



SHERMAN CRAIG
Chairman

TERRY MARTINO
Executive Director

MEMORANDUM

TO: Terry Martino
FROM: Kathy Regan
DATE: July 6, 2017
RE: Planning Division Activity Report for May and June 2017

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

APSLMP CONSULTATIONS

UMP Development/Review

- Reviewed a team draft of the Sentinel Range Wilderness UMP.
- Discussed a possible UMP amendment for the High Peaks Wilderness and Hammond Pond Wild Forest.
- Reviewed a team draft of the Chazy Highlands Wild Forest UMP.
- Completed review of proposed final drafts of amendments to the UMPs for the Siamese Ponds Wilderness, as well as for the Blue Mountain and Jessup River Wild Forest Areas.
- Completed review of the proposed final draft UMPs for the Caroga Lake Public Campground and the three Public Campgrounds on Piseco Lake.
- Completed review of the proposed public draft UMP for the Saranac Lakes Wild Forest.
- Completed review of the proposed final draft UMP for the Buck Pond Public Campground.

APA/DEC MOU Consultation

Consulted with DEC staff regarding:

- Reconstruction of an accessible viewing platform in Hammond Pond Wild Forest at the intersection of Routes 9N and 73.
- Placement of an accessible privy at the trailhead for the Stillwater Mountain Trail in Independence River Wild Forest.
- Possible new and/or expanded parking areas in Split Rock Mountain Wild Forest.

- Construction of Bear Den Lodge (as per recently revised design) at Kids Kampus at Whiteface Mountain Ski Center.
- Possible new and/or expanded parking areas and upcoming dam repair activity at Lows Lower Dam in the Bog River Flow Complex.
- Improvement of the westernmost portion of Big Otter Lake Road in Independence River Wild Forest Area.
- Construction of a new Parking Area in Pharaoh Lake Wilderness.
- Trail construction at Pole Hill in the Lake George Wild Forest.
- Trail construction at Potash Mountain in the Lake George Wild Forest.

Permit Review

- Conducted a site visit to Horseshoe Pond in the Vanderwhacker Mountain Wild Forest to review the proposed dam removal. The project will require a wetlands permit from the Agency.
- Provided information to Regulatory Programs staff for a project on Blue Mountain Lake.
- Completed review of Agency project P2016-172 for a snowmobile trail relocation involving wetlands in the town of Croghan.

APSLMP REVISION

State Land Classification

- Prepared materials for the 2016/2017 State Land Classification Action.

PARK POLICY AND PLANNING

Park-wide Recreation Planning

- Worked with DEC staff to draft guidance materials for the construction and maintenance of mountain bike trails on the Forest Preserve.
- Worked with DEC staff to draft guidance materials for the construction and maintenance of primitive tent sites on the Forest Preserve. Additional guidance material was developed to address accessible tent sites.
- Attended the Village of Saranac Lake's public information session concerning DEC's draft conceptual design of the Adirondack Rail-Trail between Tupper Lake and Lake Placid.
- Attended DEC's public comment session in Ray Brook concerning DEC's draft conceptual design of the Adirondack Rail-Trail.
- Participated in the June meeting of the Adirondack Rail-Trail Stakeholders group.
- Provided support and GIS data to DEC regarding shoreline land classification as part of assessing the carrying capacity of water bodies in the Adirondack Park. In addition, continued research and consultation regarding an approach to assessing the carrying capacity of water bodies in the Adirondack Park.

- Worked on the development of Survey123 program to improve information collection of structures on the Forest Preserve.
- Worked with DEC staff to address stewardship issues in the High Peaks Wilderness.

Easement Lands Planning

- Assessed Wetlands and Rivers Areas along the St. Lawrence County Multiple Use Trail with DEC staff and snowmobile club representatives.
- Reviewed and provided response to a DEC inquiry regarding construction of new roads open to public motor-vehicle use on Santa Clara Tract Conservation Easement lands.

Invasive Species Control

- Provided DEC staff with guidance for an amendment to the Generic UMP for Campgrounds and Day-Use Areas that would allow storage structures for the boat washing equipment to be placed in Intensive Use Areas.

Training/Conferences

- Attended the Adirondack Research Consortium Conference. Former APA employee Ray Curran received the Dr. Elizabeth W. Thorndike Adirondack Achievement Award. The Elizabeth Thorndike Adirondack Achievement Award is given annually to an individual who has demonstrated significant contributions to the long-term sustainability of the Adirondack Park through scholarship, research, and policy initiatives.

