

**TOWN OF JERUSALEM**  
**PLANNING BOARD MEETING MINUTES**

**6-2-22**

Town of Jerusalem Planning Board meeting called to order with the Pledge to the Flag @ 7:00 pm.  
**(Virtual/Zoom meeting)**

Roll Call:

Tim Cutler

Ron Rubin

Paul Zorovich

John Wheeler

Sam Priem

Robin Johnson

Excused: Georgeann Farrell

Others present: Steve Castner, Bill Gerhardt, Bill Grove, Doug Geertz, Jean Geertz, Jim Hawver, Sue Hawver, Donald Jensen, Churck Senges, Natalie Payne, Ryan Furber, Andrew Burrs, Jim Bird, Gary Travis, Ron Stanley, Ken Weaver, Jim Folts, Gail Pollard, JC Smith, Jim Higgins, and Laura Tabatcher

Meeting minutes from May meeting accepted as previously amended by Ron Rubin and seconded by Paul Zorovich, Tim Cutler abstained, approved and motion carried.

**Public Presentations to the Planning Board:**

**(a) Site Plan Review for Special Use Application 05-2022, Sidney Geertz, 8842 East Bluff Drive, Penn Yan**

Tim Cutler shared the purpose of Special Use permit. Tim also asked about Sewer and Water district approvals.

Jean Geertz answered and agreed to reach out to make the connection with the Sewer and Water District.

Ron Rubin asked if the Planning Board was approving a Site Plan?

Tim Cutler explained the "Ag District" rules.

Ron Rubin – stated that this was a Special Use Permit only

Tim Cutler shared that Ag and Markets does the approval not the Town.

Tim Cutler discussed parking and wanted to make sure that neighbors are notified.

Ryan Furber – neighbor shared concerns with Ag Districts regulations; including parking, lighting, recreational area involving alcohol. He shared that things need to be looked at more closely. It is an “Ag District”.

Tim Cutler said you don’t have to have “active” farm land. The Ag and Markets has the authority not the Town Planning Board. The Zoning Board will look at the Special Use Permit.

Ryan Fuber – stated he wants to be sure it truly is in the “Ag and Markets District”.

Jim Bird – asked if the document from the Ag and Markets was reviewed.

Tim Cutler stated yes

Jim Bird said that they are not an active farm.

Tim Cutler – said that Site Plan and SEQR are needed and explained how property is split.

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**(b.) Site Plan Review for Use of Variance Application 07-2022, Antique Shop, Donald Jensen, 2921 Coates Road, Penn Yan**

Tim Cutler shared Site Plan review

Donald Jensen shared Site Plan for Antique Shop, it will be seasonal June 1<sup>st</sup> through October 15<sup>th</sup> open on Thursday, Friday and Saturday. 360 square feet made into the shop.

Ron Rubin asked if the Zoning Board is involved and is the Planning Board required to do a SEQR

Tim Cutler stated it is a “Special Use” permit and that will come from the Zoning Board.

John Wheeler asked why is the Planning Board reviewing before the Zoning Board

Tim Cutler – shared that the Zoning Board will require the Planning Board to review the Site Plan, that includes a SEQR, this was explained to the applicant.

Ron Rubin – discussed that there is no structural change to the building, asked Bill Gerhardt if he had any questions about this application. Bill stated no.

Tim Cutler stated that there are NO changes to the structure and discussed any environmental impacts.

Ron Rubin still questioned SEQR

Jim Bird - the Zoning Board asks for the Site Plan review due to parking. Zoning and Planning Board look at different things. This could be contingent on Zoning Board approval.

Tim Cutler said we can approve Site Plan based on what we currently have been given

Tim Cutler explained that we can approve contingent on Zoning Board approval and will clarify.

Tim Cutler reviewed SEQR Part I and SEQR Part II with applicant and board members

Motion for a Negative Declaration made by John Wheeler and seconded by Paul Zorovich, all in favor.

Motion to approve Site Plan made by Ron Rubin and seconded by John Wheeler, all in favor.

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**(d.) Steep Slope Site Plan Review Application 09-2-22, Construction of an addition and new wastewater treatment system, Chuck Senges, 5591 West Bluff Drive, Keuka Park**

Tim Cutler shared Application and said that Rick Ayers from Yates County Soil and Water sent out a note and that they had a meeting with Tony Hurd, they need more information on elevation profile with the driveway.

