

**VILLAGE OF MONROE PLANNING BOARD
WORKSHOP MEETING
JANUARY 18, 2017
MINUTES**

PRESENT: Chairman Parise, Members Cocks, Karlich, Graziano, Engineer O'Rourke, Attorney Reineke, 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. 74 Millpond Parkway – Site Plan – (207-1-11)
Present: Nancy Forest, Gloede Signs**

Ms. Forest described the application as the addition of a free standing sign to an existing site located at 74 Millpond Parkway. This particular site has stores along the street and two stores at the rear of the building in the parking lot. These two stores do not have street frontage, and do not have any signs along the front of the building. The freestanding sign would provide signage for these two tenants. In addition, the property owner has stated there are issues with commuters using the parking lot, thinking it is a continuation of the commuter lot next door, and they are hoping that the addition of the free standing sign will help clarify that this lot is for the businesses located at 74 Millpond Parkway. Chairman Parise noted the light would be internally illuminated and asked how bright the sign would be and how much it would spill over into the parking lot. Ms. Forest was not sure of the exact lumens. Engineer O'Rourke reviewed his comments. Engineer O'Rourke agreed that information on the brightness of the sign and hours it would be illuminated should be provided on the plan. The location of any electrical control box and/or underground service should be identified on the plan as well as noting that any disturbed areas are to be restored to original conditions. The dimensions and exact location of the sign need to be noted on the plan as well as the dimension of disturbed areas and architectural of planting beds. Building Inspector Cocks stated that there is no setback in the CB district and no variances are required. Building Inspector Cocks added that even though there are no setbacks, the applicant may want to install some bollards to deter anyone from parking in front of the sign or hitting the sign. Chairman Parise stated AARB approval would be required. Attorney Reineke felt this was not an amended site plan as it is just a placement of a sign, therefore no 239 review would be required.

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

Present: Richard Olson, Esq.

Attorney Olson stated that comments were received from OC Sewer as well as NYSDOT and DOT has conceptually approved the plans. Chairman Parise noted that DOT's review required their traffic engineer and safety group review as well. Engineer O'Rourke explained that the applicant will have to make additional application to DOT as the project progresses for more detailed reviews, but the design itself as submitted is well established regarding DOT with this initial review, and DOT has conceptually approved the layout. Engineer O'Rourke discussed his review. The latest revision addresses the comments from OCSD#1. DOT had a comment that they wanted the Synchro Analyses performed to include conflicting pedestrian movement, and this should be reviewed and addressed by the traffic consultants. Ilana Moran, Creighton Manning, stated that the original evaluation did include pedestrians. The number of pedestrians has been increased and a memo provided to the Village showing that with the increase, the numbers are still the same. Secretary Proulx stated the memo was just received yesterday. Engineer O'Rourke stated the memo now needs to be sent to the Village's traffic consultant for sign off. Engineer O'Rourke added that because of the concern of DOT as well as County Planning considering the fair amount of pedestrian activity, the Board may want to consider sidewalks along the road frontage. Discussion was held by the board concerning sidewalks. The board generally agreed that sidewalks should be included along the Freeland Street road frontage. Sidewalks along 17M were still being considered. The Board should review Orange County Planning's comments as there are a few comments which are binding. Engineer O'Rourke noted that one of those binding comments concerns the removal of the existing fuel storage tanks and that this process is required by State law, and governed by NYS DEC, not the Planning Board. Engineer O'Rourke concluded that all other engineering issues have been met, and a construction cost estimate needs to be provided. Discussion was held regarding turns entering and exiting the site. A major concern was making a left turn out of the site onto Freeland, heading toward 17M. The entrance/exit is very close to the intersection. Member Cocks felt it would not be an issue making turns into and out of the site. Member DeAngelis and Chairman Parise had concerns about left turns out of the site. Attorney Olson commented that the traffic consultants reviewed the project and were satisfied with the turns into and out of the site. Attorney Reineke summarized that the board has indicated sidewalks to be installed on Freeland, and an alert to the applicant that upon renewal of the conditional use permit sidewalks may be required along Route 17M.

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

Present: Larry Torro, Civil Tech Engineering

Engineer Torro described the changes in the recent plans which include diagonal parking in front of the building along Route 208. By doing this, 3-4 spaces were lost. Chairman Parise stated he visited the site on Saturday and took pictures from the roadway as well as from the Heritage Trail and there is a tremendous amount of trash on the site which needs to be cleaned up. In addition there was a U-Haul truck blocking

the emergency gate. The condition of the site is unacceptable and must be cleaned up right away. Engineer O'Rourke added that in addition to the cleanup, the applicant may want to install slats into the chain link fence to make the view from the trail more appealing. Member DeAngelis requested landscaping along the trail. Engineer Torro explained that the area along the trail is all blacktop and is also heavily wooded. Not much would grow there. Chairman Parise continued that he has concerns with the proposed plans as traffic flow and parking would be very tight, and the additional entrance closer to 17M seems problematic. Chairman Parise would like to see an alternate configuration for traffic flow. Discussion was held on possible alternate routes including possibly using Oak Street. Building Inspector Cocks reminded the board that when the other side of this property was before the Planning Board, the neighbors on Oak and Elm Streets stated at the public hearing that they didn't want the truck traffic through their neighborhood. Member Cocks added it would be impossible to enforce. Building Inspector Cocks suggested a one way from the main entrance, along the front of the building, and continue around the building as a one way to meet up with the main road on the site and stack on the main road for exit. Engineer Torro would see if this would be possible.

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 8:00 p.m.