

TOWN OF JERUSALEM
APPROVED
PLANNING BOARD MINUTES

October 4, 2018

The regular monthly meeting of the Town of Jerusalem Planning Board was held on Thursday, October 4, 2018 and called to order with the Pledge to the Flag at 7:00pm by Chairman Tim Cutler.

<u>Roll call:</u>	Tim Cutler	Present
	Jen Gruschow	Excused
	John Wheeler	Present
	Donna Gridley	Present
	Ron Rubin	Present
	Tom Pritchard	Present
	Paul Zorovich	Present

Others Present: Bill Grove, Bruce Lyon, David Smith, Chet Tuttle, Pete Bekisz/Keuka College, Daryl Jones/TB Liaison, Joel Smith and Kerry Hanley.

Minutes:

July 5, 2018

A motion was made by R. Rubin to approve the minutes of the July meeting. The motion was seconded by J. Wheeler and approved. All in favor.

September 6, 2018 Minutes

A motion was made by D. Gridley to approve the minutes of the September meeting. The motion was seconded by P. Zorovich and approved. R. Rubin abstained.

Modifications to Agenda:

- Approve July Minutes
- Announcements

Public Presentation:

- a) Keuka College – Steep Slope Application for Driveway Improvements - #09-2018 at 866 (actual is 8608) East Bluff Drive, Keuka Park

Pete Bekisz and Bill Grove presented the following information:

- the property was gifted to the College
- current driveway is shared, needs to be separate
- the proposed 15' wide private road is centered on a 50' right-of-way
- the private road becomes a driveway after the turnaround
- there are no plans to develop the parcel
- the fire chief will be taking a look at the location – need access for an ambulance
- it's important to have an acceptable grade
- the plan includes a trench drain the width of the driveway
- a barrier is recommended on the east side of the turnaround
- YCS&W have reviewed the erosion control plan and are satisfied
- a copy of the agreement with the 866 project should be on file w/Town
- actual address is **8608** East Bluff Drive

SEQR Part 1

- #17a s/b “YES”

SEQR Part 2/Impact Assessment:

---All questions were checked 'No, or small impact may occur' except for #10 which is 'Yes, but mitigated by the Site Plan'

The SEQR was reviewed line by line and was determined to have a Negative Declaration.

P. Zorovich made the motion that the SEQR be approved. It was seconded by J. Wheeler and approved. All were in favor. R. Rubin made the motion to approve the Steep Slope Application with Conditions. It was seconded by T. Pritchard and approved. All were in favor.

The Steep Slope Conditions are listed at the end of the minutes. There will be a pre-construction meeting prior to the beginning of construction.

b) Kenneth & Kerry Peworchik – Steep Slope Application for Renovations #07-2018 at 4037 West Bluff Drive, Jerusalem

Joel Smith presented the following information:

- removal of existing foundation to be replaced with poured concrete foundation
- Diversified Contracting will be performing the work
- retaining wall on east side to remain intact
- driveway remains untouched
- utilities will be brought into the basement
- septic to remain at front of property
- YCS&W issued a letter stating their concerns: Increase size of driveway stone and protect septic
- Chairman Cutler will talk with E. Nesbit regarding existing driveway location

SEQR Part 1

- There were no corrections to Part 1

SEQR Part 2/Impact Assessment:

- All questions were checked 'No, or small impact may occur'

The SEQR was reviewed line by line and was determined to have a Negative Declaration. J. Wheeler made the motion that the SEQR be approved. It was seconded by P. Zorovich and approved. All were in favor. T. Pritchard made the motion to approve the Steep Slope Application with Conditions. It was seconded by R. Rubin and approved. All were in favor.

The Steep Slope Conditions are listed at the end of the minutes. There will be a pre-construction meeting prior to the beginning of construction.

c) Chester & Marsha Tuttle – Steep Slope Application for Construction of a Residence #08-2018 at 8291 East Bluff Drive, Keuka Park

Chester Tuttle and Bill Grove presented the following information:

- existing mobile home to be replaced with a modular home
- 1200sf-1300sf conventional ranch with a full basement
- site is relatively flat so minimal grading will be required

- temporary construction entrances will be necessary
- 1 large tree will need to be trimmed or removed
- existing water and sewer will be used
- gutter will be taken off the SW corner and let drain into the existing gulley way rather than as shown on plan
- the high-water mark is actually 45.1' not 30.1' as shown on site plan
- the bank on the road side will be reinforced with heavy stone during construction
- additional silt fence will be added above gulley on south side of property
- electric is currently above ground but will be run underground
- the guard rail at the box culvert is damaged and unsafe and will be brought to the attention of Highway Dept.

