

TOWN OF JERUSALEM  
APPROVED  
PLANNING BOARD MINUTES

January 4, 2018

The regular monthly meeting of the Town of Jerusalem Planning Board was held on Thursday, January 4, 2018 and called to order with the Pledge to the Flag at 7:00pm by Chairman Tim Cutler.

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

**Others Present:** Steve McMichael, Albert & Leslie Troisi, Ron Stanley, Rob Martin, Amber Degner, Daniel Banach.

**Minutes:** December 7, 2017 Minutes

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

**Modifications to Agenda:**

Revisit Esperanza Rd. Special Use Application #1110 in Old Business

**Public Presentation:**

a). S. Gerhardt/A. Degner Steep Slope Application #13-2017 – East Bluff Drive

They are proposing a steel structure to support an elevated off road parking area across the road from 4816 East Bluff Drive. The steel structure would be supported by an existing retaining wall on the west and a steel column/steel frame on the east. Railings will be installed.

R. Martin/TOJ Highway Supt. and R. Ayers/YCS&W do not have any concerns with the project.

S. Gerhardt and A. Degner are proposing a sleeve be put underneath the wall to accommodate potential future potable water supply and sanitary sewage hookup. Chairman Cutler let them know that any use of the utility conduit will require approval of Keuka Park Sewer & Water and appropriate building permits.

They plan to begin excavation in early spring.

SEQR Part 1

There were no corrections to Part 1.

SEQR Part 2/Impact Assessment:

All questions were answered “No, or small impact may occur”.

The SEQR was reviewed line by line and was determined to have a Negative Declaration. T. Pritchard made the motion that the SEQR be approved. It was seconded by D. Gridley and approved. All were in favor. J. Gruschow made the motion to approve the Site Plan. 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) Steve McMichael – Steep Slope App. #01-2018 – 4726 W. Bluff Drive, Keuka Park

Mr. McMichael is planning to build a rental house on a lot that has 90ft of road frontage and 60ft of lake frontage. It will be built across the road from the lake. At this point, he is only seeking approval for a parking area.

The plans for the parking area show the depth at 20ft; R. Martin recommends 30' so that vehicles in the driveway will be further back and off the road. The plans also indicate that if the retaining walls are built 5' off the edge of the pavement, they would be built in the Highway ROW. S. McMichael and R. Stanley agreed to take the bank further back so that the retaining walls are not in the ROW.

YCS&W has reviewed the Site Plan and they have no issues with the parking area construction.

R. Stanley/Engineer initialed the changes and will get a new set of plans to Z. DeVoe/CEO showing the retaining walls completely out of the ROW and the parking area moved back the 30' agreed upon. Mr. Stanley will get a revised Site Plan to Z. DeVoe no later than Tuesday, 1/9/18.

Mr. McMichael and Mr. Stanley/Engineer were advised that a Site Plan for the house will require a separate Steep Slopes Application.

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

- The Description of Proposed Action s/b 'To construct a parking area'.
- #10 should include 'Will install a water service to the proposed home from Keuka Lake'.
- #13a & 13b should be checked "NO"

SEQR Part 2/Impact Assessment:

- #10 is 'Small but mitigated by Site Plan'

The SEQR was reviewed line by line and was determined to have a Negative Declaration. P. Zorovich made the motion that the SEQR be approved. It was seconded by D. Gridley and approved. All were in favor. T. Pritchard made the motion to approve the Site Plan based on modifications by the Engineer and subject to the conditions. It was seconded by P. Zorovich 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:**

None

**Old Business:**

Site Plan for Special Use Application #1110 – 3450 Esperanza Rd, Keuka Park

In an effort to address the concerns that the PB expressed during the December 7, 2017 meeting, Mr. and Mrs. Troisi presented the following information:

*-The type and location of the lights.*

LED lights will be strung from the trees surrounding the parking area but the Troisi's see them only being used for about 1 hour in the spring and the fall. The front, back and sides of the home are already lit.

*-The number of parking spaces to be provided and how the area will be finished.*

A picture from a new abstract was shown with the 1 acre parking area indicated. There will be approximately 50 parking spaces available. It will be a grassy area and will have 2 entrances/exits. There will be 1-2 attendants at each event.

*-Is the home located on a shared driveway or private road.*

Chairman Cutler was able to verify that they live on a Private Road and not a shared driveway.

*-Are there drainage issues and if so how will they be addressed.*

Since the parking area will be grass the drainage will continue to be what already exists.

*-Are there fire or safety issues.*

They will be widening the private road to insure that emergency vehicles will not have a problem accessing the property.

D. Gridley expressed concern over the safety of the patios due to the lack of a fence surrounding them. The Troisi's said there will be a 3ft high fence installed along the patio.

Chairman Cutler stressed that there is no Site Plan showing an overall view of the entire site. Without a proper set of plans it is difficult to make a well informed decision. Section 160 of the code lays out Site Plan requirements. Mr. and Mrs. Troisi will pull everything together and present it at the February Planning Board Meeting.

### **Committee Reports:**

- A. Agriculture Advisory Committee (D. Gridley – Chair) No Report
- B. Branchport Hamlet (J. Gruschow – Chair) The Branchport sign sponsored by Tom Walters was done incorrectly so it is being remade. It will go up when the weather allows.
- C. Comprehensive Plan Review Committee (T. Cutler - Chair) Work continues on the survey. It will be more concise than the one done 10 years ago. It will be sent to the Planning and Town Boards for input on what we should be asking our citizens. The plan is to send it out this spring and also begin workshops to gather feedback from different “communities”.
- D. Town Board Liaison (D. Jones/G. Dinehart) No Report

### **Announcements:**

Jaime Sisson will be the Planning Board liaison from the Town Board.  
Jennifer Gruschow has been reappointed to the Planning Board.

### **Adjournment:**

At 9:40pm T. Pritchard made a motion to adjourn the meeting and it was seconded by P. Zorovich. All were in favor.

Respectfully Submitted,  
Janet Micnerski/Recording Secretary

The TOJ Planning Board grants approval of the Steep Slope Application # 13-2017  
(dated 1-5-2018) subject to the following conditions:

- 1) Yates County Soil and Water has reviewed the final site and erosion control plan. Any conditions as dictated by YCSW to be included
- 2) Site boundaries and high water mark must be clearly marked.
- 3) 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 straw bale check dam needs to be provided to the contractor.
- 4) Any use of the utility conduit as described in the plan will require appropriate building permit and approval by KP Sewer and Water.
- 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 # 01-2018  
(dated 1-5-2018) subject to the following conditions:

- 1) Yates County Soil and Water has reviewed the final site and erosion control plan. Any conditions as dictated by YCSW to be included
- 2) Site boundaries and high water mark must be clearly marked.
- 3) 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 straw bale check dam needs to be provided to the contractor.
- 4) Approval is limited to the parking area only. Revised plans will include a 30 foot (from edge of road) deep parking area and no retaining wall or other structure in the highway right-of-way. Any other construction will require a new application and review by YCSW with drainage and erosion control measures addressed in the accompanying site plan revisions.
- 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.
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