



**LEILANI CRAFTS ULRICH**  
Chairwoman

**TERRY MARTINO**  
Executive Director

**MEMORANDUM**

**TO:** Terry Martino  
**FROM:** Kathy Regan  
**DATE:** December 2, 2015  
**RE:** Planning Division Activity Report for November

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

**APSLMP CONSULTATIONS**

**UMP Development/Review**

- Completed review of the team draft of a UMP for Eighth Lake Campground.
- Completed review of the team draft of a UMP for Lake Durant Campground.
- Completed review of an Initial Draft UMP for the Grasse River Wild Forest.
- Began review of an amendment to the Sacandaga West RMP.
- Consulted with DEC staff concerning potential development of an accessible trail at Palmer Pond in the Vanderwhacker Mountain Wild Forest.
- Conducted research concerning historic resources on Valcour Island and potential management options that could be incorporated into the Champlain Islands UMP.

**APA/DEC MOU Consultation**

- Assisted jurisdictional office staff in review of a Blue Ridge Road reconstruction project for APSLMP compliance in Vanderwhacker Mountain Wild Forest.
- Conducted three days of field work in review of a snowmobile work plan for construction of the approved snowmobile trail between Newcomb and Minerva.
- Consulted with DEC staff regarding a proposed foot bridge near Newcomb Lake in the Camp Santanoni Historic Area.
- Conducted site visit in review of a proposed, short snowmobile trail reroute near Indian Lake in the Jessup River Wild Forest.
- Consulted with DEC staff concerning replacement of decking on a number of snowmobile trail bridges in the Jessup River Wild Forest.

### **Permit Review**

- Drafted Article 24 General Permit for Bog Bridging in William C. Whitney Wilderness Area.

### **WSR Rivers Review/Consultation**

- Conducted a field visit with DEC staff concerning the planned construction of a proposed snowmobile bridge over the Boreas River in the vicinity of the Route 28N crossing.

## **APSLMP REVISION**

### **Update/Ministerial Revision**

- Modified the DSEIS for proposed amendments to the APSLMP.

### **Substantive Revision**

- Modified the DSEIS for proposed amendments to the APSLMP.
- Drafted language, in consultation with DEC staff, for a new section of the APSLMP concerning persons with disabilities.

## **PARK POLICY AND PLANNING**

### **Park-wide Recreation Planning**

- Participated in two Great South Woods public meetings held in Old Forge and North Creek.
- Researched potential ecological impacts that could result from development of backcountry skiing opportunities in the Forest Preserve of the Adirondacks.
- Conducted two site visits and attended one meeting of a working group concerning planning for the development of backcountry skiing opportunities.

### **Training/Conferences**

- Attended an “Erosion and Sediment Control” workshop hosted by Warren County Soil and Water Conservation District.

## **ADMINISTRATION (State Land Staff)**

### **Reporting**

- Produced weekly and monthly reports; attended monthly Division meeting.

### **Agency Coordination/Efficiency**

- Participated in a WebEx meeting to develop the NYSDEC Forest Preserve LEAN charter, which will identify overall objectives and participants.

### **Training**

- Completed in-house LATS (State time and attendance record-keeping) training.

- Completed State-mandated training modules.

**Legal Support**

- Provided a deposition for Attorney General’s Office staff for current snowmobile trail litigation.

**HISTORIC PRESERVATION ACT REVIEW**

- Reviewed proposed projects in the Town of Greenfield and Town of Schroon.

November State Land Tasks Summary:

<b>Task</b>	<b>Count</b>	<b>Year to Date</b>
APSLMP Consultations	15	129
APSLMP Revision	3	32
Park Policy and Planning	7	62
Administration	5	32
Historic Preservation Act Review	2	21

**GIS AGENCY PROGRAM ADMINISTRATION**

**Consultation**

- Provided a demonstration of Agency GIS services to four students and two professors from the Clarkson University Adirondack Semester program.

