

TOWN OF JERUSALEM
APPROVED
PLANNING BOARD MINUTES

February 2nd, 2017

The regular monthly meeting of the Town of Jerusalem Planning Board was held on Thursday, February 2nd, 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

Others Present: Bill Grove, Rob Martin/YCHS, Zac DeVoe/CEO, Daryl Jones/Town Liaison and Kenneth Lerch.

Minutes: January 5th, 2017 Minutes

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

Modifications to Agenda:

Filling out the Planning Board Roster

Presentation:

- a). Lerch Steep Slope Application – 1148 Esperanza Drive, Penn Yan

Mr. Bill Grove of Grove Engineering presented the following information:

- The Lerch family has owned the property since 1941

-The current log style home will be demolished and replaced with a 2-story walkout basement. The new home does not meet setbacks but is further back than existing home.

-Septic will be moved/replaced and has been approved by YCS&W; their 2 concerns have been addressed in a revised plan. The construction entrance will be along the north side of the property and Mr. Grove proposes to put down 3/4" plywood over the leech area as well as fill material. The new retaining wall will be modular block with 2 courses of geogrid, 5' long and 4' off the edge of the pavement.

-The contractor has not yet been selected.

-Existing boat house to be replaced. The new upper level will be used for storage.

-There is not a great deal of excavation needed.

-An emergency vehicle turnaround exists at the end of the Esperanza Drive.

-There are separate 4" pipes for the gutters and the footer drain.

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

-#2 should be "Yes", YCS&W final letter of approval

-#4 Residential should also be checked

-#17 & 17a should be checked "No"

SEQR Part 2/Impact Assessment:

-#10 is Moderate but mitigated by the Site Plan

Mr. Grove initialed the changes and Chairman Cutler will forward the corrected SEQR to E. Nesbit/ ZAP Secretary.

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

D. Gridley made the motion that the Steep Slopes Application be approved with conditions. It was seconded by R. Rubin and approved as corrected. All were in favor. T. Pritchard made the motion to approve the Site Plan. It was seconded by D. Gridley 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.

Mr. Grove needs to get final site plans to E. Nesbit, R. Ayers and Z. DeVoe and obtain approval for driveway changes from R. Ayers.

Chairman Cutler will follow-up with E. Nesbit to verify that the Town has copies of existing Private Road Agreements on file with the County Clerk.

Old Business:

a). Update on Licciardello Steep Slope Application – 8242 East Bluff Drive, Penn Yan

A meeting was held at the Licciardello property and a new site plan was put together. Mr. Bill Grove/Engineer provided a summary:

The chalet is back in the plan therefore there will be a private road as opposed to a driveway. An emergency turnaround has been put into the plan and the road will be 15ft wide. The slope is still steep but the width and alignment of the road are improved. As a result, the fire chief is now willing to sign-off on the plans.

R. Ayers is pleased with changes for the steep slope aspect of the plan and more detailed information for the road was obtained. The existing catch basin and attached pipe at the end of the road will be replaced with a trench drain. During construction hay bales should be used on the road to prevent erosion during heavy storms.

Mr. Daryl Jones/Town Board Liaison questioned the issue of the road entrance being on a neighbor's parcel. It is in the right-of-way but that doesn't mean the property owner has a right to it. This issue will have to be addressed and agreed upon by the neighboring property owner before the site plan can be approved.

Detail of the retaining wall has also been added to the site plan. R. Rubin asked whether a variance is needed since the chalet is included in the site plan. It will be built on its own lot so a variance is not necessary. R. Ayers requested that details be included about how the supporting piers will be built and how runoff will be contained; if these issues are addressed then a second steep slope application will not have to be submitted for the chalet.

J. Gruschow asked if the site plan for the homes can be approved before the private road site plan is approved and Z. DeVoe responded that the private road has to be approved first.

