

**To: Town Board**

**From: C.J. Randall, Director of Planning**

### **CORE PLANNING FUNCTIONS**

- **Data and GIS Services**
  - Discontinued coronavirus outbreak virtual meeting protocol for Planning Board and Zoning Board of Appeals meetings, respectively; virtual meeting option continues for all advisory committees
  - Staff reviewed General Building Permit Application and Inspection Information for inclusion on new website on 5/17
  - Staff attended Municode website training on 5/20
- **Planning Board staff support**
  - Coordinated and attended Project Review Committee meeting on 5/5
  - Reviewed Cayuga Lake Scenic Byway Overlay District background information and geographic extent prepared by Conservation Advisory Council on 5/9
  - Dandy Mart convenience (mini) mart – 7 Ridge Rd – Site Plan Review
    - SEQRA Declaration of Lead Agency on 5/23
- **Stormwater Management**
  - SMO posted annual MS4 report to Town website on 5/10
- **Zoning Board of Appeals staff support**
  - No 5/10 meeting
- **Training**
  - All staff attended Core PESH training (virtually) on 5/10
  - Attended NYSDPS Electric System Planning virtual technical conference on 5/13
- Coordinated and attended monthly Department Head meeting on 5/4
- Coordinated and attended Water & Sewer Advisory Committee meeting on 5/4
- No Tompkins County Planning Advisory Board (PAB) meeting on 5/10
- Attended Ithaca-Tompkins County Transportation Council (ITCTC) Planning Committee meeting on 5/17

### **PROJECT MANAGEMENT**

- Coordinated and attended Capital Improvement Committee meeting on 5/11
  - Myers Park Project: Prepared and circulated A/E design services Request for Proposal Addenda on 5/20;
  - Open space index and Conservation Plan: Coordinated review of agreement on 5/3
  - Salmon Creek Streambank Stabilization Project: Reviewed draft Hazard Mitigation Program Grant application with Tompkins County Soil & Water Conservation District and Highway Department on 5/2, 5/3, and 5/20

## Planning Department Update: June 2022

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- Coordinated with OpenGov on 5/3, 5/20, 5/23

### **LAND USE WORK PROGRAM**

Q4 2021 – Q3 2022 Scope of work and schedule of adoption located at:

<https://bit.ly/RAZoningupdate>

- **Zoning and Land Use Regulations Update**
  - Prepared revised draft text and map amendments for Agricultural (AG) Zoning District review at Code Revision Committee meeting on 5/5
  - Staff reviewed Agricultural (AG) Zoning District text on 5/12

### **COMMITTEE MANAGEMENT**

- **Broadband Committee staff support**
  - Coordinated committee review of Charter Franchise Renewal and Audit and attended 5/3 meeting
- **Conservation Advisory Council staff support**
  - Attended meeting on 5/5