**Data Management**

- Continued Cartographic Administration map revisions of the Official APLUDP/SLMP GIS data. Mapped state lands in various Hamilton County towns.
- Provided mapping assistance for several JIF sites to JIF staff.

**GIS MAP PRODUCTION**

- Provided a copy of an existing map of park state lands and public conservation easement lands requested by Jeff Graff, Lake Placid Land Conservancy.

## WEB ADMINISTRATION/CONTENT MANAGEMENT

- Completed the Nationwide Cyber Security Review questionnaire for the Agency as directed by NYS ITS. The survey is administered by the Multi-State Information Sharing and Analysis Center (MS-ISAC) and the Department of Homeland Security.

## ADMINISTRATION (GIS STAFF)

- Participated in the quarterly meeting of Agency and NYS ITS staff to review IT issues. The meeting was held at APA headquarters on November 17.
- Completed monthly reports, attended Division monthly meeting.
- Completed in-house LATS (State time and attendance record-keeping) training.

November GIS/Web Tasks Summary:

<b>Task</b>	<b>Count</b>	<b>Year to Date</b>
GIS Agency Program Administration	3	99
GIS Map Production	1	70
LUA Boundary/Blue Line Inquiry	136	3137
Map Amendments Review	1	14
State Land Classification/Reclassification Review	0	2
Web Administration/Content Management	1	112
Administrative Tasks	2	28

## LOCAL GOVERNMENT SERVICES PROGRAM

### Outreach

- **Maps Provided (4)**
  - **St. Armand:** Provided the Town with a new map showing the APA land use areas.
  - **Moriah:** Provided the Town with a new map showing the APA land use areas.
  - **Piercefield:** Provided the Town with a new map showing the APA land use areas.
  - **Tupper Lake:** Provided the Town with a draft GIS-based zoning map that reflected their new PDD district.

- **Moriah:** Planning and Economic Services staff met with the Town to discuss the HEPA program.

### **Correspondence and Consultations**

- **Queensbury:** Answered questions from the public regarding the variance referral process.
- **Caroga:** Responded to questions from a landowner regarding a proposal for a hotel.
- **Bolton:** Answered questions from the public regarding the variance referral process.
- **Caroga:** Answered questions from the public regarding the variance referral process.
- **Willsboro:** Answered questions from the ZBA Chair regarding shoreline variances.
- **Chester:** Provided the Town with information regarding a 2013 permit.
- **Chester:** Provided the Town with information regarding a proposed shoreline project.
- **Willsboro:** Provided the CEO with information regarding a prior Agency permit.
- **Chester:** Provided the Town and a project sponsor with information regarding a prior Agency permit.
- **Willsboro:** Provided the Town with information regarding cell towers.
- **Webb:** Provided the Town Planning Board with information regarding comprehensive plans.
- **Inlet:** Provided the Town with comments regarding their zoning code and comprehensive plan.
- **St. Lawrence County:** Provided the County with information regarding ALLUPs.
- **Regulatory Programs & Enforcement Divisions:**
  - **Arietta:** Assisted Agency staff with a proposed project in the Town.
  - **Chester:** Assisted Agency staff with a project within the Town.
  - **Caroga:** Provided information regarding the Town's zoning code.
  - **Willsboro:** Provided information regarding the Town's ALLUP.

### **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 has submitted 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. Staff is planning on attending the next Town Planning Board meeting to discuss next steps.
  - Status: Remains in the informal review process. Agency LGS and Legal staff have reviewed the September version of the proposed zoning code and forwarded comments to the Town for their response.
- **Colton:** The Town 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: 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 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: 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: Agency LGS, Legal and RASS staff are coordinating with the Town to ensure that proposed regulations comply with provisions of the Town's ALLUP. LGS Staff presented information at the Town's October Board on the approval process.
  
- **Willsboro:** The Town submitted a draft zoning law for formal review. It resulted in a complete repeal and replacement of the existing law.
  - Status: Approved at the September Agency meeting.
  
