



TO: Terry Martino

FROM: Kathy Regan

DATE: January 9, 2015

RE: Planning Division Activity Report for November and December 2014

This report reflects monthly activity of the State land and other planning staff within the Division.

APSLMP CONSULTATIONS

UMP Development/Review

- Received Grass River Wild Forest Initial Draft UMP for staff review for compliance with the APSLMP.
- Received Black River Wild Forest draft UMP amendment for staff review for compliance with the APSLMP.
- Received Pepperbox Wilderness draft UMP amendment for staff review for compliance with the APSLMP.
- Met with DEC Region 5 staff at the Indian Lake DEC office to begin drafting management alternatives for the remaining Outer Gooley Club building. These alternatives will be proposed in the upcoming draft UMP for the Essex Chain Lakes Complex.
- Conducted joint snowmobile trail field work with Region 5 DEC staff near the upper Hudson River in Vanderwhacker Mountain Wild Forest. Information gathered will be used in developing snowmobile trail alternatives for an upcoming UMP amendment for the area.
- Consulted with Region 5 DEC staff regarding snowmobile trail siting and the appropriate specificity of related UMP language for upcoming Lake George and Vanderwhacker Mountain Wild Forest UMP/UMP amendments.
- Reviewed Alger Island Campground and Fourth Lake DUA Initial Draft UMP for compliance with the APSLMP.
- Received and provided comments to DEC on Master Plan compliance of a draft Stewardship Management Plan for the Essex Chain Lakes Management Complex.

- Participated in the final two public meetings for the upcoming DOT/DEC update of the Remsen-Lake Placid Travel Corridor UMP, held in Tupper Lake and Lake Placid on November 6 and November 7.
- Continued consultation with DEC central office staff concerning an update of the Remsen-Lake Placid Travel Corridor UMP and development of management alternatives for it.
- Reviewed and provided comments regarding an Internal Draft UMP for the 8th Lake Campground.
- Attended public meeting regarding amendment to the Wilmington Wild Forest Unit Management Plan.
- Reviewed Meacham Lake Intensive Use Area proposed boat launch.
- Received and provided comments to DEC on Master Plan compliance of an Initial Draft amendment to the 2006 Jessup River Wild Forest UMP.

APA/DEC MOU Consultation

- Reviewed a JIF (2014-0640) for a minor trail reroute of Connery Pond trail in Saranac Lakes WF.
- Conducted field work with DEC and APA RASS staff to complete review of a DEC snowmobile trail work plan for the "Old Power Line Snowmobile Trail" near Perkins Clearing and Mason Lake, north of Speculator.
- Consulted with Region 5 DEC staff regarding an APSLMP-compliant site for construction of a replacement lean-to at Duck Pond in the High Peaks Wilderness.
- Consulted with Region 5 DEC staff regarding potential minor tree-cutting along the shoulder of County Highway 2 near Raquette Lake Village.
- Consulted with Albany and Region 5 DEC staff regarding the status of two old (now closed) snowmobile trails in Shaker Mountain Wild Forest. The clarification will be reflected in map and GIS layer changes.

Permit Review

- Participated in meetings with RASS and Regulatory staff regarding permitting needed for the removal of Marcy Dam.
- Reviewed permit conditions for the reconstruction of Kingdom Dam on Lincoln Pond in the Hammond Pond Wild Forest. Wetlands mitigation will be required.
- Discussed permit and Forest Preserve issues associated with the removal of an invasive species from Raquette Lake.

APSLMP REVISION

Substantive Revision

- The listening sessions were held and the public comment period ended for the possible APSLMP amendment. One hundred fifty eight people registered at the four public meetings. As of the end of December we had received 1,186 emails, letters, faxes or resolutions. These comments are being compiled into a summary document.

STATE LAND CLASSIFICATION/RECLASSIFICATION REVIEW

- Compiled initial list and maps for annual State land classification action.

PARK POLICY AND PLANNING

Parkwide Recreation Planning

- Attended the kick-off public meeting for the Great South Woods Project held in Speculator the evening of December 17.
- Worked with DEC in both the field and through meetings, staff drafted guidance on backcountry ski trails.
- Reviewed research on carrying capacity for water bodies.

ADMINISTRATION (State Land Staff)

Reporting

- Ongoing and regular weekly and monthly reporting.

Training

- Staff completed their mandatory NYS training modules for the year 2014.

Legal Support

- Met with AG's office concerning pending litigation

Other

- Announced that Matt McNamara will be moving from the Legal Division to the Planning Division.

HISTORIC PRESERVATION ACT REVIEW

- Reviewed proposed projects in the Towns of Long Lake, Lake Luzerne, Elizabethtown and Fine.

November and December State Land Tasks Summary:

Task	Count	Year to Date
APSLMP Consultations	22	184
APSLMP Revision	1	16
Park Policy and Planning	3	41
Administration	4	35
Historic Preservation Act Review	3	27

GIS AGENCY PROGRAM ADMINISTRATION

Consultation

- Presented information to the Agency Board at the November Agency Meeting regarding improved GIS mapping of the Park Blue Line boundary. Presented an overview of web mapping services the Agency has developed for public use on the Agency's website.
- Wrote the Regional Context section of the Town of Northampton and Village of Northville Hamlet Economic Development Plan produced by Agency staff and the local Community Collaboration Council. Attended conference call planning meetings with Agency staff and local officials.
- Attended a meeting at the Adirondack Museum on November 17th as a guest of museum directors to provide Adirondack GIS and map data consultation advice for a new, major long-term exhibit in the museum's Transportation Hall. In attendance: John Barge, Adirondack Park Agency; Craig Cheeseman, Adirondack Nature Conservancy; Steve Signell, Consultant; David Kahn, Laura Rice, Miceala Hall, Kate Moore, and Jerry Pepper, Adirondack Museum.
- Provided written instruction to Regulatory Programs staff regarding best practices for printing maps from the Agency Lookup System.
- Provided written advice regarding GIS mapping of quarter mile setbacks from River System shorelines as requested by RASS staff on behalf of Kevin Hall, L.S., Elizabethtown.
- Provided written advice to Kirstin Seleen, Mapping, Planning & Spatial Analysis consultant, Glens Falls, regarding Adirondack summit data, Wetlands data, and

Agricultural use lands data. Emailed and FTP'ed summit and wetlands data as requested.

