

**VILLAGE OF MONROE PLANNING BOARD
WORKSHOP MEETING
FEBRUARY 22, 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.

1. Orange Collision – Informal Presentation – (220-5-20 & 21)

Present: Joel Jacobowitz, Owner

Mr. Jacobowitz stated his attorney was running late and requested to be placed later in the agenda.

2. Threetel Holdings – Conditional Use/Site Plan – (203-3-3.2)

Present: Larry Torro, Civil Tech Engineering

Engineer Torro discussed the updated plan submitted which shows an access road around the building. Vehicles would enter through the main entrance off Route 208, turn to the right, travel in front of the building and upon exit continue one way around the back of the building to the main roadway through the lot, and exit out the same main entranceway on Route 208. There would be a few spaces in front of the building and the rest would be behind the building. Chairman Parise asked if the access road would be wide enough for emergency vehicles. Engineer O'Rourke stated that an ambulance could maneuver around the site, and fire trucks would stay on Route 208 or go behind the building. Engineer O'Rourke added that discussion was held at the January workshop and after the workshop the plan was amended to reflect the new access road design, however the regular meeting was cancelled due to snow so this plan was never reviewed or discussed with the board. The public hearing is still open. Engineer O'Rourke noted technical issues which were outstanding. Pavement and dumpster details need to be added to the plan; ADA and directional signage should be provided; cross easements for parking should be provided to the planning board attorney for review; striping should be shown and noted to be installed as well as construction detail provided. A construction cost estimate will need to be prepared. Member Graziano asked about the concrete barrier in front of the building. Engineer Torro corrected Member Graziano that it was not a barrier, but a 6" concrete curb approved by NY DOT. Member Cocks asked if the site was going to be cleaned up before the public hearing. Engineer Torro sent pictures after the last meeting showing that the site was cleaned then. Engineer Torro will make sure the site is still clean. In addition, another letter was sent to the tenant regarding the U-Haul trucks. Attorney Levinson commented that note

#1 states the site is to be used for warehouse and any change in use requires planning board approval. This note should reflect the use of the bakery as well, as well as any other uses on the site. Chairman Parise noted that the note regarding hours of operation should reflect all the uses as well. Member Graziano asked if people would still have the ability to make a left turn when leaving the site. Engineer Torro stated you can go left or right onto Route 208, as it is now. Member Karlich asked how steep the slope was where the access road is going around the building and how would they build that up. Engineer Torro states it is only a 10 % slope and there will be some done, but the slope is not that high.

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

Present: Larry Torro, Civil Tech Engineering;
Parmanand Mana, Northeast Community Bank

Engineer Torro described the project as two adjoining existing lots on the corner of Freeland Street and Route 17M. The structures on both lots will be removed, the two lots will be combined and a new bank building will be built. There are three existing curb cuts, two off of Freeland Street and one off Route 17M. They propose keeping one existing curb cut on Freeland Street and one on Route 17M, with the one closest to the intersection being closed off. The building is proposed as a two story bank with a 2,587 square foot footprint. The main floor will be for banking, and the second floor for conference rooms for closings. The bank will utilize the entire building. There will be drive through lanes for ATM and a drive up teller. Engineer Torro stated the bank is considering building a basement for storage use only, but they have not committed to that as of yet. Chairman Parise stated that sidewalks along Freeland and Route 17M should be considered. Member Cocks commented that the lights at Half Hollow and Route 17M should be synced. Engineer O'Rourke commented that they should contact Creighton Manning regarding traffic issues as they just did the traffic study for Cumberland Farms across the street.

4. Cumberland Farms – Site Plan – (215-1-13)

Present: Richard Olson, Esq.

Chairman Parise requested discussion on the sidewalks for the site prior to the public hearing. Attorney Olson stated that it has been Cumberland Farms position that they did not want to incur the expense of building a sidewalk to nowhere, as there are no other sidewalks in the area for these sidewalks to connect to. Attorney Olson submitted a map from google showing there are no nearby sidewalks. Attorney Levinson acknowledged submittal of the google map as exhibit A. Attorney Olson suggested that since this is a conditional use and requires periodic review, the board could request that the sidewalks be installed at a later date once there are other sidewalks in the vicinity. Member DeAngelis feels there should be sidewalks. The Village has a lot of pedestrians walking and the planning board needs to focus on safety. People are continuously walking in the street which is not safe. If the board does not address sidewalks now then we will never have them. It's a matter of safety. There may be no sidewalks in the vicinity at the moment, but it's the future the board needs to think of.

