



LEILANI CRAFTS ULRICH
Chairwoman

TERRY MARTINO
Executive Director

MEMORANDUM

TO: Terry Martino
FROM: Kathy Regan
DATE: May 6, 2015
RE: Planning Division Activity Report for April 2015

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

APSLMP CONSULTATIONS

UMP Development/Review

- Reviewed an early team draft for an amendment to the Wilmington Wild Forest UMP.
- Received for review from DEC a Final Draft of the Community Connector Trail Plan and Final Supplemental EIS. This consists of proposed amendments to approved UMP's concerning snowmobile trails in the following areas: Vanderwhacker Mountain Wild Forest, Lake Harris Public Campground and Camp Santanoni Historic Area.
- Opened the public comment period for APSLMP compliance on the Pepperbox Wilderness and Jessup River Wild Forest UMP amendments.
- Reviewed and commented on Lake Durant Campground UMP preliminary draft.
- Received for review from DEC a team draft of the Essex Chain Lakes Management Complex UMP and provided initial comments to DEC planning staff. A follow-up meeting with the DEC Forester drafting the plan was held in Ray Brook on April 21 to review and discuss those comments.
- Conducted a GIS analysis for potential campsite relocations in the Saranac Lakes Wild Forest.
- Consulted with DEC staff regarding an economic analysis of the preferred alternative that will be included in the upcoming amendment to the 1996 Remsen – Lake Placid Travel Corridor UMP.

APA/DEC MOU Consultation

- Reviewed the NY State Police Troop B building JIF.

- Consulted with DEC regarding the proposed reconstruction of a foot bridge on the Andes Creek Trail in the Pigeon Lakes Wilderness. It was determined that the project may be undertaken without further consultation as ordinary maintenance and reconstruction of a conforming structure, as per the APA/DEC MOU.
- Reviewed a State Land Project proposed by DEC to install bog bridging in a wet section of the foot trail to O.K. Slip Falls in Hudson Gorge Wilderness. While the project is still undergoing review for the potential need for a wetlands permit, it is otherwise APSLMP compliant.
- Review of Forked Lake Campground Generator replacement project for compliance with the SLMP.
- Review of the Sacandaga West RMP and the Grass River RMP as outlined in the MOU between the APA and the DEC concerning State-owned conservation easements on private lands within the Adirondack Park.
- Site visit to the Essex Chain Lakes Primitive area to evaluate road conditions for their potential suitability as cycling routes.

Permit Review

- Discussed with the Department wetland mitigation issues associated with permits issued on Forest Preserve lands.
- Reviewed Grass River Conservation Easement Recreation Plan.
- Development of P2015-0034 Balfour Lake Wetland permit to improve shoreline access.

APSLMP REVISION

Update/Ministerial Revision

- Staff continue to review the APSLMP for possible ministerial changes.

State Land Classification

- Staff met to discuss the possibility of a 2015 Classification Package.

Substantive Revision

- Met with the working group to discuss possible alternatives for the APSLMP amendments.
- Working with staff on recommended ministerial changes to the APSLMP.

PARK POLICY AND PLANNING

Park-wide Recreation Planning

- Conducted a GIS analysis on back country skiing opportunities.
- Attended two meetings with regarding Open Woods Skiing (AKA Glade Skiing): the first was with the Department and the second also involved the working group.

- Moderated and participated in a panel discussion at the 2015 Adirondack Park Local Government Day regarding recreational planning efforts such as the Great South Woods project.
- Ongoing development of mountain bike trail construction and planning guidance in collaboration with DEC and stakeholders.

Invasive Species Control

- Discussed SEQRA requirements for the Inter-Agency Guidelines for Implementing Best Management Practices to Control Terrestrial and Aquatic Invasive Species on DEC Administered Land of the Adirondack Park. The Department is the lead Agency and will follow SEQRA requirements. Once this process has been completed, this document needs to replace the out-of-date appendix in the APA/DEC MOU.
- Discussed process with the Department for adding new Best Management Practices to the interagency MOU.
- Participated in an ADK AIS (Aquatic Invasive Species) Committee meeting held in Ray Brook on April 24 at the APA office.

Other

- Participated in a APA/DOT interagency meeting to continue our working relationships between the Agencies, address current issues and identify potential problems.

ADMINISTRATION (State Land Staff)

Reporting

- Prepared monthly and weekly reports.

Training

- Completed mandatory State Employee training sessions.

Legal Support

- Provided assistance for legal staff concerning pending litigation.

