



1. Welcome

1.1. Roll Call

Members Present: Pat Shea, Curtis Kimbrell, Robert Garstak, Jeff Manson, Bonnie Franson

Absent: None

Consultants: Matt Sickler, P.E., MH&E

Ashley Torre, Esq. (via Zoom)

1.2. Point Out Fire Exits

1.3. Pledge of Allegiance

2. Public Hearings

2.1. Owen Drive (0207-2022) SBL # 3-1-9.1 Public Hearing

20 Owen Drive

Monroe, NY 10950

Continuation of a public hearing.

B. Franson asks the Applicant to provide an overview of the project.

Joel Mann, Brach Mann Associates, provides overview. The site is 20 Owen Drive, a 3-lot subdivision, on the tax maps Section 3 block 1 Lot 9.1. Applicant is addressing many items, and he believes most of the bigger items addressed. The comments from the engineer -there is one open comment about the about the tree plan that needs to be updated that will be submitted. The SHPO letter was received, and a consultant for the Phase 1B or whatever needed for the SHPO - to address their concerns. Waiting for comments from the landscape architect. Applicant wants to do whatever needed to make everyone happy on landscaping.

M. Sickler, PE, started with comments. A revised tree plan was provided, after last month's meeting that has been forwarded to the landscaping consultant. The landscape architect hopes to have those comments provided by the end of this week. As soon as received, will be forwarded to the board, Norinne, and applicant. A couple comments on the tree plan - there's a buffer provided on the southerly boundary of lots 1 and 2. The note indicates that where substantial vegetation does not exist, additional plantings will be provided - arborvitae or evergreen. "Substantial" can vary from person to person - quantify that and propose something that is specific. Applicant will address.

At a previous meeting the board discussed some landscaping in the area of the storm water basin by lot 1 – not in the tree plan? Plantings within storm water facilities sometimes are a little difficult because they get wet, they dry, they get wet. But propose some type of landscape adequate for it. Applicant provided a table on the tree plan which indicates the trees to be



removed but a lot of times the symbol "X" on the tree clarifies that on the plan. I think if that's easier for you to follow then I'd request that when you address the landscape consultants comments you incorporate that. There were results provided from the well test that was done. The project engineer could revise that cover letter that came with that information and certify the findings to address the concern. SHPO is requesting a Phase 1A/1B. SEQR will have to wait.

A. Torre: Back in August 2025, had a Zoom meeting with the village and there was some back and forth. The applicant was going to be presenting something to the village and confirming whether any village approvals were needed. Not sure this is done. Notes indicate the applicant was going to provide something to the village explaining exactly what they were doing and then getting the village to confirm whether or not any village approvals were needed.

J. Mann believes this was discussed at a prior meeting that the planning board is sharing all the information with the village and if they have anything to address they will let the applicant know. Not sure if there's anything specific - main issue was to limit access out of Smith Farm and this is done.

B. Franson requested the Planning Board Attorney follow up with the Village Attorney.

A. Torre discussed the SHPO recommending the Phase 1A/1B that will need to be done before SEQR could be completed because the public hearing was already opened on this application. SEQR will have to be completed before the board can close the public hearing. Hopefully they have that within the next month or so because there is a timeline for closing the public hearing after it's opened. So, if not closed by June, the applicant will have to agree to extend that period to keep it open beyond that. Ms. Torre previously asked for a copy of the existing easement right of way where the private road will go. It references a filed map or a deed I believe on the plan. If there's an accompanying agreement for that, the applicant could provide it.

J. Mann indicated there's no agreement from his understanding.

A. Torre stated the applicant previously requested a waiver of the cluster requirements – did Board make a decision on that yet. The code provides that the board may waive but shall not be obligated to waive the requirement of a cluster plan submission for subdivisions involving five acres or less.

B. Franson indicated it still has to be done. I don't recall waiving anything.

A. Torre discussed size of the dwellings, on a lot two there's a plus sign after the 3,469 is 3,469 plus sign - there is an error so inside the dwelling remove that plus sign and provide exact square footage. Include the total square footage for each dwelling because of house relocation notes and the size of the dwellings are important for subdivisions.

J. Mann will add to plans.

A. Torre indicated to delete plus sign on the dwelling on lot 1 also. There's a hammerhead turnaround on lot 1. Add a note to the plan that parking is not permitted in the front yard and that hammerhead turnaround is in the front yard. There will be no parking of vehicles for the residents that's going to a car in that turnaround. They could add a map note to that effect.