Other

- Attended a Forest Preserve Advisory Committee (FPAC) meeting in Albany.

ADMINISTRATION (State Land Staff)

Reporting

- Submitted weekly and monthly reports.

Agency Coordination/Efficiency

Completed work with Agency staff from Legal, Regulatory Programs and Planning Divisions to revise both the State Land Project Consultation form and the DEC Wetlands General Permit application and certification form for General Permit 2005G-1R: Certain Minor Regulated Activities by NYS DEC in APA-Jurisdictional Freshwater Wetlands.

Training

- Completed on-line training modules mandated by the State.

Legal Support

- Provided administrative support for pending litigation.

HISTORIC PRESERVATION ACT REVIEW

- Reviewed proposed projects in the Towns of Keene, North Elba,

May and June State Land Tasks Summary:

| Task | Count | Year to Date |
|---|--------------|---------------------|
| APSLMP Consultations | 20 | 45 |
| APSLMP Revision | 1 | 6 |
| Park Policy and Planning Administration | 13 | 31 |
| Administration | 4 | 18 |
| Historic Preservation Act Review | 2 | 6 |

GIS AGENCY PROGRAM ADMINISTRATION

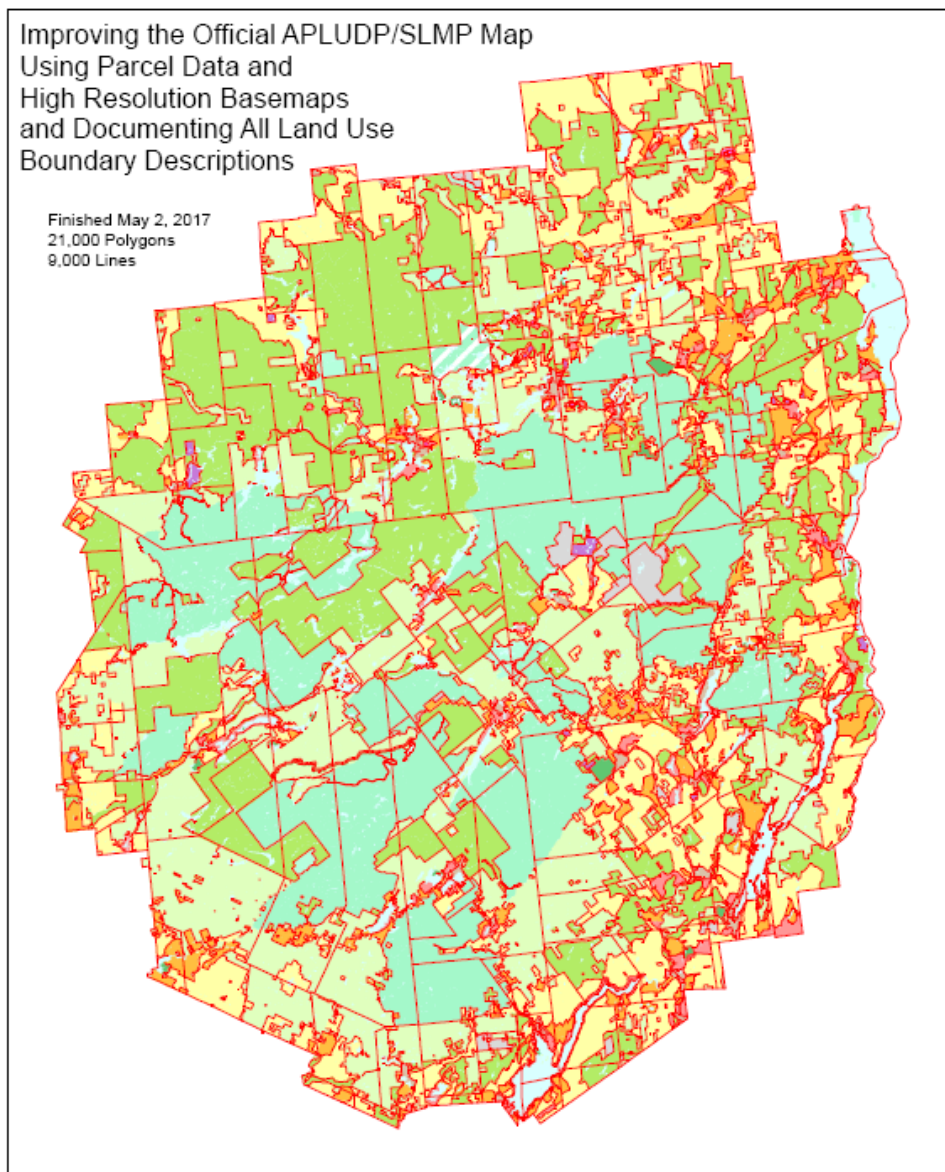
Consultation

- Gave a presentation on “Cartographic Administration of the Adirondack Park Land Use and Development Plan” to the Park Policy and Planning Committee on June 9th.
- Provided advice to NYS ITS Geographic Program Office regarding Agency wetlands data.
- Researched the classification of Franklin County Route 26/State Route 99 whether the road, being a part of the old Port Kent-Hopkinton Turnpike between Merrill’s Corners and Duane Center, passing through the hamlet of Loon Lake, remains a state highway. This is a factor in the Agency’s State Highway CEA jurisdiction. State Highway Law section 341 appears to suggest that the route remains a designated state highway.
- Participated in a Citizen Services Cluster GIS Team meeting by video conference call on June 14 discussing online mapping applications.
- Met with Planning, RASS, and Legal staff to discuss Agency wetland mapping options using Lidar and other conventional methods.
- Met with Sean Connin representing ANCA on May 5th to discuss the availability of various GIS data layers for the Adirondacks.

- Provided APLUDP/SLMP GIS data advice to Becca Raab, St. Lawrence University student.

Data Management

- Completed the major update to the Official Adirondack Park Land Use and Development Plan Map and State Land Map (APLUDP/SLMP) GIS data layer. This represents a two-year project by John Barge to remap all land use boundaries to large scale tax map boundaries, and best available water, transportation, and aerial imagery data. All 9,000 boundaries now include written descriptions containing the basis for each boundary. The new data has been integrated into the Agency's Lookup System and [published for the public](#) on our website. New acreage statistics for all [towns](#), [counties](#), and state land units were calculated.