Member Cocks stated that the condos at Lois Lane installed sidewalks, and when the shopping center returns for conditional review the board could request they continue and make the connection, but at least Lois Lane started the sidewalks. Attorney Olson requested a resolution to be dealt with at the conditional use review at a later date. Engineer O'Rourke added that it is difficult to get any applicant to return at a later date to do anything so would suggest if the board agreed to sidewalks being dealt with at conditional use review, that notes be placed on the site plan. Member Karlich commented that applicants never come back and it is impossible to get anything done after approval. Member Karlich felt it was better to have the sidewalks installed now and noted that the Northeast Community Bank is now proposing to build across the street and were amenable to sidewalks. Attorney Olson informed the Board that the applicant does not own the property along Route 17M and cannot install sidewalks on State property. Engineer O'Rourke added that DOT allows sidewalks now in their right of way they just require a maintenance agreement. Member DeAngelis stated she would like to see sidewalks along both streets. Attorney Olson suggested sending language to the attorney for review showing an agreement to install sidewalks at a later date if necessary. The board unanimously wanted to see sidewalks installed now as pedestrian traffic is an issue and needs to be addressed. Chairman Parise added that putting sidewalks in during construction makes sense. Attorney Olson confirmed with the board that other than the sidewalks there are no other outstanding issues.

5. Chabad of Orange County – Site Plan – (206-6-1.2)

Present: John Petroccione, P.E.

Engineer Petroccione discussed the engineering review regarding storm water. The original design proposed the infiltration area located at the front of the property. Ground water testing found less ground water and he is now working to change the infiltration design to a pond design. Engineer O'Rourke added that there are mostly technical issues outstanding which should be able to be addressed once the storm water issue is resolved. Engineer Petroccione is looking to resolve the traffic issue and close the public hearing. Attorney Levinson noted that the applicant will have to waive the 62 day requirement if the public hearing is closed. Engineer Petroccione had a question regarding the sidewalk and curbing which is currently proposed along Gilbert Street. Gilbert Street narrows where the sidewalk and curbing is proposed to be installed. Would the Village be okay with installing the sidewalk, since it would take away from the shoulder. Engineer O'Rourke suggested that photos be taken to evaluate the narrowness. Engineer O'Rourke commented that the Village has recently extended the length of the culvert, so it may be possible to install the sidewalk on the Chabad side of the street. Engineer Petroccione agreed to review this.