- Provided GIS data entry instruction to Planning Division support staff mapping local government variance locations.
- Provided research and written guidance to RASS staff regarding best current GPS hardware/software alternatives for use with mobile tablet devices.
- Provided information how to access the 1973 Park Plan map on line to our Press Officer in response to a public information request.
- Provided training to Legal staff using the Edit APA transaction mapping application written by John Barge. Legal staff digitized the locations of enforcement cases in the Park using parcel ownership data.
- Provided training to Planning staff using Edit APA transaction mapping application entering local government variance locations in the park.

Data Management

- Managed Agency Watershed data for publication in the Lookup System as requested by RASS staff. Collected final versions of over 15 years of watershed mapping data produced by contractors to the Agency for projects funded by the US EPA. Reviewed quality and structure of project data. Fixed mapping errors. Calculated acreage for all 4,584 watershed basins in the park. Re-projected data. Imported data to SQL database. Updated metadata. Created web map services. Edited XML scripts for Lookup System. Wrote instructions about the data for staff. Also processed and loaded more generalized major watershed data into the Lookup System as requested by Regulatory Programs staff.
- Created GIS point data out of hundreds of shoreline photos taken by Agency Enforcement staff on St. Regis Lake, Spitfire Lake, and the northern portion of Lake George this summer. Created web mapping services and edited coding for publication of mapped photos in the Lookup System.
- Corrected mapping errors made by division program staff for the following transactions: W2003-0169, W2014-0156, P2013-0169, P2014-0048, P2014-0039, J2003-0560, J1993-0210, J2014-0680, J2014-0703, J2014-0306.
- Corrected mapping errors for 48 Enforcement points that were inadvertently entered twice in the Lookup System by program staff.
- Provided assistance to Legal staff in mapping J2014-738.

Hardware/Software Management

- Edited the advanced search capabilities in the Lookup System to provide a local government variance search function as requested by Local Government Service staff. All Agency staff may now search archived variance activity by variance number or map location.
- Set up GIS and Photogrammetry software on a new 3D Stereo Workstation purchased for wetland mapping. Configured and tested license applications, network connections, and data access.

GIS MAP PRODUCTION

- Revised maps for Town of Essex showing revised zoning district and discrepancies between APLUDP Map and Essex Town zoning map.
- Created map of aquatic invasive survey locations for RASS division.
- Produced a special edition of the 2014 Park Plan Map for the Planning Director including OPRHP and DEC snowmobile trails and NYS Conservation Easements as additional map layers.

MAP AMENDMENTS REVIEW

- Prepared draft of Final Supplemental Environmental Impact Statement (FSEIS) for MA2014-02 (Putnam- Moriah).
- Prepared Draft Supplemental Environmental Impact Statement for MA2014-03 (Wilmington).

WEB ADMINISTRATION/CONTENT MANAGEMENT

- Updated DAP content and links on the Agency website as requested by Legal staff.
- Updated Agency webpages to remove the old NYS web banner from our site. Added the new NY.Gov Universal Banner and footer to the Agency home page as required by NYS ITS.
- Converted the State Land Master Plan to an accessible document format and posted the Word file along with links to our website.
- Updated the Agency Jobs page for Administration staff.
- Removed the Governor's widget from the Agency home page as required by NYS ITS.
- Updated the home page to reflect the rescheduled November 18th State Land Master Plan Listening Session changed due to weather.

Memo to Terry Martino

January 9, 2015

Page 7

- Completed registration with QualysGuard as required by NYS ITS for network security audits and threat analysis reports covering the Agency's website.
- Posted the 2015 Monthly Agency Meeting schedule to our website. Updated the Agency Meeting archive page covering monthly meeting schedules and agendas since 2003.
- Updated the Agency Commissioners page.
- Attended the mandatory meeting for all agency PIO's, Graphic Designers and Webmasters at the State Capitol on December 5th for the introduction of the new NYS Branding look and how agencies will implement the design. Attended a follow-up meeting with Terry Martino to provide an overview of required changes. Provided additional consultation follow-up to Keith McKeever and IT staff.
- Met with Regulatory Programs staff to review regulatory forms on the Agency's website. Reviewed the status of current forms and the best methods for presentation of form content to the public.
- Posted information indicating there was no December Agency Board meeting to the home page.
- Edited the home page regarding State Land Master Plan revision content.
- Edited Development in the Adirondack Park content adding links to several new guidelines.
- Completed a NY.Gov survey requested by the Director of Strategic Digital Projects, Office of the Governor seeking input on how the state can support and modernize agency website design.

ADMINISTRATION (GIS STAFF)

- Completed a Job Analysis Survey required by the New York State Department of Civil Service Job Analysis Study project team.
- Prepared monthly reports.
- Completed mandatory training classes.

Memo to Terry Martino

January 9, 2015

Page 8

November and December GIS/Web Tasks Summary:

Task	Count	Year to Date
GIS Agency Program Administration	24	137
GIS Map Production	14	105
LUA Boundary/Blue Line Inquiry	9	54
Map Amendments Review	3	22
State Land Classification/Reclassification Review	1	2
Web Administration/Content Management	9	56
Administrative Tasks	7	33