



AGENDA
PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
Wednesday, June 14, 2023 – to follow Government Operations
Live stream Link - <https://www.youtube.com/watch?v=eOq9mFpc-eg>

CALL TO ORDER: By Hon. Robert Shea called the meeting to order at 7:02PM

MEMBERS: Legislators – James Basile, Christina Calarco, Tricia Kerr, Brian Muldrow, Vice Chair -Lydia Patti Ruffini and Mark Strong

EXCUSED: Brian Muldrow

OTHERS: Chair of the Legislature David Gould, Legislators Hans Pecher, Chris Petrus and Heidi Nightengale; Director of Planning and Economic Development Steve Lynch, CEDA Director Michael Miller, Cornell Cooperative Extension Director Dan Welch, Employment and Training Director Kelly King, Budget Director Lynn Marinelli, Assistant County Attorney Brittany Massi, and Deputy Clerk of the Legislature Amanda Morgan (remote)

MINUTES TO APPROVE: May 9, 2023, **Motion by Calarco, 2nd by Basile, all in favor.**

APPOINTMENTS:

Cayuga County Water Quality Management Agency (WQMA)

Keith Batman, 369 Keese Rd., Moravia, NY 13118, 6-1-23, term – serves until the member resigns or is replaced

Cayuga County Development Corporation (CCDC)

Kim Emperato, 17 Fairway Dr., Auburn, NY 13021, term – 6-1-23 to 3-31-26, replaces Grant Kyle

DEPARTMENT UPDATES FOR COMMITTEE:

**Steve Lynch (Planning & Economic Development) –
ONGOING DEPARTMENT WORK:**

1. **NY FORWARD Grant Applications** – The Planning department is finalizing our grant work with the villages of Aurora, Union Springs and Cayuga to prepare NY Forward Grant Applications for the 2023 funding round. Grant applications will include: (1) individual funding applications for each village as stand-alone projects under the NY Forward Grant; and (2) a collective grant application linking the three villages together and seeking a single \$10M Downtown Revitalization Initiative (DRI) grant award. In addition to these grant applications, Senior Planner David Nelson is working closely with the Village of Moravia and consultants hired by NYS to implement the \$2.25M 2022 NY Forward grant awarded to the village this February.

Public Outreach for the collective Cayuga Lake villages' NY Forward Grant Applications will have staff attending many public events this summer, including setting up an information table at the Bass Pro Major League Fishing Tour tournament and Village Concert event this Friday, June 6th at Frontenac Park in Union Springs (see the Bass Pro Tour website here: <https://majorleaguefishing.com/bass-pro-tour/cayuga-lake-staged-for-an-epic-event-as-bass-pro-tour-heads-north/>). More information on the NY Forward program is available on the state website: [NY Forward](#).
2. **Village of Weedsport Zoning Ordinance Update** –Planner Greg Diebold leads this project. Monthly meetings are the 1st Tuesday of the month. The next meeting is scheduled for Tuesday, June 6 at 6:30 PM. The Zoning Ordinance development is on schedule and the 6/6/23 Steering Committee meeting is the final work session on the Ordinance. Staff will meet with the Village Planning Board on 6/28 for an overall review of the proposed changes, followed by a working session with all of the Town Boards tentatively scheduled for July 11. Barring any major changes, staff will work with the Village to adopt the new Zoning Ordinance in August.
3. **Town of Throop Zoning Ordinance Update** – Planner Greg Diebold is also the staff assigned to this project. Mr. Diebold presented the full draft zoning ordinance to town elected and appointed officials on Monday, April 24th, providing multiple town boards with an opportunity to become more familiar with the draft code and discuss with the Zoning Committee any final questions on the draft. A Public Hearing is scheduled for June 21st at 7PM and, pending any significant changes, Town Board adoption will follow.
4. **Town of Conquest Comprehensive Plan** – Senior Planner Greg Hutnik is leading this project. The Town Board reviewed the final plan at a Special meeting on Monday, May 8. A Public Hearing with the Town Board is scheduled for June 19th with adoption to follow.

The Town of Conquest Supervisor circulated a Request for Proposals to County Planning for continued planning services following adoption of this first Town Comprehensive Plan in June. Requested services will include site plan regulations, special use permits, subdivision regulations. Staff are preparing a response and proposal and will present it to the Town in July.

