

# Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

FILED

STATE RECORDS

County  City  Town  Village  
(Select one.)

of SENECA FALLS

DEC 12 2024

Local Law No. 5 of the year 2024

DEPARTMENT OF STATE

A local law TO AMEND THE TOWN CODE - CHAPTER 173-3(B). HERITAGE PRESERVATION  
(Insert Title)  
COMMISSION

Be it enacted by the TOWN BOARD of the  
(Name of Legislative Body)

County  City  Town  Village  
(Select one.)

of SENECA FALLS

as follows:

SEE ATTACHED - PAGE 1

(If additional space is needed, attach pages the same size as this sheet, and number each.)

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

**1. (Final adoption by local legislative body only.)**

I hereby certify that the local law annexed hereto, designated as local law No. 3 of 2024 of the ~~(County)(City)(Town)(Village)~~ of SENECA FALLS was duly passed by the TOWN BOARD on OCTOBER 10 2024, in accordance with the applicable provisions of law.  
*(Name of Legislative Body)*

**2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer\*.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) *(Name of Legislative Body)* (repassed after disapproval) by the \_\_\_\_\_ and was deemed duly adopted *(Elective Chief Executive Officer\*)* on \_\_\_\_\_ 20    , in accordance with the applicable provisions of law.

**3. (Final adoption by referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) *(Name of Legislative Body)* (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. *(Elective Chief Executive Officer\*)*

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) *(Name of Legislative Body)* (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

\* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

**5. (City local law concerning Charter revision proposed by petition.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the City of \_\_\_\_\_ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on \_\_\_\_\_ 20\_\_\_\_, became operative.

**6. (County local law concerning adoption of Charter.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the County of \_\_\_\_\_ State of New York, having been submitted to the electors at the General Election of November \_\_\_\_\_ 20\_\_\_\_, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

**(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)**

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph \_\_\_\_\_ above.

*Melissa G. Brown*  
Clerk of the county legislative body, City, Town or Village Clerk or officer designated by local legislative body

Date: *December 9, 2007*

(Seal)



# TOWN OF SENECA FALLS

130 Ovid Street  
Seneca Falls, NY 13148  
F: 315-568-4672

**OCTOBER 10, 2024**

## **RESOLUTION: TO ADOPT PROPOSED LOCAL LAW #3 OF 2024 CREATION OF THE DEPARTMENT OF PUBLIC WORKS**

**TS-2024-46**

**WHEREAS**, the Town Board of the Town of Seneca Falls believes that it would be advantageous to the Town to establish the Department of Public Works and to assign certain administrative functions and duties to the Director of Public Works;

**NOW THEREFORE, BE IT RESOLVED** that proposed Local Law No. 3 of the year 2024 entitled "A local Law to Create the Department of Public works and a Director of Public Works" be and the same is hereby introduced before the Town Board of the Town of Seneca Falls, New York; and

**BE IT FURTHER RESOLVED** those copies of the aforesaid proposed local law was laid upon the desks of each member of the Town Board; and

**BE IT FURTHER RESOLVED** that the aforesaid proposed local law was referred to the Seneca County Personnel Department for review and recommendation; and

**BE IT FURTHER RESOLVED** that the Town board held a public hearing on said proposed Local Law at 6:00 p.m. on October 1, 2024; and

**BE IT FURTHER RESOLVED** that the Town Clerk published or caused to be published a notice of said public hearing in the official newspaper of the town at least ten (10) days prior thereto.

**NOW THEREFORE BE IT RESOVLED** that the Town Board of the Town of Seneca Falls sees it appropriate to create a Department of Public Works.

October 1, 2024 - Motion to table made by Kaitlyn Laskoski and seconded by Jackson Puylara.  
October 10, 2024 – Motion to untable made by Frank Schmitter and seconded by Jackson Puylara.

TOWN BOARD	AYES	NAYES	ABSENT	ABSTAIN
Councilman Puylara	X			
Councilwoman Dyson		X		
Councilwoman Laskoski	X			
Councilman Sinicropi	X			
Supervisor Schmitter	X			
<b>CARRIED &amp; ADOPTED</b>	Untabled 10/10/24			
<b>FAILED</b>				

Motion to approve the resolution made by Jackson Puylara and seconded by Frank Sinicropi.

TOWN BOARD	AYES	NAYES	ABSENT	ABSTAIN
Councilman Puylara	X			
Councilwoman Dyson	X			
Councilwoman Laskoski	X			
Councilman Sinicropi	X			
Supervisor Schmitter	X			
<b>CARRIED &amp; ADOPTED</b>	10/10/24			
<b>FAILED</b>				

I hereby certify that this resolution was adopted on OCTOBER 10, 2024, and is recorded in the Meeting Minutes of the Town of Seneca Falls Town Board.

