

**Town of Elmira**  
**New York**  
**ZONING BOARD OF APPEALS**  
**MINUTES**

## **Meeting January 27, 2026 7:00 pm EST**

**PRESENT:** Members: Joe Sullivan  
Scot Gerould  
Peter Peterson  
Chris Longwell  
Jennifer Moffe

**ALSO PRESENT:** Eric Crandall, Code Enforcement Officer  
Scott Moore, Town Attorney

Eric Crandall opens the meeting at 7 PM and remarked that as the first meeting of the Zoning Board of Appeals in 2026, an organizational meeting must be conducted, and accordingly, a chairman must be appointed. He asks members for a motion to make a nomination.

**MOTION** by Scot Gerould to appoint Joe Sullivan as **Chairman** of the ZBA for the year 2026.

Second by Peter Peterson

Ayes: Gerould, Peterson, Longwell, Moffe and Sullivan

Nays: none

Mr. Crandall then asks for a nomination for Vice Chairman.

**MOTION** by Peter Peterson to appoint Scot Gerould as **Vice Chairman** of the ZBA for the year 2026.

Second by Chris Longwell

Ayes: Gerould, Peterson, Longwell, Moffe and Sullivan

Nays: none

Mr. Crandall asks members to ratify the meeting schedule.

**MOTION** by Scot Gerould to adopt the meeting schedule which sets the fourth Tuesday of the month when there is business to be heard and that the meeting time shall be 7:00 o'clock in the evening to be held at Town Hall located at 1255 W. Water St. Elmira, NY 14905.

Second by Chris Longwell

Ayes: Gerould, Peterson, Longwell, Moffe and Sullivan

Navs: none

Mr. Crandall asks for recommendations for the publisher of record and the consensus is the Elmira Star Gazette.

**MOTION** by Peter Peterson to make the Elmira Star Gazette the publisher of communications from the ZBA.

Second by Chris Longwell

Ayes: Gerould, Peterson, Longwell, Moffe and Sullivan

Nays: none

Having completed the organizational meeting, Mr. Crandall passes duties on to Chairman Sullivan to begin the regular meeting. Mr. Sullivan asks the clerk to call the roll. All members are present.

Mr. Sullivan then asks the members if they had any corrections to the minutes of the ZBA meeting of November 25, 2025 and if no corrections, a motion to approve.

**MOTION** by Chris Longwell to approve the minutes of the November 25, 2025 ZBA meeting.

Second by Scot Gerould

Ayes: Gerould, Peterson, Longwell, Moffe and Sullivan

Nays: none

Chairman Sullivan notes that there is only one item on the agenda and that is a request for a zoning interpretation regarding “lot width,” which has been requested by the code enforcement officer. Attorney Moore explains that past code enforcement officers have used the minimum lot width requirements found in the Density and Bulk Control Schedule to be the same as required “road frontage”. Subsequently, the Zoning Board of Appeals and Planning Board have maintained that interpretation through various decisions over the years.

Mr. Crandall explains that the term “road frontage” does not appear anywhere in the Code of the Town of Elmira. A look into the previous iterations of the local zoning ordinances of 1998 and 1975, also did not have any mention of road frontage.

There is extensive discussion between past precedent and interpretation and what actually exists in the adopted code language. The point is made that a developer should be able to read the Code and know exactly what is expected. The current code language does not use the term “road frontage” and no one would reasonably infer that “lot width” would be the same as road frontage.

The topic of whether or not road frontage along a private road would satisfy the minimum requirements is brought before the board. The general consensus is that if road frontage is a requirement, then a private road, if constructed to town specifications, could be used to satisfy that condition.

After further conversation into the topic, the discussion comes back to the point that road frontage does not appear anywhere in the Code and it is unreasonable to assume that the intent of the zoning law is to make the minimum lot width requirement be the amount of road frontage required for a subdivision or new development.

T O W N   O F   E L M I R A   •   Z O N I N G   B O A R D   O F   A P P E A L S

**MOTION** by Scot Gerould that the Minimum Lot Width requirement found in the Density and Bulk Control Schedule shall not be considered the amount of road frontage required for any subdivision or development activity.

Second by Peter Peterson

*Ayes:* Gerould, Peterson, Longwell, Moffe and Sullivan

*Nays:* none

Chairman Sullivan asks if there is any old or new business to come before the board and hearing none asks for a motion to adjourn the meeting.

**MOTION** by Scot Gerould to adjourn the meeting.

Second by Chris Longwell

*Ayes:* Gerould, Peterson, Longwell, Moffe and Sullivan

*Nays:* none

\*\*\* Meeting adjourned at 8:07 pm EST.\*\*\*

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# *Town of Elmira Zoning Board of Appeals*

Location: 1255 W. Water St, Elmira, NY 14905 – Town Hall

Time: 7:00 PM

Zoning Board meetings are held the fourth Tuesday of the month unless otherwise noted. All applications must be received at least ten (10) business days prior to the scheduled meeting date.

## **2026 Meeting Schedule** (Application deadline)

January 27 <sup>th</sup>	(January 12 <sup>th</sup> )
February 24 <sup>th</sup>	(February 9 <sup>th</sup> )
March 24 <sup>th</sup>	(March 10 <sup>th</sup> )
April 28 <sup>th</sup>	(April 14 <sup>th</sup> )
May 26 <sup>th</sup>	(May 11 <sup>th</sup> )
June 23 <sup>rd</sup>	(June 8 <sup>th</sup> )
July 28 <sup>th</sup>	(July 14 <sup>th</sup> )
August 25 <sup>th</sup>	(August 11 <sup>th</sup> )
September 22 <sup>nd</sup>	(September 8 <sup>th</sup> )
October 27 <sup>th</sup>	(October 13 <sup>th</sup> )
November 24 <sup>th</sup>	(November 10 <sup>th</sup> )
December 22 <sup>nd</sup>	(December 8 <sup>th</sup> )