April State Land Tasks Summary:

| Task | Count | Year to Date |
|----------------------------------|--------------|---------------------|
| APSLMP Consultations | 16 | 42 |
| APSLMP Revision | 4 | 9 |
| Park Policy and Planning | 8 | 23 |
| Administration | 3 | 12 |
| Historic Preservation Act Review | 0 | 7 |

GIS AGENCY PROGRAM ADMINISTRATION

Consultation

- Met with Josh Clague, DEC and Walt Link to review disposition of certain Wild Forest roads open to the public.
- Provided assistance to State land staff with GIS project associated with Backcountry skiing analysis.
- Provided assistance to State land staff with web mapping service connection troubleshooting for Terrestrial Habitat data.
- Provided support to Economic Services staff with updating a services overview flyer for Local Government Day.
- Provided support to Regulatory Programs staff fixing errors in project site mapping.
- Provided support to Agency staff experiencing problems connecting to the Lookup System after the required changes dealing with IT user authentication.

Data Management

- Received copy of latest State land GIS data from DEC Real Property staff.
- Updated Telecommunications tower point data in the Lookup System.
- Received and processed updated Agricultural District data from Ag & Markets.
- Received and processed updated National Register of Historic Places data from OPRHP.
- Contacted NYS Open Data staff to provide Agency data to the State's Open Data portal.

Hardware/Software Management

- Provided support to IT staff regarding Adobe site license information.
- Attended an Agency meeting dealing with consolidation and organization of Agency transaction folders.

GIS MAP PRODUCTION

- Produced a printed copy of the Earth Day global view of the Adirondack Park poster as requested by the Governor's office.
- Revised a map of Northville tourism assets produced for and requested by the Village of Northville.

LUA BOUNDARY/BLUE LINE INQUIRY

- Updated Agency Land Classification data for the MacIntyre property in the Town of Newcomb.

MAP AMENDMENTS REVIEW

- MA2014-03(Wilmington) – April 23, met with Randy Preston, Wilmington Town Supervisor, to discuss the proposed map amendments. A public hearing will be held on May 6 and the comment period will end on May 22. Mr. Preston provided staff with a copy of the newly published Wastewater Feasibility Study, which examines alternative wastewater treatment technology that could serve multiple properties in certain locations throughout the Town. The feasibility study is not specific to these proposed map amendments.
- MA2014-04(Linder/Westport) – Staff met with the applicant and representatives from the Town of Westport to discuss potential process on the proposed map amendment to Hamlet that the applicant has requested to be contingent upon connecting the area to public sewer system.

WEB ADMINISTRATION/CONTENT MANAGEMENT

- Posted information about MA2014-03, including notice of hearing and Draft EIS to website.
- Posted links and information for General Permits 2001G-2A, 2011G-2, 2014G-2 to our website.
- Posted updated Telecommunications Inventory content for Regulatory Programs.
- Assisted Legal staff with Emergency Project Regulations website content.
- Assisted Regulatory Programs staff with replacing Shoreline Variance, Visual Impact, and Site Plan Map online documents.
- Provided support to Support Staff with file name problems occurring with the monthly mailing upload.
- Posted State Agency GIR forms to the website.
- Posted the Permit Amendment Request form to the website.
- Posted State Land Master Plan Compliance Public Comment notification for Pepperbox and Jessup River UMP amendments.

ADMINISTRATION (GIS STAFF)

- Completed six required online training sessions as mandated.
- Completed monthly reports.

April GIS/Web Tasks Summary:

| Task | Count | Year to Date |
|---|--------------|---------------------|
| GIS Agency Program Administration | 13 | 32 |
| GIS Map Production | 2 | 46 |
| LUA Boundary/Blue Line Inquiry | 12 | 23 |
| Map Amendments Review | 3 | 9 |
| State Land Classification/Reclassification Review | 1 | 1 |
| Web Administration/Content Management | 9 | 21 |
| Administrative Tasks | 1 | 8 |

LOCAL GOVERNMENT SERVICES PROGRAM

A. Outreach

- **Adirondack Park Local Government Day Conference** - The 18th Annual Adirondack Park Local Government Day Conference was held on April 15th and 16th, 2015 in Lake Placid, New York. Over 350 people registered for the conference which focused on Adirondack Park economic development strategies and the promotion of projects that benefit rural economies. New York State Department of Environmental Conservation Commissioner Joe Martens presented Smart Growth Awards to 8 projects in the Adirondack Park on Wednesday. The conference continued its tradition of highlighting community projects from around the Park which included infrastructure, entrepreneurial initiatives and municipal energy management. Training workshops presented by the Department of State and other professionals provided valuable instruction, advice and CEO educational credits for local officials. The keynote speaker of the Conference was the Deputy for the Environment, Basil Seggos who highlighted the spirit of collaboration within the Adirondacks in striving towards sustainable communities. The conference was presented by the Adirondack Park Agency, Adirondack Association of Towns and Villages, Adirondack Park Local Government Review Board, Empire State Development Corporation, New York State Department of State, and the New York State Department of Environmental Conservation.