*Melissa G. Brown*  
Town Clerk



# TOWN OF SENECA FALLS

130 Ovid Street  
Seneca Falls, NY 13148  
F: 315-568-4672

**NOVEMBER 5, 2024**

**RESOLUTION: ADOPT LOCAL LAW # 5 OF 2024 CHAPTER 173-3(B). HERITAGE PRESERVATION COMMISSION  
TS-2024-52**

**WHEREAS**, the Town Board of the Town of Seneca Falls believes that it would be advantageous to the Town to amend the Town Code as it relates to the Heritage Preservation Commission; and

**WHEREAS**, that review by the Seneca County Planning Board under General Municipal Law is not required by the terms of a Memorandum of Understanding entered into between Seneca County and the Town of Seneca Falls which provides for an exemption for "Administrative Zoning Text Amendments"; and

**WHEREAS**, by this resolution, the Town Board made a Determination that adoption of this local law is a Type II Action under the State Environmental Quality Review regulations at 6 NYCRR 617.5(c)(26) routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment and (33) adoption of regulations, policies, procedures and local legislative decisions in connection with any action on this list; and

**WHEREAS**, the Town Board held a public hearing on said Action on November 5, 2024; and

**WHEREAS**, after due deliberation, and consideration of the comments submitted by Town residents and other interested parties, the Town Board of the Town of Seneca Falls finds it in the best interest of the Town to adopt said local law.

**NOW THEREFORE BE IT RESOLVED** that the Town Board hereby adopts the Local Law # 5 of 2024 entitled *A Local Law to Amend Section 173-3 of the Seneca Falls Town Code* and be it further

**RESOLVED**, that the Town Clerk is directed to enter said Local Law in the minutes of this meeting and in the Local Laws of the Town of Seneca Falls, and to give due notice of the adoption of said Local Law to the Secretary of State of New York.

MOTIONED BY Jackson Puylara

SECONDED BY Kaitlyn Laskoski

TOWN BOARD	AYES	NAYES	ABSENT	ABSTAIN
Councilman Puylara	X			
Councilwoman Dyson	X			
Councilwoman Laskoski	X			
Councilman Sinicropi	X			
Supervisor Schmitter	X			
<b>CARRIED &amp; ADOPTED</b>	<b>11/5/2024</b>			
<b>FAILED</b>				

I hereby certify that this resolution was adopted on NOVEMBER 5, 2024, and is recorded in the Meeting Minutes of the Town of Seneca Falls Town Board.

Melissa G. Brown  
Town Clerk

## PROPOSED AMENDMENTS TO TOWN CODE SECTION 173-3 B

B. Exception. Nothing in this chapter shall be construed to prevent the ordinary maintenance and repair of any exterior architectural feature of a designated property which does not involve a change in design, material, color or the outward appearance thereof. Nothing in this chapter shall be construed to prevent the construction, reconstruction, alteration or demolition of any exterior architectural feature which the Building Inspector shall certify is required by public safety because of dangerous or unsafe conditions.

*Notwithstanding, the exclusive jurisdiction of the Heritage Preservation Commission to make determinations under this Chapter concerning properties in the Town Historic District, the following procedure shall be employed to expeditiously determine if any such exception applies to a particular application for a project in the Historic District:*

*When an application for a building permit concerning property located in the Town Historic District is received by Town Zoning Office regarding work described in the application which may fall into an exception under this subdivision, the application shall be dated stamped as received by the Zoning Office and a copy and all supporting information shall be sent electronically to the Chair of the Heritage Preservation Commission, who shall confirm receipt. The Chair of the Heritage Preservation Commission will have three business days from the date and time the application and information is first received by them to notify the Town Zoning Office electronically or in writing filed with the Zoning Office:*

- a. The work does fall into one of the exceptions, in which case the Zoning Office may issue a building permit; or*
- b. The work does not fall into one of the exceptions. In that case, the application will be scheduled for an appearance before the Heritage Preservation Commission; or*
- c. the information submitted with the application is insufficient to make an expedited determination and a description of the information needed. In such event, the Zoning Office will have the option to deny the application, schedule the matter for a determination by the Heritage Preservation Commission, or notify the applicant that additional information is required. Upon receipt of additional information, the matter will be resubmitted to Chair of the Heritage Preservation Commission for further expedited initial review.*
- d. If a determination is not received electronically or hard copy by the Zoning Office within the three business day time period, and reasonable attempts to communicate with the Chair of the Heritage Preservation Commission are unsuccessful, the Zoning Officer will make such determination.*

*In any event, the emphasis shall be to avoid unnecessary delays on applications for building permits on properties in the Historic District where the application may fall within an exception set forth in this section.*