

TOWN OF JERUSALEM  
APPROVED  
PLANNING BOARD MINUTES

May 5th, 2016

The regular monthly meeting of the Town of Jerusalem Planning Board was held on Thursday, May 5, 2016, and called to order at 7:02pm by Chairman Tim Cutler.

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

**Others Present:** Paul Anderson/Town Board liaison, Bob Evans.

**Minutes:** April 7th, 2016 Minutes

A motion was made by Pinneo to approve the minutes of the April meeting with corrections. The motion was seconded by Pritchard and approved. Gruschow abstained.

**Modifications:**

Update on Kirsch Application

**Presentations:**

There were no Public Presentations

**New Business:**

Donna Gridley had made a comment during the April 7<sup>th</sup> Planning Board Meeting regarding getting an all-clear from YCSW for the Kirsch Application. Tim Cutler met with Jim Balyszak of YCSW and Balyszak did express some concerns.

- YCSW and the TOJ need to keep the Planning Board in the loop. The Engineer, Applicant and YCSW were communicating without involving the PB.
- Kirsch and their Engineer were informed that no building permits would be issued until all concerns were addressed.

-Cutler, Kirsch, their engineer and Balyszak met to go through the last letter from YCSW, the PB list of conditions and the last response from Dan Long. All the issues were cleared up pending approval from the Health Department for the septic system. The Health Dept. responded with a list of 14 items that need to be addressed in order to get a septic permit.

As a result of not being in the loop, the PB was put into a position of conditionally approving the site plan without having all the information. YCSW was not intentionally doing anything wrong but were making an effort to get issues worked out.

Ron Rubin commented that there has been a list developed showing what a completed application should include before the PB even considers it. The list should include a letter from YCSW signing-off on the project which would indicate that the final site plan is going before the PB. There has been a reluctance to institute this change. Several PB members commented that without Tim Cutler being on top of everything things would be falling through the cracks.

Jack Wheeler asked if the meeting Cutler pulled together was the preconstruction meeting but it was not. The preconstruction meeting is scheduled for May 6<sup>th</sup>, at the site. In attendance will be:

- Highway Department
- TOJ CEO
- PB Chairman
- Applicant
- Construction Contractor
- Engineer

A letter was sent to all parties listed above stating that no building permits will be issued until all items from the Dept. of Health and any new issues with YCSW that might come up as a result of the DOH items were resolved.

Jack Wheeler asked when a party applies for a permit but it is not a steep slope application but by the end of the construction period they have created a steep slope with no trees on the property, how is that helping the hwy. dept. when they have no control over it? Cutler replied that if it isn't a steep slope when the application is submitted it falls on the shoulders of the CEO to apply the code. We have to help the CEO make sure that all building permits are compliant with code.

Jen Gruschow commented that the town seems reluctant to put a checklist together for a completed application, why shouldn't we move forward with that. Are we concerned it won't be enforced in the town office? We could put one together during one of our meetings. Cutler said he thought we have one and Rubin says a draft does exist. Rubin and Cutler will check into it. Applicants should receive checklist with the application at the beginning of the process. There is a Steep Slope Pamphlet that needs to be updated.

Gruschow asked if applications are handed out by the CEO or the administration. Cutler replied there is no one person that hands them out.

Ed Pinneo asked if anyone is aware of why there are so many trucks coming off of East Bluff Drive and up Culver Hill. Is it anything we should be aware of? Cutler will look into it and also whether the CEO can attend our meetings. Pinneo also mentioned that Java Gourmet wants to sell beer and wine. The PB would have nothing to do with that but it has been discussed by the Town Board and there is nothing in the code that prevents them from doing it.

### **Committee Reports:**

- A. Agriculture Advisory Committee (D. Gridley – Chair) Paul Anderson commented that in view of safety concerns new farms should have to have a place for large trucks to turn around safely.
- B. Branchport Hamlet (J. Gruschow – Chair) Gruschow reported that she is aiming for new Branchport signs by the end of June. There are funds being made available through 'Main Street New York' that may make it possible to obtain grants for refurbishing store fronts and some residents to restore their properties. Branchport has been identified as a port-of-entry to Keuka Lake. Sugar Creek is another idea for improvement: developing the stream going into the lake as a launch or creating a walking path along it. A Branchport Master Plan was worked on 5-6 years ago, Matt Engles had talked with the DEC about dredging Sugar Creek but they had no plans for it at that time. It would be worth having the conversation again. The Finger Lakes Museum is planning to open a kayak launch and have storage for them. The Town has been notified about 2 sink holes in front of the Keuka Lake Mercantile.
- C. Comprehensive Plan Review Committee (E. Pinneo) No Report
- D. Town Board Liaison (P. Anderson) No Report

### **Announcements:**

### **Adjournment:**

At 7:53pm Pinneo made a motion to adjourn the meeting, seconded by Wheeler. All were in favor.

Respectfully Submitted,  
Janet Micnerski/Secretary