5. **Village of Aurora Zoning Ordinance Update** – Associate Planner Kari Terwilliger is leading this zoning ordinance update, working closely with the Mayor and Steering Committee appointed by the Village. The final Steering Committee work session will be held on Tuesday, June 13. This will be followed by review meetings for the full draft document on July 11 and August 8. The work is on schedule and progressing.
6. **Village of Cayuga LWRP & Town of Sterling/Village of Fair Haven LWRP** Final drafts for both Local Waterfront Revitalization Plans remain with the NYS Department of State for a required “consistency review” relative to NYS LWRP policies, with the planning process in on pause until after the state agency completes the reviews. There has been considerable delay in the state review process on behalf of the state agencies. The department corresponded with senior DOS supervisors in an effort to expedite completion of the Plans. Had the plans been approved without this delay, the municipalities would have been positioned to apply for 2023 CFA grant funding for capital improvements.
7. **Town of Sennett Zoning Ordinance Update.** The department executed an MOA with the Town of Sennett for updates and amendments to the Town’s Hospitality-Lodging (H-L) Overlay District to better align with the community’s goals and future land use vision for this specific area of the Town (the transportation corridor on NYS Route 20 between Mandy Rue and the Town of Skaneateles).

A public kick-off meeting was held on Thursday, March 30th with very good attendance by town residents and elected officials. A Steering Committee meeting is scheduled for Tuesday, June 22nd and will focus on design guidelines in the Overlay District. The term for the project is approximately 8 months with monthly meetings with the Town Steering Committee. Associate Planner Kari Terwilliger is the project lead.

8. **Town of Owasco Zoning Ordinance Update.** The department has also executed an MOA with the Town of Owasco for a comprehensive update and amendments to the Town’s Zoning Ordinance and Subdivision Law. Senior Planner David Nelson is the project lead. The kick-off meeting with the town-appointed Steering Committee was held on Wednesday, April 19 at 4PM in the Town Offices and the next Steering Committee Meeting will be held on Wednesday, May 17 at 4PM. This will be a ~12-month planning project.
9. **Annual Updates (additions) to the Cayuga County Agricultural District 5.** Associate Planner Kari Terwilliger conducted the annual process allowing landowners to place parcels into Consolidated County Ag District #5. A required Public Hearing and final vote is scheduled for the June 27 Legislature Meeting. An information packet was circulated to the full legislature as a PDF and includes maps, forms, etc.
10. **Implementation of the EPA 9-Element Plan for Owasco Lake** –Associate Planner Michele Wunderlich is the primary Planning staff participating with a range of partners and stakeholders to drive implementation of the 9E Plan’s recommendations. A 9E Plan Coordinating Committee has been established under the Owasco Lake Watershed Management Council. Monthly coordinating meetings are currently scheduled for the fourth Thursday of each month at 9AM at Auburn City Hall. To date, the following entities are participating in the 9E Coordinating Committee Meetings:

- Cornell Cooperative Extension
- Cornell College of Agriculture and Life Sciences Pro Dairy
- Owasco Lake Watershed Management Council
- The Nature Conservancy
- The City of Auburn
- OWLA
- Cayuga County DOH
- County Planning
- Cayuga County Soil & Water Conservation District
- CNY Regional Planning and Development Board
- Partners for Healthy Watersheds (Farm Group)
- NYSDEC Finger Lakes Water Hub

The County Soil and Water Conservation District has taken a lead in development of 2023 grant applications that align with the phosphorus reduction and water resource protection recommendations in the 9E Plan while supporting agricultural and landowner best practices in the Owasco Lake Watershed. The Owasco Lake Watershed Management Council and OWLA are also working closely on potential grant applications in support of Plan recommendations. The City of Auburn is exploring grant opportunities to establish stream gaging station on major tributaries flowing into Owasco Lake.

11. **Finger Lake-Lake Ontario Water Protection Alliance Program (FOLLOWPA).** Associate Planner Michele Wunderlich is the lead staff managing this important water protection effort and funding program. The program funds a wide range of water quality protection work throughout the County and Michele has successfully closed out all prior FOLLOWPA budget years, leaving only the 2022-2023 program open. Recently, Michele has recently secured NYSDEC Quality Assurance Project Plans (“QAPP”) for the installation of HyFi water flow sensors in the

Owasco Flats wetland basins and will be working with the Finger Lakes Institute to prepare and submit a QAPP for the Owasco Lake in-lake buoy data collection.

