



TOWN OF ULYSSES

PLANNING AND ZONING DEPARTMENT

STAFF MEMO

TO: Planning Board
FROM: Niels Tygesen, Planner
DATE: February 10, 2026
MEETING DATE: February 17, 2026

SUBJECT: Open Development Areas
PROJECT NUMBER: ZCA2601-01
PROJECT SITE: Town-wide

INTRODUCTION

The Town Board recently received two requests from property owners to establish open development areas (ODA) for their properties in order for the Town's Building Official to be able to issue construction permits as required per the Consolidated Laws of New York ([CLNY 62.16.280-A](#)). The two requests were referred to the Planning Board for advice and recommendation, and the Planning Board issued said recommendations during the [12.02.2025](#) and [01.06.2026](#) meetings. It was discovered that past Town Boards issued at least two separate ODAs for similar requests in 2014 and in 2015, but did not elect to implement prescriptive regulations or process for ODAs as other municipalities in New York had done.

PROCESS

The Town Board met on January 27, 2026 to deliberate recommendations by Town Legal on the creation of a local law to in part establish criteria for making decisions, and passed [Resolution 2026-050](#) requesting the Planning Board provide recommendations of criteria and documentation that should be considered for ODAs.

REQUEST TO THE PLANNING BOARD

Review the information in this memo and start reviewing [examples of codified regulations of other municipalities in New York germane to ODAs](#) for guidance. Note, the code examples provided may not be exhaustive of all jurisdictions in NY that have regulations on ODA, but is a wide mix across 18 counties, mostly Townships. Staff may at the direction of the Board further analyze the examples and provide recommendations and draft language for further review and deliberation.