

Town of Monroe
Planning Board Minutes
Thursday, February 12, 2026
(www.townofmonroeny.gov)

Generated by Norinne McSweeney

Members Present

Pat Shea, Curtis Kimbrell, Robert Garstak, Jeff Manson, Bonnie Franson

Consultants:

Counsel - Ashley N. Torre, Esq.

Engineer - Matthew Sickler

Welcome

Roll Call

Point Out Fire Exits

Pledge of Allegiance

Returning Projects

Golden Delite (0189-2020) SBL # 2-1-5.13

31 Larkin Drive, Monroe, NY

Project was moved to the Tuesday, February 17, 2026 meeting for discussion

Chiam Lieberman/Joel Jacobowitz (0242-2025) SBL # 43-2-6

242 Mountain View Drive

Monroe, NY

Applicant Representative:

Issac Stein - Ideal Design

Mr. Stein explained the application:

there is an existing mother and daughter house on the property they want to officially create a 2 family dwelling without doing any interior/exterior renovations.

basically changing the zoning for a legal 2 family dwelling

submitted new site plan

additional parking

Mr. Sickler:

project is located in the SR-10 Zone and the 2 F-O Overlay district

updated survey showing accessory apartment

proposed two-family dwelling is permitted in the SR-10 district due to the two-family (2F-O) Overlay District (Section 57-13[U]), which allows such a dwelling as a special use.

The applicant will need a letter from a licensed professional engineer that meets the

requirements set forth in Section 57-13[U] in order to obtain a special use permit. As-built drawings/design information for the wastewater disposal system should be provided for review with the letter.

The site plan bulk table and short EAF identify the lot area as .99 acres. Lot area should be reviewed for conformance with the bulk requirements for the 2F-O district Section 57-21.9 Board should discuss if a tree plan is needed under Section 57-85

EAF Identified Northern Long eared Bars any necessary tree clearing must be done November 1 - March 31

Applicants engineer should review existing well capacity and certify that there is enough potable water to serve both dwellings

section 57-21.9 states that for the two family overlay a minimum lot area is one acre not a builder's lot.

Open discussions regarding:

the removal of the 2nd driveway and or making it a circular/horseshoe driveway for access to the second unit. Need to watch amount of lot coverage.

lot area and being connected to the sewer district

discussion of the proper bulk table for this project SF10 2FO and which one must be followed

Board needs to discuss if they want to see any landscaping

Chairwoman Franson - back in August it says application proposes the construction of a sanitary sewer disposal field? Now that is not proposed and they want to live within the bounds of the existing septic system?

Mr. Sickler - the plan that was submitted in August was an old plan that was submitted when they were constructing the accessory unit.

Mr. Stein - there is a note on the plans by the parking in regards to that. That should be written in a letter.

Mr. Sickler - the letter should state the section of the code 57-13U

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby makes a motion to declare this project a Type II action under SEQRA as a reuse of existing residence.

On a motion by Planning Board Chairperson Franson, seconded by Planning Board Member Manson

Ayes: Planning Board Member Shea, Planning Board Member Kimbrell, Planning Board Member Garstak, Planning Board Member Manson, Planning Board Chairperson Franson

Nays: None

Abstain: None

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

schedule a public hearing for March 17, 2026.

On a motion by Planning Board Member Manson, seconded by Planning Board Member Shea

Ayes: Planning Board Member Shea, Planning Board Member Kimbrell, Planning Board Member Garstak, Planning Board Member Manson, Planning Board Chairperson Franson

Nays: None

Abstain: None

Minutes

August 14, 2025

held over

September 16, 2025

held over

October 9, 2025

held over

January 8, 2026

held over

Adjournment

Adjournment of Meeting

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

On a motion by Planning Board Chairperson Franson, seconded by Planning Board Member Garstak

Ayes: Planning Board Member Shea, Planning Board Member Kimbrell, Planning Board Member Garstak, Planning Board Member Manson, Planning Board Chairperson Franson

Nays: None

Abstain: None