

**VILLAGE OF MONROE PLANNING BOARD  
WORKSHOP MEETING  
APRIL 12, 2017  
MINUTES**

**PRESENT:** Chairman Parise, Members Cocks, DeAngelis, Karlich, Graziano, Engineer O'Rourke, Attorney Levinson

**ABSENT:** Building Inspector Cocks

Chairman Parise opened the meeting at 7:00 p.m. with the Pledge of Allegiance to the flag. An announcement was made regarding the location of fire exits. Chairman Parise noted due to scheduling conflicts the agenda items will be shuffled around.

**1. Crystal Run Lab 807 Rte. 17M – Amended Site Plan – (203-2-2.2)**

**Present:** John Loch, AFR Engineering

Chairman Parise noted that due to a conflict between Lanc & Tully and Crystal Run, Michael Aiello, PE will be the alternate engineer for this application. Engineer Aiello noted the application was for installation of a backup generator at an existing building for a medical laboratory at 807 State Route 17M. The location of the generator would take up one parking space. An updated parking calculation has been requested to be included on the plans to confirm the site would still be in compliance for parking requirements, which they are. In addition, there was a contradiction in size of the fence between the plan label showing 8ft high and the details plan showing 6ft high, and this would need to be corrected. Engineer Loch stated that revised plans have been submitted showing the parking calculations and added that 34 spaces are required and 48 are shown. The corrected height has been noted for the fence and details on the slab for the generator have also been added.

**2. Orange Collision – Conditional Use/Site Plan – (220-5-20 & 21)**

**Present:** Ryan McGuire, PE, KC Engineering

Attorney Levinson stated he reviewed the amended lease submitted and noted that this was not satisfactory to create the cross easements that the board requires. Attorney Levinson spoke with Attorney Hasin and explained what was needed and was told Attorney Hasin would prepare and submit cross easements. Attorney Levinson added that a lease can end at any time, but a cross easement will run with the approval, not with a specific tenant. Engineer O'Rourke discussed his comments. The project requires an amended site plan and is a conditional use. A public hearing will be required. The property is adjacent to Route 17M therefore 239 referral will be required as well as referral to NYS DOT. Engineer O'Rourke stated this is a Type II action under SEQR since the project proposes less than 4000 square feet of non-residential expansion. Engineer O'Rourke suggested a corrected application be submitted to

correct the typo of "017" under conditional use. The parking calculations should be clarified on the plan to show the difference between public parking spaces, display spaces and impound spaces. The parking shown appears to be more than sufficient. In addition the parking spaces should be numbered and the travel way width should be noted. The board should review lighting and landscaping even though there is existing lighting at the site. ADA requirements need to be updated to NYS code. A gate for the fenced in area should be shown, and directional signage should be added to maintain traffic patterns. Chairman Parise questioned what "as needed" means for Sundays. Engineer McGuire stated Sunday they are not typically open but certain times of the year there may be special events or reasons to open. Attorney Levinson suggested just listing the days and times to be open. Chairman questioned how many employees there would be. Engineer McGuire stated 2 employees in the front building and 6 employees in the rear shop. Engineer McGuire stated the applicant feels the existing lighting is sufficient so lighting will remain as is. The applicant is amenable to add some landscaping in the landscape area along Route 17M. Member Cocks commented that there were a lot of uses for the site. Engineer O'Rourke stated that all of the uses listed are associated uses for an auto repair shop. Member Cocks questioned what the applicant was going to do with the signs. Engineer McGuire stated the existing sign poles would remain but the applicant would be inserting his own panels with his information. Attorney Levinson stated he would like to see a draft of the cross easements before the board moves forward.