J. Mann agreed. He also clarified the the surface is asphalt.

B. Franson indicated to put some striping, no parking or just emergency use only or something similar.

J. Mann agreed.

A. Torre stated lots are going to be added to the Smith Farm road for access. There's an HOA that owns that road and it was discussed that need an owner's endorsement from the HOA and all the HOA documents will need to be in order to include this road to that.

J. Mann thinks it's already done and is waiting to get the final paperwork and will submit it.

A. Torre will reach out to the Alyse Terhune the Village Attorney. Town may need to have another call with them because her notes indicated Village was looking for some type of submission.

B. Franson opened the public hearing up to public comment.

L. Battiato: Liz Battiato, 515 High Street - three questions. Lot 1 is the one that would be most closely related to her property. Is that the side of the house that would be facing our property? Lot 1?

J. Mann indicated will likely be the side of house that she sees.

L. Battiato asked if there is picture of the new landscape?

J. Mann stated he is waiting for the town's landscape architect to provide comments. Then will do a general landscape plan and make sure that all the buffers are provided as discussed at prior meeting.

L. Battiato asked how many stories is house?

J. Mann indicated two stories and a basement and an average of 35 ft. There's a height calculation that must be followed based on the grade.

It was confirmed its two stories and a basement.

J. Mann: Yes.

L. Salvaty: Laura Salvaty, 509 High Street indicated she is closest to the new houses being built on Lot 1.

L. Salvaty stated that a dwelling would be built 30 feet from property line - biggest concern is the privacy and would really like to know about screening and that landscaping will be reasonably tall for privacy at time of planting. Concern is privacy - lived there for 26 years.

J. Mann stated new owner will want privacy so make sure that they have privacy and neighbor has privacy.

L. Salvaty indicated the other concern is construction vehicles up and down High Street - are they going to be coming up and down High Street or are they going to be going through Smith Farm?

J. Mann stated through Smith Farm.



B. Franson indicated this was also brought up with the town building inspector. There is supposed to be a gate that will be installed. But vehicles can get around or open the gate.

J. Mann said he would check on that.

L. Salvaty - for many years, High Street was terrible and now paved - don't want to get damage to own cars from damaged roads.

B. Franson - regarding landscaping, the town has a landscape architect. They will look at the site and trees there now to see existing screening. She'll ask that they supplement it with the understanding that it needs to create as rapidly as possible a reasonable screening for neighbors and for new dwellings.

B. Franson pointed out grading limits and trees to be disturbed. Confirmed by the town engineer who stated originally there was a swale – they now piped which should give them more room for plantings.

L. Salvaty - so all trees behind lot 1 going to be eliminated? And trees behind neighbor Benjou and Olivieri are safe?

B. Franson confirmed grading locations again and indicated Salvaty property is property most affected. Additional discussion regarding trees to be removed.

Planning Board is waiting for the landscape architect and consider whether storm water basin can be modified

M. Sickler will speak with Applicant's engineer regarding potential ways to increase buffer and screening.

B. Franson stated to keep an eye on the website for new plans.

D. Olivieri: Donna Olivieri, 499 High Street and Barbara Benjou next to here – She is at 505 High Street. Trying to determine whether there will be dwelling behind her home. Maps were reviewed again.

B. Franson suggested Ms. Olivieri could take a picture of her survey and email it.

M. Sickler and J. Manson questioned Ms. Olivieri about location of her shed to determine location of clearing.

D. Olivieri stated she appreciated Mr. Mann meeting with neighbors, and he understood retaining trees mean a lot to neighbors. For everyone's privacy.

Discussed location of a potential encroaching fence, and Mr. Mann indicated they can move the fence to the property line if they want.

Ms. Olivieri also discussed concern with traffic. B. Franson stated the village was consulted very early in the process. Town Planning Board attorney will reach out to village attorney again to see whether village approvals needed. Village was concerned about traffic.

Liz Battiatto returned. Expressed concern that 10 foot wide access drive looks like it goes right into her property. Ms. Franson indicated that is grading, not access drive. There is no traffic onto her property. Mr. Sickler confirmed. She asked what is dimension of retention pond - it's



about 8,500 square feet.

Mr. Mann indicated elevations provided. There is a walkout basement for dwellings.

Rose Eichenlaub, 500 High Street appeared. Appreciate the fact that they're going to be going through Smith Farm Road. When first moved to High Street 12 years ago, there used to be a sign no vehicles more than certain tons. Sign is gone. obviously. What start seeing construction vehicles coming through? What if they didn't get the message? Who to contact?

