



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)

Frank Getchell (via Zoom)

1.2. Point Out Fire Exits

1.3. Pledge of Allegiance

1.4. In Remembrance of Norinne McSweeney, Planning Board Secretary

Planning Board Held a Moment of Silence

2. Returning Project

2.1. Henry Farms Subdivision (201-2022)

SBL#29-1-2.52 (Lakes Rd. and Camp Monroe Rd)

Applicant did not appear nor did their representatives. The project will be placed on the May 2026 agenda.

3. New Public Hearing

3.1. 249 Mountainview - Reisman Two-Family Dwelling (0247-2026)

SBL# 43-5-7 (249 Mountainview Drive)

BE IT RESOLVED, that the Planning Board of the Town of Monroe opens the public hearing on the 249 Mountainview Drive application for a two-family dwelling.. 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



Joel Mann is present from Brach Mann Associates to provide an overview of the application. At the last meeting the major comment was regarding the relocation of the house in order to accommodate the location based on the engineering comments from the Planning Board Engineer about the overlapping on the septic and the distance. The plan was updated and resulted in less lot coverage. The existing driveway entrance remains the same and saves more trees. Applicant missed some smaller items - will address that in the bulk table and add notes. A tree plan will be submitted at the next meeting.

M. Sicker noted this is a two family dwelling and there are certain requirements for the septic system certifications. The certification has been provided in letter form. It needs to be added to the plan in a note form. He had a conversation with the Building Inspector regarding bedrooms, rooms with closets and doors. He indicated that when the plans come into his department, if they have a closet and a door, they are considered a bedroom. The septic design has been revised for a total of four bedrooms, 1 bedroom in the existing dwelling and 3 bedrooms in the proposed dwelling. If that's the design and path that the applicant's going to take, they need to revise the architectural plans. That will be part of the building permit.

The board can waive trees taken down within the development area but technically the tree plan is still required. I think the plans there appear to have most of the information required for a tree plan, but need to add the list. A note under the bulk table regarding the reduced lot area and the certifications. Provide a planning board approval block in the lower right hand corner of each sheet. And then the section pertaining to certification of the wastewater system requires that the town engineer verify based upon observed soils testing. We haven't observed any soils testing at the site. That will be coordinated with the applicant's representatives

Mr. Mann indicated Mr. Morgante will reach out to Mr. Sickler to coordinate.

Ms. Franson asked if there any members of the public who wish to speak on 249 Mountainview Drive? No one was present to comment.

BE IT RESOLVED, that the Planning Board of the Town of Monroe closes the public hearing on the 249 Mountainview Drive application for a two-family dwelling.. On a motion by Member Shea, seconded by Member Manson:

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

Nays: None

Abstain: None

As per the consensus of the Planning Board members, the Planning Board Attorney will draft a resolution of approval for this application.

3.2. KJ Cemetery - Special Use Permit/Site Plan (0236-2025) SBL#



1-2-29 (Schunnemunk Road)

Joel Mann appeared for the Applicant. Public notice receipts were provided.

BE IT RESOLVED, that the Planning Board of the Town of Monroe open the public hearing on the K.J. Cemetery special use permit and site plan application. 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

The public hearing was opened.

Joel Mann - Brach Mann Associates described the project. It is cemetery property that is partially in the town and partially in the village of KJ. Addressed all or most of the comments and concerns of the board providing information. There was no record of the cemetery having any approvals so it will be part of the approval. Provided the building plans - the only item to discuss is that there is some information that the Planning Board Engineer is requesting - owners information from the surrounding property that will add to the map. Got comments back from Orange County sew district 1 to change the proposed lateral instead of a 6 inch be an 8 inch. May be cheaper and simpler because it's very far away from an existing main. So technically we can get approval, we can do the main extension. It shouldn't be a big approval because even it's an 8 in. it will not require DEC approval It's not a more than 2400 gallons - county agreed to that but there is some type of temporary septic system on site and looking to make it permanent and legal. Engineering to look at it. They did some testing already. So use of the septic system is an open item and depends if will find good soils or will do the connection to the main. Have two options to consider septic.