### **3. Cumberland Farms – Site Plan – (215-1-13)**

**Present:** Richard Olson, Esq.

Attorney Olson stated that a construction cost estimate was submitted and approved by Engineer O'Rourke. The board requested sidewalks along Freeland Street which the applicant provided, and now DOT is requiring sidewalks along Route 17M. Updated plans were submitted showing these sidewalks. Chairman Parise stated the cost estimate for the bond needs to be submitted to the Village Board for approval, and also the 239 review will require a supermajority to overrule the County's mandatory comments. Engineer O'Rourke noted there were no architectural submissions. Attorney Olson stated the architectural submissions were submitted after the plans. Engineer O'Rourke commented that there are a lot of general notes on the second sheet of the plans which are more construction related notes and should be removed from the site plan. Engineer O'Rourke commented that with the addition of sidewalks, crosswalks across the two entrances should be included. Member DeAngelis questioned the landscaping. Attorney Olson stated that the board discussed landscaping for several months and that issue has been resolved. Member DeAngelis did not remember discussing landscaping. Engineer O'Rourke confirmed that the board spent several months discussing landscaping, and that the new sidewalk has been coordinated with the landscaping plan; only green area was lost for the sidewalk, no plants were eliminated. Member DeAngelis wants more landscaping especially in the front of the building. Attorney Olson stated the landscaping plan has been thoroughly reviewed and it is not necessary to review again. Chairman Parise polled the board to see if they were satisfied with the landscaping with the addition of the sidewalks. Member DeAngelis

had difficulty reading the landscaping plan and wanted a list of specific plants. Attorney Olson informed Member DeAngelis that there is a chart on the landscape plan with a list of all specific plantings. Member DeAngelis asked where this list of plants came from. Attorney Olson stated the landscaping plan and specifics were discussed with the board over a period of 4 or 5 months. Engineer O'Rourke added that the types of plants are based on what grows well in this area and on what the board had discussed. Member DeAngelis did not recall these discussions. Chairman Parise welcomed Member DeAngelis to present specific plant ideas if she had any. Member DeAngelis had no suggestions. Attorney Levinson added that before the meeting on Monday, Member DeAngelis could supply types of specific plants which she would prefer to see if what was already on the plant list was not satisfactory to her. Chairman Parise asked the board again if they had any concerns and if they were satisfied with the landscaping plan. No one had any comments. Member DeAngelis was assisted in reading the landscaping plan specifically the chart and legend of specific plants. Chairman Parise asked Member DeAngelis if she was satisfied with the landscaping plan. Member DeAngelis responded it's ok.

**4. Northeast Community Bank – Site Plan – (214-1-53., 54)**

**Present:** Larry Torro, Civil Tech Engineering;

Engineer Torro stated that Creighton Manning completed the traffic study and requested review. Chairman Parise stated that an alternate traffic engineer would be required and this would be presented to the Village Board for approval. Engineer O'Rourke described the project as 2 existing lots being combined, existing buildings on those lots to be taken down and a new building to be built for a bank and associated offices. Future submissions should include lighting and landscaping and architectural renderings should be submitted as well. A demo plan should also be submitted and should show the existing utilities and where they connect. A highway work permit from NYS DOT will be required for Route 17M, and OC Sewer will be involved as well. A 239 referral will be required due to the proximity to Route 17M. The EAF submitted is sufficient. There are no drainage issues as they are under the SWPPP requirement and are showing less impervious surface than what is there now. Queue lengths for the drive thru should be shown on the plan. Village Code requires a 26' wide travel lane but only 25' is shown. Easements will need to be coordinated with the Village and State for existing drainage facilities. ADA details should be shown on the plan. Engineer O'Rourke indicated this is a permitted use for the site, and with a site plan the board can require a public hearing. Member DeAngelis asked if the bushes that are already along the corner at 17M could be preserved. Engineer Torro stated that the sidewalk would be going in that location but he would look into trying to relocate those bushes. Chairman Parise requested the hours of operation to be on the plan. Member Graziano asked if a crosswalk could be installed. Engineer Torro stated that on Freeland Street there is nowhere to go on the opposite side of the street as it is private property. A cross walk can be proposed on Route 17M side, provided NYS DOT approves.

**5. Luke & Friends Day Care – Amended Site Plan – (201-1-9.3)**

**Present:** David Niemotko, Architect

Engineer O'Rourke stated that the parking calculations have been revised and they now meet the parking requirement, therefore no waiver will be needed. The plans submitted have addressed all engineering issues. Attorney Levinson is satisfied with the official names as listed on the application forms and coordination with the plans. Architect Niemotko discussed a hardship the applicant has with posting a bond. Chairman Parise explained that the bonding is required by Village Code and the Village Board is the only board with the authority to entertain any waiver of this requirement. The planning board has no authority to waive any requirements of the Village code.