12. Owasco Flats Wetland Restoration Project. Associate Planner Michele Wunderlich is also the lead staff managing the ongoing maintenance and assessment of the “Owasco Flats” wetland restoration project. This spring, as part of the required Operation and Maintenance Plan for the project, Michele has overseen fish and wetland planting surveys within the project area for reporting to NYSDEC and US Fish and Wildlife. Recent assessments of the created wetland basins in the Flats have indicated that the basins are functionally collecting stormwater and allowing the nutrient-rich sediments to settle out before releasing clear water back into the Inlet.

13. Emerson Park Redevelopment – Working with County Parks, and with the support of the Parks Commission and commitments of county matching funds during the May legislative cycle, staff has completed and submitted two (2) capital grant applications for Emerson Park, including:

- Community Resiliency, Economic Sustainability, and Technology Program (CREST) Grant Application for replacement of the large event shelter on Deauville Island removed last year. This funding request, through NYS Senator Rachel May, is seeking \$250K in capital funds for the new shelter. Total Project Cost is \$533,500.
- Northern Border Regional Commission Catalyst Grant Program application for replacement of the Deauville Island, Fleming Channel Bridge with establishment of accessible parking. This state and regional funding grant of \$418K would provide 80% of the Total Project Cost of \$520K.

14. Local Solid Waste Management Plan Update – The Local Solid Waste Management Plan Update is on track and on schedule with new staff Planner Evan Tuthill managing the project.

Staff presented draft recommended actions to the Planning Committee in May seeking feedback and consensus on county options for involvement in local solid waste programming going forward. These recommendations are being incorporated into the final countywide solid waste management plan that will be submitted to NYSDEC for an initial completeness review. Here are the final steps in completion of the Plan:

- NYSDEC Completeness Review
- Circulation of complete Draft Plan to the Legislature and all municipalities, initiating a 45-day public comment period and including at least one (1) Public Meeting and Presentation during the 45-day comment period
- NYSDEC Final Approval Review
- Adoption by the County Legislature via a Legislative Resolution

15. MICRON Opportunities Working Groups. The Planning Director continues to work closely with CEDA and the City of Auburn on the MICRON Opportunities Working Group focused on identification of existing shovel-ready sites and the development of new shovel-ready advanced manufacturing sites for MICRON Tier I, II and III supply chain companies.

The Working Group held a joint meeting with the MICRON Energy Working Group (e.g., CCPUSA) on Thursday, May 11 to discuss coordination of new/existing industrial development sites and energy opportunities and held a follow-up work session on Wednesday, June 7.

To date, the Working Group has:

- Mapped the MICRON Travel Corridors (generally Auburn going North to Thruway/Routes 31 and 370, then East to the Town of Clay and White Pines Business Park);
- Completed an Infrastructure, Land Use and Local Policy assessment of all areas within the corridor, creating a matrix for potential site mapping;
- Identified suitable (potential) parcels in the City of Auburn and within the corridor outside of the City that can support advanced manufacturing, logistics, and other Tier 1,2 or 3 MICRON suppliers;
- Worked with CCIDA Counsel to create Real Property Option templates; and
- Initiated, through CEDA members, inquiry and outreach to property owners, with a priority on those sites best suited to development (infrastructure, parcel size, least land use constraints).

Lastly, the Planning Director is attending the monthly MICRON Opportunities Housing Working Group meetings and planning staff is completing an assessment and mapping analysis of municipal zoning regulations in county municipalities to identify opportunities/constraints to development of a range of housing types within the county. This will be shared with the City of Auburn as the City prepares to engage a consultant in a countywide housing study.

Kelly King (Employment & Training) –

- Lease negotiations and agreements between E&T and NYS DOL continue for the space on Grant Ave at the future Workforce Development Center.
- State Education Department (ACCES-VR) will not be signing new lease agreement with County E&T effective July 1, 2023, due to an unsigned LWDA MOU by the NYS DOL. This puts the fiscal burden and obligation on the County E&T budget for rent obligations in the current federal fiscal year and in the current space.

