



KAREN FELDMAN
Acting Chair

TERRY MARTINO
Executive Director

MEMORANDUM

TO: Agency Board Members
FROM: Terry Martino, Executive Director
DATE: February 6, 2019
RE: Planning Division Activity Report for November and December 2018

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

APSLMP CONSULTATIONS

UMP Development/Review

- Continued APSLMP-conformance consultations with DEC staff concerning a draft amendment to the 2006 Blue Ridge Wilderness UMP and a draft update of the Hammond Pond Wild Forest UMP.
- Attended two public meetings held by DEC concerning the above-mentioned UMP and UMP amendment.
- Completed review of the final drafts of UMPs for Grass River Wild Forest and the Eagle Point and Brown Tract Pond public campgrounds, as well as for an amendment to the Generic UMP for Campgrounds and Day-Use Areas, and prepared presentations and staff recommendations to the Board concerning their APSLMP conformance.
- Consulted with DEC staff regarding beginning efforts to draft an amendment to the 2005 Shaker Mt. Wild Forest UMP.
- Participated in a meeting of the Adirondack Rail Trail Stakeholders' Group held at DEC's Region 5 office in Ray Brook.
- Developed language for the Saranac Lakes Wild Forest (SLWF) UMP regarding wildlands monitoring and waterbody carrying capacity
- Developed Agency meeting materials, including responses to public comments, Agency presentation, staff memo and Agency resolution, regarding the SLWF UMP.

APA/DEC MOU Consultation

- Continued consultations with DEC staff concerning review of a State Land project proposal for rehabilitation of the Bog River dam and construction of associated public parking areas.
- Consulted with DEC staff concerning a potential State Land project proposal to replace an existing snowmobile and horse trail bridge in Independence River Wild Forest with a bridge made of non-natural materials.
- Reviewed State Land project proposals submitted by DEC staff for replacing a bridge on a snowmobile trail in Aldrich Pond Wild Forest and for developing 300 feet of causeway along a horse trail in Independence River Wild Forest.
- Reviewed State Land project proposals submitted by DEC staff for minor trail relocations in Saranac Lakes Wild Forest and foot bridge replacement within Five Ponds Wilderness.

Permit Review

- Reviewed and drafted permit P2018-0079 for the removal of Horseshoe Pond Dam in Vanderwhacker Mountain Wild Forest.
- Reviewed and drafted permit P2018-0206 for snowmobile bridge replacement and minor trail relocation involving wetlands in Independence River Wild Forest.
- Reviewed and drafted permit P2018-0205 for snowmobile trail bridge construction involving wetlands in Independence River Wild Forest.
- Reviewed and drafted permits P2018-0185 and P2018-0186 for foot trail bog bridge replacement and minor expansion within Cranberry Lake Wild Forest.

APSLMP REVISION

Substantive Revision

- Finalized the FSEIS for the proposed amendment to the APSLMP modifying the definition and management guidelines for Travel Corridors and made a presentation to the Board reviewing it and recommending it for forwarding to the Governor for approval.

PARK POLICY AND PLANNING

Park-wide Recreation Planning

- Initiated a planning effort with DEC staff to develop Park-wide, detailed guidance on an approach to “Wildlands Monitoring” on State lands, which may be used for future UMP proposals to address visitor-use impacts.
- Restarted a planning effort with DEC to develop Park-wide, detailed guidance on an approach to assess the “carrying capacity” of Adirondack water bodies on State lands (as directed by the APSLMP), which may then be used for future

UMP proposals aimed at protecting and restoring these water bodies' natural qualities.

- In concert with APA legal staff, began consultations with DEC central office staff concerning potential development of a new guidance policy concerning scenic vistas.
- Drafted internal guidance for review of minor trail relocations submitted for review pursuant to the APA/DEC MOU consultation process.
- Continued revisions to the Ski Trail Design, Construction and Maintenance Guidance, meet with DEC staff, and conducted field work.
- Prepared and provided presentation at December Agency meeting regarding Ski Trail Design, Construction and Maintenance Guidance
- Organized and facilitated meeting with DEC staff regarding the development of Wildlands Monitoring Plan for the High Peaks Wilderness and Vanderwhacker Mountain Wild Forest

Training/Conferences

- Attended Visitor Use Management webinar series held by Society of Outdoor Recreation Professionals(SORP)

ADMINISTRATION (State Land Staff)

Reporting

- Submitted weekly and monthly reports.

Training

- Completed on-line training modules mandated by the State.
- Completed professional development training provided by Governor's Office of Employee Relations.

Legal Support

- Provided administrative support for pending litigation.

HISTORIC PRESERVATION ACT REVIEW

- Reviewed proposed projects in the Towns of Minerva and Town of Elizabethtown

GIS AGENCY PROGRAM ADMINISTRATION

Consultation

- Attended WebEx meeting with ITS GIS staff regarding aligning US Census block mapping with Adirondack Park boundary

Data Management

- Posted new State land photos in Lookup.
- Processed Enforcement photos for publishing.
- Corrected errors and maintained accurate Agency transaction data.
- Correction to the Critical Environmental Areas layer in Lookup.
- Corrected Land Use area data and hydrography data in Lewis County
- Published updated Harrietstown Wetland data provided by RASS to Lookup

Hardware/Software Management

- Researched and implemented security updates for GIS software
- Continued researching replacement options for Lookup
- Researched and discussed software needs for a new server with administration and ITS staff
- Identified and resolved printing error with Lookup.