Neighbors told to contact Building Inspector in Town, or the Village police in the Village. Building Inspector contact info on the Town website. Ms. McSweeney indicated it is Extension 152.

Ms. Eichenlaub asked when building to begin? Ms. Franson indicated revisions to address the landscaping, tighten up the disturbance area, archaeological study, Negative Declaration, resolution created, meet all the permits and requirements, not likely for at least 3 months – may be mid to late summer at earliest. Regarding noise, will look into construction.

Concern when Smith Farm was built, construction going on Sunday morning starting at 7-7:30 AM and lasted until dark at night on a Sunday. Will it be the same?

J. Mann said landscaping on Sunday.

A. Torre indicated noise is 33A-3 and 6. Erection, excavation, demolition, alteration, repair between the hours of 7:00 a.m. and 9:00 p.m. weekdays and between the hours of 9:00 a.m. and 9:00 p.m. Saturdays and Sundays - not starting at 7 a.m. If excessive noise, need to call the Town.

Ms. Eichenlaub said it was very loud during holidays. Party bus of screaming and yelling. Complained to the town and they said can't do anything. Regarding access, they are not supposed to be a gate already and construction vehicles are supposed to access the development through the development, not through Owen Drive. Ms. Eichenlaub said getting vehicles – Town will discuss with the Building Inspector.

Ms. Salvaty asked if dwelling same as Smith Farm. Confirmed they are single family houses.

Ms. Olivieri – get noise ordinance straight. Indicated police do not take care of noise complaint. Ms. Franson indicated village police do and have responded. In the Town, more difficult for enforcement because weekends the Building Inspector is not working.

J. Manson stated it is three of same design dwellings – if they want to change they can. B. Franson indicated house relocation notes have to be met.

P. Shea said we should urge the village police department and the state troopers to view this meeting.

J. Mann indicated initial submission had retaining wall in the back. Discussion regarding prior design. He states the dwellings were close to the road. Not sure there is more room and need parking. The lot that is the issue is Lot 1. The applicant will take a look at design. Cluster development still an option. Other option could be to go for a variance to allow the dwellings closer to the road.



Discussed continuation of public hearing. J. Mann requested more time. Hearing has to be closed if continues beyond May.

BE IT RESOLVED, that the Planning Board of the Town of Monroe adjourns the hearing on the 20 Owen Drive subdivision to May 19, 2026, at 6:30 PM or as soon thereafter. On a motion by Chairperson Franson, seconded by Member Manson:

Ayes: P. Shea, C. Kimbrell, B. Garstak, J. Manson, B. Franson

Nays: None

Abstain: None

**2.2. Chaim Lieberman/Joel Jacobowitz (0242-2025) SBL # 43-2-6
242 Mountainview Drive
Monroe, NY**

BE IT RESOLVED, that the Planning Board of the Town of Monroe opens the public hearing on the 242 Mountainview Drive. On a motion by Chairperson Franson, seconded by Member Kimbrell:

Ayes: P. Shea, C. Kimbrell, B. Garstak, J. Manson, B. Franson

Nays: None

Abstain: None

Isaac Stein, from Ideal Design, presented application on behalf of client at 2402 Mountain View Road. Existing mother/daughter and they want to convert it to a legal two family based on the two family overlay zoning. Everything stays existing. No changes to be made to the structure and to anything - the sewer the well. Driveway was amended as per last meeting – working on sewer disposal certification with the engineer and existing well certification.

Mr. Stern indicated he only received one mailing back.

M. Sickler went through comments. Primary comments– certifications. Discussed driveway configuration - showing circular drive - not taking any trees down. Don't see the need for a tree plan.

A. Torre stated this should be classified as Type II under SEQR. Board did at last meeting – February 12th. Matt had mentioned the wastewater certification. There's also a map note language for that certification to add to the plan that can be provided to the applicant. Near the bulk table they include a note indicating that they're using the reduced bulk requirements for lots with central sewer facilities pursuant to town code section 57-21B. Bulk table should also indicate a reduction in lot coverage since a portion of the driveway is being removed. The plan shows three delineated parking spaces, four required. Fourth in garage? Under the bulk table



show the parking calculation and show that plan has the required number of spaces. Clarify three spaces are going to be asphalt – check the shaded areas on the map. Need architectural details for type for two family homes, but this is an existing dwelling. Any changes to exterior elements? Applicant said no changes to the façade.