Matt Sickler - as Joel said, the adjoining SBLs have been added. However, there's still some property owners missing that needs to be included. The Building Inspector indicated the town doesn't have any records of approval for the cemetery use. And then as Joel said, the approval for capacity from Orange County Sewer District appears that it may take some time. So having the project engineer review the condition of the existing septic system that's indicated on the plans and noting any repairs that might be required to it. Can't imagine there's a large flow from this facility based on number of employees.

Applicant will provide calculation of sewer demand.

Ashley Torre - As far as coordination last meeting classified as Unlisted. For SEQR need to decide if doing coordinated versus uncoordinated review. Is there an existing agreement with the village for water? Provide copy of that.



J. Mann indicated the building may be connected to the village system already. Applicant thought it was in the village. Will check if there is an agreement. If not, Applicant will can get an agreement.

A. Torre indicated septic or wastewater, have to decide which way to go. If remain on septic, need to make sure that it was designed. Do not know if applicant has health department approvals or what happened. Ms. Torre said the septic or sewer has to be engineered, need to know it is feasible.

J. Mann stated will not go that that route if complicated - will take the other simple route and connect to public sewer. Can that be a condition? Plans show can connect to the county sewer, the county works with an applicant when there is an existing building with a failing septic system they're in the district and they have to accommodate them regardless of capacity. The County needs proof if this system is a failing system or not. If it is failing they will allow connection to the sewer. Applicant started with the county because it's simpler - when they indicated need to do an 8 in. Applicant decided to see if the septic is simpler. Applicant will coordinate with the Planning Board Engineer.

B. Franson indicated architectural plans and details to be added lighting is on the site plan. Show the panel colors – is the Kelvin value on map. Ms. Franson indicated want to stay under 3,000. So, it's not overly bright. Indicate kelvin value. We look at about 3,000. It's a soft white.

J. Mann indicated the architectural details you can see on the page two on the architectural set - black windows, the panel, the materials,

Ms. Torre indicated to show sewer easement – crosses another property – show you have control and access – applicant will obtain easement if necessary.

The Planning Board opened up the hearing to public comment. No one was present.

Regarding SEQR, the Planning Board was polled and given the pre-existing nature of the building and property, the consensus was not to coordinate SEQR review.

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby will act as lead agency to conduct uncoordinated review for the KJ Cemetery application. 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



BE IT RESOLVED, that the Planning Board of the Town of Monroe closed the public hearing on the K.J. Cemetery special use permit and site plan application. 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

J. Mann asked if referred to the County – did receive a response letter. It as a local determination, and the County recommended that dark sky lighting be used.

B. Franson indicated the resolution will be for both the special use permit and the site plan. The attorney started to do a NegDec but came across sewer issues. This needs to be provided before the NegDec and resolution. The consensus of the Board is to have the attorney draft the NegDec and resolution.

4. Continuing Public Hearing

4.1. None

5. Returning Projects

5.1. Wein-Katz Estates - Architectural Review (0248-2026) SBL# 1-1-41.22 and 41.23 (129 Seven Springs Road)

Mr.Lipa Deutsch is representing the applicant.

Mr. Sickler had no formal comments as this is for architectural review approval. This project was previously approved as part of a three lot subdivision. Architectural plans were submitted for those dwellings at that time. When the applicant went to make application to the building department for building permits, there were some differences in the plans that were submitted and the plans that were submitted as part of this previous application. We ran through the differences at last month's meeting. There some window location changes, some of the colors. Another additional door from the lower level added but it did not change the footprint of the units or the overall size of the units.

Comments from the Planning Board Attorney – County did respond for GML review and had no comments.

The Planning Board reviewed the draft resolution. The resolution was amended to indicate that the engineer shall provide final review of the plans.



BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby approves the architectural plans for Wein-Katz application (129 Seven Springs), as amended. 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

5.2. Golden Delite Amended Site Plan (0189-2020)
SBL# 2-1-5.13 (31 Larkin Drive)

The Planning Board has a resolution for Golden Delite. A GML review has been provided. County wrewrite the below comments. Define the parking spaces in the paved area. Advise the town would require a total of 32 parking spaces of which four should be designated as accessible. The GML is a local determination.

M. Sickler indicated he does not have lighting plan here – he will verify. The Board can decide if it wants dark sky compliant lighting. The applicant indicated it is an existing building for the last 30 years. No changes to the building.

A. Torre indicated the resolution has been updated to address changes in wastewater design.

J. Manson scrolled through the amended resolution and highlighted the changes. The applicant seeks reapproval together with modifications to certain conditions of the original approval as it is estimated to take 18 to 24 months to obtain approval of the proposed sewer connection to the Orange County Department of Public Works. We have an updated date engineer -April 20th. Eliminating three and four of original – they had to do with sewer connection. In the new condition number three it's a corrected agreement with the village of Kiryas Joel to provide water in a form acceptable to the planning board attorney. Next one is now the applicant should utilize the existing septic system while it pursues approval from the Orange County Department of Public Works to connect to the existing Orange County Sewer District No. 1 collection system within Old Country Road and shall provide the building department with an inspection report and maintenance records for the septic system every 12 months during its use. Also revised, the applicant shall connect to the county sewer district collection system in Old Country Road within six months of approval from the Orange County Department of Public Works for the sewer lateral connection. Such connection shall require a building permit from the town of Monroe and a road opening permit from the town highway superintendent. Upon connection to the Orange County Sewer District No. 1 collection system, the existing on-site sewer disposal system shall be abandoned. Already asked for LED dark sky 2700 kelvin lighting.



Ms. Franson asked if we did say that parking spaces to be painted? Applicant confirmed.

Mr. Sickler will confirm the number of required accessible spaces with Ben. Make sure providing accessible parking. Will have Planning Board Engineer to address.

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby approves the amended site plan resolution for Golden Delite. On a motion by Member Shea, seconded by Member Garstak:

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

Nays: None

Abstain: None

**5.3. 81 Raywood Drive LLC Subdivision (0249-2026)
SBL# 43-1-11.1 and 11.2 (81 Raywood Drive)**

Indie Figer is representing 81 Raywood application and submitted with the engineer and addressed all the comments a

M. Sicker – submitted to the County for GML review -found no impacts. Did have an advisory comment – contains habitat for bats and advised that best practices be followed. Reviewed the plans, provided comments for the applicant to address prior to submitting to the county. That was accomplished. There was a bond in place at the time of this original three lot subdivision approval for the extension of the sidewalk and a small portion of Raywood Drive in front of these parcels. The applicant has provided a copy of that bond. It is from four or five years ag

The applicant indicated it is still in effect. Verified with the company and in its effect until 72126. Does the amount need to be updated? As a condition the bond can be reviewed and updated.

Ms. Torre provided a resolution of conditional approval for a lot line change which was read. It is to combine two parcels through lot line change. Construct one single family dwelling in the SR-10 zone. Lot line changes are Type II actions so not subject to hearing. No public hearing required. A local determination was made. Pursuant to subdivision B of town code section A65-5, classified this application as a lot line change. The plat will be signed and recorded. Final engineering review of the map and engineer certifying that all deficiencies noted in his memo of April 20th be addressed. Suitable monuments shall be placed at the lot corners to the satisfaction of the planning board engineer. Map must be filed with the Orange County Real Property Tax Service Agency. New number three is to extend and review the bond – term is for 3 years. Two years for the tree part of it. Additional discussion regarding the bond condition.

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby approves the lot line



change resolution, as amended, for 81 Raywood LLC. On a motion by Member Manson, seconded by Member Shea:

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

Nays: None

Abstain: None

5.4. 20 Owen Drive Subdivision (0207-2022)
SBL# 3-1-9.1 (20 Owen Drive)

The hearing has been adjourned to the May meeting. On but not a public hearing.

