

# Economic Development & Planning Committee



## AGENDA - REGULAR MEETING

OSWEGO COUNTY, NEW YORK

**Date/ Time:** Tuesday, October 31, 2023 at 9:00 a.m.

**Location:** Conference Room E - Legislative Office Building 46 East Bridge Street Oswego

### COMMITTEE MEMBERS:

Mary Ellen Chesbro, Chair	Legislator, 10 <sup>th</sup> District
Noelle Salmonsens, Vice Chair	Legislator, 21 <sup>st</sup> District
Edward Gilson	Legislator, 3 <sup>rd</sup> District
Roy Reehil	Legislator, 5 <sup>th</sup> District
Paul House	Legislator, 8 <sup>th</sup> District
Marie Schadt	Legislator, 19 <sup>th</sup> District
Paul Connolly	Legislator, 20 <sup>th</sup> District

### CALL TO ORDER:

- Pledge of Allegiance

### APPROVAL OF MINUTES:

- Approval of Minutes for the Economic Development and Planning Committee's regular meeting on October 3, 2023.

### RESOLUTIONS:

- EP-1** Resolution Adopting County of Oswego Local Law Number 5 of 2023, "A Local Law Establishing the County Planning Department as the Sole County Planning Agency for the Purposes of Referrals Under New York State General Municipal Law §§239-1, 239-m, 239-n"
- EP-2** Resolution Designating the Oswego County Department of Community Development, Tourism and Planning as the Sole Tourism Promotion Agency for the County of Oswego for the Calendar Year 2024

### REPORTING DEPARTMENTS:

- Promotion and Tourism Department Updates
- Planning and Community Development Department Updates
- Operation Oswego County Updates

### ADJOURNMENT:

# Economic Development & Planning Committee

**DRAFT**



**MINUTES - REGULAR MEETING**

**OSWEGO COUNTY, NEW YORK**

**Date/ Time:** Wednesday, October 3, 2023 at 9:00 a.m.

**Location:** Conference Room E - Legislative Office Building 46 East Bridge Street Oswego, New York 13126

## **COMMITTEE MEMBERS:**

Mary Ellen Chesbro, Chair	Legislator, 10 <sup>th</sup> District	Present
Noelle Salmonsens, Vice-Chair	Legislator, 21 <sup>st</sup> District	Present
Edward Gilson	Legislator, 3 <sup>rd</sup> District	Present
Paul House	Legislator, 8 <sup>th</sup> District	Present
Roy Reehil	Legislator, 5 <sup>th</sup> District	Present
Marie Schadt	Legislator, 19 <sup>th</sup> District	Present
Paul Connolly	Legislator, 20 <sup>th</sup> District	Present

## **STAFF AND GUESTS:**

Phil Church	Tim Stahl	Daniel Breitweg	Richard Mitchell
Savannah Wyckoff	Heather Snow	Joe Chairvolotti	Ausin Wheelock

## **CALL TO ORDER:**

A Regular Meeting of the Economic Development & Planning Committee was called to order at 9:00 a.m. by Committee Chair Mary Ellen Chesbro with the Deputy Clerk of the Legislature present. The meeting commenced with the Pledge of Allegiance.

## **APPROVAL OF MINUTES:**

**Motion to approve the meeting minutes from July 5, 2023:** Legislator House  
**Second:** Legislator Gilson  
**Vote:** Unanimous, motion carried

The minutes for the Economic Development & Planning Committee Regular Meeting on July 5, 2023 were approved.

## **RESOLUTIONS:**

**EP-1** Resolution Fixing Time and Place for Public Hearing Relative to Proposed County of Oswego Local Law NO. 5 of the Year 2023, Entitled A Local Law Establishing the County Planning Department as the Sole County Planning Agency for the Purposes of Referrals under New York State General Municipal Law §§239-l, 239-m and 239-n

**Motion to approve:** Legislator Gilson  
**Second:** Legislator Schadt  
**Vote:** Unanimous, motion carried

**EP-2** Resolution Determining that the Installation of Artificial Turf for Some Infields at the Legends Fields Complex Constitutes a Type II Action Under SEQRA

**Motion to approve:** Legislator House

**Second:** Legislator Connolly

**Vote:** Unanimous, motion carried

**EP-3** Resolution Declaring the County of Oswego as Lead Agency and Approving a Negative Declaration Legends Fields- Parking Lot Paving Project

**Motion to approve:** Legislator House

**Second:** Legislator Connolly

**Vote:** Unanimous, motion carried

#### **COMMITTEE REVIEW AND DECISIONS:**

- None

#### **REPORTING DEPARTMENTS:**

- Joe Chairvolotti provided an Oswego County Soil and Water Conservation Department Update (See handout).
- Daniel Breitweg provided a verbal Promotion and Tourism Department Update (See Handout).
- Heather Snow, Mobility Manager Provided a Transportation Update.
- Tim Stahl provided a Planning and Community Development Department Update.
- Austin Wheelock provided an Operation Oswego County Department Update.

