

**VILLAGE OF MONROE PLANNING BOARD  
REGULAR MEETING  
MAY 15, 2017  
MINUTES**

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

**PUBLIC HEARING:**

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

**Present:** Larry Torro, PE, Civil Tech Engineering; Jose Collazo, President, Northeast Community Bank; Ryan Karben, Esq.

Chairman Parise read the Public Hearing notice dated 4/21/17 into the record and acknowledged receipt of the proof of mailings from the applicant. Attorney Karben introduced himself as attorney for Northeast Community Bank and introduced the President and Chairman of the bank who were present to show their commitment as a new neighbor to the Village of Monroe and stated they are looking forward to being a part of the Village of Monroe community. Engineer Torro described the project as a new, 2 story 5,930 square foot building to be built on an existing site at the corner of Freeland Street and Route 17M. The existing buildings on the site will be demolished. There will be two entrances, one off Freeland St., the other off Route 17M. There will be a drive thru teller and a drive thru ATM. Hours of operation will be Monday – Friday 9-5, Saturday 9-1 and Sunday 10-1. An architectural rendering of what the building is proposed to look like was displayed. Chairman Parise opened the hearing to the public. There were no comments from the public.

On a motion made by Member Karlich and seconded by Member Graziano, it was unanimously **Resolved, that the Public Hearing for Northeast Community Bank Site Plan be continued to the next regular meeting of the Planning Board on June 19, 2017 to allow for responses from Orange County 239 review, and NYS DOT as well as traffic discussions.**

**REGULAR MEETING:**

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

**Present:** Larry Torro, PE, Civil Tech Engineering; Jose Collazo, President, Northeast Community Bank; Ryan Karben, Esq.; Katherine Craig, PE, WSP

There were no technical, engineering or building department comments at this point. Chairman Parise stated the traffic study needed to be discussed. Engineer Wersted from Creighton Manning, traffic engineer for Northeast Community Bank discussed the comments submitted by Engineer Craig of WSP. Pedestrian access was discussed. Engineer Craig stated that the site plan doesn't provide curb ramps that have technical warning surfaces for ADA compliance. An accessible connection needs to be provided between the crosswalk and the sidewalk, and this plan shows the sidewalk ending at the pavement. Engineer Wersted agreed to make this amendment. Discussion was held regarding aligning the driveway with the Cumberland Farms driveway. Engineer Wersted explained that the Cumberland Farms driveway is about 100 feet up Freeland Street from the Bank's driveway. The bank does not own the property directly across from the Cumberland Farms driveway, therefore cannot align the driveways. Engineer Craig stated the trip distribution figures didn't show how they got to the volumes, and also added that the applicant should consider using microsimulation to analyze the traffic volumes since the driveways are so close together. Engineer Wersted agreed to look at the figures again. Engineer Craig was also concerned with the queue lengths and suggested this was considered in the analysis as well. Engineer Wersted added that for accident information it was difficult to assess if the accidents which occurred in the past actually involved the driveways to the site or not. The details were not provided in the accident report. Engineer Craig stated that the trip generation study was conservative, but acceptable, and was mostly concerned with queues and the driveways as this is already a signalized intersection. Chairman Parise noted that the traffic study states it was performed at peak on a Saturday and asked if Engineer Craig felt that was accurate. Engineer Craig agreed and stated that Route 17M's peak hour is on the weekend. Engineer Craig stated that Engineer Wersted has addressed most of the comments, and that the only concern now was the ADA compliance which was not shown, and the queue and driveway analysis to be determined by a different model, potentially a micro simulation. Chairman Parise stated that other intersections in the area have a button on the light pole to allow pedestrians to cross the street and asked how this could be implemented at this intersection since the area will be more active now. Engineer Wersted stated that there currently should be enough timing in the signal for pedestrians to walk across the street, so that a mechanism would be the only addition. Attorney Karben stated that the bank is very supportive of any efforts the board or Village wants to take to assist with pedestrian safety and would be available to participate or initiate any meetings with DOT, if necessary. Engineer Craig stated it would be beneficial to reach out to DOT to have a meeting to discuss the safety issue. Member Cocks suggested adjusting the timing of the light at Hidden Creek to help with queueing issues with the 17M light and people exiting the driveways for the bank as well as Cumberland Farms. The board had no other comments.