Chuck Senges explained driveway and how the water will be directed

Ron Rubin – Steep Slope Application is subject to Yates County Soil and Water being satisfied

Tim Cutler explained how run off will be handled with the current driveway. Tim made a recommendation to add soil at the end of the silt fence.

Ron Rubin asked about approval on the Septic System

Tim Cutler said yes that this would be added as a condition

Tim Cutler reviewed all conditions (they will be attached to meeting minutes) with applicant and board members

Tim Cutler reviewed SEQR Part I and SEQR Part II

Motion to approve with conditions a Negative Declaration made by Paul Zorovich and seconded by Ron Rubin, all in favor.

Motion to approve Site Plan made by John Wheeler and seconded by Sam Priem, all in favor.

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**(c.) Steep Slope Site Plan Review Application 08-2022, Construction of a single family residence, Richard and Lynda Grossman, 2329 West Lake Road, Penn Yan**

Bill Grove shared construction plan and property turn around area and run off. No variances are required on this Site Plan.

Ron Rubin asked if the contractor has been selected for this project

Bill Grove stated he was not sure

Tim Cutler reviewed SEQR Part I and conditions and SEQR Part II

Motion for a Negative Declaration made by Paul Zorovich and seconded by Ron Rubin, all in favor.

Motion to approve Site Plan with conditions made by Sam Priem and seconded by Paul Zorovich , all in favor

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**(e.) Site Plan Review Application 10-2022, Demolition of existing building and construction of a new building for Finger Lakes Museum, Jim Higgins, Project Director, FLM, 3369 Guyanoga Road, Branchport**

Jim Higgins shared proposal for new building, Site Plan and time line based on funding.

John Wheeler asked what happened to the original plan of using the existing school building?

Jim Higgins shared the concerns with the interior of the structure once they start tearing into walls/beams and removing walls. It made sense to build new and have a sound structure, and it had not had heat for many years. Funding was discussed. They plan to recycle sections of the school building as well. Sam Castner will be involved with this project too.

Ron Rubin asked about crossover on 54A highway and about evening security on the property

It was explained that they would have crosswalk signage, security lighting and security cameras and that local patrol options will be looked into.

Tim Cutler reviewed SEQR Part I and SEQR Part II

Motion for a Negative Declaration made by Paul Zorovich and seconded by John Wheeler, all in favor

Motion to approve Site Plan with conditions made by Ron Rubin and seconded by John Wheeler, all in favor.

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Tim Cutler congratulated Steve Castner on his retirement, this was his last meeting.

Tim Cutler – no additional information from Town Board

Motion to adjourn meeting @ 9:15 pm, all in favor

Respectfully submitted,

Robin Johnson

Planning Board Secretary

In-person Attendees June 2 Planning Board

Doug Geertz

Jean Geertz

Jim and Sue Hawver (sp?)

Donald Jensen

Chuck Senges

Natalie Payne

Ryan Furber

Andrew Burrs

Gary Travis

Ron Stanley

Ken Weaver

Sam Priem\*

Jim Folts

Gail Pollard

JC Smith

Bill Grove

Jim Higgins

Tim Cutler\*

Bill Gerhardt

Laura Tabatcher

- \* Indicates Planning Board Member

Online Attendees June 2 Planning Board

Jim Bird

John Wheeler\*

Ron Rubin\*

Paul Zorovich\*

Hollis Healy

Marsha Senges

Steve Castner

Chris Healy

Robin Johnson\*

at the end of the line is a link to the meeting

Billy G. ?

has a link

- \*Indicates Planning Board Member

John M. ...

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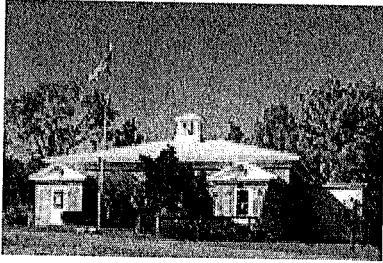
Paul ...

