

**VILLAGE OF MONROE PLANNING BOARD
REGULAR MEETING
APRIL 16, 2018
MINUTES**

PRESENT: Chairman Parise, Members Cocks, DeAngelis, Karlich, Building Inspector Cocks, Attorney Levinson

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. **Threetel 2 Lot Subdivision – (203-3-3.2)**

Present: Larry Torro, PE, Civil Tech Engineering

Chairman Parise read the public hearing notice into the record. Engineer Torro submitted the proof of mailing of the public hearing notices. Attorney Levinson informed the applicant that there are only 4 board members on the board due to a vacancy and because of this, any action made by this board must be by a majority vote. Attorney Levinson advised the applicant that he has the right to request an adjournment of this application until such time as a fully constituted board is in place. The board does not know when a 5th member will be appointed. Engineer Torro understood and was ready to proceed. Engineer Torro described the project as subdividing the lot so that the retail building along Route 208 will be on its own lot, and the warehousing buildings will be on a separate lot. There are no new improvements proposed. The owner is aware that site work along Route 208 still needs to be completed from the recent approved site plan, and work will commence shortly now that DOT has given the green light to proceed. There was no one from the public present for the public hearing.

On a motion made by Member Cocks and seconded by Member Karlich, it was unanimously **Resolved, that the Public Hearing for Threetel 2 Lot Subdivision be closed.**

REGULAR MEETING:

1. **Threetel 2 Lot Subdivision – (203-3-3.2)**

Present: Larry Torro, PE, Civil Tech Engineering

Chairman Parise noted that Building Inspector Cocks had a question regarding the improvements yet to be done along Route 208, and who would be responsible for the open site permit if these lots were subdivided and a new owner purchased the lot. Attorney Levinson spoke with the attorney for the applicant regarding the road improvements from the approved site plan of 3/20/17 which have not yet been completed. It was understood that the delay was caused by NYSDOT performing bridge replacement which prohibited the applicant from completing the work. It was

agreed that confirmation was needed that if subdivision approval was granted, the current owner could not sell either lot until the site improvements were completed. The attorneys agreed that a note would be included on the plan which reads as follows: The owner of parcel 203-3-3.2 acknowledges that the issuance of any permanent certificate of occupancy for any facility on either of these newly created lots is conditioned upon the commitment of each lot owner and their successors and/or assigns to complete the road improvement on NYS Route 208 consisting of a concrete curb/island with pavers as shown on the approved site plan dated 3/20/2017 and filed in the Village Clerk's Office. The work must be completed within the time frame set forth in the site permits already issued for lot 203-3-3.2. Chairman Parise noted that the County did not yet respond to the 239 referral; however the 30 days has not yet expired. The board agreed to wait for the County's response. Member Karlich commented that the driveway that circulates around the bakery building looks extremely steep and suggested a guard rail be installed. Engineer Torro stated he would look at the slope of the driveway, but that there was a lot of fill brought in and graded. Building Inspector Cocks added that the driveway looks steeper from Route 208 than it actually is.

2. ACP (formerly Kmart Plaza) – Amended Site Plan – (222-2-5.1, 5.2)

Present: Larry Torro, PE, Civil Tech Engineering

Engineer Torro indicated he spoke with the owner and they are amenable to paving and striping the pad site, as they do not feel it will be a long time before they are ready to develop the pad. Engineer Torro will work on amending the plan to show paved parking.

On a Motion made by Member Cocks and seconded by Member Karlich it was unanimously **Resolved that the Planning Board declare itself Lead Agency for ACP (formerly Kmart Plaza) amended site plan.**

On a Motion made by Member Cocks and seconded by Member Karlich it was unanimously **Resolved that the plans be referred to Orange County Planning for 239 review as well as emergency services for comments.**

On a Motion made by Member Cocks and seconded by Member Karlich it is unanimously **Resolved that a Public Hearing be set for ACP (formerly Kmart Plaza) on Monday, May 14, 2018 on or about 7:00 p.m. Monroe Village Hall, 7 Stage Road, Monroe, NY.**

3. 603 Stage Road – 4 Lot Subdivision – (219-3-7)

No appearance

Chairman Parise summarized that the applicant's attorney appeared at the workshop and explained that due to the owner passing away, the matter has been held up in probate and they were seeking a 6 month extension. Chairman Parise added that he

appreciated the attorney's comments complimenting the board on their use of technology and tablets for planning review.

On a Motion made by Member Cocks and seconded by Member Karlich it was unanimously **Resolved that Subdivision and Site Plan approval for Lanwin/603 Stage Road be extended for a period of 6 months or until October 15, 2018.**

4. **Verizon Wireless Monroe Dental – Special Use Renewal – (217-3-13.1)**
Present: Scott Olson, Esq.; Young Sommer

Chairman Parise stated there have been no complaints on the property. Discussion was held at the workshop for the period of renewal.

On a Motion made by Member Karlich and seconded by Member DeAngelis, it was unanimously **Resolved, that the Conditional Use Permit for Verizon Wireless Monroe Dental is renewed for a period of 3 years or until the regular meeting of April 2021 at which time the applicant shall appear before the Planning Board for review.**

APPROVAL OF MINUTES

On a motion made by Member Cocks and seconded by Member DeAngelis, it was unanimously **Resolved that the Minutes of the March 19, 2018 meeting be approved with the correction of the date.**

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 7:25 p.m.