

**VILLAGE OF MONROE PLANNING BOARD  
WORKSHOP MEETING  
AUGUST 9, 2017  
MINUTES**

**PRESENT:** Chairman Parise, Members Cocks, DeAngelis, Karlich, Graziano, Engineer Queenan, 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.

**1. 55 James Road – Accessory Apartment – (216-1-54)**

**Present:** Dan Nigro, Contractor

Mr. Nigro described the application as an addition over an existing, attached garage to add extra living space to an existing single family home, in order to accommodate the homeowner's adult son living with them to assist them as they are elderly. The board reviewed the floorplan and after extensive discussion felt that this was more of an addition of living space, which included a kitchen, as opposed to an accessory apartment. The layout showed an addition of an open living area being attached to the existing house. The existing bedrooms and bathrooms would be utilized. The board agreed that unless the homeowners decided to create a separate entrance as well as a kitchen and a bathroom and completely enclose the apartment separate from the main house, then the project is actually just an addition to a single family home, not an accessory apartment. Mr. Nigro explained that the homeowners were not looking to separate the house in two, as they wanted their son to have access so he can assist them. Mr. Nigro was instructed to consult with his clients and discuss the project further with the building department.

**2. Bracesetters – Free Standing Sign – (212-2-6)**

**Present:** Robert Sebeth, Gloede Neon Signs; Jonathan Schlosser, Owner

Discussion was held regarding the setback of the sign from the property line as well as the height above grade. The plan shows 7 feet from the property line which does not meet the new code. Building Inspector Cocks explained that the applicant got caught in the middle of the zoning change. Permits were issued earlier this year for the renovations to the property and discussion all along had included no set back for the sign which was what the old code dictated. Now that the Village Board decided to adopt the new code that has changed. When the retaining wall was constructed and the electric run, the applicant was under the old code. Attorney Levinson stated that the applicant erected a wall which would serve as the foundation where the sign would be erected, and this wall was constructed reliant upon the old zoning code with the understanding that they had no setback requirements.

Based upon the unique circumstances of this particular application and the fact they acted under the old law, without any knowledge as to when the new law was going to be adopted, Attorney Levinson felt the applicant would still be governed under the old zoning code and the height and location of the sign was satisfactory. Member Cocks asked when the lights would be on. Mr. Schlosser stated he had a timer and would set it to monitor the light. Engineer Queenan stated the plan shows a new driveway when the driveway is existing. This wording needs to be corrected. Engineer Queenan added that the ground mounted lights need to be shielded. Attorney Levinson noted that with the new zoning code the planning board is required to act as an AARB. Although the setbacks and height are being governed under the old zoning code, there is currently no AARB therefore the planning board is obligated to review the signage. Chairman Parise noted that no guidelines have been provided by the Village Board as to AARB review. The board was satisfied with the style and look of the proposed sign, the positioning on the site plan and the lighting is satisfactory to the board. Due to the fact that the project is within 500 feet of the Heritage Trail the plans will have to be sent to Orange County Planning for 239 review.

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

**Present:** Larry Torro, PE, Civil Tech Engineering; Jose Collazo, President, Northeast Community Bank; Dan Quiri, Creighton Manning Engineering

Chairman Parise summarized events since the last planning board meeting. On 7/26/17 there was a site visit where all parties plus the planning board, (except Member Graziano) were in attendance. At the site visit all parties agreed on the ingress/egress with Freeland Street and Route 17M. Another site visit was held 8/3/17 with NYS DOT and Chairman Parise detailed the visit. 4 DOT members were in attendance. The DOT noted that they had no plan to upgrade the intersection nor did they have any money to upgrade the intersection. They agreed to pedestrian cross buttons but would not pay for it. DOT had no issue with entering from 17M, prohibited left turns out of the site onto 17M, and recommended adjusting the curb at the property line with the neighbor. DOT proposed sharing a driveway with the DePaulis property but the board agreed that was not realistic. Attorney Levinson added that this project needs to stand on its own and cannot be reliant on a neighboring property. DOT voiced concern regarding the left turn out of the property onto Freeland Street, even though Freeland is not a State road. Discussion was held regarding a larger “do not block driveway” sign to be placed before the driveway entrance. DOT also mentioned potentially requiring no turn on red at the Freeland / 17M intersection. DOT suggested a gap analysis be done on Freeland Street, which was agreed to by the applicant’s traffic consultant. DOT was able to help and provide a key to the Village to access the light at Half Hollow Turn. The Village’s traffic consultants will work to coordinate that traffic light. Chairman Parise added that Building Inspector Cocks suggested conditioning approval on a 6 month review on traffic running concurrently with Cumberland Farms conditional use review, to see how the egress onto Freeland Street is functioning. The board understood that the applicant needs the left exit onto Freeland Street. Mr. Collazo stated that the bank has no issue with a 6 month review, as if it is found there are issues and/or accidents at the site, they

would want to make some adjustments for the safety of their customers. Attorney Levinson asked what the gap analysis will accomplish. Engineer Quiri stated the analysis will prove that vehicles can exit out of the site safely, and will show the times that will prove more difficult to get in or out. This will give a basis for review after the bank is operating for 6 months. Engineer Queenan stated all engineering issues have been addressed. The one outstanding issue now is a final sign off from DOT.

### **ADJOURNMENT**

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