A. Torre indicated need a resolution of approval. Ms. Torre will determine if a waiver is required from the new tree regulations.

The hearing was opened to public comments. J. Mann, Van Buren Drive, indicated that he fully supports the public.

There being no other public comments, public hearing can be closed, and the action does not require referral to the County.

BE IT RESOLVED, that the Planning Board of the Town of Monroe closes the public hearing on the 242 Mountain View Drive. On a motion by Member Garstak, seconded by Member Kimbrell:

Ayes: P. Shea, C. Kimbrell, B. Garstak, J. Manson, B. Franson
Nays: None
Abstain: None

C. Kimbrell had question regarding Unit B - need some kind of walkway to access unit. Will be revised to make sure access to Unit is provided.

J. Manson – recent picture of home – small tree - put an indication where that is on the map so not being disturbed by 4th space. Discussed showing on the map.

Consensus from the Planning Board to prepare a resolution of approval.

3. Returning Projects

3.1. Paula Reisman (0247-2026) SBL # 43-5-7
249 Mountainview Drive
Monroe, NY

Joel Mann appeared on behalf of the applicant, 249 Mountain View Drive, Section 43, Block 7, Block 5, Lot 7 on the tax maps. The proposal is to do a duplex on this property to add an additional unit to the existing single family house. The biggest item last month was trees and the septic. Existing septic too close to the house. Just emailed revised plan. Received the tree plan last minute and overlapped the tree plan before the submission date. Using Option A. Less tree removal. Moved the house further to the front so to be away from the septic, but



removed one lateral from the septic and move it to the back. Will certify the septic and well. Will abandon a well. Updated the driveway to save as many trees as possible.

Based on the new tree code requesting if can waive the tree plan and the landscape plan for that. Will do more revisions to the plan to provide out bedrooms.

M. Sickler indicated EAF notes protected bat species so tree clearing limitations should be noted on the plan. Discussed original septic layout, separation distances from the dwelling units and the certification. Location of the deck. After the last meeting Building Inspector stated if they have closets and doors, they are bedrooms. Address revisions through building plan or show increase septic tank size. Have Applicant engineer look at the potential to increase the size of the septic using some Elgen units to get an increased flow to the square footage. Tree plan need to review against current town code. There's two wells on the site. Confirm which one testing applied to and which well will be abandoned. Is a landscaping plan a future submittal? A public hearing is required.

A. Torre indicated this is a Type II action.

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby classifies the 249 Mountain View Drive project as a Type II action under SEQR. On a motion by Chairperson Franson, seconded by Member Manson:

Ayes: P. Shea, C. Kimbrell, B. Garstak, J. Manson, B. Franson

Nays: None

Abstain: None

A. Torre stated they add a note by the bulk table saying that the reduced bulk requirements for lots with central sewer facilities apply pursuant to town code section 57-21B. Add that wastewater certification note to the plans. The board will have to address the protection of woodland character under the special use permit conditions. The tree plan will help evaluate that. I think the tree plan should be reviewed by KALA for compliance with the new tree law and for the adequacy of plantings and the board does have architectural review.

Need all those architectural details for the project. and it sounds like they are changing the plans or looking at different options. So, I don't know if the board's ready to schedule a public hearing this evening or if you wanted to wait till those plans were submitted or not.

J. Mann stated that it's a single-family addition for one house addition. in the same lot. Remove fewer trees. Changed the driveway entrance.

Mr. Mann is making the argument that a tree plan is not needed because this is an addition to something that already exists. Option A has attempted to address some of the tree removal that some will have to come down, but he suggests that in the new tree code, a certain number of trees are allowed to be taken down around the envelope of where the dwelling is



going to be constructed. The issue of trees will be addressed.

Need to label this as a two-family.

The action is exempt from GML as per Planning Board Attorney. Asked if anything problematic to setting public hearing. The public hearing can always be continued.

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby schedules a public hearing for the 249 Mountain View Drive project to be held on April 21, 2026, at 6:30 PM or as soon thereafter. On a motion by Chairperson Franson, seconded by Member Garstak:

Ayes: P. Shea, C. Kimbrell, B. Garstak, J. Manson, B. Franson

Nays: None

Abstain: None

3.2. KJ Cemetery (0236-2025) SBL # 1-2-29

Off Schunnemunk Road

Monroe, NY

Joel Mann from Brach Mann Associates appeared for the applicant, KJ Cemetery on Schunnemunk Road, Section 1 Block 2 Lot 29. Hopefully addressed most or all of the comments. Submitted to the county sewer.