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

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

Engineer Merchant described the project as the installation of a drive thru window on the exterior wall of Monroe Pharmacy to accommodate disabled members of the community. Traffic control has been shown on the plan, directing vehicles to a traffic lane directly to the window. The lane was designed to maintain adequate stacking of 5-6 cars. Some directional signs have been proposed for additional guidance. There will also be an awning over the window. Five parking spaces will have to be removed to accommodate the drive thru lane. Member DeAngelis asked for clarification of how the traffic would flow. Engineer Merchant stated traffic would be one way through the drive thru and exit around the back of the building and out the other side. Chairman Parise stated that the back doors of the stores in this shopping center open onto the roadway around the building and feels that is a dangerous condition. Photos were presented showing how narrow the exit side of the building is as well as vehicles parked in the roadway and a large dumpster blocking the flow. Dr. Iqbal responded that the dumpster is temporary and is for renovation of one of the stores. Dr. Iqbal will inform the other tenants that the roadway would be used by his customers. Attorney Levinson commented that the site plan needs to reflect the name of the shopping center/property owner, not the individual tenant. Engineer O'Rourke discussed engineering issues. Due to the location to 17M the application will need to be referred to Orange County Planning for 239 review. There are several discrepancies between the EAF and information on the DEC website which need to be addressed. Many items required by Village Code are missing from the site plan. Engineer O'Rourke provided Engineer Merchant with Village Code requirements. The plan does not reference who drew the plan, and also does not reference what the plan was based upon nor are property lines or limits of paving shown, so these items need to be clarified. The travel lane proposed is narrow and it is recommended the Board visit the site to see how the flow functions in the field, as well as how emergency access will be accommodated. Engineer O'Rourke suggests eliminating the proposed bollards and use striping and arrows instead. Bollards would prohibit emergency access around the side and rear of the building. Engineer O'Rourke added that the parking spaces at the rear of the building could be in the way of turning and may need to be removed. The plans as submitted are unclear as to what is existing and what is proposed and needs to be cleared up. In addition, ADA parking spaces need to be provided and brought up to current standards. The bulk table needs to be site specific and updated. The plan should reference any previous approved plan and note any and all previous conditions still remain in effect. Grading and contours, proposed and existing should be noted on the plan. The Board should discuss additional landscaping, if necessary. Building Inspector Cocks noted that the awning would be exempt from bulk requirements regarding setbacks. He further added that although there are dumpsters already located on the site there is no enclosure. The one enclosure shown on the plan is not adequate to handle the multiple dumpsters that are existing on the site. All of the dumpsters need to be enclosed. Attorney Levinson questioned the limousines parked in the front lot. Building Inspector Cocks stated that Majestic Limo is a tenant on the property. Building Inspector Cocks noted that there are continuous issues with unlicensed, unregistered vehicles on the site from

the taxi business located there. There are constantly parking and storing unregistered vehicles on the property and the Building Department has to continuously police this issue. All unregistered vehicles must be removed from the site. The applicant stated he would eliminate the tenant. Building Inspector Cocks added that the fencing is collapsing and needs to either be removed or repaired; dumpster enclosure need to be built to accommodate all of the dumpsters on the site; all unregistered vehicles must be removed from the site; and all ADA parking must be updated to current standards.

7. 74 Millpond Parkway – Site Plan – (207-1-11)

Present: Nancy Forest, Gloede Signs

Engineer O'Rourke discussed the changes submitted by the applicant. Some comments raised have been addressed. An actual site plan will be required with signature and stamp by a licensed professional. The lighting is noted to be lit from dusk to dawn and will require a foot candle diagram indicating the brightness as this will be illuminated all night long. Ms. Forest indicated the sign will be lit with LED's. Engineer O'Rourke showed on the plan where it is noted the sign will be lit with fluorescent. The actual lighting needs to be clarified. Member Cocks added that you cannot attach a meter to a utility pole; the meter will have to have a separate location. Building Inspector Cocks stated the board should determine where the meter will be located and if it needs to be protected with bollards as this is a parking lot. Attorney Levinson added if the tenant leaves there should be a note on the plan that the sign shall be removed within 30 days. Building Inspector Cocks added that the loss of parking spaces was not an issue as the property is located in the CB district which has no parking requirements.

8. Orange Collision – Informal Presentation – (220-5-20 & 21)

Present: Joel Jacobowitz, Owner; David Hasin, Esq.

Attorney Hasin described a proposed application whereby Orange Collision is seeking to move his operation of auto body to this new location on Route 17M. There are two buildings on this particular parcel, the rear building which was always used for auto body work, and the front which was a new car showroom with offices on the second floor. Orange Collision is now proposing to continue to use the rear building for auto body and the front for a used car showroom as well as having loaner cars for the auto body customers. The applicant is looking to see if this use is feasible for the site. Engineer O'Rourke commented this is a conditional use permit. No variances would be required. Application would have to be made to the Planning Board for the conditional use permit, and an updated site plan would need to be submitted showing what is existing and what is proposed. Discussion was held regarding the parking lot being a separate lot with BMW's parked on it currently. Building Inspector Cocks noted that if the lot Orange Collision wants to use will be using parking spots on the other lot, then cross easements would be required for maintenance and parking. Engineer O'Rourke added that another option is to do a lot consolidation as both lots are owned by the same entity.

ADJOURNMENT

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