

TOWN OF MONROE
APPLICATION REVIEW TEAM COMMENTS

For: Planning and Zoning Commission Applications

PZC Application Number: SEP-2020-04, File #1623A	Comments By:	
Development Description: Nonconforming Use Extension	<input checked="" type="checkbox"/> P&Z Administrator	<input type="checkbox"/> Fire Marshal
Location of Development: 246 Main Street	<input type="checkbox"/> Town Engineer	<input type="checkbox"/> Police
Zoning – Assessor Map/Lot: B-2 – 26/17 – 5.75 acres	<input type="checkbox"/> Building Official	<input type="checkbox"/> Health Department

DATE REVIEWED: **December 9, 2020**

UPDATED REVIEW:

Application and Plans:

- Special Exception Permit Application SEP-2020-04 – Extension of Existing Nonconforming Use;
- Application Supporting Narrative;
- S-1 – Site Plan, Spath-Bjorklund, 10/07/20, revised 10/26/20; and
- 1/1 – Property Survey, Lewis Associates, 09/18/20.

Applicant: **DG Commercial LLC, David Sippin Manager on behalf of Biometrics NLE, LLC**
Owner: **DG Commercial LLC, David Sippin Manager**
Proposal: **Interior extension (6,900 square feet) of a pre-existing nonconforming use (manufacturing/office) into adjacent retail space to be vacated (by Warehouse Wines and Spirits); total extension of 89% of 100% threshold permitted pursuant to Zoning §1.9.1.C(5).**

PLANNING AND ZONING COMMENTS

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1. A Floor Plan from the standing SEP Site Plan set should be updated and included with the current Site Plan to show existing and proposed interior utilization, and changes proposed.
 2. The following notes should be prominently added to Sheet S-1:
 - *This Site Plan, pursuant to SEP-2020-04, File #1624A, authorizes the interior floor area extension of 6,900 square feet of adjacent vacated retail space (former Warehouse Wines and Spirits) to expand the total floor area for the pre-existing nonconforming use (manufacturing/office use) of Biometrics NLE, LLC (formerly Northeast Laser Engraving, Inc.); total extension of 89% of the 100% threshold permitted pursuant to Zoning §1.9.1.C(5).*
 - *No exterior modifications of any kind are proposed or involved.*
 3. All of the entries in the Zoning Data Table on Sheet S-1 should be revised to simply indicate: **No Change**.
 4. Commission approval of the proposed extension of the nonconforming use within the building requires a determination by the Commission that the following criteria have been met:
 - The extension of the nonconforming use will not be inconsistent with the purposes of these Regulations and would not have a detrimental impact on other uses of the property, if any, and on surrounding properties occupied by conforming uses.
 - The percentage of extension will not result in an increase in a cumulative excess of 100 percent (100%) of the existing gross floor area or total land acreage occupied by the existing nonconforming use prior to October 1, 2013.
 - The increase of the nonconforming aspect of a use is the minimum possible so as to achieve an overall site development or use in greater conformance with the intent and purposes of these Regulations.
 - All modifications or safeguards identified by the Commission as necessary or appropriate to further the purposes of these Regulations are required of the property owner and included as conditions of approval.