- Provided assistance to Agency Legal and Regulatory Programs staff regarding business transaction mapping.

Hardware/Software Management

- Worked with ESRI and NYS ITS to identify and address a software error in the ESRI program Survey123.
- Performed troubleshooting of a map scalebar issue on Lookup System map prints. The issue was resolved by projecting print maps to a projection that better represents linear measures.
- Worked with Albany ITS and Agency Administrative staff to ensure the Agency's servers are being completely backed up.
- Reprogrammed the Agency's EditAPA transaction mapping tool used to record location information for JIF, Enforcement, Permit Review, Wetland Field Visits, and Approved Local Land Use Variances. Programmed JIF map output, as requested by Legal staff, to improve clarity and consistency of maps included in each JIF transaction file.

Training

- Provided administrative assistance setting up two GIS training classes for APA, DEC, OPRHP, and other state agency staff being held the first week of August at Agency headquarters. The GIS Intro and Spatial Analysis classes will be taught by an ESRI trainer. NYS ITS Citizen Services Cluster GIS staff are taking the lead organizing the class.
- Participated in course covering essential concepts needed to use lidar data for visualization and analysis in ArcGIS.
- Participated in course covering Survey123 for ArcGIS. This program allows one to create, publish, and analyze field survey results that can be compiled and shared in near real time across an organization.

GIS MAP PRODUCTION

- Updated the Agency's Arboretum map.
- Updated Agency Lookup System maps to improve road labels.
- Updated Agency Lookup System maps to depict new APLUDP/SLMP polygon and line data.

LUA BOUNDARY/BLUE LINE INQUIRY

- Provided APLUDP boundary advice to Legal regarding the Keene hamlet area.

MAP AMENDMENTS REVIEW

- Sent notices and held a public hearing for MA2017-01 (Town of Essex). Approximately 26 people attended.

- Sent notices and held a public hearing for MA2017-02 (Town of Crown Point). Approximately 13 people attended.

STATE LAND CLASSIFICATION /RECLASSIFICATION REVIEW

- Continued revising state land classification map documents including dates, labels, and minor edits.
- Updated the APLUDP/SLMP GIS data to reflect recent acquisitions near Marion River Carry and Sucker Brook Bay.
- Updated all Wilderness State Land Master Plan acreage statistics for land and water reflecting the new APLUDP/SLMP GIS data.

