moses** (0231-2022) SBL # 1-1-11.21 47 Seven Springs Road Monroe, NY

Applicant Representative:

Mr. Stein

Mr. Stein reviewed the application:

- applicant looking to make single family home into 2 family home under the new zoning code
- presented the plans for the proposed addition as well as the proposed new septic design based on all the rules and regulations that is set forth in the code
- current building to added on to, not looking to do any demo to the original house just add a new 2nd family home attached to the original home

Mr. Arnott comments:

- home located with the SR-10 zone and the 2F-O (2 Family Dwelling Overlay)

- no variances needed based on the current layout
- sanitary sewer disposal system is proposed to be replaced - will need to witness and percolation tests
- regarding tree plan applicant proposes to clear 5 trees - can be replaced on site in order to reduce the fee to be paid to Parkland
- EAF noted that Indiana Bat and Northern Long eared bat in the vicinity so the tree clearing restriction time will apply (November 1 and March 31 clearing time)
- restriction should be added to the plan
- SHIPPO required
- Architectural plans for layout were provided but not elevations
- the Planning Board has Architectural Review Authority so they can decide or have input on colors and types of materials
- number of bedrooms for each unit should be listed on the site plan
- the bedrooms drive the septic design
- your modifying the pavement and parking area wasn't clear what's existing versus what's proposed pavement wise and sidewalks
- there is an existing well assuming you will be using that for the new dwelling as well, there needs to be a review by an engineer signed and sealed stating that there's sufficient capacity in the well
- confirm with Ms. Torre exempt from GML referral
- lastly the board should type the action

Ms. Torre comments:

- the project is exempt from GML per the agreement with the County under SEQRA
- Type II Action for construction of a 2 family home on an approved lot
- the plan General note # 4 says that you're disturbing 40,000 square feet which I believe is an error because the property itself is only 35,000 sq feet - correct that number
- wasn't clear from bulk table if you used the net lot area when you were doing the minimum are where you have to factor out certain constraints
- sheet one you have the tree preservation note but it cuts off at the end - needs to be corrected
- tree plan needs to be referred to the MCC and the board may want their landscape architect to review as well - wait for decision on adding trees before referral

Member Manson -

- is there a basement in the new plan
- the architecture is labeled there are level's one - four, so this is a split level with 4 levels
- in reviewing the application packet it looked like parts were not complete but I will defer to Ms. Torre on that. The owner's endorsement, the project opening form, the entity disclosure form are all incomplete

- on the EAF the description is proposed addition second unit, is that to brief?
- will there be any changes to the existing unit other than the new septic
- my question as to what I can expect when you do provide elevations so I know what we're getting into

Mr. Stein -

- they don't want to do a basement, bi-level style house
- yes 4 levels
- older unit to stay as is

Ms. Torre -

- since this is a Type II action you won't be doing an environmental review, but typically more information would of been better
- you need to see the existing and what your proposing for the second because you'll have to compare it to the existing and make sure it's cohesive

Chairwoman Franson:

- since we're reviewing the two family dwelling structure are we approving from an architectural perspective the entire building and so we need to see how the whole thing blends together.
- what is the bedroom count total, must be specified as it comes down to the septic system
- the parking area and driveway is a little confusing. Outline in some way to show what the changes will be.

Mr. Stein -

- the existing house is listed on the County website as a 3 bedroom house and the addition will be a 4 bedroom house

Ms. Torre -

- regarding the parking anything staying or being removed needs to be clearly marked
- can we go over Member Manson's comments on the paperwork not completed

Member Manson:

- project opening form doesn't show what they are before us for site plan, special permit any fees paid
- owner's endorsement under Mr. Hirsch County of NY
- entity disclosure form - think Mr. Hirsch in section B

Chairwoman Franson -

- revision to plans need to be done
- more information on the aesthetics, architecture

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to deem the proposed action expansion of a single family dwelling into a two family dwelling as a type two action.

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

Final Resolution: Motion Carries

Yea: Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, Dylan Penn, J Louis Rivera

Nay: None

Abstain: None

3. Returning Projects

Action, Discussion: 3.1 **Monroe Commons** (0182-2020) SBL # 2-1-10 Nininger Road, Monroe NY

Applicant Representative:

Daniel Richmond - Zarin & Steinmetz LLP

Isaac Gross

Chairwoman Franson - questions the 3 sets of lighting plans emailed late this afternoon are they the same or all different - late submission

Mr. Richmond - we are here this evening to handle a few cleanup items. You had asked for some details on the lighting plan, which Mr. Gross can speak on. The lighting plan has been revised as to the latest comments from MHE.