#### **ADJOURNMENT:**

\*Note Legislator Roy Reehil Left the meeting at 10:05 a.m.

\*Note Legislator Noelle Salmonsens, Vice Chair, Left the meeting at 10:28 a.m.

\*Note Legislator Frank Castiglia entered the meeting at 10:30 a.m.

\*Note Legislator Richard Kline entered the meeting at 10:35

\*Note Legislator James Scanlon entered the meeting at 10:40 a.m.

**Motion to adjourn at 10:49 a.m.:** Legislator House

**Second:** Legislator Gilson

**Vote:** Unanimous, motion carried

**DRAFT**

Raven Ahart  
Deputy Clerk of the Legislature

**RESOLUTION NO.**

November 9, 2023

**RESOLUTION ADOPTING COUNTY OF OSWEGO LOCAL LAW NUMBER 5 OF 2023 A LOCAL LAW ESTABLISHING THE COUNTY PLANNING DEPARTMENT AS THE SOLE COUNTY PLANNING AGENCY FOR THE PURPOSES OF REFERRALS UNDER NEW YORK STATE GENERAL MUNICIPAL LAW §§239-l, 239-m and 239-n**

By Legislator Chesbro:

WHEREAS, a public hearing was held on November 9<sup>th</sup>, 2023, and all interested parties having had an opportunity to be heard; and

NOW, upon the recommendation of the Economic Development and Planning of this body, be it

RESOLVED, that Local Law Number 5 of the year 2023 entitled “A LOCAL LAW ESTABLISHING THE COUNTY PLANNING DEPARTMENT AS THE SOLE COUNTY PLANNING AGENCY FOR THE PURPOSES OF REFERRALS UNDER NEW YORK STATE GENERAL MUNICIPAL LAW §§239-l, 239-m and 239-n” be, and is hereby, adopted and will become effective in accordance with the provisions of Municipal Home Rule Law §24.

**RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE**

**YES:**

**NO:**

**ABSENT:**

**ABSTAIN:**

**COUNTY OF OSWEGO**  
**LOCAL LAW NUMBER 5 OF 2023**  
**A LOCAL LAW ESTABLISHING THE COUNTY PLANNING DEPARTMENT**  
**AS THE SOLE COUNTY PLANNING AGENCY**  
**FOR THE PURPOSES OF REFERRALS**  
**UNDER NEW YORK STATE GENERAL MUNICIPAL LAW §§239-l, 239-m and 239-n**

**BE IT ENACTED** BY THE COUNTY LEGISLATURE OF THE COUNTY OF OSWEGO AS FOLLOWS:

**1. Title.**

This local law shall be known as “A Local Law Establishing the County Planning Department as the Sole County Planning Agency for the Purposes of Referrals under New York State General Municipal Law §§239-l, 239-m, and 239-n.”

**2. Purpose and Intent.**

The purpose and intent of this local law is to designate and empower the Oswego County Department Community Development, Tourism and Planning (hereinafter “County Planning Department”), and any successor county planning department as the case may be, as the sole planning agency for purposes of referrals under New York State General Municipal Law §§239-l, 239-m and 239-n. This body finds and determines that coordinated handling and review by the County Planning Department of referrals results in greater consistency across jurisdictions as well as a more expedient turn around for projects and activities requiring same.

**3. General Provisions.**

- (a) The County Planning Department of the County of Oswego shall, for the purposes of referrals under New York State General Municipal Law §§239-l, 239-m and 239-n, be the sole county planning agency.
- (b) The County Planning Department shall enjoy, exercise and have all the powers and duties of a county planning agency under New York State General Municipal Law §§239-l, 239-m and 239-n.

**4. Severability.**

If the provisions of any section, subsection, paragraph, sentence, subdivision, clause, phrase or provision of this local law shall be, for any reason, held or adjudged invalid or unconstitutional by a court of competent jurisdiction, such order or judgment shall not affect or invalidate the validity and enforceability of the remainder of any section, subsection, paragraph, sentence, subdivision, clause, phrase or provision of this local law.

5. **County Planning Board.**

Notwithstanding the adoption of this local law, the Oswego County Planning Board shall continue to exist and to handle such other business as may be directed or referred by the Oswego County Legislature, and as otherwise required to come before the board, except for those matters under General Municipal Law §§239-l, 239-m and 239-n delegated to the County Planning Agency by this enactment.

6. **Repealer.**

Local Law Number 6 of 2003 entitled “A Local Law Establishing the Planning Director as the Sole Planning Agency for the Purposes of Referrals under New York State General Municipal Law §239-m” be and is hereby **REPEALED** upon the adoption of this local law.

