



LEILANI CRAFTS ULRICH
Chairwoman

TERRY MARTINO
Executive Director

MEMORANDUM

TO: Terry Martino
FROM: Kathy Regan
DATE: September 30, 2015
RE: Planning Division Activity Report for September

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

APSLMP CONSULTATIONS

UMP Development/Review

- Accepting public comment for the Proposed Final Essex Chain Lakes Management Complex UMP.
- Provided comments to DEC concerning a team draft UMP for Limekiln Lake Public Campground.
- As part of the Champlain Islands UMP review, completed site visit to Valcour Island.
- Reviewed an amendment to the Wilmington Wild Forest UMP and provided comments to DEC.
- Attended team meeting for development of Crown Point Historic Site UMP.

APA/DEC MOU Consultation

- Reviewed proposed maintenance on the Otter Lake-Brandy Lake snowmobile trail in the Black River Wild Forest
- Reviewed proposed maintenance at primitive tent sites along the Wolf Lake Landing Road in the Black River Wild Forest.
- Reviewed proposed snowmobile trail relocation in the Lake George Wild Forest.
- Reviewed proposed road repairs in Independence River Wild Forest.
- Reviewed proposed trail and parking modifications in Wilcox Lake Wild Forest.
- Reviewed proposed maintenance strategy at Crown Point Historic site.

APSLMP REVISION

State Land Classification

- Conducted site visits to Boreas Ponds and McIntyre East tracts.

Substantive Revision

- Discussed potential amendments to the APSLMP with the DEC.
- Drafting of the DSEIS for amending the APSLMP.
- Crafted language for new section on individuals with disabilities.

PARK POLICY AND PLANNING

Park-wide Recreation Planning

- Staff attended a two day workshop for the Great South woods project.
- Reviewed press release for the Great South Woods project.
- Staff evaluated the campground UMP review process and the expectations for management of boat launches within campgrounds.

Outreach

- Met with a citizen to discuss the future management actions and planning of Valcour Island as included in the Lake Champlain Islands Complex Unit Management Plan.
- Staff attended a public trail opening at Uihlein Foundation property in Lake Placid.

ADMINISTRATION (State Land Staff)

Reporting

- Weekly and monthly reports.

Training

- Mandatory State Training modules.

HISTORIC PRESERVATION ACT REVIEW

- Reviewed proposed projects in the Towns of Franklin, Black Brook, Schroon, and Duane.

September State Land Tasks Summary:

Task	Count	Year to Date
APSLMP Consultations	7	105
APSLMP Revision	4	23
Park Policy and Planning	4	44
Administration	2	23
Historic Preservation Act Review	4	19

GIS AGENCY PROGRAM ADMINISTRATION

Consultation

- Participated in a conference call with NY Power Authority staff regarding location of the Blueline in the Town of Diana. NYPA is replacing power line poles near the park boundary. Agency staff agreed that the NYPA survey of the Blueline is more accurate than the Agency's existing mapping based on NYS DOT and county tax map non-survey sources.

Data Management

- Continued Cartographic Administration map revisions of the Official APLUDP/SLMP GIS data. Private and state land mapping was completed for Clinton County. State land mapping was completed for 21 towns in Essex and Franklin Counties.
- Provided mapping database quality control to Legal, Regulatory, and Local Government staff requesting assistance with JIF, Project, and Local Variance transaction mapping.

Hardware/Software Management

- Worked with ITS Environment and Energy Cluster staff to restore online mapping services provided by the Agency, used by the public. GIS software license maintenance is now administered centrally by NYS ITS which had allowed the annual bill to lapse and services to be suspended by our vendor.
- Update of software for use of GPS equipment.

MAP AMENDMENTS REVIEW

- Met with Town of Crown Point's Map Amendment committee. Identified potential areas to consider for changes to less restrictive classifications. Staff will provide the Town with more detailed information on these areas.

WEB ADMINISTRATION/CONTENT MANAGEMENT

- Assisted divisional staff with monthly mailing postings.
- Assisted the Public Relations Officer with FTP connection troubleshooting.
- Posted information regarding the Agency accepting public comments on the Adirondack Park State Land Master Plan conformance for the Essex Chain Lakes Management Complex Proposed Final Unit Management Plan.

ADMINISTRATION (GIS STAFF)

- Attended a web conference meeting on September 16th for Cyber Risk Coordinators covering the Agency's required participation in the annual National Cyber Security Review.
- Completed monthly reports, attended Division monthly meeting.

September GIS/Web Tasks Summary:

Task	Count	Year to Date
GIS Agency Program Administration	26	94
GIS Map Production	12	68
LUA Boundary/Blue Line Inquiry	800	2755
Map Amendments Review	1	13
State Land Classification/Reclassification Review	1	2
Web Administration/Content Management	3	108
Administrative Tasks	3	24

LOCAL GOVERNMENT SERVICES PROGRAM

Outreach

- **Colton:** Agency Staff met with the Town of Colton to discuss their approved program and the Agency's jurisdiction over portions of the Town within the Adirondack Park.
- **Speculator:** Agency Staff met with the Village of Speculator and the Town of Lake Pleasant to discuss the Agency's HEPA initiative.
- **ANCA:** LGS Staff represented the Agency at the annual Adirondack North Country Association Meeting in Lake Placid.

