

**TOWN OF MONROE PLANNING BOARD
REGULAR MEETING AUGUST 9, 2011**

The Town of Monroe Planning Board held its regular meeting on August 9, 2011 at 7:30 p.m. at the Monroe Senior Center, located at 101 Mine Road, Monroe, New York . Present at the meeting were Chairwoman Bingham, Members Finnerty, Etzel, O'Connell and Abrignani. Member Cappola arrived at 7:50 p.m. Member Schwartz was absent. Consultants present were Engineer Denega and Attorney Donnelly.

Regular Meeting

Lands of Fini – Rye Hill and Berry Roads – Tax Map 31-1-25.42, 27&28- A motion was made by Member Etzel to grant a six month extension on the preliminary approval to February 14, 2012, seconded by Member Finnerty. The motion was granted 5/0 Member Schwartz and Cappola were absent.

Belmonte Subdivision – Lakes Road – Tax Map 3-3-15 - A motion was made by Member Etzel to grant a ninety day extension of conditional final approval to November 7, 2011, seconded by Member O'Connell. The motion was granted 5/0. Member Schwartz and Cappola were absent.

Arndt Lot Line Change – Cromwell Hill Road – Tax Map 15-2-12 - For the applicant, James Sweeney, Esq.

Mr. Sweeney explained that the applicant went to the Zoning Board of Appeals (ZBA) for a side yard variance. The ZBA granted the side yard variance. Member Bingham asked about a maintenance agreement with the residents of Park Terrace. Mr. Sweeney stated that there is no maintenance agreement. Attorney Donnelly commented that they do not have to have a maintenance agreement. Chairwoman Bingham concerned about the residents not having a maintenance agreement. Mr. Donnelly commented that the applicants are only moving the driveway. Engineer Denega does not believe there are going to be any drainage concerns. The residents are concerned about the condition of the road. Member Abrignani requested that there should be attention addressed to drainage swale and clean up. Engineer Denega will visit the site. Member Abrignani asked about the red pipe sticking out of the ground. A motion was made by Member Etzel to hold this over to next month, seconded by Member O'Connell. The motion was granted 6/0.

Intergovernmental Immunity

Attorney Donnelly is working with Attorney Chapman regarding whether or not Kiryas Joel needs Town of Monroe Planning Board approval to build a park in the town.

Local Law Regulations

With regard to A65 regulations, Attorney Donnelly is still working on drafting the document. This refers to the extensions of approvals.

Smith Farm-Gilbert Street – Engineer Denega reviewed his letter of July 27, 2011. (see attached).

Member Finnerty asks if it matters who owns the project. Attorney Donnelly stated that it matters with regard to finances. That is a Town Board matter.

Chairwoman Bingham asked if the town code changes, doe the applicant have to be held to the town specifications. Attorney Donnelly stated that they do unless they are grandfathered in.

Motion to accept April 12, 2011 minutes as amended made by Member Finnerty, seconded by Member Abrignani. The motion was granted 6/0.



**McGOEY, HAUSER and EDSALL
CONSULTING ENGINEERS P.C.**

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**TOWN OF MONROE
PLANNING BOARD
REVIEW COMMENTS**

PROJECT NAME: SMITH FARM SUBDIVISION
PROJECT LOCATION: SECTION , BLOCK, LOT
PROJECT NO.: PB# (MHE TASK # 10-08)
PROJECT REPRESENTATIVE: PIETRZAK & PFAU ENGINEERING & SURVEYING
REVIEW DATE: JULY 27, 2011

This office is in receipt of the applicant's submission for Final Site Plan and Conditional Final Subdivision Approvals including the following:

- Cover letter from John Meyer Consulting dated 12/3/10
- Smith Farm Final Site Plan Drawings by John Meyer Consulting last revised 12/1/10: Sheets SP-6 thru SP-21, SP-31, SD-1, PH-1, A-1, H-1 thru H-4.
- Landscape Plans by Esposito & Associates dated 12/1/10: Sheets L-1 thru L-6
- OCDPW Division of Environmental Facilities & Services Sanitary Sewer Collection System Approval for Mill Pond Parkway Interceptor dated 8/26/09, permit # 4651
- OCDPW Division of Environmental Facilities & Services Sanitary Sewer Collection System Approval for the Main Line Sewer, dated 12/10/10, permit # 4713.
- OCDOH Approval of Plans and Specifications for Watermain Extension to serve Smith Farms, dated 9/20/10.
- OCDOH approval of Pump Station & Storage Tank to serve Smith Farms, dated 1/31/08.
- NYSDOT conceptual approval letter, dated 8/4/08.
- Legal Description copies including Private Rd. descriptions for roads A thru H, and Smith Farm 20' wide Sanitary Easement numbers 1 thru 4.
- HDR (Mike Murphy) email, dated 6/10/10, outlining items needed for final submission.
- HDR comment letter, dated 4/1/11, regarding Legal Description Review Comments.
- Lanc & Tully comment letter dated, 1/13/11.
- Construction Cost Estimates including:
 - Smith Farm Public Improvements (within Village) dated 12/1/10, prepared by Sitework Estimating Services
 - Smith Farm Public Improvements (within Town), dated 12/1/10, prepared by Sitework Estimating Services

REGIONAL OFFICES

- 111 Wheatfield Drive • Suite 1 • Milford, Pennsylvania 18337 • 570-296-2765 •
 - 540 Broadway • Monticello, New York 12701 • 845-794-3399 •

- Smith Farm-Gilbert Street Improvements (all within Village), dated 12/1/10, prepared by Sitework Estimating Services.

NO.	DATE	COMMENT	STATUS / NOTES
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Stormwater Management

1	7/27/11	NOI dated 12/9/10.	Complete
2.	7/27/11	MS4 Acceptance Form dated 1/26/2010, signed by Village	Complete
3.	7/27/11	MS4 Acceptance Form dated 3/3/2010, signed by Town	Complete
4.	7/27/11	The applicant's engineer should evaluate the need for stormwater runoff protection for the following units: 50A, 51A, 52A, 110 thru 121, 100A, 101A, 83 thru 89, 136 thru 138. Additional Drainage Inlets and Cutoff Swales tying directly into the closed drainage system are recommended.	Incomplete
5.	7/27/11	Several areas of the private road system will receive sheet flow from uphill lawns because the plans do not provide for roadside grading sloping away from the roadways. It is recommended that lawn curtain drains be provided directly behind the curb on the uphill side of the roadway. The intent is to mitigate icing conditions during winter months and to prevent saturated front lawns which may be un-mowable if too wet.	Incomplete
6.	7/27/11	All retaining walls should be evaluated by the applicant's engineer for the need to provide cutoff swales above each wall. It should be noted that the Village of Monroe's PB Engineer has also commented on this issue.	Incomplete

Sanitary Sewer

7.	7/27/11	The applicant has provided proof of OCDPW Division of Environmental Facilities & Service Main Line Sewer Permit # 4651 for the Mill Pond Parkway Interceptor Sewer which expired 2/26/11. Applicant must provide proof of extension of permit.	Incomplete
8.	7/27/11	The applicant has provided proof of OCDPW Division of Environmental Facilities & Service Main Line Sewer Permit # 4713 for the Smith Farm Subd. Sewer issued 12/10/10. Exp. 6/10/2012.	complete

9.	7/27/11	NYSDEC Permit for On-Site Sanitary Sewer Collection System.	Incomplete
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Water System

10.	7/27/11	OCDOH approval of Pump Station & Storage Tank dated 1/31/08 submitted. Applicant should verify expiration date.	Expiration date needed.
11.	7/27/11	OCDOH approval of Smith Farm Watermain Installation dated 9/20/10, received.	Complete.

