

TOWN OF JERUSALEM
APPROVED
PLANNING BOARD MINUTES

August 3rd, 2017

The regular monthly meeting of the Town of Jerusalem Planning Board was held on Thursday, August 3, 2017 and called to order with the Pledge to the Flag at 7:00pm by Chairman Tim Cutler.

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

Others Present: Dorene & James Snyder, David & Marcia English, Charles B. Smith.

Minutes: July 6th, 2017 Minutes

A motion was made by J. Wheeler to approve the minutes of the July meeting. The motion was seconded by P. Zorovich and approved. J. Gruschow abstained.

Modifications to Agenda: NONE

Public Presentation:

a). English Steep Slope Application #06-2017 - 8565 East Bluff Drive, Penn Yan

Mr. & Mrs. English are year-round residents and are having trouble accessing their property on the West side of the road and are also finding it difficult to turn into their drive-way when

heading south. They often have to by-pass their driveway and turn around on their neighbors' property so they can enter their driveway while heading north. There is also a concern that emergency vehicles would have a difficult time accessing the driveway entrance.

Their application is for the construction of an access path to the upper portion of their property and to add a 10' x 65' turn-around/parking area along the West side of East Lake Road. Based on feed-back they received from Rick Ayers they would like to add the following to their site plan:

- a perforated 30" pipe to go along East Bluff Drive that will drain into a creek on the property
- improve the grading of the lot and the turn-around area

There will be no changes to the existing driveway and they do not plan to remove any more trees than are necessary. Rob Martin did not think a pipe was necessary since the property drains to a creek but in an effort to prevent the turn-around/parking area from being spongy the English decided to add a drain pipe. The pipe will be installed with a slight incline in the grade so that water will flow directly to the creek.

The site plan does not reflect the changes YCS&W recommended so they will need an updated copy from their Engineer, Bill Grove. The CEO needs a copy of the final site plan since it becomes the official document necessary for work to begin. The pre-construction meeting cannot be scheduled until the CEO has received the final site plan.

R. Rubin proposed using the submitted site plan (so that the start of the project will not be delayed another month) provided Mr. & Mrs. English supply a copy of YCS&W's comments/concerns and show that they have been addressed on the final site plan that is on file with the Town. They must provide a revised certified site plan to YCS&W and approval would be contingent upon YCS&W signing off on the plan.

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

- #4 should have "Residential" checked
- #10 should read "NA"
- #11 should read "NA"
- #12b T. Cutler will verify with E. Nesbit whether it is an archeological sensitive area
- #13a should be checked "No"
- #14 should have Shoreline checked
- #17a should be checked "No"

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. D. Gridley made the motion that the SEQR be approved as corrected. It was seconded by J. Wheeler and approved. All were in favor. R. Rubin made the motion to approve the Site Plan subject to the conditions stated above. 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) Good Steep Slope Application #07-2017 – 2779 Route 54A, Penn Yan

Tabled until the September meeting

c). Snyder Steep Slope Application #08-2017 – 9063 East Bluff Drive, Penn Yan

Mr. Charles B. Smith/Architect explained that Donna & Michael Snyder propose to raze their existing cottage and replace it with a 2 story home. Three trees need to be removed and excavation will take place to add a basement. The wood break wall will be replaced with a concrete one. The contractor has not yet been chosen. The slope is very steep so 2 rows of erosion control will be established in addition to hay bales. Top soil that is not removed from the site can be stored for future use on their property on the West side of East Bluff Drive.

The site plan has been modified in response to a letter from YCS&W dated July 10, 2017. An updated version will be sent to YCS&W for final approval. Applications for joint permits are ready to be submitted to the DEC and the Army Corps of Engineers with copies to be forwarded to E. Nesbit.

R. Rubin questioned what will be put at the bottom of the slope when the 3 trees are removed. Mr. Smith explained that the silt fence will be far enough down the hill so that it will not be overwhelmed by the dirt as it falls and it will then be cleaned up.