7. **SEQRA Determination.**

This Legislature, being the State Environmental Quality Review Act (SEQRA) lead agency, hereby finds and determines that this local law constitutes a Type II action pursuant to Section 617.5(c)(24), (26), and (33) of Title 6 of the New York Code of Rules and Regulation (6 NYCRR) and within the meaning of Section 8-0109(2) of the New York State Environmental Conservation Law as a promulgation of regulations, rules, policies, procedures, and legislative decisions in connection with continuing agency administration, management and information collection. The Clerk of the County Legislature be, and is hereby, directed to circulate any appropriate SEQRA notices of determination of non-applicability or non-significance in accordance with this law.

6. **Effective Date.**

This local law shall take effect immediately upon its adoption.

**RESOLUTION NO.**

November 9, 2023

**RESOLUTION DESIGNATING THE OSWEGO COUNTY DEPARTMENT OF  
COMMUNITY DEVELOPMENT, TOURISM AND PLANNING AS THE SOLE  
TOURISM PROMOTION AGENCY FOR THE COUNTY OF OSWEGO FOR THE  
CALENDAR YEAR 2024**

By Legislator Mary Chesbro:

WHEREAS, the State of New York has established a Matching Funds Program for promoting tourism throughout the State; and

WHEREAS, in order to participate in said program, the county must provide partial funding and establish a Tourism Promotion Agency; and

WHEREAS, the Oswego County Legislature, by Resolution No. 71 of May 11, 1989, created the Oswego County Department of Promotion and Tourism for designation as the county's Tourism Promotion Agency; and

WHEREAS, by Resolution No. 28 of March 9, 2006, the Department of Promotion and Tourism was merged with the Department of Community Development & Planning to create the Department of Community Development, Tourism & Planning; and

NOW, upon recommendation of the Economic Development and Planning Committee of this body, be it

RESOLVED, that the Oswego County Legislature hereby designates the Oswego County Department of Community Development, Tourism and Planning as the sole Tourism Promotion Agency for the County of Oswego for the calendar year 2024, pursuant to the provisions of Chapter 533 of the laws of 1978, and further authorizes said agency to make application for participation in the Tourism Matching Funds Program; and be it further

RESOLVED, that the Chairman of the Legislature is hereby authorized to enter into any contracts or agreements that may be necessary for the department to fulfill its mission.

**RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE**

**YES:**

**NO:**

**ABSENT:**

**ABSTAIN:**



*Tim Stahl*  
Director

**OSWEGO COUNTY DEPARTMENT OF COMMUNITY  
DEVELOPMENT, TOURISM AND PLANNING**

COUNTY BUILDING  
46 EAST BRIDGE STREET  
OSWEGO, NEW YORK 13126

TELEPHONE (315) 349-8292  
FAX (315)349-8279

*Dan Breitweg, Deputy  
Director  
Office of Promotion  
And Tourism*

*Donna B. Scanlon  
Office of Community  
Development Programs*

*Kelly Allen  
Office of Housing Assistance*

**INFORMATIONAL MEMORANDUM**

- SUBJECT:** NYS Tourism Matching Funds Grant program.
- PURPOSE:** Acknowledge the Department of Community Development, Tourism & Planning as the official Tourism Promotion Agency (TPA) for Oswego County and authorize the application for matching funds.
- SUMMARY:** New York State requires that each county designate an entity as its official TPA and that entity is then eligible to apply for and expend NYS tourism matching funds. We also need specific authorization to make an application for FY2024 matching funds.
- FISCAL IMPACT:** We have estimated and budgeted \$60,000 in state funds to assist with our promotional activities, however this is an application for funding and not a guaranteed amount at this time.
- RECOMMENDED ACTION:** The Economic Development & Planning Committee recommends that the legislature designate the Department of Community Development, Tourism & Planning as the official Tourism Promotion Agency (TPA) for Oswego County and authorizes the Chairman to execute any and all documents necessary for the application and receipt of state matching funds.





**Tim Stahl**  
*Director*

**OSWEGO COUNTY DEPARTMENT OF COMMUNITY  
DEVELOPMENT, TOURISM AND PLANNING**

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**Daniel Breitweg**  
*Deputy Director*

**Donna B. Scanlon**  
*Office of Community  
Development Programs*

**Kelly Allen**  
*Office of Housing Assistance*

**INFORMATIONAL MEMORANDUM**

**DATE:** October 10, 2023

**SUBJECT:** NYS Office of Community Renewal Community Development Block Grant (CDBG) – 864CVHR102-22 and setting of a Public Hearing for November 9, 2023, at 2:00 pm at the Oswego County Legislative Meeting

**PURPOSE:** This public hearing is a requirement of the CDBG grant funding. At this public hearing, information will be provided about the implementation of the grant program and the status of the two farms funded.

**FISCAL IMPACT:** The County is receiving administration money to be in compliance with all the state and federal requirements of the NYS CDBG program.

**RECOMMENDED ACTION:** The Economic Development & Planning Committee recommends that the legislature authorize a public hearing on November 9, 2023, to discuss the Oswego County CDBG 864CVHR102-22 program status and performance of the implementation of this grant to date.