- The Workforce Development Building IT walk through took place with Tom Bunn and a member of his IT team to begin to assess IT needs as it relates to Cayuga Works and how it fits within the new set up and system.
- Attended introduction to 511 Rideshare session and took part in discussions around local transportation challenges for businesses and job seekers in the county and how it might relate to the Micron project.
- Participated in VR Headset demonstration and experience. Attended training with colleagues from CCC and Danielle Dzabo, Thompkins County was the facilitator.
- Attended Youth Bureau Board meeting and reviewed and voted on applications for funds.
- Collaborating with partners on possible grant opportunities.
- Micron Future Ready Asset Inventory and surveys for Cayuga County (Multi County) have been completed.
- Micron Employment Workgroup update (Cayuga County)
- SYEP Program underway, received allocation for Cayuga County.
- SYEP Program Goals and Plan submitted to the state for approval.
- Attended transportation listening session hosted by Cayuga Community College and facilitated by NCY Regional Planning and Economic Development Board, Department of Environmental Conservation, and the City of Auburn.
- Continued collaboration with local training providers and businesses to assess needs, identify gaps, and troubleshoot solutions.
- Preparing 2023-2024 Federal budget for Workforce Development Board approval later this month.
- Participated in the Advanced Manufacturing Expo Event for families hosted by Cayuga's Office of Community Education and Workforce Development.

Michael Miller (CEDA) –

Metric Snapshot as of May 2022:

- Existing businesses assisted: 38
- Entrepreneurs assisted: 57
- Business Assistance Location Breakdown: April
 - Auburn: 13
 - Aurelius: 1
 - Cayuga: 1
 - Ledyard: 1
 - Owasco: 1
 - Sennett: 1
 - Weedsport: 1
- See supplemental documents for additional metrics and economic indicators
- CEDA Sparks Series – This roundtable series was recently kicked off, with the first session discussing Diversity Equity & Inclusion and how businesses can benefit from this. Other events in this series will be aimed at discussing both available and developing opportunities that are a benefit to businesses. Upcoming event on June 23rd will feature Dan Kolinski from ESD to discuss the CFA
- EDC Conference – Michael Miller and Maureen Riestler attended the annual NYEDC Conference in Cooperstown. Due to the renewed interest in the CNY region (per Micron), and recent developments in Cayuga County (such as the Restore NY award for former Bombardier plant), interactions were extremely positive and productive for Cayuga County.
- County Grant Round 2 – CEDA continues to receive and review applications in addition to marketing the program. Application deadline was June 12
- Partner Outreach – CEDA has been meeting with our area partners and beyond including the Auburn BID, NYSEG, and Franklin Energy to re-engage on opportunities for collaboration in benefit to the business community.
- Moravia NY Forward – Maureen Riestler met with officials from the Village of Moravia to discuss grant that was awarded
 - CEDA team members will be visiting/touring Moravia to learn more about area businesses and what we can do to assist
 - Union Springs – CEDA staff recently met with the current and former mayor of Union Springs and toured the village
 - CEDA staff will also be joining the Tourism office on June 20th for their familiarization tour which will cover the Weedsport/Montezuma area
- Site Selection/Energy Committee Meeting – members from each committee met on May 11th to discuss areas of partnering and aligning efforts. Follow up meeting occurred on June 7th with specific members from Acadia and Site selection team. The site selection team/CEDA continues to explore areas for purchase/development.
- IDA's – Sewer Project nearing finalization of contract with awarded bidder to begin process. CCIDA recently met with representatives for CMI to learn of their planned expansion project which is still committed for moving forward. Other IDA projects, such as previously mentioned solar projects, are continuing to be worked

Doug Kierst (Soil & Water Conservation District) –

AGRICULTURAL TECHNICAL ASSISTANCE:

- Cayuga SWCD Staff processed a few additional Soil Group Worksheets for Agricultural Assessments, despite the March 1, 2023 deadline encouraged by Town Assessors.