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# Town of Jerusalem

[www.jerusalem-ny.org](http://www.jerusalem-ny.org) 3816 Italy Hill Rd. Branchport, NY 14418

Date of Notice: 6/5/2022

Owners Name: Donald R. Jensen

Applicant or Agents Name: Owner

Property Address: 2921 Coates Road, Penn Yan, NY 14527

Tax Map #: 72.49-1-10.1

Application #: Site Plan 07-2022

The Town of Jerusalem Planning Board, at its meeting of 2 June 2022, has taken the following action regarding your application:

- Approved
- Declined
- Did Not Act

Conditions of Approval (See Attachments)

- Steep Slope Checklist
- Steep Slope Motion
- Site Plan Checklist
- Site Plan Motion

Reasons for denial or not action take:

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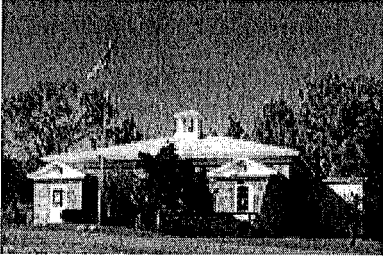


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If you have any questions regarding this action, you may contact Laura Tabatcher, Zoning and Building Clerk, 315-595-2726 [bldgclerk@jerusalem-ny.org](mailto:bldgclerk@jerusalem-ny.org)

CC: Tim Cutler  
Laura Tabatcher  
Ron Rubin

Robin Johnson  
Planning Board Recording Secretary



# Town of Jerusalem

[www.jerusalem-ny.org](http://www.jerusalem-ny.org) 3816 Italy Hill Rd. Branchport, NY 14418

Date of Notice: 6/5/2022

Owners Name: Richard and Lynda Grossman

Applicant or Agents Name: Bill Grove

Property Address: 2329 West Lake Road, Penn Yan

Tax Map #: 61.61-1-24

Application #: Site Plan 08-2022

The Town of Jerusalem Planning Board, at its meeting of 2 June 2022, has taken the following action regarding your application:

- Approved with Conditions
- Declined
- Did Not Act

Conditions of Approval (See Attachments)

- Steep Slope Checklist
- Steep Slope Motion
- Site Plan Checklist
- Site Plan Motion

Reasons for denial or not action take:

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If you have any questions regarding this action, you may contact Laura Tabatcher, Zoning and Building Clerk, 315-595-2726 [bdgclerk@jerusalem-ny.org](mailto:bdgclerk@jerusalem-ny.org)

CC: Tim Cutler  
Laura Tabatcher  
Ron Rubin

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Robin Johnson  
Planning Board Recording Secretary

Revised: 6/5/2022

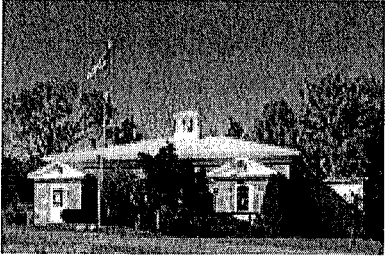


The TOJ Planning Board grants approval of the **Steep Slope Application # 08-2022**  
(dated **6-2-2022**) subject to the following conditions:

- 1) Yates County Soil and Water has reviewed the final site and erosion control plan. Any conditions as dictated by YCSW to be included including curtain drain on south side of parking area.
- 2) Site boundaries and high-water mark must be clearly marked.
- 3) On site – Preconstruction meeting must be held with Engineer, TOJ CEO, Rep from Yates County Highway Department, Rep from YC Soil & Water, Rep from KP Sewer and Water, TOJ Planning Board Chair or alternate representative, and contractor (both general and excavation contractors).
- 4) 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 for removal of fill and location of such 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) Concrete truck cleanout shall follow the EPA's Guidelines for stormwater best management practice for concrete washout. No wet concrete shall be deposited within 50 feet of any watercourse or water body.
- 8) If any 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.
- 9) Seed, mulch, and water bare ground as soon as practical after construction.
- 10) Remove all construction debris, temporary sediment control measures when satisfactory stabilization has occurred, and vegetation is established.
- 11) 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.
- 12) A final inspection by Town of Jerusalem CEO, verifying all conditions of Planning Board approval have been met.

## Construction Sequence:

1. Obtain site plan approval and applicable permits.
  2. **Conduct pre-construction meeting on site.**
  3. Flag the work limits.
  4. Install silt fences and other erosion control measures on locations shown on site plan.
  5. Fence off any areas that are not to be disturbed.
  6. Install temporary stabilized construction entrance.
  7. Clear and grub trees as required.
  8. Install storm piping and rock outlets
  9. Install utilities
  10. Install retaining walls
  11. Rough grade cottage area and slopes
  12. Finish all proposed slopes on the property as soon as rough grading is complete. Leave surfaces slightly roughened and vegetate/mulch immediately.
  13. Construct cottage
  14. Final grade site.
  15. Remove temporary construction entrance and restore driveway.
  16. Complete landscaping and restore disturbed areas to lawn.
- After stabilization of the site with permanent vegetation on all disturbed areas, remove temporary erosion control m



# Town of Jerusalem

[www.jerusalem-ny.org](http://www.jerusalem-ny.org) 3816 Italy Hill Rd. Branchport, NY 14418

Date of Notice: 6/5/2022

Owners Name: Chuck Senges

Applicant or Agents Name: Ron Stanley/James R. Frandsen, P.E.

