

**SPECIAL MEETING
BOARD OF TRUSTEES MEETING
TUESDAY, AUGUST 3, 2021
(www.villageofmonroe.org)**

A Special Meeting of the Board of Trustees was held on Tuesday, August 3, 2021 beginning at 6:00 PM in the Boardroom of the Village Hall, 7 Stage Road Monroe, NY. Mayor Neil Dwyer called the meeting to order and led in the pledge to the flag.

**Present: Mayor Dwyer; Trustees Alley, Behringer Houle and Karl
Also present: Village Clerk Baxter and Attorney Terhune**

AUTHORIZATION TO ADVERTISE INVITATION TO BID – HIGH ST., COOPER DR., CROTTY CT. WATER MAIN REPLACEMENT PROJECT:

Trustee Karl asked the Village had received the updated plans from Lanc & Tully which included the 12” main on Cooper Drive. Mayor Dwyer replied that Village Engineer O’Rourke was going to hold it separately so the Village can continue right now with this project. Mayor Dwyer continued that he suggested take that piece and add it as an addendum to the existing contract or come out with it after so as not to stop this project. On a motion by Trustee Houle, seconded by Trustee Karl, it was:

RESOLVED, the Board of Trustees authorized the Village Clerk to place a legal notice in the Times Herald Record advertising the High Street, Cooper Drive and Crotty Court Water Main Replacement Project provided by the Village Engineer, Lanc & Tully, PC, with a bid opening scheduled for Thursday, September 2, 2021 at 11:00AM.

**Ayes: Trustees Alley, Behringer, Houle, and Karl
Nays: None**

AUTHORIZATION TO ADVERTISE INVITATION TO BID – LAKE STREET REHABILITATION PROJECT:

Trustee Karl asked if Community Development funds were involved with this project and Mayor Dwyer replied that they were not and stated that these funds go back to the original funds the Village borrowed for the Lake Street revitalization project and they will be utilizing whatever funds are left over from that. On a motion by Trustee Behringer, seconded by Trustee Karl, it was:

RESOLVED, the Board of Trustees authorized the Village Clerk to place a legal notice in the Times Herald Record advertising the Lake Street Rehabilitation Project provided by the Village Engineer, Creighton Manning LLP, with a bid opening scheduled for Thursday, August 26, 2021 at 11:00AM.

**Ayes: Trustees Alley, Behringer, Houle, and Karl
Nays: None**

MAYOR & TRUSTEE’S REPORT:

The Board has nothing to report at this time.

PUBLIC COMMENT: #PRESENT 2 TIME: 6:06 PM

There was no public comment.

ADJOURNMENT:

On a motion by Trustee Houle, seconded by Trustee Karl, with all in favor, with no further business, the meeting was adjourned at 6:07 PM.

Respectfully Submitted,

Ann-Margret Baxter
Village Clerk

**WORKSHOP MEETING
TUESDAY, AUGUST 3, 2021 @ 6:00 PM
VILLAGE OF MONROE COMPREHENSIVE PLAN WITH A FOCUS ON ZONING**

A workshop held by the Board of Trustees was held on Tuesday, August 3, 2021 beginning at 6:00 PM in the Boardroom of the Village Hall, 7 Stage Road Monroe, NY. Max Stach, AICP of Nelson, Pope and Voorhis, was present to discuss with the Board their zoning concerns and potential changes to the Village's Comprehensive Plan.

Present: Mayor Dwyer; Trustees Alley, Behringer, Houle and Karl

Also present: Attorney Terhune, Village Clerk Baxter and Max Stach, AICP of Nelson, Pope and Voorhis.

On a motion by Trustee Houle, seconded by Trustee Behringer, with all in favor, the workshop was opened at 6:12 PM.

Mayor Dwyer introduced Mr. Stach, explaining that he would be assisting the Village of Monroe in reviewing its current Comprehensive Plan and potential zoning revisions. Mr. Stach explained that he was one of the architects of the Village's revised Comprehensive Plan and hired by the Village back in 2014 to prepare an updated Comprehensive Plan which had not been updated since 1965. Mr. Stach shared how the initial committee had been formed, which included mostly of staff, Board members, etc. The Village also conducted community outreach, studies, etc. At some point Mr. Stach's firm was removed from the planning stage and the Village took things over internally to move the zoning component along, and that is where the amended comp plan came from in 2017.

Mr. Stach continued that he was made aware that the Board had some questions about the zoning and may have some items that they would like fixed in the zoning. Mr. Stach shared that Mayor Dwyer reached out to his firm and requested that they come on board to advise on the process and to implement any changes that they would like. Mr. Stach explained that there were different ways on how to proceed with the changes depending on the type of proposed changed, and stated that all zoning changes needed to be consistent and in line with the zoning on the Comprehensive Plan. Mr. Stach added that he was working on getting all the zoning changes that have occurred in the Village since the comp plan had been adopted to familiarize himself with what's gone on since then.

The Board of Trustees each took a moment to share a few of their questions and concerns with Mr. Stach, as well as ZBA Member Howard Zuckerman and Planning Board Chairman Jeff Boucher and Planning Board Member Fred Kelly. Mayor Dwyer asked Mr. Zuckerman for a list of his concerns and recommended changes and stated he would distribute them amongst the other Board members. Chairman Boucher stated believed that the Board should have a vision as to how they want the Village to be and then build everything around that. Mr. Stach replied the Chairman Boucher and advised him that the comp plan did include a vision statement that was built on the community feedback they had received. Mr. Stach added that the disconnect appears to have come from adopting zoning to match the comp plan rather than the zoning leading the plan. Planning Board Member Kelly stated if there was agreed upon architectural theme with consistent and concrete standards to operate off of would be very helpful. ZBA Member Zuckerman replied that the AARB was in place when the comp plan was adopted, but it had been disbanded and the Planning Board was not given and guidelines or guidance to follow.

Mr. Stach asked the Board to provide him with a list of their concerns and see what they come up with. Once he has that information he will be able to determine what short term and long-term changes can be made. He asked for their lists to be sent to him over the next two to four weeks. Mr. Stach explained that the changes would be categorized into "buckets" and divided into three categories. 1. Quick amendment changes that could be done right away. 2. Not so quick changes – places of worship, schools in residential areas, etc. 3. Items that are in contradiction with the current comp plan. If they come up with a list of say 5 things to change, they work on the steps to change them. Or those changes may result in the desire or need for a new comp plan and that could take 12-18 months. Mayor Dwyer asked if a moratorium would be required and Mr. Stach replied it would depend and he would review those factors with Attorney Terhune. Mr. Stach explained that if the Village went with a general moratorium, it could be releases in pieces as progress was made with the comp plan, but that a municipality should always have a relief valve to allow individuals to come before the Board and ask for relief. It has to be very structured. Mayor Dwyer thanked Mr. Stach for coming and making his presentation to the Board. Mayor Dwyer also thanked the members of the ZBA and Planning Board for their attendance and input at tonight's workshop.

On a motion by Trustee Behringer seconded by Trustee Houle, with all in favor, the workshop was closed at 8:18 PM.

To hear the entire text of this public hearing, please reference the audio on file in the Village Clerk's office.