B. Correspondence and Consultations

- **Minerva** – Staff provided the Town with sample language for conservation subdivisions.

- **Chester** – Staff provided the Town with information regarding a proposal for a new commercial use.
- **Westport** - Staff provided the Town with information regarding the variance process.
- **Santa Clara** - Staff provided the Town with information regarding the Agency's processes for towns without approved local land use programs.
- **Horicon** – Staff provided the Town with information regarding agricultural uses.
- **Chesterfield** – Staff provided the Town Supervisor with information regarding incorporating the zoning law from the former Village of Keeseville into the Town of Chesterfield's zoning code.
- **Horicon** – Staff provided the Town with information regarding the storage of docks.
- **Willsboro** – Staff provided the Town with guidance regarding the shoreline cutting restrictions.
- **Lake George** – Staff consulted with the Town Planning Director regarding the process for review of amendments to the Town sanitary code.
- **Inlet** – Staff provided the Town with information regarding the Agency-approved local land use program process.
- **Caroga** – Staff provided guidance to the Town CEO with information regarding the Agency's enforcement process.
- **Horicon** – Staff provided the Town guidance regarding expansions for shoreline structures.
- **Chester** – Staff provided the Town information regarding APA permit compliance and Town variance requirements.

C. Approved Local Land Use Programs

1. Amendments

- **Arietta** - The Town of Arietta submitted a second draft version of the revised Town zoning law for informal review in August 2014. It will result in a complete repeal and replacement of the existing local law. Staff continue to provide guidance to the Town on specific elements of the proposed local law. Status: Agency staff are reviewing the proposed zoning code for compliance prior to consideration by the Agency Board.
- **Bolton** – The Town of Bolton submitted a new draft version of its zoning law last year for informal review. It will result in a complete repeal and replacement of the existing local law. Agency planning and legal staff provided review comments to the Town and met with Town officials and consultants to discuss review comments. Consultants for the Town are revising the document and

continue to seek guidance from staff on elements of the approved local land use program requirements. Status: No additional activity from the previous month.

- **Caroga** - The Town of Caroga submitted several chapters of a revised zoning law for informal review. The Planning Board is working with the Fulton County Planning Office to prepare the document. Staff met with Town officials in February to discuss the proposed law and its compliance with the Agency-approved local land use program. Status: Agency staff are reviewing the proposed zoning code for compliance prior to consideration by the Agency Board.
- **Colton** - The Town of Colton is completing a working draft to revise its zoning and subdivision laws. Staff met with the Town Supervisor in August 2014 to discuss the status of the amendment. Status: No additional activity from the previous month.
- **Edinburg** - The Town of Edinburg submitted a draft revised zoning and subdivision law for informal review in September 2014. It addresses temporary and transient uses and also corrects typographic errors in the existing zoning document. Staff provided review comments to the Town and met with the planning committee to discuss the amendments. Status: No additional activity from the previous month.
- **Horicon** - The Town of Horicon submitted draft revised zoning and subdivision laws for informal review. The changes will result in a near-complete repeal and replacement of the existing laws. Agency planning staff met with Town of Horicon Town Supervisor, Town Clerk and Zoning Administrator on several occasions to discuss the proposed local laws and provided a review draft for the Town to consider in June 2014. Status: Staff continue to provide guidance on specific elements of the proposed local law.
- **Johnsburg** - The Town of Johnsburg submitted draft amendments for informal review and a notice of Lead Agency for SEQR. The Town proposes to revise the definition of "lot;" create a simplified process for a minor boundary line adjustment; allow the inclusion of wetland acreage in calculating overall intensity for new subdivisions; and modify the number of copies of application materials required. Staff met with the Town Supervisor in August 2014 to discuss the status of the amendment. Status: No additional activity from the previous month.
- **Lake George** - The Town of Lake George submitted several new and revised draft amendments for informal review. Chapter 134 - Sewage and Chapter 135 - Erosion, Sedimentation, and Stormwater have been revised to include APA staff review comments from in the Spring of 2014. New proposed amendments on Tree Removal and Land Clearing, several revised definitions, and Chapter 180 - Consolidated Health Regulations were also received for review. Status: The Town submitted revisions to their Public Health Law for informal review with plans to hold a public hearing in May.