WEB ADMINISTRATION/CONTENT MANAGEMENT

- Provided information to NYS ITS regarding Agency web server addresses.
- Provided assistance to Legal Division posting material regarding the Amended Administrative Adjudication Plan.
- Posted content regarding the Joint Public Comment Period for Adirondack Park Unit Management Plans.
- Posted content for the Public Comment Period for Proposed General Permit 2017G-1.
- Worked with NYS ITS to ensure Secure Socket Layer (SSL) protocol is fully implemented on our website. Researched the level of Transport Layer Security (TLS) compliance provided by our Internet Service Provider. SSL and TLS are cryptographic protocols that provide communications security over a computer network.
- Worked with Agency division staff to ensure the Public Input page remains current.
- Posted the Agency Arbor Day celebration information.
- Posted the Agency’s Climate Change resolution.

ADMINISTRATION (GIS STAFF)

- Attended monthly staff meetings.
- Completed monthly reports.

May/June GIS/Web Tasks Summary:

| Task | Count | Year to Date |
|---|--------------|---------------------|
| GIS Agency Program Administration | 16 | 32 |
| GIS Map Production | 18 | 39 |
| LUA Boundary/Blue Line Inquiry | 13 | 32 |
| Map Amendments Review | 2 | 7 |
| State Land Classification/Reclassification Review | 4 | 5 |

| | | |
|---------------------------------------|---|----|
| Web Administration/Content Management | 8 | 12 |
| Administrative Tasks | 4 | 5 |

LOCAL GOVERNMENT SERVICES PROGRAM

Outreach

- **Westport:** Met with the Town Supervisor & Code Enforcement Officer to discuss the Town's ALLUP.
- **Queensbury:** Met with the Town Planning Office to discuss the Town's ALLUP.
- **Willsboro:** Attended a site visit with the Town CEO and RASS staff to determine the status of a possible hazard tree on the shoreline.
- **Chesterfield:** Met with the Town Supervisor to discuss the Town's ALLUP.
- **HEPA:** Attended the third public outreach meeting for the Town & Village of Lake George regarding the Agency's HEPA program.
- **Fort Ann:** Provided the CEO with the Agency's JIF business cards.

Correspondence and Consultations

- **Bolton:** Provided consultation to the Town and applicant regarding a variance proposal.
- **Caroga:** Responded to an inquiry regarding fences.
- **Horicon:** Provided information regarding a 3-lot subdivision.
- **Chester:** Provided information regarding a proposed dock and wetlands.
- **Johnsburg:** Responded to an inquiry regarding the variance process in ALLUPs.
- **Willsboro:** Provided information regarding a 2014 jurisdictional determination.
- **Lake George:** Responded to questions regarding shoreline cutting.
- **Hague:** Responded to questions regarding Agency review of a Class A project.
- **Chester:** Provided information regarding a 2009 permit.
- **Hague:** Responded to an inquiry regarding Agency review of a Class A project.
- **Horicon:** Provided information regarding travel trailers in a Rivers Area.
- **Horicon:** Provided information regarding retaining walls.
- **Hague:** Responded to an inquiry regarding single family and multiple family dwellings.

- **Horicon:** Responded to an inquiry regarding after-the-fact construction of a retaining wall.
- **Hague:** Provided information regarding boundary line adjustments involving wetlands.
- **Johnsburg:** Provided information regarding a 2017 jurisdictional determination.
- **Chester:** Responded to an inquiry regarding a 2017 jurisdictional determination.
- **Horicon:** Responded to an inquiry regarding a Hamlet parcel on a recreational river.
- **Chesterfield:** Responded to an inquiry regarding agricultural uses in a Hamlet area.
- **Newcomb:** Provided information regarding the Town's ALLUP.
- **Horicon:** Provided information regarding L-shaped docks.
- **Horicon:** Responded to an inquiry regarding covered docks.
- **Willsboro:** Provided information regarding the vegetative cutting restrictions.
- **Caroga:** Provided information regarding the jurisdictional inquiry process.
- **Chester:** Responded to an inquiry from the public regarding projects in ALLUPs.
- **Queensbury:** Provided information to the Town regarding the Agency's enforcement process.
- **Horicon:** Provided information regarding accessory uses.
- **Hague:** Responded to an inquiry regarding zoning for solar.
- **Caroga:** Provided information regarding the Agency's jurisdictional inquiry process.
- **Horicon:** Responded to an inquiry regarding a 4-lot subdivision.
- **Jurisdictional Office:** Coordinated with JIF staff regarding a proposed project in Chesterfield.
- **Jurisdictional Office:** Provided staff with information regarding subdivisions in the Town of Bolton.

