

TOWN OF JERUSALEM  
APPROVED  
PLANNING BOARD MINUTES

April 6th, 2017

The regular monthly meeting of the Town of Jerusalem Planning Board was held on Thursday, April 6th, 2017 and called to order with the Pledge to the Flag at 7:02pm by Chairman Tim Cutler.

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

**Others Present:** Derek Podsiadlo, Daryl Jones/Town Liaison.

**Minutes:** March 2nd, 2017 Minutes

A motion was made by J. Wheeler to approve the minutes of the March meeting. The motion was seconded by J. Gruschow and approved. D. Gridley abstained.

**Modifications to Agenda:** None

**Public Presentation:**

Podsiadlo Steep Slopes Application – Tax ID# 61.54-1-1 – West Lake Rd. Penn Yan

Mr. Derrick Podsiadlo was present to answer questions and provide information regarding the building of his house. A letter was received from R. Ayers/YCS&W that indicated there were 2 issues that needed to be addressed: driveway design details and retaining wall design details. The Engineer is Ron Stanley and the general contractor is Kevin Park?????

Yates County Hwy. Dept. is aware of the property and does not see any areas of concern. There already exists a deep drainage ditch on the property and YCHD will install a culvert under the end of the driveway.

Mr. Podsiadlo stated 3 more trees will need to be removed for construction of the driveway. In the past there was a problem with water runoff on this property and properties nearby. There is still a question of whether there should be a trench drain at the end of the driveway. The County is planning to improve the drainage along the west side of West Lake Road in the area near this property in the next 1 – 2 years.

It was decided that until the details for the driveway and retaining wall are addressed no building permit should be issued.

Chairman Cutler will discuss with Z. DeVoe/CEO the current procedure used to assign addresses for newly built properties.

The following corrections should be made to Part 1 of the SEQR:

-#17 should be “Yes”, there is concern of roadside drainage from driveway

SEQR Part 2/Impact Assessment:

-#10 is Moderate but mitigated by the Site Plan

The SEQR was reviewed line by line and was determined to have a Negative Declaration. J. Gruschow made the motion that the Steep Slopes Application be approved with conditions. It was seconded by J. Wheeler and approved as corrected. All were in favor. D. Gridley made the motion to approve the Site Plan. It was seconded by T. Pritchard and approved. All were in favor.

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

**New Business:**

- a). Approach to 2016 Comprehensive Plan Update

Chairman Cutler and P. Killen/Town Supervisor put together a list of individuals to contact regarding participation in the Steering Committee (in addition to the Planning Board):

- John Hunt
- Doug Marchionda
- Tom Close
- Ivan Martin
- Ray Stewart

The plan is to schedule a meeting for the end of April/early May and then make plans for community engagement. There will be plenty of opportunity for people to be involved.

Chairman Cutler will provide an outline/summary of the existing Comprehensive Plan hitting on the highlights.

Additional suggestions of individuals to contact:

- Mike Steppe
- John Manley
- Dave Schiek
- Steve Griffin

**Old Business:** None

**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) Report Above
- D. Town Board Liaison (D. Jones/G. Dinehart) No Report

**Announcements:**

There is a training opportunity coming up on April 27<sup>th</sup>, 2017. There is a local government workshop coming up in May. Planning Board members should notify Sheila McMichael if they plan to attend.

Keuka Park Storm Water Management Report was forwarded to PB members. Keuka College administration has been reminded that any major projects having to do with their master plan has to be reconciled with The Report.

**Adjournment:**

At 8:30pm J. Wheeler made a motion to adjourn the meeting, seconded by D. Gridley. All were in favor.

Respectfully Submitted,  
Janet Micnerski/Recording Secretary

The TOJ Planning Board grants approval of the Steep Slope Application # 03-2017 (dated 4-6-2017) subject to the following conditions:

- 1) Yates County Soil and Water has reviewed the erosion control plan. Any conditions as dictated by YCSW to be included in final site plan. Final completed plans must be submitted to TOJ CEO, TOJ ZBA and YCSW. No Building Permits should be issued with outstanding concerns.
- 2) Site boundaries and high water mark must be clearly marked.
- 3) On site – Pre construction meeting with Project Engineer, TOJ CEO, Rep from County Highway Department, Rep from YC Soil & Water, Rep from TOJ Sewer & 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.
- 4) Identify Staging Area for removal of debris. Discuss plan 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.
- 5) Establish sediment and erosion control measures per final approved erosion control plan.
- 6) If 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.
- 7) Seed, mulch, and water bare ground within 48 hours after construction.
- 8) Remove all construction debris, temporary sediment control measures when satisfactory stabilization has occurred and vegetation is established.
- 9) 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.
- 10) A final inspection by Town of Jerusalem CEO, verifying all conditions of Planning Board approval have been met.