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

- #2 should be marked "No"
- #11 should be marked "Yes"
- #12b T. Cutler will verify with E. Nesbit whether it is an archeological sensitive area
- #17 should be marked "Yes"
- #17a should be marked "No"
- #17b should be marked "Yes" will use pervious stone (to be added to site plan)

SEQR Part 2/Impact Assessment:

- #10 is moderate, but will be mitigated by the site plan

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

New Business:

There needs to be a comprehensive checklist for applicants that walks them through each step of the process and gives a general time frame of what to expect. There should be clear criteria on when certain agencies, like the fire department, should be contacted.

T. Pritchard proposed that the PB put together a checklist which states that all items must be complete before the application can be presented to the PB. This would be done in an effort to streamline the application process and help applicants be aware of what is required.

D. Gridley suggested that this would be a good winter project.

Old Business:

Licciardello is not building to the plan that was approved. He has been advised that if he does build to the plan he has to come back to the PB. Currently, he is building the driveway across the right-of-way of his neighbors' property. He has removed trees that can contribute to a run-off problem.

The Site Plan for the Licciardello property on East Bluff Drive is being deviated from. The primary concern is that the driveway comes out onto the next door neighbor's property. They were supposed to move the driveway entrance onto their property but it has not been done. The current slope will not allow an emergency vehicle to make it up the hill so the existing contours need to be modified through excavation. Mr. Licciardello has been made aware that he is in violation of the conditions of approval and needs to come back before the PB. Work has not stopped on the house. The CEO is aware of the situation.

Committee Reports:

- A. Agriculture Advisory Committee (D. Gridley – Chair) No Report
- B. Branchport Hamlet (J. Gruschow – Chair) There is money in the budget for the Town to pay half of 2 signs this year. J. Gruschow will make some calls.
- C. Comprehensive Plan Review Committee (T. Cutler) There will be a committee meeting next week at the Town Hall.
- D. Town Board Liaison (D. Jones/G. Dinehart) No Report

Announcements: None

Adjournment:

At 8:55pm R. Rubin made a motion to adjourn the meeting and it was seconded by J. Gruschow. All were in favor.

Respectfully Submitted,
Janet Micnerski/Recording Secretary

The TOJ Planning Board grants approval of the **Steep Slope Application # 06-2017** (dated 8-3-2017) subject to the following conditions:

- 1) Yates County Soil and Water has not reviewed the final site and erosion control plan. Any conditions as dictated by YCSW must be included in final site plan. Final completed plans must be submitted to TOJ CEO, TOJ ZBA and YCSW prior to any pre-construction meeting or site work. No Building Permits should be issued with outstanding concerns.
- 2) This approval of the path for an ATV in no way implies an approval for a driveway or similar private road.
- 3) Site boundaries and high water mark must be clearly marked.
- 4) On site – Pre construction meeting with TOJ 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.
- 5) 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.
- 6) Establish sediment and erosion control measures per final approved erosion control plan.
- 7) 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.
- 8) Seed, mulch, and water bare ground within 48 hours after construction.
- 9) Remove all construction debris, temporary sediment control measures when satisfactory stabilization has occurred and vegetation is established.
- 10) 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.
- 11) 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 # 08-2017** (dated 8-3-2017) subject to the following conditions:

- 1) Yates County Soil and Water has not reviewed the final site and erosion control plan. Any conditions as dictated by YCSW must be included in final site plan. Final completed plans must be submitted to TOJ CEO, TOJ ZBA and YCSW prior to any pre-construction meeting or site work. No Building Permits should be issued with outstanding concerns.
- 2) All necessary permits from the NYS DEC and U.S. Army Corps of Engineers must be completed, approved and received prior to any pre-construction meeting or site work.
- 3) Site boundaries and high water mark must be clearly marked.
- 4) On site – Pre construction meeting with TOJ CEO, Rep from TOJ 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.
- 5) 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.
- 6) Establish sediment and erosion control measures per final approved erosion control plan.
- 7) 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.
- 8) Seed, mulch, and water bare ground within 48 hours after construction.
- 9) Remove all construction debris, temporary sediment control measures when satisfactory stabilization has occurred and vegetation is established.
- 10) 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.
- 11) A final inspection by Town of Jerusalem CEO, verifying all conditions of Planning Board approval have been met.