Agency-approved Local Land Use Programs (ALLUPs)

Amendments (9 under review / 1 approved)

- **ALLUPs:** The Agency Board approved an amendment to the Delegation Resolution at the May meeting to allow for certain classes of amendments to ALLUPs to be approved by the Executive Director.
- **Bolton:** The Town has been working with a consultant for a full rewrite of its zoning code. Bolton became an ALLUP in 1980.
 - *Status:* Informal review process. It is expected that due to the extensive nature of these amendments that they will have to go before the Agency Board when complete. Staff has been notified by the Town's consultant that a revised version of the code is forthcoming.
- **Caroga:** The Town is currently in the process of rewriting its zoning code. The Town is working with the Fulton County Planning Office to prepare the document. Caroga became an ALLUP in 1980.
 - *Status:* Informal review process. It is expected that due to the extensive nature of these amendments that they will have to go before the Agency Board when complete. Agency staff continue to coordinate with the Town and County on incorporating revisions and comments into the revised code.
- **Chester:** The Town has begun preliminary discussion to address needed amendments to its zoning code. Chester became an ALLUP in 2005.
 - *Status:* Informal review process. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board. Staff met with the Town committee that will be tasked with drafting amendments.
- **Chesterfield:** The Town is currently in the process of revising its zoning code to incorporate portions of the former Village of Keeseville. The Village dissolved in 2015 and is now divided between the Town of AuSable and Chesterfield. Chesterfield became an ALLUP in 2002.
 - *Status:* Informal review process. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board. Staff has offered to meet with the Town to discuss steps for the amendment.
- **Horicon:** The Town has begun discussions regarding revisions to its sanitary code, last updated in 1979. In addition the Town is considering amending portions of its recently updated zoning code. Horicon became an ALLUP in 1978.
 - *Status:* Informal review process. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board. Staff will assist the Town as necessary to help develop the revised code.

- **Johnsburg:** The Town has drafted a local law enacting a moratorium on all non-roof mounted solar energy systems and will be holding a public hearing on June 20, 2017.
 - *Status:* This proposed local law is not subject to review by the Agency.
- **Lake George:** The Town has begun discussions regarding revisions to its zoning code. Lake George became an ALLUP in 1978.
 - *Status:* Informal review process. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board. Staff will assist the Town as necessary to help develop the revised code.
- **Newcomb:** The Town has proposed changes to its zoning code to add the use “Portable Sawmill” in addition to allowing Tourist Accommodations, Campgrounds, Home Based Manufacturing and Sales and Non-Listed Commercial Uses in additional zoning districts. The Town also proposed to remove the site plan review requirement for Hunting and Fishing Cabins in the Town R8.5 and LC districts. In addition the permitting threshold for sheds was proposed to increase from 100 to 140 square feet. Newcomb became an ALLUP in 1993.
 - *Status:* Amendment approved on June 9, 2017 by the Agency Board.
- **Newcomb:** The Town is proposing changes to several defined terms in its zoning code.
 - *Status:* Informal review process. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board.

Variances (15)

- **Bolton (3)**
 - Project [LV2017-0018] involved the expansion of an existing, non-conforming single family dwelling. Relief was required from the Town zoning code for deficient shoreline, front yard, and side yard setbacks and for altering a non-conforming structure. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.
 - Project [LV2017-0017] involved construction of a hillside trolley to access the shoreline from a SFD. Relief was required from the Town for insufficient shoreline setbacks to the lake and stream and for an insufficient side yard setback. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.
 - Project [LV2017-0035] involved increasing the size of 4 previously approved decks on a townhouse under construction. Relief was required from the Town to modify the Planned Unit Development (PUD) in which the townhouse is located in order to continue with the deck expansions. The Agency offered

no comments on the town issued variance; however, the project constitutes a Class A regional project and the landowner must obtain an Adirondack Park Agency permit prior to commencement of the project.

- **Caroga (2)**

- Project [LV2017-0037] involved construction of a 1200 square foot 4-car garage/pole barn. Relief was required from the Town maximum allowed lot coverage in the LF-2.5 zoning district. No further Agency review was required for this variance since the project did not involve provisions of the Act.
- Project [LV2017-0041] involved the construction of a 576 square foot two-car garage/carport structure followed by removal of an existing 216 square foot garage structure from the property. Relief was required from the Town zoning ordinance for construction of an accessory use structure in the LF-2.5 zoning district and from the Town maximum allowed lot coverage for that district. No further Agency review was required for this variance since the project did not involve provisions of the Act.