**6. Monroe Pharmacy – Site Plan – (220-5-16.31)**

**Present:** Michael Merchant, P.E.; Dr. Mohammed Iqbal, Applicant

Chairman Parise discussed Building Inspector Cocks memo. The property is divided into two separate lots and the board needs to discuss appropriate cross easements. There is a lot of garbage and debris and photos were displayed which Building Inspector Cocks provided, showing one small dumpster and lots of trash on the ground all around the area where the dumpster was located. Chairman Parise stated the dumpster issue was discussed at the last meeting this application was on for, but at that time there were several dumpsters and now there is only one. Engineer Merchant stated the property owner has agreed to repair the fence and evict the tenants with the taxi. Chairman Parise did not understand what the taxi tenant or the fence repair had to do with the garbage. For some reason there are less dumpsters now and all of the garbage is on the ground. The site cannot remain this way and it must be cleaned up. Clearly one small dumpster is not sufficient for the 23 tenants that are on this property. Attorney Levinson confirmed that the condition of the site is the landlords responsibility. Chairman Parise would like an explanation as to why all of the dumpsters were removed. Dr. Iqbal stated the landlord spoke with each tenant. Previously each tenant had their own dumpster with a weekly or every two week pickup. Now there will be one dumpster with pickup every day. Chairman Parise stated that one dumpster clearly was not enough as it was full and there was trash all over the ground. Member Cocks stated that the discussion at the last meeting was to have two dumpster enclosures, one in each corner of the rear of the lot, with several dumpsters in each enclosure. Member Cocks felt that was a good plan and asked why the change now. Hari Godhwani, owner of the property explained he had an 8 yard dumpster for the whole property and it would be picked up every day which he felt was sufficient. Mr. Godhwani stated other people come to his property and leave their garbage. Attorney Levinson stated it is his responsibility as the owner to maintain the property. Mr. Godhwani stated the property will never look like this again, it will always be clean. He added if the 8 yard dumpster is not sufficient he will get another dumpster. Chairman Parise feels the board needs to review and address the dumpster issue during this site plan review to ensure there will not be a garbage or maintenance issue. Engineer O'Rourke reviewed the submitted plans, and in addition to some technical issues, most importantly Engineer O'Rourke

recommends the board do a site visit to work out concerns the board has raised regarding maneuverability around the drive thru window. It will be important to go to the site with several vehicles and simulate the drive thru and stacking as well as the second passing lane as depicted on the plans by the applicant. In addition, the applicant will have to mark out the side property line so when the board visits the site they can see exactly where the property line is. Before moving forward with anything else, the board needs to be satisfied with the maneuverability through the site with the design that is proposed. If the drive thru lane proposed does not work in the field, then the whole plan does not work. The board was in full agreement to conduct a working site visit. A date for the site visit will be determined at the next meeting and the applicant will be notified. Engineer O'Rourke continued with the issues in the review. The proximity to Route 17M will require 239 review and NYS DOT review. The EAF had several incomplete questions which still need to be answered, specifically 3b, 9, 11, 12, 14 and 17. In addition the EAF lacks the sponsors name and date. As Building Inspector Cocks mentioned there are two lots involved therefore cross easements need to be addressed. The travel lanes proposed are narrow and don't meet Village code. It is unclear as to who designed the plans. The name and contact information of the design professional is lacking and should be added to the plan. The plans are unclear as to what is existing and what is actually proposed. ADA requirements are not being met. The bulk table needs to be site specific showing not only what is allowed but also what is existing. A reference to the previous site plan as for who prepared it and what the specific title and date are should be included on the plan. Specifics on any pavement should be detailed. Any sign posts located in a traffic area should be break away posts. Grading or existing contours have not been shown, despite being requested previously. The board should discuss any additional landscaping.

### **ADJOURNMENT**

On a motion made by Member Graziano and seconded by Member DeAngelis it was unanimously **Resolved that there being no further business, the Meeting be adjourned.** The meeting was adjourned at 8:30 p.m.