Property Address: 5591 West Bluff Drive, Keuka Park

Tax Map #: 109.02-1-11

Application #: Site Plan 08-2022

The Town of Jerusalem Planning Board, at its meeting of 2 June 2022, has taken the following action regarding your application:

- Approved with Conditions
- Declined
- Did Not Act

Conditions of Approval (See Attachments)

- Steep Slope Checklist
- Steep Slope Motion
- Site Plan Checklist
- Site Plan Motion

Reasons for denial or not action take:

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If you have any questions regarding this action, you may contact Laura Tabatcher, Zoning and Building Clerk, 315-595-2726 [bdgclerk@jerusalem-ny.org](mailto:bdgclerk@jerusalem-ny.org)

CC: Tim Cutler  
Laura Tabatcher  
Ron Rubin

Robin Johnson  
Planning Board Recording Secretary

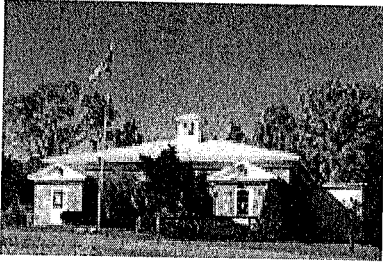
Revised: 6/5/2022

The TOJ Planning Board grants approval of the **Steep Slope Application # 09-2022**  
(dated **6-2-2022**) 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 including straw bales at bottom end of silt fences and rip raps to prevent runoff at the road.
- 2) Site boundaries must be clearly marked.
- 3) Septic approval must be obtained from KWIC or their agent (YC Soil and Water) prior to any excavation.
- 4) On site – Preconstruction meeting must be held with Engineer, TOJ CEO, Rep from TOJ Highway Department, Rep from YC Soil & Water, TOJ Planning Board Chair or alternate representative, and contractor (both general and excavation contractors).
- 5) Details of the proper installation and maintenance of the silt fence needs to be provided to the contractor.
- 6) Identify Staging Area for removal of debris. Discuss plan for removal of fill and location of such 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.
- 7) Establish sediment and erosion control measures per final approved erosion control plan.
- 8) Concrete truck cleanout shall follow the EPA's Guidelines for stormwater best management practice for concrete washout. No wet concrete shall be deposited within 50 feet of any watercourse or water body.
- 9) If any 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.
- 10) Seed, mulch, and water bare ground as soon as practical after construction.
- 11) Remove all construction debris; temporary sediment control measures when satisfactory stabilization has occurred, and vegetation is established.
- 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.
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5. Fence off any areas that are not to be disturbed.
6. Install temporary stabilized construction entrance.
7. Clear and grub trees as required.
8. Finish all proposed slopes on the property as soon as rough grading is complete. Leave surfaces slightly roughened and vegetate/mulch immediately.
9. Final grade site.
10. Remove temporary construction entrance and restore area with vegetation..
11. Complete landscaping and restore disturbed areas to lawn.
12. After stabilization of the site with permanent vegetation on all disturbed areas, remove temporary erosion control measures.



# Town of Jerusalem

[www.jerusalem-ny.org](http://www.jerusalem-ny.org) 3816 Italy Hill Rd. Branchport, NY 14418

Date of Notice: 6/5/2022

Owners Name: Finger Lakes Museum, Natalie Payne/James Higgins representing  
Applicant or Agents Name: David Cox, Passero Associates  
Property Address: 3369 Guyanoga Road, Branchport, NY  
Tax Map #: 83.49-1-3.1  
Application #: Site Plan 10-2022

The Town of Jerusalem Planning Board, at its meeting of 2 June 2022, has taken the following action regarding your application:

Approved  
 Declined  
 Did Not Act

Conditions of Approval – make corrections or complete missing items on FEAF Part 1

Steep Slope Checklist  
 Steep Slope Motion  
 Site Plan Checklist  
 Site Plan Motion

Reasons for denial or not action take:

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If you have any questions regarding this action, you may contact Laura Tabatcher, Zoning and Building Clerk, 315-595-2726 [bldgclerk@jerusalem-ny.org](mailto:bldgclerk@jerusalem-ny.org)

CC: Tim Cutler  
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Revised: 4/8/2022