- **Hague (4)**

- Project [LV2017-0008] involved the replacement of an existing non-conforming Dining Hall with a new two-story structure attached to an existing non-conforming Inn. Relief was required from the Town 40-foot maximum building height. The Agency offered no comments on the town issued variance; however, the project constitutes a Class A regional project and the landowner must obtain an Adirondack Park Agency permit prior to commencement of the project.
- Project [LV2017-0010] involved replacement of an existing, non-conforming dining hall with a new two-story structure and includes construction of a raised patio and retaining wall on the lakefront side. Relief was required from the Town for insufficient frontline setback from the patio/retaining wall to Silver Bay Rd. The Agency offered no comments on the town issued variance; however, the project constitutes a Class A regional project and the landowner must obtain an Adirondack Park Agency permit prior to commencement of the project.
- Project [LV2017-0015] involved the tear-down/re-build of a single family dwelling. Relief was required from the Town side yard setback and for an increase greater than 25% to a 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.
- Project [LV2017-0009] involved replacement of an existing, non-conforming dining hall with a new two-story structure attached to an existing, non-conforming inn. Relief was required from the Town zoning ordinance for more than a 25% increase to the existing square footage. The Agency offered no comments on the town issued variance; however, the project constitutes a Class A regional project and the landowner must obtain an Adirondack Park Agency permit prior to commencement of the project.

- **Horicon (2)**
 - Project [LV2017-0028] involved an after-the-fact variance for placement of a travel trailer on the former foundation of a non-conforming SFD. Relief was required from the Town 150-foot shoreline setback for structures since the trailer is connected to the septic system and therefore constitutes a mobile home. The Agency deferred to the findings of the ZBA and no further review of this variance was required.
 - Project [LV2017-0019] involved an after-the-fact variance for a retaining wall that was constructed 40 feet from shoreline and 36 feet from the roadway. Relief was required from the Town shoreline setback where 50 feet is required and from the Town roadway setback where 60 feet is required. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.

- **Johnsburg (1)**
 - Project [LV2017-0029] involved lateral and vertical expansion of an existing non-conforming single family dwelling. Relief was required from the Town minimum shoreline and road setbacks. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.

- **Newcomb (1)**
 - Project [LV2017-0027] involved a 2-lot subdivision creating an undersized lot in a previously approved cluster subdivision. Relief was required from the Town minimum lot size for the R8.5 zoning district. The Agency offered no comments on the Town issued variance; however, the applicant will need to comply with conditions of the APA permit issued for this project.

- **Queensbury (2)**
 - Project [LV2017-0025] involved expansion of an existing, non-conforming single family dwelling, construction of a three-car garage and construction of an additional carport. Relief was required from the Town zoning code for expansion of a non-conforming shoreline structure, from the Town minimum shoreline setback of 75 feet and for construction of the carport in the WR zoning district where only one garage is allowed. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.
 - Project [LV2017-0030] involved replacement of an existing convenience store and fuel pumps with a larger convenience store and fuel islands. Construction of the fuel island canopy required relief from the Town front yard setback requirements in the NC district and from the Town Travel Corridor Overlay setback requirements. Relief was required from the Town maximum height limit. No further Agency review was required for this variance since the project did not involve provisions of the Act.

| Summary of Local Government Services Accomplishments May - June 2017 | | | | |
|---|-----------------------|--------------|------------------------|-------------------------|
| Reportable Items | Municipalities | | Month Total | Year to Date |
| | ALLUP | Other | | |
| Land Use Regulations reviewed/approved (note reviewed total may include multiple reviews of same section or code) | 9/1 | 0/- | 9/1 | 17/3 |
| ALLUP variances reviewed/reversed | 15/0 | -- | 15/0 | 40/1 |
| Comprehensive Plans reviewed | 0 | 0 | 0 | 1 |
| Meetings with Town officials | 5 | 1 | 6 | 9 |
| Training & Workshops provided | 0 | 0 | 0 | 5 |
| Correspondence & Consultations | 30 | 0 | 30 | 57 |
| Intra-Agency local planning assistance | 2 | 0 | 2 | 8 |
| <i>ALLUP - denotes "APA-approved Local Land Use Program"</i> | | | | |