- **Inlet:** LGS Staff have been asked to provide comments on the Town's Zoning Code and Comprehensive Plan to assess compliance with the APA Act. Staff continue to review the code and will prepare comments back to the Town.
- **Ephratah:** LGS Staff have been asked to provide comments on the Town's proposed Zoning Code and compliance with the APA Act. Staff continue to review the code and will prepare comments back to the Town.

Correspondence and Consultations

- **Hamilton County:** Responded to questions from the Hamilton County Real Property Office regarding wetlands mapping. Referred further questions to RASS Staff.
- **Chesterfield:** Provided the Town with information regarding the replacement of mobile homes.
- **Au Sable:** Provided the Town's consultant with information regarding Agency jurisdiction.
- **Willsboro:** Provided the Town with information regarding sign regulations.
- **Caroga:** Responded to an inquiry from the public regarding subdivisions involving wetlands.
- **Hague:** Provided the Town with information regarding the variance review process.
- **Chester:** Responded to an inquiry from the public regarding the replacement of a structure in a Rivers Area.
- **Chester:** Provided the Town with information regarding the variance review process.
- **Willsboro:** Provided the Town with information regarding the variance review process.
- **Horicon:** Responded to an inquiry from the Town CEO regarding expansion of shoreline structures.
- **Chester:** Responded to an inquiry from the public regarding the replacement of a cabin.
- **Regulatory Programs:**
 - Provided information regarding the Town of Willsboro's approved program for P2015-0149.
 - Provided information regarding the Town of Chester's approved program for P1983-0123.

Agency-approved Local Land Use Programs (ALLUPs)

Amendments

- **Bolton:** The Town 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: Remains in the informal review process with no additional activity from the previous month.

- **Caroga:** The Town 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. A new draft version was received on September 11 and LGS Staff are coordinating with Legal Staff in its review.
 - Status: Remains in the informal review process. Agency LGS and Legal staff continue to review the proposed zoning code and provide comments to the Town.

- **Colton:** The Town is completing a working draft to revise its zoning and subdivision laws. Staff met with the Town on September 2 and discussed the status of the amendment.
 - Status: Remains in the informal review process with no additional activity from the previous month.

- **Edinburg:** The Town 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 have provided informal review comments to the Town.
 - Status: Remains in the informal review process with no additional activity from the previous month.

- **Horicon:** The Town 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 LGS Staff met with the Town Supervisor and discussed the status of the review and the Town's eagerness to get back to a more active review process.
 - Status: Remains in the informal review process and staff continue to provide guidance on specific elements of the proposed local law.

- **Johnsburg** - The Town 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: Remains in the informal review process with no additional activity from the previous month.
- **Lake George:** The Town 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 and several revised definitions
 - Status: Remains in the informal review process with no additional activity from the previous month.
 - The Town adopted new sanitary regulations prior to approval by the Agency. The new regulations replace A180, the Consolidated Health Regulations with the NYS Department of Health's standards in 75A.
 - Status: The Town has submitted a revised version of the Sanitary Code in response to Agency concerns for review. Agency RASS Staff is currently reviewing the proposed code.
- **Willsboro:** The Town 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 coordinated on the proposed code in order to ensure compliance with the Town's approved program.
 - Status: The Agency approved the revised Zoning Law at its September meeting. The code is scheduled for a public hearing in the Town in October with adoption expected in November.
- **Willsboro:** The Town 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: Remains in the informal review process with no additional activity from the previous month.

Variances (4)

- **Hague (1)**
 - Project [LV2015-0023] involved a tear-down and rebuild of an existing non-conforming single family dwelling. Relief was required for a greater than 25% expansion of an existing non-conforming structure. The Agency took no action on the variance.
- **Horicon (1)**
 - Project [LV2015-0040] involved the replacement an existing non-conforming boathouse that was removed in 2011 with a new 360± square-foot boathouse that will be re-oriented 90 degrees along the shoreline. Relief was required from the Town 50-foot roadway setback. No further Agency review was

required for this variance since the project did not vary involve provisions of the Adirondack Park Agency Act.

- **Queensbury (1)**

- Project [LV2015-0041] involved after-the-fact approval for the placement of a 90 square foot and 24 square foot trash unit attached to an existing non-conforming single family dwelling. The applicant proposed to move the shed in order to comply with the Town 20-foot side yard setback and to relocate it to be just outside of the wetland. The applicant also proposed to move the 24 square foot trash unit so it no longer required a variance. Relief was required from the Town 75-foot shoreline (wetland) setback for the 90 square foot shed. No further Agency review was required for this variance since the shed will be moved outside of the wetlands and does not otherwise involve provisions of the Adirondack Park Agency Act.

- **Willsboro (1)**

- Project [LV2015-0038] involved the replacement of portions of a non-conforming single family dwelling within the existing footprint. Relief was required from the town shoreline setback. The Agency took no action on the variance.

Summary of Local Planning Unit Program Accomplishments August 2015				
Reportable Items	Municipalities		Month Total	Year to Date
	ALLUP	Other		
Land use regulations reviewed	3	0	3	19
ALLUP amendments approved	1	--	1	2
ALLUP variances reviewed/reversed	4/0	--	4/0	18/0
Comprehensive Plans reviewed	0	1	1	1
Meetings with Town officials	1	2	3	17
Responded to land use planning inquiries	10	2	12	81
Training & Workshops provided	0	0	0	4
Intra-Agency local planning assistance	2	0	2	21
Inter-Agency Coordination	--	--	13	22
Coordination with Other Regional Organizations	--	--	7	14
<i>ALLUP - denotes "APA-approved Local Land Use Program"</i>				