J. Wheeler asked about the maintenance of the private road and Z. DeVoe said a maintenance agreement has to be on file with the Yates County Clerk prior to a building permit being issued.

R. Rubin suggested we get feedback from the town attorney regarding what should be in the private road maintenance agreement. Z. DeVoe was doubtful that we could have anything in place that could be applied to this project. Chairman Cutler stated that usually multiple owners will have their attorney's work out the agreement but in this situation Mr. Licciardello is the only property owner.

Mr. B. Grove listed these items as issues he needs to address:

- Obtain Soil & Water comments.
- Address issues brought up by Wayne Ackart regarding water service and easement placement.
- Get a copy of the agreement Mr. Licciardello filed with the county clerk to verify that it takes into account future owners. T. Pritchard questioned whether there should be a new agreement when new owners are involved.

New Business:

Chairman Cutler reported that there was a typo in the newspaper and no replacement has been appointed to the Planning Board; however, following the Town Board Meeting Chairman Cutler and D. Jones did interview 2 individuals and have supplied feedback to the Town Board. It is now up to them to make a decision.

Paul Anderson is no longer a liaison to the Planning Board and has been replaced by Daryl Jones.

Approach to 2016 Comprehensive Plan Update

The 10 year Comprehensive Plan is due to be updated this year. Chairman Cutler proposes to do a critical evaluation/reading of the plan while asking questions such as:

- is this good
- does it require minor updating
- does it require serious updating

Then, depending on how the assessment comes out an individual can be designated for each section that needs updating and they can then propose necessary changes. The updated sections will then be forwarded to the Town Board for evaluation since they are ultimately responsible.

J. Gruschow asked if there is any funding in the budget for professional assistance. Chairman Cutler explained that there is not any monetary assistance in the budget and that he is looking at this as an update process. Similar to the solar code project individuals can suggest changes before it is brought to the community for input. If the result of this method isn't adequate then professional help would be requested.

T. Pritchard proposed going through a section each meeting and dedicating 30 minutes to suggest revisions. It was decided to meet at 6:30pm before the monthly meetings begin. Chairman Cutler asked that PB members read through the Comprehensive Plan prior to the next meeting to get some ideas.

Committee Reports:

- A. Agriculture Advisory Committee (D. Gridley – Chair) No Report
- B. Branchport Hamlet (J. Gruschow – Chair) No Report
- C. Solar Advisory Committee (T. Cutler, Chair) A public hearing was held, it was referred to the County and approved and will be voted on by the Town Board at their next meeting. Minor changes can still be made but if major changes are made there will need to be another public hearing.
- D. Comprehensive Plan Review Committee (T. Cutler)
- E. Town Board Liaison (D. Jones/G. Dinehart) No Report

Announcements:

There is training available in Corning if PB members are in need of hours.

The DEC is proposing changes to the NYS SEQR Law. They will be announced in early February and there will be 90 days to provide feedback.

Adjournment:

At 8:47pm Gridley made a motion to adjourn the meeting, seconded by Wheeler. All were in favor.

Respectfully Submitted,
Janet Micnerski/Recording Secretary

The TOJ Planning Board grants approval of the **Steep Slope Application # 01-2017** (dated 3-2-2017) 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. Final completed plans must be submitted to TOJ CEO, TOJ ZBA and YCSW.
- 2) Site boundaries and high water mark must be clearly marked.
- 3) On site – Pre construction meeting has been held with TOJ CEO, Rep from TOJ Sewer & Water, TOJ Planning Board Chair, Branchport Fire Chief, Engineer 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 measure 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.

Conditions related to Private Road:

- 1) Fire district is satisfied with last site plan in terms of emergency vehicle access. Contractor must ensure compliance with the approved plan.
- 2) Erosion control measures must be in place during all work on the private road with attention to forecast weather conditions.
- 3) Construction of the private road should not start until the weather conditions permit vegetation to grow well enough to stabilize the slope without erosion immediately following the contouring of the slopes.