Mr. Arnott comments:

- they have made significant changes to the lighting plan still have concerns regarding hot spots throughout the site
- one area of concern was the poles where four lights are mounted to them- low lighting levels (less than .5 foot candles) are noted near the main entrance
- the site lighting plan doesn't incorporate any building mounted fixtures - should be incorporated into the site plan
- localized hot spots exceeding 10 foot candles near the office entrance on first floor
- the plans will need to be signed and sealed by a licensed design professional
- roof top lighting areas need to watch the kelvin degree
- all lightening details need to be incorporated onto to site plan sheet
- plan submitted late afternoon and revised on comments from MHE today

Mr. Gross - unable to overlay different lighting so made 3 separate plans

- general lighting low numbers higher numbers under the canopies
- facade lighting show real numbers at 10 foot internals
- roof lighting

Chairwoman Franson - asked regarding the parking lights going from 4 luminaries to 3 what light levels are you finding?

Mr. Gross - again, depends on the distance from the light

Continued discussion regarding the lightening in the different areas of the property and what the light levels are and if acceptable or need to be changed. The areas of concern where the main entrances, parking and roof top.

Rooftop lighting are all going to be bollards. All the lights will be dark sky compliance. There will be a parapet around the roof top as well. There will be LED firepits on the rooftop as well, making it a calming area.

Chairwoman Franson - my opinion is a minimum of 2 and a max of 5. If it doesn't work I am opening to revisiting, need to be dark sky compliance and 10 is not. Are any of the fixtures dimmable?

Mr. Gross - there are options of dimmable and certain fixtures but to say it at a Planning Board, I could not commit to that because it's what's available on the market. Definitely if we have the option it's always a better thing to have dimmable on some of the fixtures.

Comments from the Board:

Member Penn - I'm not understanding why the software is doing what it's doing so to put a maximum and/or a minimum I'm not sure how it would impact the client in the ability to provide sufficient lighting. We need to get over that hurdle first before we can agree on a certain minimum.

Chairwoman Franson - right now you just don't feel that the plans are ready, because there's questions on them we can't even rely on it yet to come to some conclusion.

Mr. Gross - How the program works first of all you pick a specific light and then the engineer goes and moves around that light on specific areas adds more of them less than them, height plays into this as well, with all of that kind of stuff and when it's put in position he can then balance and move around in order to get success.

Member Penn - from your perspective if we give you a maximum of five by the looks of what the software output here you'd have to double or triple the bollards, so I think if we review the plans first of all with a proper output we can have a better understanding.

Continued discussion regarding the roof top lighting.

Mr. Arnott had a few more comments to discuss:

- four light fixtures proposed on the VMG property they will need easements to install
- it doesn't appear to be sufficient light for the pedestrian connection to VMG, meaning at least a half foot candle
- disregard not being installed by Monroe Commons will be handled by VMG

Chairwoman Franson - board members satisfied with the kelvin values general lighting 4,000 parking lot 3,000.

Ms. Torre - need some clarity as far as the waivers. Some of the poles are over 25 ft

Chairman Franson - the applicant has a request for a change which we may or may not entertain this evening we didn't get advanced information.

Mr. Richmond - the applicant is asking for paragraph 10 & 11 to have the language changed so that they may obtain foundation and structural permit to start site work while they still pursue all the other agency approvals. Certain things in the approval should be pending on the building permit certain things should be at the site plan the intention was that since things may take longer for example the water that we shouldn't lose another half a year.

Ms. Torre - that language was inserted in specifically to allow that to occur before getting approval from the county with regards to the water and sewer for confirmation there is adequate capacity. Tonight you would not be prepared to make that change but could be considered at a future meeting. Perhaps go through each of the agencies and explain why you're seeking it for each of them and why some might take longer and while doing that you can explain what you have been doing before the other boards in the Village of Kiryas Joel, Town of Palm Tree and Village of Woodbury to pursue those approvals so that the board understands your status to date.

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to approve the resolution approving the lighting plan and authorizing tree removal from Monroe Commons LLC subject to the changes made this evening.

Motion by Jeff Manson, second by J Louis Rivera.

