

TOWN OF JERUSALEM
APPROVED
PLANNING BOARD MINUTES

March 2nd, 2017

The regular monthly meeting of the Town of Jerusalem Planning Board was held on Thursday, March 2nd, 2017 and called to order with the Pledge to the Flag at 7:01pm by Chairman Tim Cutler.

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

Others Present: Bill Grove, Zac DeVoe/CEO, Daryl Jones/Town Liaison, Angelo Licciardello, Angelo Licciardello, Jr., and Steve Schmidt/Fire Chief.

Minutes: February 5th, 2017 Minutes

A motion was made by J. Wheeler to approve the minutes of the February meeting. The motion was seconded by T. Pritchard and approved. All were in favor.

In the future, Steep Slope Conditions should be included with the posted minutes.

Modifications to Agenda: None

Public Presentation: None

New Business:

- a). Approach to 2016 Comprehensive Plan Update

According to NYS Town Law one of the duties of the Planning Board is to update the comprehensive plan every 10 years. A group will be formed that represents a cross section of

the community and should include members from the following:

- Planning Board
- Agricultural Community
- Mennonite Community
- Business Owners
- Residential Community – both year round and seasonal

The plan is to have meetings in the next month, that are separate from PB meetings, to start gathering community information and to put together a survey with a link on Facebook to collect initial opinions. The gathered data will then be used to set-up workshops where residents can provide their opinions and additional information. It is a goal to reach seasonal and year-round residents..

Mailings and post cards will be used as well as possibly using the Keuka College Conference Center for “Town Meetings”. One public hearing is required.

The general timeline for completing the update is:

- April, May and June - gather information
- July, August and September - update the document
- Have in front of the Town Board by the end of the year

During the update process we want to be addressing questions such as how will this plan guide zoning decisions.

If it is determined that the old comprehensive plan needs a big update requiring outside help, the PB may have to go back to the Town Board to determine if it can be done this year or will have to wait for it to be put into the 2018 budget.

Old Business:

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

A pre-construction meeting was held at the Licciardello property yesterday, March 1st. There have been a few minor changes from the February 8th Site Plan: an emergency turnaround has been added and the private road entrance was moved 6ft to the south. There will be a private road and not a driveway on the property.

Mr. Licciardello is not yet fully committed to building the chalet. It is on the Site Plan so if it is built in the future the foundation and the steep slopes application will be already be approved.

A final letter was received from Rick Ayers at YCS&W in which he stressed the critical timing for work on the private road and upslope area. In an effort to complete the work and allow time for the vegetative cover to be quickly established Chairman Cutler proposed the PB take action and come to an agreement this evening. Comments from the town engineer regarding water service were also received. The meter pit, electric and water service will be relocated as agreed upon. E. Nesbit has received the corrected easement language.

The issue of whether this project is considered an open development was discussed. D. Jones stated that this would be considered an open development, not a subdivision, and would need to be approved by the Town Board. Open development is part of NYS Town Law; however, R. Rubin thought sub-division regulations replaced open development. Until the question is resolved, Chairman Cutler suggested reviewing the site plan as required, possibly put the issue on the Town Board agenda and be sure everything is procedurally in order.

In the future, the fire district should be included on the copy list for steep slope applications.

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

- #4 Residential should also be checked
- #14 should include Suburban

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.

T. Pritchard made the motion that the Steep Slopes Application be approved with conditions. It was seconded by J. Wheeler and approved as corrected. All were in favor.

J. Wheeler made the motion that based on the Private Road Conditions the private road be approved; the open development requirements (section 280-A of the Town Law) also need to be satisfied prior to the issuance of the building permit. It was seconded by T. Pritchard and approved. All were in favor. The Private Road Conditions are listed at the end of the minutes.

T. Pritchard made the motion to approve the Site Plan. It was seconded by R. Rubin and approved. All were in favor.

The Steep Slopes Conditions are listed at the end of the minutes.

Mr. Z. DeVoe will put together a checklist for R. Martin, S. Schmidt and himself to use for the inspection of private roads.

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) Susan Hunt, while on a radio show, stated
- D. Comprehensive Plan Review Committee (T. Cutler)
- E. Town Board Liaison (D. Jones/G. Dinehart) No Report

Announcements:

Another announcement has been put into the newspaper; they are looking for a candidate with a strong agricultural background.

Adjournment:

At 8:32pm J. Wheeler made a motion to adjourn the meeting, seconded by R. Rubin. 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.