Soils & Geology

12.	7/27/11	The SEQR findings require that retaining wall designs be provided as part of final approval. This is to include 3 potential wall types. The applicant has provided details only.	Incomplete.
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Traffic/Transportation

13.	7/27/11	Does NYSDOT conceptual approval letter, dated 8/4/08, satisfy the SEQR findings for the off-site improvements? The SEQR findings require that this work be approved for completion prior to any final land use approval being granted. The letter indicates that the NYSDOT must still review details for the improvements.	Incomplete
14.	7/27/11	Have site plans now incorporated construction traffic signage as required in the SEQR findings directing contractor trucks exiting the site to turn left on Gilbert Street to 17M? Construction access from NYS Route 17, 17M and 208 are only to be permitted. Signage is to be added to site plan for same.	Incomplete
15.	7/27/11	The NYSDOT conceptual approval letter indicates that the Village of Monroe must collect the performance bond for the traffic light installation. Has a bond estimate been submitted to the Village Engineer's satisfaction.	Incomplete
16.	7/27/11	A Roadway Cross Sectional Detail should be provided on the subdivision plans.	Incomplete

Land Use, Zoning and Subdivision Regulations

17.	7/27/11	OCDOH Realty Subdivision approval not yet received.	Incomplete
18.	7/27/11	SEQR findings require that a Developer's Agreement be completed in conformance with section 57-25 to the Town of Monroe Code. The PB should consult with the PB Attorney for same.	Incomplete

Vegetation

19.	7/27/11	The SEQR findings require that specific buffer enhancement plans be finalized prior to any final plan approval in the Town	Incomplete
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General Comments

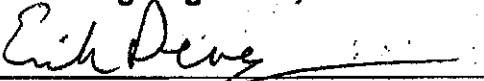
20.	7/27/11	Construction Phasing Schedule submitted; 4 phases over 4 years. Applicant should clarify how phases will be filed. It is our understanding that the project must be phased due to limitations of sewer extension permit as well as SPDES permit maximum disturbance limitations. A final phasing plan must be include with the final site and subdivision plans as required by the SEQR findings. The Board should discuss the need to add the schedule to the subdivision and site plans on sheets other than just the Soil & Erosion Control Plan.	Incomplete
21.	7/27/11	Final submission appears to address the preliminary approval conditions.	Complete
22.	7/27/11	The PB should consult with the PB Attorney regarding the creation of a Developer's Agreement.	Incomplete
23.	7/27/11	Public and Discretionary Public Improvements Cost Estimate for work within the Town is incomplete. See attached markup.	Incomplete
24.	7/27/11	Has the applicant responded to HDR comment letter from April 2011 regarding metes and bounds descriptions for easements?	Incomplete
25.	7/27/11	In accordance with section 34-6 B of the Town Code: <i>The Town Attorney shall review and be satisfied with the terms of all proposed certificates of incorporation and bylaws for such homeowner's association prior to final approval of the affected</i>	Incomplete: verify with PB Attorney

		<i>subdivision or planned unit development. Such review shall be for the purpose of seeing that the certificate of incorporation and the bylaws conform with the provisions of this local law.</i>	
26.	7/27/11	The corner of building 46-A encroaches the municipal boundary. This should be adjusted so that the building is entirely in the Village.	Incomplete
27.	7/27/11	A location map should be provided in the upper right hand corner of the JMC plan set cover sheet. Cover sheet was not provided for review.	Incomplete
28.	7/27/11	Approval boxes should be provided at the lower right hand corner of each plan sheet for stamps and signatures by both the Town and Village Planning Boards.	Incomplete
29.	7/27/11	An overall site layout map should be provided showing the limits of the entire project on one sheet. Sheets SP-1 thru SP-5 were not provided for review. One of these sheets may already provide the requested information.	Incomplete
30.	7/27/11	Detail 38 for Emergency Access Drive should specify the type of sub-base material to be used. NYSDOT approved Item 4 is recommended.	Incomplete
31.	7/27/11	Lawn-drain and/or curb underdrain details should be provided, as applicable.	Incomplete

For the foregoing reasons, this application should not be considered complete at this time.

Respectfully submitted,

McGoey, Hauser and Edsall
Consulting Engineers, P.C.



Erik A. Denega, P.E.
Senior Engineer

Cc: Mike Donnelly, PB Attorney
Mark Siemers, P&P, applicant's engineer