Final Resolution: Motion Carries

Yea: Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, Dylan Penn, J Louis Rivera

Nay: None

Abstain: None

Action, Discussion: 3.2 **81 Raywood Drive** (0228-2024) SBL # 43-1-11.1 81 Raywood Drive
Monroe, NY

Applicant Representative:

Mr. Gelb

Mr. Arnott comments:

- water being provided by Village of Kiryas Joel
- agreement needs to be reviewed by Ms. Torre
- applicant engineer calculations for the additional storm water mitigations those will have to be incorporated into revised SWPPP
- NOI filed prior to beginning of construction
- one more tree that is being cleared beyond what was previously approved for the subdivision make sure it gets added in to the fee
- tree plan proposing additional planting
- making sure Storm water maintenance agreement gets filed with the county clerk
- note to be added to the plans unfinished basement should not be permitted without further approval by the building department

Ms. Torre comments:

- prepared draft resolution

reviewed resolution of approval

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to adopt Site Plan and Special Use Permit for Bais Properties Inc. for Lot 1 for a two family dwelling.

Motion by Jeff Manson, second by Dylan Penn.

Final Resolution: Motion Carries

Yea: Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, Dylan Penn, J Louis Rivera

Nay: None

Abstain: None

Action, Discussion: 3.3 **94 Seven Springs Road** (0215-2024) SBL # 1-1-14 94 Seven Springs Road, Monroe, NY

Applicant Representative:

Mr. Gelb

Mr. Gelb review:

- before the board a year ago
- we stopped at the exterior design, the materials and some other comments on the tree plan and site plan
- took a long time for the owners to get the design completed
- worked on site plan
- submitted all completed comments from last time
- wondering if additional comments

Mr. Arnott comments:

- MHE witnessed the septic testing adequate waiting for certification from applicants engineer for the septic system which they have since provided, MHE takes no exception
- skipping to # 7 on the septic design clerical drafting
- notes on tree plan relief if you plant elsewhere
- EAF Indiana bat habitat nearby tree clearing November 1 - March 31st
- #5 note to be added that the unfinished offices and storage not be used for bedrooms - added to the site plan
- some of the elevations were not clear exactly as to what the finishes are siding color, window type, finishes labeled on drawing
- demolition note added to the plans since they are demolishing the existing single family house
- applicant provided a letter regard to well and the resue of the well for the additional bedrooms which MHE takes no exception
- need to make sure that the site plan and architectural plans match square footage in total for footprint and size per unit
- we take no exception to scheduling a public hearing

Ms. Torre comments:

- did submit dedication document for the right of way that's going to be dedicated to the Town
- need to submit and irrevocable offer of dedication and that goes to the Town attorney also require the deed for the right of way portion
- tree preservation note on sheet one part of it is cut off at the end
- tree plan to go to the MCC not sure if you want Karen Arent to review
- applicant planning on paying fees and not replanting at this time
- schedule public hearing on this application

Member Manson - several trees far side of garage in the side yard set back anyway to preserve those they would help to provide screening to the adjacent building and perhaps one or two along the line that goes around the back for the building, they are being removed because of grading

Chairwoman Franson - actually seems like a lot of trees are being removed not sure that entirely due to the grading

Mr. Arnott - there's not significant amount of grading proposed so that's true

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to schedule a public hearing for 94 Seven Springs Road two family proposed residence on December 17, 2024.

Motion by Pat Shea, second by Jeff Manson.

Final Resolution: Motion Carries

Yea: Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, Dylan Penn, J Louis Rivera

Nay: None

Abstain: None

4. Administrative

Action, Discussion: 4.1 **Reschedule December Submission Date**

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to reschedule the submission day for the December meeting.

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

Final Resolution: Motion Carries

Yea: Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, Dylan Penn, J Louis Rivera

Nay: None

Abstain: None

5. Minutes

Action, Discussion: 5.1 June 13, 2024

held over

Action, Discussion: 5.2 June 18, 2024

held over

Action, Discussion: 5.3 July 11, 2024

held over

Action, Discussion: 5.4 July 16, 2024

held over

Action, Discussion: 5.5 August 20, 2024

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 this meeting.

Motion by Chairperson - Bonnie Franson, second by Dylan Penn.

Final Resolution: Motion Carries

Yea: Chairperson - Bonnie Franson, Jeff Manson, Pat Shea, Dylan Penn, J Louis Rivera

Nay: None

Abstain: None