

TOWN OF JERUSALEM
DRAFT
 PLANNING BOARD MINUTES

November 6, 2014

The regular monthly meeting of the Town of Jerusalem Planning Board was held on Thursday, November 6, 2014, and called to order at 7:00 pm by Chairman Ron Rubin.

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

Others Present: Carmine Torchia, Dan Hackett, Frank Page, Max Cormier, Jerry Kernahan, Tom Close, Chris Trombley, Wilson Kent Salisbury, Anne Salisbury, John Phillips, CEO and Ashley Williamson, Recording Secretary.

Minutes:

October Minutes

Typo change alternating to altering.

A motion was made by Pinneo to approve the minutes as amended of the October meeting. The motion was seconded by Cutler. All were in favor.

Applications:

a) Mark Davitt at 6972 West Bluff Dr., Steep Slope Application 05-2014

Carmine Torchia, the Engineer, explained that the Davitt's would like to construct a 2 story garage. The garage will be about 1,350 sq. ft. on the first floor and 984 sq. ft. on the second floor. Torchia showed the board updated plans. Soil & Water has seen the new set of plans. Rick Ayers was concerned that they were disturbing too much of the slope and land with the original plans. Torchia explained in the original plan they were trying to be frugal and not use a lot of retaining walls. They have now decided to limit the disturbance and put in some retaining walls.

Dan Hackett, the Landscape Architect, explained that the actual structure will be a 2 story retaining wall. That will limit the amount disturbance. Dan passed out some pictures to show the evidence of a swale, but he did not have concerns and that the site has held together pretty well. Dan stated he thought Soil & Water seemed happy with the changes. They will be planting a quick growing grass that has deep roots. There was general discussion about the leach field and about them receiving drawings of where the septic lines are located. Dan stated that all the existing trees along the road will stay; the roots are a big part of stabilizing the bank.

Torchia stated the main concern Rick had after reviewing the revised plans was the water runoff from the driveway onto West Bluff Drive. They agreed a trench drain across the bottom of the driveway that way the water would drain towards the culvert.

Wheeler stated Rick had a question on the size of the piping. Torchia explained what is shown is the revised. They will be using 18 inch piping which will connect to the 12 inch outlet. There was discussion about the overhead utility poles and where they are on the maps and construction safety with the utility poles. Wheeler asked about Rick's concern with the seeding, the seed mix was changed. The seeding mixture will be a deep rooting grass. The silt fence was fixed on the new plans.

Rubin asked if they will be starting and finishing this fall or just starting in the fall. They would like to start as soon as possible, weather permitting.

Cutler asked if they addressed the construction debris. They will have a temporary stock pile with silt fence around it, and the access soil will be brought to another job site in Palmyra.

A set of the final plans will be left with the Town.

The SEQR was read through by the board. Wheeler made a motion, seconded by Cutler, to recommend the SEQR based on the information provided and supporting documentation that this proposal will not result in any significant adverse environmental impact.

Rubin read through the Steep Slope checklist.

Cutler made a motion, seconded by Pritchard, to approve the Steep Slopes Application #05-2014 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.
- 2) Site boundaries and high water mark must be clearly marked.
- 3) On site – Pre construction meeting with Engineer, TOJ CEO, Town Highway Superintendent, Representative from YCSW, and Representative from KP Sewer & Water. 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 sentiment and control measures when satisfactory stabilization has occurred and vegetation is established.
- 9) YCSW is satisfied with the reply email from Matt Rischpater and revised site plan.
- 10) As built mylar submitted to the Town of Jerusalem CEO.
- 11) Contact CEO Phillips and YCSW for septic line location and relocate if necessary.
- 12) 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.
- 13) A final inspection by Town of Jerusalem CEO, verifying all conditions of Planning Board approval have been met.

b) Ray and Margret Wiegand at 5263 East Bluff Dr., Steep Slope Application 06-2014

Jerry Kernahan, the Engineer, passed out the sequence of construction events to the board and read through them. Kernahan explained they need to obtain a signed agreement from the neighbor because they may encroach on their property for a short period of time. Another item that should be in the agreement with the neighbors, (the Bartholomay's) is the type of permanent ground cover. Kernahan stated it felt it would be a need courtesy to notify the neighbors and that the Wiegand's and the Bartholomay's agree on the permanent ground cover. Cutler agreed that the permanent ground cover was a good idea because that area is so steep. Gridley stated she agreed that the Wiegand's should talk to the neighbors and have an agreement.

Rubin asked if the project was started soon would it be able to stop and restart in the spring. Kernahan stated that he can't speak for Kurt Nagle, Kurt Nagle Construction, but he believes they will want to start this year and then they will have to cover and protect what they started.

The SEQR was read through by the board. Cutler made a motion, seconded by Wheeler, to recommend the SEQR based on the information provided and supporting documentation that this proposal will not result in any significant adverse environmental impact.

Rubin read through the Steep Slope checklist.

Pinneo made a motion, seconded by Cutler, to approve the Steep Slopes Application #05-2014 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.
- 2) Site boundaries and high water mark must be clearly marked.
- 3) On site – Pre construction meeting with Engineer, TOJ CEO, Town Highway Superintendent, Representative from YCSW, and Representative from KP Sewer & Water. 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 sentiment and control measures when satisfactory stabilization has occurred and vegetation is established.
- 9) Agreement letter with the neighbor (Bartholomay) - In the letter agreeing with the site plan and the choice of ground vegetation. The ground vegetation also approved by YCSW.
- 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.

New Business:

Tom Close, Chris Trombley, Wilson Kent Salisbury and Anne Salisbury from The Bluff Point Association presented the 2 signs they will be installing at the lookout point on 54A. Where the signs will be installed will not block the view. There was a general consensus among the board to suggest that they lighten up one of the pictures because of it being darker than the other pictures. The board complimented the BPA for their hard work on the signs.

Old Business: None.

Committee Reports:

- a. Agriculture Advisory Committee (Donna Gridley/Chair) - No Report. Gridley asked if anyone is taking lead on responding to the view shed email from Shawna, County Planner.
- b. Branchport Hamlet – Jen Gruschow/Chair – Going to be putting up the ‘Welcome to Branchport’ sign, hopefully before the bridge.
- c. Comprehensive Plan Review Committee- Ed Pinneo—No Report.
- d. Town Board liaison – Mike Steppe not present, no report.

Announcements: No January Meeting.

There was a general discussion on the procedure and process of the applications that the board reviews. By law the board has 60 days to review applications. There was a general consensus that the process needs to be addressed and changed to ensure that complete plans are sent to the board. There was discussion about marking the property to make it easier to find.

Adjournment:

At 8:45pm Gridley made a motion to adjourn the meeting, seconded by Wheeler.