



M E M O R A N D U M

TO: Terry Martino
FROM: Brian Grisi
DATE: June 4, 2012
RE: Local Government Services Program Report,
May 2012

I. Program Highlights

A. Approved Local Land Use Program

- **Day** - Agency planning staff provided town officials with informal review comments and suggestions on proposed revisions to the town's zoning and subdivision laws. The town has administered an Agency-approved local land use program since 1992.
- **Horicon** - Agency planning staff provided town officials with informal review comments and suggestions on proposed revisions to the town's zoning and subdivision laws. The changes to the zoning law will result in a complete repeal and replacement of the existing law. The town has administered an Agency-approved local land use program since 1978.
- **Westport** - Agency planning staff provided town officials with informal review comments and suggestions on proposed revisions to the town's zoning and subdivision laws. The changes to the zoning law will result in a complete repeal and replacement of the existing zoning law. The town has administered an Agency-approved local land use program since 1978.

II. Referrals from Towns with Approved Local Land Use Programs

A. Amendments

- **Bolton** - The Town of Bolton continues to work on a revised zoning law. It will be a complete repeal and replacement of the existing local law. Staff met with the town's consultant in April and the draft is expected to be delivered for informal review in the near future. Status: Unchanged from prior month.
- **Colton** - The Town of Colton is completing a working draft to revise portions of its zoning and subdivision laws. Staff discussed the review of approved local land use program amendments and will coordinate the review process with town officials. Status: Unchanged from prior month.
- **Day** - The Town of Day continues to work on revisions to its zoning and subdivision laws. Agency staff reviewed an initial draft in December 2011 and a received a revised draft for informal review in April. Status: Staff provided informal review comments and suggestions to town officials in May.
- **Horicon** - The Town of Horicon continues to work on revisions to its zoning and subdivision laws. The changes to the zoning law will result in a complete repeal and replacement of the existing law. Agency staff reviewed the documents and provided informal comments to town officials in February and received a revised draft for informal review in April. Status: Staff provided informal review comments and suggestions to town officials in May.
- **Willsboro** - The Town of Willsboro is finalizing its comprehensive plan and started discussions with Agency staff on revisions to its zoning law. Staff provided examples of zoning laws and provisions used by similar communities to address specific land use issues the town is planning to revise. Status: Unchanged from prior month.
- **Westport** - The Town of Westport submitted a draft zoning law and revisions to its existing subdivision law for informal review in April. The changes to the zoning law

will result in a complete repeal and replacement of the existing zoning law. Status: Staff provided informal review comments and suggestions to town officials in May.

B. Variances (6)

- **Bolton (1)** - Staff received one variance referred by the Town.
 - Project [LV2012-0026] involved the removal of an existing non-conforming 465 square foot structure built in 1927 and replacement with a new structure utilizing the same footprint. The current and proposed structures sit 0-feet from the shoreline of Lake George. Relief was required from the Town shoreline setbacks and for alterations to an existing nonconforming structure. No further Agency review of this variance was required since the project was a replacement in-kind and there was no increase in the existing non-conformance.

- **Caroga (1)** - Staff received one variance referred by the Town.
 - Project [LV2012-0024] involved the removal of an 8 x 18 foot single story section of an existing non-conforming single family dwelling and replacement with a new 10 x 20 foot two-story section. Relief was required from the Town shoreline setback. The agency took no action after review of this variance.

- **Horicon (2)** - Staff received two variances referred by the Town.
 - Project [LV2012-0032] involved the replacement of an existing 8 x 24 foot deck with new 16 x 24 foot deck. Relief was required from the Town road setback. No further Agency review of this variance was required since the project did not involve provisions of the Act.
 - Project [LV2012-0033] involved the removal of an existing 728 square foot non-conforming single family dwelling and replacement with a new 1504 square foot single family dwelling. In addition the applicant sought a boundary line adjustment in order to allow for proper septic and well placement. Relief was required from the Town road frontage and front yard setbacks. No further Agency review of this variance was required since the project did not involve provisions of the Act.

- **Willsboro (2)** - Staff received two variances referred by the Town.
 - Project [LV2012-0029] involved the construction of a 7-foot wide covered deck along the front of an existing 32-foot long single family dwelling. Relief was required from the Town front yard setback and maximum lot coverage. No further Agency review of this variance was required since the project did not involve provisions of the Act.
 - Project [LV2012-0030] involved the removal of an existing non-conforming single family dwelling and detached garage and replacement with a new single family dwelling and attached garage. Relief was required from the Town shoreline (front yard) setback and maximum lot coverage. The existing dwelling sits 30-feet from the shoreline and the proposed dwelling will sit 40-feet from the shoreline. The variance referral record provided an assessment of difficulty, alternatives, and environmental impacts to land and water quality. Staff concurred with the Zoning Board of Appeals determination and no further Agency action was required.

III. Correspondence and Consultations

- **Arietta** - Staff provided the town with guidance on the special permit and the application of the review process within the Town.
- **Chester** - Staff provided the town with jurisdictional information on shoreline setbacks for structures.
- **Hague** - Staff provided the town with advisory comments on a local variance application involving a tourist accommodation and a boathouse project.
- **Horicon** - Staff provided the town with advice on the town's administration of the Rivers Regulations and revision to a existing boathouse.
- **Indian Lake** - Staff provided the town with information on a prior Agency issued permit involving a wood processing facility.

- **Lake George** - Staff provided the town with jurisdictional information on the town's review docks, merged lots and a marina.
- **Lake Luzerne** - Staff provided the town with information on agency land use and subdivision jurisdiction.
- **Stratford** - Staff supplied the town with a large-scale map of the town.
- **Ticonderoga** - Staff provided the town with information on the Agency's approved local land use program.
- **Willsboro** - Staff provided the town with suggestions for the SEQRA review of the town's draft Comprehensive Plan.

VI. Summary Table

Summary of Local Planning Unit Program Accomplishments May 2012			
Reportable Items	Municipalities		Total
	ALLUP	Other	
Town/Village/Counties consulted	9	4	13
Land use regulations consulted/reviewed	4	0	4
ALLUP Amendments approved		--	0
ALLUP Variances reviewed	6	--	6
Comprehensive Plans reviewed			0
Meetings with town officials	0	1	1
Responded to land use planning inquiries	27	8	35
Planning & Zoning Board actions reviewed	11		11
Training & Workshops provided			0
Intra-Agency local planning assistance	3	3	6
<i>Notes: ALLUP denotes "APA approved local land use program"</i>			

BFG:REB:lhb

cc: James Connolly
 Robyn Burgess