SEQR Part 1

- There were no corrections to Part 1

SEQR Part 2/Impact Assessment:

--All questions were checked 'No, or small impact may occur' except for #10 which is 'Yes, but mitigated by the Site Plan'

The SEQR was reviewed line by line and was determined to have a Negative Declaration. J. Wheeler made the motion that the SEQR be approved. It was seconded by D. Gridley and approved. All were in favor. D. Gridley made the motion to approve the Steep Slope Application with Conditions. It was seconded by P. Zorovich and approved. All were in favor.

The Steep Slope Conditions are listed at the end of the minutes. There will be a pre-construction meeting prior to the beginning of construction.

- d) Bruce Lyon, LyonSmith Brewing, Site Plan Review - #1139 for 2597 Assembly Ave., Keuka Park

Bruce Lyon, David Smith and Bill Grove presented the following information:

- a letter was received from Wayne Ackert/Town Engineer stating there is an understanding of what their water needs are
- KPS&W will need site plan approval before they formulate their plan
- the location has municipal sewer and water
- holding tanks will be installed to allow the slow release of liquids
- there will be alarms in the holding tanks in case the pumps malfunction

- a shallow swale will help to keep storm water diverted
- NYS is working on deeding the 20ft (necessary for the set-back) to the County; the County could then deed it to LyonSmith Brewing
- neighboring property owner, Simmons is concerned with his property being used for overflow parking and if it does happen who would police it
- maximum occupancy has not yet been determined
- outside lighting consists of down lighting from 6 dormers, doorway lights, low Ballard lights in parking area (no tall standing lights) and a couple on back deck area near creek
- additional 2' – 3' tall vegetation to be added to aid in shielding parking area from Rte. 54A
- signage will be down lit and solar powered

SEQR Part 1

- There were no corrections to Part 1

SEQR Part 2/Impact Assessment:

- All questions were checked 'No, or small impact may occur'

The SEQR was reviewed line by line and was determined to have a Negative Declaration. T. Pritchard made the motion that the SEQR be approved. It was seconded by J. Wheeler and approved. All were in favor. R. Rubin made the motion to approve the Site Plan with Stipulations. It was seconded by T. Pritchard and approved. All were in favor.

Stipulations:

- Permits must be received from KP Sewer & Water and NYS Department of Health before a certificate of occupancy and operating permit can be issued.
- An onsite preconstruction meeting to be held with Engineer, CEO, Rep from TOJ Highway Department, Rep from YC Soil & Water, Rep from KP Sewer and Water, TOJ Planning Board Chair or alternate representative, and contractor.

New Business:

Old Business:

Committee Reports:

- A. Agriculture Advisory Committee (D. Gridley – Chair) No Report
- B. Branchport Hamlet (J. Gruschow – Chair) No Report
- C. Comprehensive Plan Review Committee (T. Cutler) The survey is planned for the spring
- D. Town Board Liaison (D. Jones/J. Sisson) No Report

Announcements:

Jennifer Gruschow has submitted her letter of resignation effective January 1, 2019. There are a few interested candidates. The Town Board has to officially appoint new Planning Board members. A volunteer vice-chairman will be needed. Duties include:

- assisting with simple divisions of property
- signing of documents in absence of chairman

The Regional Local Government Workshop is November 14, in Batavia. Brochures will be in Board member's mailboxes.

There was a meeting on 9/13/18 at Keuka College regarding the results of the Storm Water Analysis they commissioned. The College will be responsible for the mitigation of several areas.

T. Pritchard will not be at the November meeting.

Adjournment:

At 9:18pm D. Gridley made a motion to adjourn the meeting. It was seconded by P. Zorovich. All were in favor.

Respectfully Submitted,
Janet Micnerski/Recording Secretary

The TOJ Planning Board grants approval of the Steep Slope Application # 09-2018 (dated 10-4-2018) subject to the following conditions:

