

**VILLAGE OF MONROE PLANNING BOARD
WORKSHOP MEETING
OCTOBER 10, 2018
MINUTES**

PRESENT: Chairman Parise, Members Cocks, DeAngelis, Karlich, 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. Calvary Church – Amended Site Plan – (207-2-1)

Present: Skip Collier, Pastor, Calvary Church; Jeff Doolittle PE

Mr. Collier explained that this is a small congregation that is restarting so not many members right now. Services right now would be held Sundays and Wednesdays with small study groups on other days. Their goal is to teach the bible and benefit the community. Engineer O'Rourke discussed his review. The location is in a portion of the Frontier building on North Main and is a permitted use. The application does not propose any expansion of the existing building. Engineer O'Rourke questioned what the status of the existing Frontier communications equipment and cell tower was. Engineer Doolittle responded that Frontier still occupies portions of the building. The communications equipment, cell tower and a business office will remain. The Chapel will occupy a portion of the 2nd floor of the front building. Proposed ADA access to the front part of the building is proposed. Engineer O'Rourke stated that parking for a religious use has been calculated correctly based on the number of attendees. Engineer O'Rourke noted a concern if Frontier intended to lease more space in the building. Engineer O'Rourke suggested modifying the parking language to note that most of the Chapel's use would be off hours. In addition, the parking stalls and aisle widths do not meet Village code, requires repaving and restriping, and the ADA spaces shown do not meet requirements. Member Cocks commented that the parking lot is a mess and needs repair. Engineer O'Rourke stated that the fence along Elm Street needs to be repaired or replaced; a dumpster enclosure is required; landscaping and lighting should be reviewed by the board. Construction details for sidewalk and parking/striping/ADA signage should be included on the plans. The plans should be stamped and signed by a NYS licensed professional engineer. Member Cocks noted that lighting fixtures exist on the site but don't seem to be working; and added that he visited the site and noticed several cars parked during the day. Nick Van Haig from Frontier stated that there are still about a dozen employees who work at the site and they park there. Chairman Parise summarized that the site needs to be cleaned up for safety reasons; lighting, paving, etc. Engineer O'Rourke added that if another portion of

the building is leased to another tenant parking issues would have to be addressed. Member DeAngelis asked if there would be any signage. Mr. Collier stated they are considering a building mounted sign.

2. 16 Reynolds Rd. – 2 Lot Subdivision – (231-1-2)

Present: Michael Morgante, PE

Engineer O'Rourke stated the project was for a proposed 2 lot subdivision of an existing lot on Reynolds Road. The proposal shows an existing single family house to remain on Reynolds Road, and a second lot to be created which would front onto Rye Hill Road. The proposed subdivision is located in a SR20 zoning district and the proposed lots meet the zoning requirements. The plan should be updated to match current utility conditions. Certain construction details should be modified. Based on the proposed grading it appears the house will not have a usable front or rear yard. A larger scale plan is requested for the proposed 2nd lot and house to better review the grading, driveway and yards. A guiderail may be required along the driveway due to the steep slope proposed. Confirmation of sufficient cover over the proposed driveway culvert should be provided. The site is directly adjacent to DEC wetlands which require delineation and the 100 ft. buffer zone should be shown on the plan. Site distance is good, OC Sewer sign off is required and a public hearing will be required. Chairman Parise and Member DeAngelis were concerned with the lack of usable space on the lot. Chairman Parise asked what size house would be built. Engineer Morgante stated approximately 1200 square feet on one floor with a garage underneath. Attorney Levinson suggested the square footage should be noted on the plan.

3. 310 Schunnemunk St. – 2 Lot Subdivision – (202-1-7.2)

Present: Larry Torro, PE, Civil Tech Engineering

Tom DePuy, DePuy Engineering and Land Surveying was present as an alternate engineer for the Village due to a conflict with Lanc & Tully.

Engineer Torro described the project as a 2 lot subdivision of an existing lot with an existing single family home. The lot would be divided into 2 lots for 2 single family homes, and a street with cul-de-sac is proposed to service the homes. The submission tonight is for input regarding the street. The street is designed as a P or half circle. Also provided is a turn around diagram for emergency vehicles and snow plows. Ultimately the property at the rear, which is located in the Town, would be connected. The cul-de-sac would go away and the street would continue into the Town for further development. Engineer Torro added that the driveway for the adjacent lot would be moved to the new street to eliminate so many entrances onto Schunnemunk Street. Engineer DePuy commented that this is only a conceptual plan for comments on the proposed street. Emergency vehicle and DPW vehicle turn around has to be confirmed by the agencies, and any intent to extend the street into the Town should be noted. Engineer DePuy added that site distance on Schunnemunk is needed as well.

Chairman Parise noted for the record that item number 4 on the agenda, Bridges at Lake Parc, declined to appear this evening.

ADJOURNMENT

On a motion made by Member DeAngelis and seconded by Member Karlich it was unanimously **Resolved that there being no further business, the Meeting be adjourned.** The meeting was adjourned at 7:40 p.m.