M. Sickler - identify the adjoining property owners per 57-17B. SBL numbers added but owners not identified. Heard the status of the application to Orange County Sewer. The lateral connection appears to cross adjoining properties - easements will be required

A. Torre - hard to follow the property lines for where they're crossing. J. Mann would add information – need easements from two properties. Make it clear and have those lot lines on the property across the street clearly delineated - clean up with clear boundary of all the different lot lines in the area that would be helpful.

M. Sickler indicates the EAF that it's located in or adjacent to an area designated as potentially sensitive. John Queenan did not think SHPO needed. After our last meeting followed up with Ben to see if had any records of any prior approvals related to this property - request approvals for everything as didn't have any records of approval.

Updated PB application was submitted in February for the cemetery.

M. Sicker stated we discussed 239 review – need to determine.

Mr. Torre discussed clarifying the lot lines and where that sewer easement is going to be. It is an unlisted action under SEQR. The board will need to classify it and then complete SEQR. Matt had mentioned SHPO. Board does need architectural plans or show photos. Requires GML



review and a public hearing. When you send the public hearing notice, send notice to the Town of Palm Tree and the Village of Kiryas Joel.

BE IT RESOLVED, that the Planning Board of the Town of Monroe classifies the KJ Cemetery project as an Unlisted Action in accordance with the regulations implementing SEQR. On a motion by Chairperson Franson, seconded by Member Shea:

Ayes: P. Shea, C. Kimbrell, B. Garstak, J. Manson, B. Franson

Nays: None

Abstain: None

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby schedules a public hearing for the KJ Cemetery project to be held on April 21, 2026, at 6:30 PM or as soon thereafter. On a motion by Chairperson Franson, seconded by Member Manson:

Ayes: P. Shea, C. Kimbrell, B. Garstak, J. Manson, B. Franson

Nays: None

Abstain: None

B. Franson asked the Planning Board Secretary to send the application to the County for GML review.

Regarding SHPO, it was discussed that the project is a pre-existing condition, and that the consensus was that it did not need SHPO review. Discussed notices for public hearing.

4. New Projects

**4.1. Wain-Katz Estates LLC (0248-2026) SBL # 1-1-41.22 & 41.23
129 Seven Springs Road
Monroe, NY 10950**

Mr. Lipa Deutsch and Mr. Shia Weineberger represented the application.

Applicant indicated this is a three-lot subdivision property and went through architectural plan approval and the new owner wants to change as shown on the submission on the plan. The plan shows comparison of the approved and proposed project.

Mr. Sickler had no comments as there are no proposed changes to the footprint – just the architecture.

The only change in interior is one of the rooms, they're not doing a suker room. So they will make a bigger master bedroom. No increase in number of bedrooms.



Planning Board reviewed the exterior changes. Change in siding and roofline. Windows are generally the same and color changes. Exterior access – need to check if stairs were there to basement. Two sets of stairs on the proposed plan. Windows slightly different depending on façade. Decking is extending all the way across the first floor and then out right from the building. Upper level is a difference because there's a couple small decks.

The Planning Board has architectural review authority which is why it's before the Board.

A. Torre - identify property owner, the county parcel image is still identifying the owner as 127 Springs LLC. So, if changed, need a copy of the deed with the filing receipt. Just confirming that because it may be that the county records are just slow on being updated. Identify the SBL for the parcel involved – only one parcel is being changed but 2 SBLs provided. It is a Type II SEQR action. It does require GML. It doesn't fit within any of the exemptions. The Planning Board cannot make approval conditioned on GML review. Discussed the 30-day time period. Ms. Torre indicated to the County that it would be good to add architectural reviews as an exempt action.

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby classifies the Wein-Katz architectural review as a Type II action under SEQR. On a motion by Chairperson Franson, seconded by Member Kimbrell:

Ayes: P. Shea, C. Kimbrell, B. Garstak, J. Manson, B. Franson

Nays: None

Abstain: None

The Planning Board Secretary was requested to send the application for County GML review. A public hearing will not be required. Consensus was to have a resolution of approval drafted by the Planning Board attorney. Will place on the April 21st agenda.

5. Minutes

5.1. August 14, 2025 – held over

5.2. September 16, 2025 – held over

5.3. October 9, 2025 – held over

5.4. February 12, 2026 – held over



6. Adjournment

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

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

Ayes: P. Shea, C. Kimbrell, B. Garstak, J. Manson, B. Franson.

Nays: None

Abstain: None