- **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 (12)**

- **Bolton (1)**
  - Project [LV2015-0060] involved the removal of an existing kitchen and exterior porch roof and replacement with a new kitchen, half bath, deck and exterior shower that will extend out 5 feet from the existing footprint on the non-shoreline side of an existing non-conforming single family dwelling. Relief was required from the Town 100-foot shoreline setback and for alterations to a non-conforming structure. No further action was taken on this variance since the entire addition was outside of the Agency's 75-foot shoreline setback.
  
- **Caroga (2)**
  - Project [LV2015-0050] involved the construction of a 3 x 12 foot addition to an existing non-conforming single family dwelling. The Agency deferred to the findings of the ZBA and no further action was taken regarding the variance.
  - Project [LV2015-0054] involved after-the-fact approval for the construction of a deck attached to the shoreline side of an existing non-conforming single family dwelling. The ZBA conditioned the grant of the variance

upon removal of the portion of the deck that project further into the shoreline setback than what was existing. The Agency took no action on the variance.

- **Hague (1)**
  - Project [LV2015-0044] involved the construction of a 7 x 10 foot pergola over an existing patio. Relief was required from the Town side yard setback. No further Agency review was required for this variance since the project did not involve provisions of the Act.
  
- **Horicon (2)**
  - Project [LV2015-0055] involved a tear down rebuild of a single family dwelling. Relief was required from the Town roadway, side and rear yard setbacks. No further Agency review was required for this variance since the project did not involve provisions of the Act.
  - Project [LV2015-0055] involved a 12 x 25 foot dormer addition to the second floor of an existing non-conforming single family dwelling. Relief was required from the shoreline setback since the existing dwelling is 0-feet from the shoreline. The Agency deferred to the findings of the ZBA and no further action was taken regarding the variance.
  
- **Queensbury (3)**
  - Project [LV2015-0057] involved the replacement of an existing septic system. Relief was required from the well separation distance requirement. The Agency deferred to the findings of the Town Board and no further action was taken regarding the variance.
  - Project [LV2015-0058] involved the replacement of an existing septic system. Relief was required from the Town 100-foot well separation distance, dwelling setback. After-the-fact relief was also required from the well setback for the septic tank. The Agency deferred to the findings of the Town Board and no further action was taken regarding the variance.
  - Project [LV2015-0065] involved the replacement of an existing septic system. Relief was required from the Town property line, well and dwelling setbacks. The Agency deferred to the findings of the Town Board and no further action was taken regarding the variance.
  
- **Willsboro (3)**
  - Project [LV2015-0062] involved the construction of a 690 square foot addition to an existing single family dwelling and a 280 square foot attached deck. Relief was required from the Town roadway setback. No further Agency review was required for this variance since the project did not involve provisions of the Act.
  - Project [LV2015-0063] involved a 16 square foot addition to an existing single family dwelling. Relief was required from the Town side yard setback. No further Agency review was required for this variance since the project did not involve provisions of the Act.
  - Project [LV2015-0064] involved the placement of interpretive signs along a nature trail. Relief was required from the Town sign standards. The



Agency deferred to the findings of the ZBA and no further action was taken regarding the variance.

<b>Summary of Local Planning Unit Program Accomplishments October 2015</b>				
<b>Reportable Items</b>	<b>Municipalities</b>		<b>Month Total</b>	<b>Year to Date</b>
	<b>ALLUP</b>	<b>Other</b>		
Land use regulations reviewed	2	0	2	24
ALLUP amendments approved	0		0	2
ALLUP variances reviewed/reversed	12	--	12	57/0
Comprehensive Plans reviewed	1	1	0	3
Meetings with Town officials	0	1	1	22
Responded to land use planning inquiries	10	3	13	113
Training & Workshops provided	0	0	0	4
Intra-Agency local planning assistance	4	0	4	29
Inter-Agency Coordination	--	--	0	22
Coordination with Other Regional Organizations	--	--	1	16
<i>ALLUP - denotes "APA-approved Local Land Use Program"</i>				