
Planning & Code Enforcement

John Zepko, Acting Director, CPESC, CFM

Reporting Period March 2024

CORE PLANNING FUNCTIONS

- **General Admin**
 - Conducted four weekly staff meetings to discuss projects, deliverables, obstacles, etc
 - 3/11 – met w/ Town Supervisor
 - 3/14 - met w/ Town Supervisor
 - 3/12 – Department Staff completed Core PESH training for 2024
 - 3/20 – met w/ Town Supervisor
- **Planner conducting classification and review of development applications**
 - 3/18 met w/ land owner to discuss potential subdivision on Benson Rd
 - 3/20 met w/ developer to discuss requirements to complete conditions of approval on approved subdivision on Asbury Rd and Lake Shore Circle
- **Hazard Mitigation Planning**
 - 3/26 – 27 attended 8 hour FEMA training webinar “Disaster Recovery in Rural Communities”
- **Floodplain Management**
 - Reviewing Flood Dev Permit for 32 Ladoga Park Rd
- **Stormwater Management**
 - 3/5 attended webinar “Building Fire Lanes and Emergency Access Roads”
 - 3/20 – attended TC Stormwater Coalition Meeting

LAND USE WORK PROGRAM/PROJECT MANAGEMENT

- **CRC/ Zoning Amendments**
- **Safe Streets and Roads 4 All (SS4A)**
 - SS4A grant project consists of 11 municipalities in an effort to collect data and implement the highway projects that would make the most impact on improving safety for all who use Tompkins County's roads.
 - 3/12; – attended SS4A check in meeting w/ planning team and consultants.

COMMITTEE MANAGEMENT

- **Agricultural and Farmland Protection Committee staff support**
- **Conservation Advisory Committee Council**
- **Project Review Committee**
 - 7 March 2024
- **Water & Sewer Working Group**
 - No meeting

- **Capital Improvement Committee**
 - No meeting

PLANNING BOARD

- 24 March 2024 meeting – the Planning Board heard the following:
 - 390 Peruville – site plan application to construct 30x56 pole barn; public hearing scheduled for 4/22
 - 35 Town Barn Rd – site plan application to construct 200’x32’ pole barn; public hearing scheduled for 4/22
 - 118 Ross Rd – 4 lot, minor subdivision; public hearing scheduled for 4/22

ZONING BOARD OF APPEALS

- 13 March 2024
 - Area Variance – 484 Ridge Rd. applicant applied for relief to install a new 32 sq/ft sign for existing storage business. – approved

Building & Code

March 2024	
Fees Collected	\$3,902.90
Estimated Project Cost	\$1,344,867.00
Certificate of Occupancy/Compliance	25
Building Permits	31
One & Two Family Residences	0
New Businesses	0
Multi-Family Residences (3 or more units)	0
TOTAL 2024 Misc. Fee Collected to date	7,550.00
	Jan 1, 2024 to March 31, 2024
Fees Collected	\$18,510.90
Estimated Project Cost	\$5,948,653.00
Certificate of Occupancy/Compliance	100
Building Permits	68
One & Two Family Residences	2
New Businesses	1
Multi-Family Residences (3 or more units)	0