**2. Lanwin/603 Stage Road – 4 Lot Subdivision – (219-3-7)**

**Present:** Keith Woodruff, Engineering & Surveying Properties, PC

Engineer Woodruff stated that the applicant is still trying to close on the property and secure the bonds and is requesting a 6 month extension of site plan and subdivision approval. Member Karlich asked Attorney Levinson how many extensions the board

can give. Attorney Levinson stated that if reasonable reasons are presented the board can, as it has done in the past with other applications, grant extension.

On a Motion made by Member Cocks and seconded by Member Karlich it was unanimously **Resolved that Subdivision and Site Plan for Lanwin/603 Stage Road approval be extended for a period of 6 months or until October 16, 2017.**

**3. Monroe Shop Rite Plaza – Conditional Use Renewal – (203-2-5)**

**Present:** No one present

Chairman Parise stated the applicant has met all requirements and is working toward cleaning up the site. The terms of the conditional use permit will continue to apply. Chairman Parise noted that there is a potential for Verizon to appear before the board for an amended site plan and conditional use permit for a cell tower on the roof of Shop Rite, and it was agreed that if that application came in then the Verizon conditional use permit would be coterminous with the plaza's permit.

On a Motion made by Member Cocks and seconded by Member Graziano, it was unanimously **Resolved, that the Conditional Use Permit for Monroe Shop Rite Plaza is issued for a period of one year, or until the regular meeting of April 2018, at which time the applicant must reappear before the Planning Board for review; and if Verizon makes application for a conditional use permit for a cell tower, then the terms of the Verizon conditional use permit will be coterminous with Monroe Shop Rite Plaza's expiration date.**

**4. 104 Elm Street – Conditional Use Renewal – (207-2-8)**

**Present:** Michael Sandor, PE

Engineer Sandor spoke with the applicant and they will make sure the dumpsters are inside the dumpster enclosure. Building Inspector Cocks stated there have been no issues with the property. Chairman Parise and Member Cocks both visited the site and both stated the property was maintained and neat and clean, with the exception of a few buckets outside. Engineer Sandor stated that the applicant felt there could have been a delivery which explained the buckets. The board agreed that the terms in the original conditional use permit would be continued.

On a Motion made by Member Graziano and seconded by Member Karlich, it was unanimously **Resolved, that the Conditional Use Permit for 104 Elm Street is issued for a period of one year, or until the regular meeting of May 2018, at which time the applicant must reappear before the Planning Board for review.**

**5. 577 Route 17M – Conditional Use Renewal – (220-5-16.1)**

**Present:** Shulem Brach, RINGO

Chairman Parise stated he visited the site and the dumpsters were not within the enclosure. Chairman Parise reminded the applicant that the dumpsters must remain inside the enclosure, the site needs to be maintained and free of garbage on a continuous basis, and the terms of the site plan must be adhered to. The board held a discussion on the length of time to renew the permit.

On a Motion made by Member Cocks and seconded by Member Graziano, it was unanimously **Resolved, that the Conditional Use Permit for 577 Route 17M is issued for a period of six months, or until the regular meeting of November 2017, at which time the applicant must reappear before the Planning Board for review.**

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

**Present:** Ryan McGuire, PE, KC Engineering; Joel Jacobowitz, Owner

On a Motion made by Member Cocks and seconded by Member Graziano it was unanimously **Resolved that the Planning Board declare itself Lead Agency for Orange Collision Conditional Use / Site Plan, and it is further; Resolved that the Planning Board refer the plans to Orange County Department of Planning for 239 review; and it is further Resolved that a Public Hearing be set for Orange Collision Conditional Use / Site Plan on Monday, June 19, 2017 on or about 7:00 p.m. Monroe Village Hall, 7 Stage Road, Monroe, NY.**

**APPROVAL OF MINUTES**

On a motion made by Member Karlich and seconded by Member DeAngelis, it was Resolved **that the May 15, 2017 Agenda be amended to include approval of the 4/24/17 Monroe Pharmacy Site Visit.**

On a motion made by Member Karlich and seconded by Member Graziano, it was Resolved **that the Minutes of the April 12, 2017 meeting be approved.**

On a motion made by Member Karlich and seconded by Member DeAngelis, it was Resolved **that the Minutes of the April 17, 2017 meeting be approved.**

On a motion made by Member DeAngelis and seconded by Member DeAngelis, it was Resolved **that the Minutes of the April 24, 2017 Monroe Pharmacy Site Visit be approved.**

**ADJOURNMENT**

On a motion made by Member Cocks and seconded by Member DeAngelis it was unanimously **Resolved that there being no further business, the Meeting be adjourned.** The meeting was adjourned at 7:50 p.m.