- 1) Yates County Soil and Water has reviewed the final site and erosion control plan. Any conditions as dictated by YCSW to be included.
- 2) On site – Pre construction meeting must be held with Engineer, CEO, Rep from TOJ Highway Department, Rep from the Branchport fire district, Rep from YC Soil & Water, TOJ Planning Board Chair or alternate representative, Representative from the College and contractor. Details of the proper installation and maintenance of the silt fence needs to be provided to the contractor.
- 3) A silt fence must be installed on the downhill side of the construction area.
- 4) Site boundaries must be clearly marked.
- 5) Approval from the “866 Partnership” must be filed with the Town.
- 6) Backup bumper should be installed on the east side of the turnaround.
- 7) Clarify address to the 4 digit marking (8608 rather than 866 E Bluff Dr.).
- 8) Identify Staging Area for removal of debris. Discuss plan for removal of fill and location of such with Highway Superintendent. The contractor must prevent tracking of soil from the site and provide for daily clean-up of any material deposited in the public road.
- 9) Establish sediment and erosion control measures per final approved erosion control plan.
- 10) If any topsoil from the construction site is to be saved on site and re-used, the location should be marked on the plan and the down slope protected by silt fence.
- 11) Seed, mulch, and water bare ground within 48 hours after construction.
- 12) Remove all construction debris, temporary sediment control measures when satisfactory stabilization has occurred and vegetation is established.
- 13) A letter of certification from the certified professional must be obtained by the property owner or builder/contractor when the work is completed, that it has been completed in accordance with the permit and a copy must be given to the CEO’s office.
- 14) A final inspection by Town of Jerusalem CEO, verifying all conditions of Planning Board approval have been met.

The TOJ Planning Board grants approval of the Steep Slope Application # 07-2018 (dated 10-4-2018) subject to the following conditions:

- 1) Yates County Soil and Water has reviewed the final site and erosion control plan. Any conditions as dictated by YCSW to be included.
- 2) On site – Preconstruction meeting must be held with Engineer, CEO, Rep from TOJ Highway Department, Rep from YC Soil & Water, TOJ Planning Board Chair or alternate representative, and contractor. Details of the proper installation and maintenance of the silt fence needs to be provided to the contractor.
- 3) A silt fence must be installed on the downhill side of the construction area.
- 4) Site boundaries must be clearly marked.
- 5) Septic system components must be marked and avoided during construction.
- 6) Identify Staging Area for removal of debris. Discuss plan for removal of fill and location of such with Highway Superintendent. The contractor must prevent tracking of soil from the site and provide for daily clean-up of any material deposited in the public road.
- 7) Establish sediment and erosion control measures per final approved erosion control plan.
- 8) If any topsoil from the construction site is to be saved on site and re-used, the location should be marked on the plan and the down slope protected by silt fence.
- 9) Seed, mulch, and water bare ground within 48 hours after construction.
- 10) Remove all construction debris, temporary sediment control measures when satisfactory stabilization has occurred and vegetation is established.
- 11) A letter of certification from the certified professional must be obtained by the property owner or builder/contractor when the work is completed, that it has been completed in accordance with the permit and a copy must be given to the CEO's office.
- 12) A final inspection by Town of Jerusalem CEO, verifying all conditions of Planning Board approval have been met.

The TOJ Planning Board grants approval of the Steep Slope Application # 08-2018 (dated 10-4-2018) subject to the following conditions:

- 1) Yates County Soil and Water has reviewed the final site and erosion control plan. Any conditions as dictated by YCSW to be included.
- 2) On site – Preconstruction meeting must be held with Engineer, CEO, Rep from TOJ Highway Department, Rep from YC Soil & Water, Rep from KP Sewer and Water, TOJ Planning Board Chair or alternate representative, and contractor. Details of the proper installation and maintenance of the silt fence needs to be provided to the contractor.
- 3) A silt fence must be installed on the downhill side of the construction area and on the south side between construction area and gully.
- 4) No wet or surplus concrete should be disposed in the gully.
- 5) Site boundaries must be clearly marked.
- 6) Drainage to be on southwest corner of the new house with a rip/rap placed to avoid erosion by the creek.
- 7) Identify Staging Area for removal of debris. Discuss plan for removal of fill and location of such with Highway Superintendent. The contractor must prevent tracking of soil from the site and provide for daily clean-up of any material deposited in the public road.
- 8) Establish sediment and erosion control measures per final approved erosion control plan.
- 9) If any topsoil from the construction site is to be saved on site and re-used, the location should be marked on the plan and the down slope protected by silt fence.
- 10) Seed, mulch, and water bare ground within 48 hours after construction.
- 11) Remove all construction debris, temporary sediment control measures when satisfactory stabilization has occurred and vegetation is established.
- 12) A letter of certification from the certified professional must be obtained by the property owner or builder/contractor when the work is completed, that it has been completed in accordance with the permit and a copy must be given to the CEO's office.
- 13) A final inspection by Town of Jerusalem CEO, verifying all conditions of Planning Board approval have been met.