J. Mann indicated they working to address all the comments – will address in May. A. Torre indicated they are still coordinating with the Village. Need to make sure that since the project is being attached to the larger Smith Farm that it does not impact the findings related to that project.

5.5. Walmart Building Expansion Site Plan (0233-2024)
SBL# 2-1-31.1 288 Larkin Drive

Jeremy Eanes with Dewberry Engineers was present for the applicant.

M. Sickler provided an overview. The applicant appeared a couple of years ago with the application for the expanded pickup area and parking as well as some storage units. Since the village boundary actually splits the building and parcel, the storage units were actually moved into the village and believe approval was obtained for that site plan. now looking at for pickup also before the village I - believe because there are improvements in the parking areas that are located within the village including pavement markings, directional signage, things of that nature. So, the understanding is they've received their approvals from the village and are now back here for the building approvals and the parking improvements associated with that that are located within the town. The approval block for the planning board - locate that in the lower right hand corner of the set. Most of our previous discussions and comments have been resolved with the plan revisions. The big question is the parking count and the analysis provided there. Previously talked about the requirement for variance. The applicant has provided copies of original site plan approvals which reference credit for shared parking spaces. Time for discussion on standards referenced in the analysis.

Mr. Eanes - There's an original plan from 1999 for this entire shopping center, including Walmart, Home Depot, and what's labeled as a cinema, but think it's now BJ's. The overall approved parking count for this area was 2,778 spaces. That was the required and the provided spaces was 3,022 spaces. Well above the minimum parking requirement - this project reducing the overall parking by not nearly that much. Still within the originally approved parking requirement from 1999 and we're essentially asking an exception on the variance since we still meet that requirement.



A few years ago needed spaces for online parking and now pickup parking. Trying to track this. Want to make sure have clear parking calculations. [difficult to hear]

Ms. Franson indicated we need to make sure that the parking calculation is within whatever limits existed for the original approval and otherwise everything else is addressed.

Ms. Torre tried to summarize what may have occurred in the adjoining community regarding SEQR, as the improvements were approved even though the Town was the lead agent. Did their only lead agencies for their action despite the fact that we were coordinating. The Board will need to conduct its own SEQR. Have a note to update the water agreement. Make sure they have a will serve letter. Applicant indicated they are in process. Provide a copy of the SEQR resolution done for the other approval. Need to do GML review. The public hearing is discretionary.

The Planning Board consensus was to send the application for County GML review, and to not hold a public hearing. Planning Board has to do its own SEQR and issue a resolution. M. Sickler will have his office take care of the GML referral.

Additional items: Prior to the minutes, the Planning Board entertained members of the public regarding some land disturbance occurring near Round Lake by Front Street.

Also discussed litigation regarding Pallotti Village and Henry Farms.

6. Minutes

6.1. August 14, 2025

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby approves the August 14, 2025 minutes, as amended. On a motion by Member Shea, seconded by Member Manson:

Ayes: P. Shea, J. Manson, B. Franson

Nays: None

Abstain: C. Kimbrell, B. Garstak

6.2. September 16, 2025

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby approves the September 16, 2025 minutes, as amended. On a motion by Chairperson Franson, seconded by Member Garstak:

Ayes: B. Garstak, J. Manson, B. Franson

Nays: None

Abstain: P. Shea, C. Kimbrell



6.3. October 9, 2025

BE IT RESOLVED, that the Planning Board of the Town of Monroe hereby approves the October 9, 2025 minutes, as amended. On a motion by Chairwoman Franson, seconded by Member Manson:

Ayes: P. Shea, J. Manson, B. Franson

Nays: None

Abstain: C. Kimbrell, B. Garstak

6.4. February 12, 2026 – held over

6.5. March 17, 2026 – held over

7. Adjournment

7.1. Adjournment of Meeting

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 Board Member Shea:

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

Nays: None

Abstain: None