



M E M O R A N D U M

TO: Terry Martino
FROM: Brian Grisi
DATE: December 31, 2012
RE: 2012 End-of-Year Report for Local Government Services

The table below provides a summary of Local Government Services accomplishments in 2012. The information is compiled from LGS Committee monthly reports. The data highlights the number of Adirondack communities and officials that staff consulted with during the course of 2012. It also includes the number of intra-Agency staff consultations for project review and jurisdictional matters and inter-Agency coordination and planning initiatives with other State agencies and regional and State organizations.

Summary of Local Planning Unit Program Accomplishments 2012 Year End Report	
Reportable Items (category descriptions below)	Year to Date
In Park towns and villages consulted (of 103 total)	42
Tally of monthly summary totals:	170
Land use regulations consulted/reviewed	42
ALLUP amendments approved	2
ALLUP variances reviewed	100
Comprehensive Plans reviewed	12
Meetings with town officials	36
Responded to land use planning inquiries	368
Planning & Zoning Board actions reviewed	234
Training & Workshops provided	4
Intra-Agency local planning assistance	124
Inter-Agency coordination	50
Presentations to the Agency Board	5
<i>"ALLUP" denotes "APA-approved local land use program"</i>	

The reportable items in the table above include the following activities in each category:

- In Park towns and villages consulted - Of 103 Adirondack Park towns and villages, staff met with or had consultations with 42 of the communities. When the number of interactions are tallied from monthly summaries, the total number of staff-towns and villages interactions was 170. The larger number is a function of compiling individual monthly statistics and the regular interactions that occur with many individual towns throughout the year, and in particular, those with an ALLUP.
- Land use regulations consulted/reviewed - Staff are regularly requested to review and comment on local land use laws. Most of the local laws are from ALLUPs where the Agency has a statutory requirement to review. Other communities request review of their local laws to determine compliance with or to avoid conflicts with APA regulations. Staff try to comply with those requests on a case-by-case review as time permits. In 2012 staff reviewed a total of 42 local land use laws.
- ALLUP amendments approved - The Agency approved two new local land use laws as statutorily required by the ALLUP in the Towns of Day and Queensbury. The Town of Day amendment involved a complete repeal and replacement of the existing zoning and subdivision laws; the Queensbury amendment was a minor amendment.
- ALLUP variances reviewed - Towns with an ALLUP are required to refer all local approved variances (outside of Hamlet land use areas) to the Agency. The Agency has 30-days for review in which time it may reverse the local determination if it was not based upon the appropriate statutory basis. In 2012 staff reviewed 100 locally granted variances from ALLUPs; a number up from the past few years, but consistent with the pre-2008 number of referrals.
- Comprehensive Plans reviewed - Comprehensive Plans serve as the primary instrument for protecting the public interest and attaining local development objectives, as well as articulating the town's vision of present and future goals for growth. While the Agency has responsibility to review Comprehensive Plans from ALLUPs, staff also are requested to review and comment on Comprehensive Plans from other towns in respect to the Agency's regional land use planning role. In 2012 staff reviewed 12 Comprehensive Plans.
- Meetings with town officials - Staff regularly meets with local officials to discuss Agency and local issues. These meeting occur with individual town representatives or with town boards in public meeting sessions. In 2012 staff conducted 36 meeting with town officials.

- Responded to land use planning inquiries - Staff routinely respond to inquiries involving land use issues from local officials. It serves as a connection between Agency staff and local officials for both formal advisories and for informal guidance and suggestions. In 2012 staff responded to 368 inquiries from local officials.
- Planning & Zoning Board actions reviewed - In the administration and oversight of the ALLUPs, Agency staff regularly review the actions of town boards as they discuss and make decisions on Class B regional projects, variances and other land use issues. In 2012 staff reviewed 234 actions decided by town boards.
- Training & Workshops provided - Working cooperatively with other state agencies, Agency staff, and local officials, the local planning staff provides training for municipal officials. The largest outreach program is the Adirondack Park Local Government Day conference in which over 300 people representing 48 Adirondack towns and villages, and 77 other organizations attended. In 2012 staff provided four training opportunities for municipal officials.
- Intra-Agency local planning assistance - The local government services staff regularly provide assistance to Agency staff working on projects in towns with an ALLUP and other towns where local laws or processes require clarification. In 2012 local planning staff provided assistance to other Agency staff on 124 issues involving local zoning matters.
- Inter-Agency coordination - The local government services staff regularly works with other state agencies to provide training, coordinate the review of projects, and implement local planning initiatives. In 2012 staff consulted with other State agencies on 50 occasions.
- Agency Board presentations - The local government services staff presented five items to the Agency Board. In addition to the ALLUP amendments for approval, staff provided a summary of the Local Government Day conference, information on the status of local land use controls in the Park, the administrative review of variance record referrals, and the review of amendments to agency-approved local land use programs.

In addition to the above table, attached are two maps depicting outreach programs and services provided by the local planning staff to Adirondack Park communities in 2012. The first map displays the communities Agency local planning staff consulted with on various planning initiatives and projects in 2012. The second map displays the Adirondack towns and villages that send officials to attend the Adirondack Park Local Government Day Conferences during the last five years.

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The table and attached maps provide a concise and graphical portrayal of accomplishments for the local government services program for the year 2012. A complete record of accomplishments is contained in the monthly reports for the unit.

Local planning staff continue to look forward to 2013 with initiatives to improve administration of the Agency's approved local land use programs and to bolster land use planning in the Park. Staff hope to extend outreach programs by working with more towns and especially those towns and local officials who are not regularly in contact with Agency staff. By promoting better communications with local officials, staff will be working to lessen Agency enforcement issues and to promote more community supported local planning initiatives.

BFG:REB:lhb

Attachments

cc: James Connolly
Robyn Burgess
Keith McKeever