- **Queensbury** - The Town of Queensbury submitted a draft zoning law amendment for formal review. The amendment involved water extraction and transport and associated site plan review standards as allowed use in certain zoning districts. Status: Amendment was approved at the April Agency meeting.
- **Willsboro** - The Town of Willsboro submitted a draft zoning law for informal review. It will result in a complete repeal and replacement of the existing law. Agency staff and Town officials continue to discuss the program amendments and provide review comments to the Town on the proposed draft. Status: Agency staff are reviewing the proposed zoning code for compliance prior to consideration by the Agency Board.

The Town of Willsboro also submitted a draft sanitary law for informal review. Staff provided Town officials review comments on the proposed local law to supplement the Town's submittal. Staff also convened an internal meeting to discuss Agency policy relating to standards and requirements contained in program sanitary laws. Status: No additional activity from the previous month.

2. Variances (5)

- **Bolton (4)** – Staff reviewed four variances referred by the Town.
 - Project [LV2015-0012] involved the construction of a 10 x 10 foot addition to an existing 10 x 10 foot deck attached to an existing townhouse. Relief was required for amendments to the Lagoon Manor PUD. No further Agency review was required for this variance; however, the proposed project is subject to Adirondack Park Agency permit P1987-0292 and its amendments.
 - Project [LV2015-0013] involved alterations to a non-conforming ±5,350 square foot single family dwelling, to add a new kitchen, bathroom and entry addition. The project included the addition of 305 square feet to the rear (non-lakeside) of the dwelling. Relief was required for alterations to an existing non-conforming structure. No further Agency review was required for this variance since the project did not vary provisions of the Adirondack Park Agency Act as the proposed addition was outside of the statutory 50-foot shoreline setback for areas classified as Moderate Intensity Use.
 - Project [LV2015-0014] involved the alterations to an existing non-conforming single family dwelling, specifically to remove an existing 30 x 18.5 foot deck and replace it with a 30 x 14 foot deck with stairs. In addition the applicant proposed to screen-in the area below the deck. Relief was required from the Town's 75-foot shoreline setback, 30-foot rear setback, 50-foot front setback and for alterations to a non-conforming structure. It is noted that the proposed deck would be no closer to the shoreline than what currently exists. Agency staff respected the findings of the ZBA and no further review of this variance was required.
 - Project [LV2015-0015] involved a lot line adjustment between two parcels. A ±1,392 square foot portion of the lot line adjustment was to locate one of

the motel structures on a single parcel since it straddled the lot line. A $\pm 1,515$ square foot portion of the lot line adjustment was to locate access to an existing boathouse on a single parcel. Relief was required from the Town's 15-foot side yard setback, 350-foot shore frontage, and density for the motel units in the RCM 1.3 district. Agency staff respected the findings of the ZBA and no further review of this variance was required.

- **Horicon (1)** – Staff reviewed one variance referred by the Town.
 - Project [LV2015-0016] involved the construction of a 4 x 168 foot boardwalk and dock. Relief was required from the Town's maximum dock square footage of 297 feet for the parcel. No further Agency review was required for this variance; however, the project also required an Adirondack Park Agency permit before being undertaken and is currently under review as project APA P2014-0103.

D. Summary Table

| Summary of Local Planning Unit Program Accomplishments April 2015 | | | | |
|--|----------------|-------|----------------|-----------------|
| Reportable Items | Municipalities | | Month Total | Year to Date |
| | ALLUP | Other | | |
| Land use regulations consulted/reviewed | 6 | 0 | 6 | 10 |
| ALLUP amendments approved | 1 | -- | 1 | 1 |
| ALLUP variances reviewed | 5 | -- | 5 | 11 |
| ALLUP variances reversed | 0 | -- | 0 | 0 |
| Comprehensive Plans reviewed | 0 | 0 | 0 | 0 |
| Meetings with Town officials | 0 | 0 | 0 | 9 |
| Responded to land use planning inquiries | 9 | 3 | 12 | 58 |
| Training & Workshops provided | 1 | 1 | 2 | 4 |
| Intra-Agency local planning assistance | 8 | 1 | 9 | 18 |
| Inter-Agency Coordination | -- | -- | 12 | 21 |
| Coordination with Other Regional Organizations | -- | -- | 7 | 14 |
| <i>ALLUP - denotes "APA-approved local land use program"</i> | | | | |