

TOWN OF JERUSALEM  
**DRAFT**  
 PLANNING BOARD MINUTES

February 5, 2015

The regular monthly meeting of the Town of Jerusalem Planning Board was held on Thursday, February 5, 2015, and called to order at 7:00 pm by Chairman Ron Rubin

<b><u>Roll Call:</u></b>	Ron Rubin	Present
	Jen Gruschow	Present
	Jack Wheeler	Present
	Ed Pinneo	Present
	Donna Gridley	Excused
	Tim Cutler	Present
	Tom Pritchard	Present

**Others Present:** Susan & Brian Friquiette; Daniel Long; Art & Joyce Hunt; Jim Alsina; Patrick Killen, Town Supervisor and Ashley Williamson, Recording Secretary.

**Minutes:**

December Minutes

A motion was made by Pinneo to approve the minutes of the December meeting. The motion was seconded by Cutler. All were in favor. Rubin Abstained.

**Applications:** Site Plan Application #1040. Brian & Susan Friquiette at 2792 St. Rte. 54A (Java Gourmet)

Rubin explained that a new site plan was not submitted before the meeting. The application will be presented and explained but no decision will be made tonight and the application will be put on the March Agenda.

Long passed around a new site plan based on some of the feedback from Rick Ayers at YC Soil & Water. Long addressed the issues in the letter from Rick Ayers. The first issue was the plan was not to scale. Long explained he wasn't too sure on where the issue was because the scale on the drawing is 1 to 20. He believes the issue came from the GIS photo and the survey map; there was a discrepancy in the distance from the road. Long did verify they corrected the 50 ft. discrepancy that came from measuring from the property to the structure versus measuring from the road to the structure. The second item from the letter was post construction topographical contours. Long stated the plan does, the hash marks show the contours that will be in place after the driveway is widened. They are proposing to widen the drive way by 5 feet. The rest of the site the contours are not changing. The third item was the lack of erosion control. Long stated the erosion control plan is on page 2 of the new plan. They are planning on placing a silt fence line when they expand the driveway. The fourth item stated there was no storm water management plan. Long stated the extent of their storm water management plan is to have the run-off water from the building drain that into the existing yard area which will then go out to the ravine.

The intention of this expansion is to consolidate the business into one location. The roasting, packaging and mailing are not located at this building right now.

Rubin asked if the parking area will be paved. Long stated they will leave the parking area as stone. They have looked at the existing gravel area and it does meet the zoning requirement for parking spaces. They will have 11 spaces for customers and 2 for employees.

The fifth item from the letter was lack of driveway construction. Long stated what they are proposing and it is recommended by DOT is to have a paved portion between the highway and the driveway. This will allow for easier snow removal and less gravel coming from the drive to the highway.

Cutler asked if Long has construction details on the expansion of the driveway, because it is an 8 foot drop that they plan to fill in. Long stated they will provide that and they be trying to lower the slope percentage.

The last item from the letter was that there was no approved septic system. Long stated due to the weather it is not ideal to do a perk test and deep hole test. They are planning on using an anaerobic treatment system. Cutler asked where they are in the application process for the septic system. Long stated they have done the initial designed and will send to Colby at Soil & Water, but Colby will not be able to do much until the deep hole test and perk test. The design was based on occupancy and has room for expansion. They are also looking at putting in a curtain drain between the expansion area and the septic tank.

Rubin asked if there is a well currently servicing the property. Long stated there will be a well but there is not one now. Rubin asked if they could explain to the board more what will be going on in the new building.

Susan Friqulette explained the goal is to get whole business to run out of the new building. Currently they have warehouse space at the IDA, that is where the receive delivery's because the driveway at their house is too steep. At their house is where they have the production building, that is where they do the roasting, packaging, bottling and shipping. Then they have the retail store. When she is at the retail store she cannot do anything else and that has been a big frustration for them. They are trying to get everything under one roof. The basement will be the warehouse space and production. The main floor will be where the coffee is roasted, with a glass wall for people actually see how it is done. The main floor will also have retail space and a small space for a café, for coffee drinks and light snacks. The second story will be about half of the main floor, and that would be for the office.

Long stated based on building code they are planning to have 2 bathrooms on site. They do not use much water in their overall business production.

Rubin asked if there would be delivery's from a large tracker trailer. Brian Friqulette stated they get deliveries once a month, but they don't plan on having the trucks come to the building. Brian would meet them with a tracker with a fork lift. Rubin stated he would think a bus would have similar issues with getting into the driveway.

The hours of operation right now are 11am-5pm; they could possibly be open earlier but not later than 6pm.

There was general discussion amongst the board about what still needed to be addressed for them to take action on the application:

- 1) Driveway construction detail plan
- 2) Septic System
- 3) Erosion Control Plan, complete with vegetation details
- 4) Lighting Plan
- 5) All concerns listed in the letter from YC Soil & Water

**New Business:**

Art Hunt explained that with the increasing amount of other breweries and wineries their business has been declining. They would like to start offering light lunches. There was some discussion about the zoning and what was allowed in an Ag-Res district. Hunt stated he has contacted Department of Health and Ag & Markets. There was discussion about what information was needed for a Special Use Permit and if a café falls under retail. The board suggested that Hunt discuss his intentions with John Phillips the CEO to make sure he was fully communicating his idea and so it can be verified on what type of application is needed.

**Old Business:** None.

**Committee Reports:**

- a. Agriculture Advisory Committee (Donna Gridley/Chair) - No Report.
- b. Branchport Hamlet – Jen Gruschow/Chair – The Façade handbook was sent out to Town Board members and Planning Board members and Business owners, please submit feedback. Received the DOT permit for the ‘Welcome to Branchport’ sign, waiting on weather. Contacting Stever Hill hopefully will put up 2 signs in spring.
- c. Comprehensive Plan Review Committee- Ed Pinneo—Killen stated with the flood and the Village of Penn Yan issues there was no time this year. Hopefully in the spring the committee will meet.
- d. Town Board liaison – No Report.

**Announcements:**

Rubin stated that Ashley Williamson will be resigning due to moving and that April will be her last meeting. Killen stated the Planning Board can choose the replacement and then the Town Board will approve it.

Rubin stated this is his last meeting tonight as chairperson.

Gruschow stated she talked with Mike Steppe, and she proposed to Cutler that they did a joint Co-Chair. Gruschow could address the admin side of things and Cutler could address the technical side of things. There was general discussion about if there are Co-Chairs than is a vice chair needed. The duties could be divided the same with the traditional titles of Chair and Vice Chair rather than using Co-Chair. Pinneo made a motion to appoint Tim Cutler as Chairman and Jen Gruschow as Vice Chair. Pritchard seconded the motion. All were in favor.

**Adjournment:**

At 8:25pm Gruschow made a motion to adjourn the meeting, seconded by Cutler.