- Cayuga SWCD Staff continue to work with farms on project planning for Best Management Practice (BMP) implementation projects funded through the Agricultural Nonpoint Source Abatement and Control Program (AgNPS) and the Climate Resilient Farming (CRF) Grant Program. The grant programs were recently announced. The deadlines to submit proposals are 6/26/23 for the AgNPS and 8/07/23 for CRF.
- Cayuga SWCD Staff continue to work with landowners and contractors on projects that have begun construction. We have been overseeing the BMP implementation efforts on four projects currently under construction.
- Cayuga SWCD Staff continue to complete monthly construction site inspections on one SPDES permitted construction site at an agricultural operation in the Cayuga Lake Watershed.
- Cayuga SWCD Staff participate in meetings associated with the implementation of the Owasco Lake 9E plan.
- Cayuga SWCD Staff completed a farm equipment crossing project on a small tributary in the Owasco Lake Watershed.
- Cayuga SWCD Staff continues to work with a landowner in the Cayuga Lake Watershed to develop AEM Tier 3A Nutrient Management and Soil Erosion Plans on agricultural land.

NON-AGRICULTURAL & MUNICIPAL TECHNICAL ASSISTANCE:

- Cayuga SWCD Staff continue to complete weekly construction site inspections on one SPDES permitted construction site in the Owasco Lake Watershed and one in the Seneca River Watershed.
- Cayuga SWCD Staff completed a permit application for stream remediation to a portion of Hemlock Creek in the Owasco Lake Watershed.
- Cayuga SWCD Staff assisted the Town of Scipio with the stabilization of over 120 feet of eroding road ditch and shoulder repair.
- Cayuga SWCD Staff completed hydroseeding on 5 miles of critical areas in the Towns of Genoa, Ledyard, Niles, Owasco and Scipio.
- Cayuga SWCD Staff assisted the Cayuga County Sheriff's Dept. complete a drainage improvement project at their shooting range/facility.
- Cayuga SWCD Staff completed a stormwater basin dredging project in the Town of Moravia.
- Cayuga SWCD Staff completed additional landscaping and grading work at Emerson Park, including seeding.
- Cayuga SWCD Staff completed a streambank stabilization project in the Town of Brutus, which is one of several projects that received FEMA funding due to flood damage caused in 2021.
- Cayuga SWCD Staff continue to complete septic system designs, sanitary code inspections and percolation tests for county residents. Homeowners in the Towns of Brutus, Springport, Summerhill and Throop reached out to the SWCD for assistance.
- Cayuga SWCD assisted the students from Weedsport High School by listening to their oral presentation in advance of their formal one given as part of the NYS Envirothon Competition that was held on May 24 & 25 at Hobart and William Smith Colleges in Geneva. Weedsport represented Cayuga County at the competition and placed 10th overall out of 42 teams! The Envirothon is a high school environmental themed academic competition where students are tested in Aquatic Ecology, Forestry, Soils & Land Use, Wildlife, and Current Environmental issues.

OTHER SWCD NEWS, WORKSHOPS & TRAININGS:

- Cayuga SWCD Staff taught one NYS DEC endorsed 4-hour training for contractors, municipal officials, engineers and other groups interested in learning about erosion and sediment control methods. This was the final class for the year. In all, 39 people attended the classes this year.
- **THANK YOU** to everyone that helped make the Cayuga SWCD's Annual Spring Tree Seedling and Groundcover Sale & Pond Stocking Spring Fish Sale a success! Whether you purchased trees, shrubs, fish, bird houses or barley rolls for yourself or another, we appreciate your business and commitment to conservation.
- The Cayuga SWCD is partnering with other SWCDs and agricultural related organizations to promote the 2023 Soil Health & Climate Resiliency Field Days. The event is scheduled for July 13th @ Rodman Lott & Son Farms in Seneca Falls (Seneca Cty). The meeting will include speakers discussing the benefits associated with cover crops and reduced tillage, a farmer panel and demonstrations. For additional information and to register, please call the Seneca County SWCD at (315) 568-4366.

Dan Welch (Director Cornell Cooperative Extension) – nothing received

Karen Kuhl (Tourism) – no updates

RESOLUTIONS:

PLANNING:

6-23-PL-1 Authorizing the addition of Real Property to the Cayuga County Agricultural District. **Motion by Calarco, 2nd by Basile, all in favor.**

Motion by Strong to adjourn at 7:46PM, 2nd by Calarco, all in favor.