Training

- Completed online training on ArcGIS Pro.
- Completed online training on developing suitability models.
- Attended the North Eastern Arc Users Conference in Saratoga Springs, attending several workshops on developing mapping applications and online GIS.

GIS MAP PRODUCTION

- Helped to create graphics for use in Saranac Lake Wild Forest UMP.

LUA BOUNDARY/BLUE LINE INQUIRY

- Researched Park boundary location and met with landowner regarding a Jurisdictional inquiry for a property that is bisected by the Park boundary.

MAP AMENDMENT REVIEW

- Published DSEIS, issued notices and held public hearing for MA2018-02 (Town of Westport). Approximately 30 people attended the hearing, and three written comments were received.
- Developed map of Town owned properties of interest, sewer and water service, and land use suitability map for the Town of Warrensburg.

WEB ADMINISTRATION/CONTENT MANAGEMENT

- Posting updates/public comments to large-scale subdivision web page.
- Posted new photo headliner on home page.
- Updated Land Class data shapefile available for download.
- Posted vacancies to Agency Employment page.
- Managing data storage on Media3 server.
- Updates to Public Input web page.
- Replaced forms and documents with updated versions.
- Added additional links to jurisdictional summary chart.
- Made changes to several helpful links on found through the website

November-December GIS/Web Tasks Summary:

Task	Count	Year to Date
GIS Agency Program Administration	14	80
GIS Map Production	9	81
LUA Boundary/Blue Line Inquiry	10	82
Map Amendments Review	3	13
State Land Classification/Reclassification Review	0	106
Web Administration/Content Management	13	51
Administrative Tasks	5	14

LOCAL GOVERNMENT SERVICES PROGRAM

Outreach

- **Caroga:** Met with representatives from the Town regarding their revised local land use controls.
- **Westport:** Attended the public hearing for a proposed map amendment in the Town.
- **Hague:** Met with the Town Zoning Administrator to discuss the Town's ALLUP.
- **Crown Point:** Attended the public hearing for the Town's Comprehensive Plan which was prepared in cooperation with the Agency's Economic Services and Local Government Staff.
- **Brighton:** Provided the Town of Brighton with a copy of the revised Adirondack Park Land Use and Development Park Plan Map.
- **Local Government Day:** Met with representatives from local government regarding topics for the agenda.
- **Local Government Innovation Conference:** Attended the 4th annual NYS DOS sponsored conference.
- **AATV:** Attended the December AATV meeting.

Correspondence and Consultations

- **Chester:** Responded to questions from the Town regarding a 3-lot subdivision in multiple land use areas.
- **Lake George:** Provided information to the Town regarding mobile and manufactured homes.
- **Chester:** Provided information to the Town regarding sign laws.
- **Horicon:** Provided information to the Town regarding P2017-0104.
- **Hague:** Responded to questions from the Town regarding historic preservation.
- **Hague:** Responded to questions from the Town regarding a proposed subdivision.
- **Horicon:** Provided information to the Town regarding tourist accommodations.
- **Arietta:** Responded to questions from the Town regarding a jurisdictional determination.
- **Johnsburg:** Provided information to the Town regarding project review.
- **Tupper Lake:** Responded to questions from the Town regarding signage.
- **Hague:** Responded to questions from the Town regarding solar laws.
- **Caroga:** Responded to questions from the public regarding the Town's ALLUP.
- **Chesterfield:** Provided information to the Town regarding a proposed 3-lot subdivision.
- **Caroga:** Responded to questions for the Town regarding replacement structures.
- **Edinburg:** Provided information to the Town regarding density requirements for mobile home parks.
- **Newcomb:** Provided information to the Town regarding septic replacements.
- **Caroga:** Provided information to the Town regarding a project in Hamlet.
- **Chester:** Provided information to the Town regarding the definition for Accessory Structures.
- **Horicon:** Responded to questions from the Town regarding variance reversals.
- **Caroga:** Responded to questions from the Town regarding expansion of a shoreline structure.
- **Horicon:** Responded to questions from the Town regarding expansion of a Tourist Accommodation.
- **Horicon:** Provided information to the Town regarding side setbacks.
- **Lake George:** Responded to questions from the Town regarding the jurisdictional inquiry process.
- **Chester:** Discussed septic capacity question w/Zoning Administrator.
- **Caroga:** Discussed a Town approved variance with concerned neighbor.
- **Caroga:** Clarified some information on variances with code officer.
- **Chesterfield:** Discussed possible 3-lot subdivision with supervisor.
- **Tupper Lake:** Provided information to the Town regarding local land use controls in the Adirondack Park.
- **Regulatory Programs:** Provided information to staff regarding Town requirements for Class A project in Johnsburg (P2006-0123).

- **Regulatory Programs:** Provided information to staff regarding Town requirements for a Class A project in Chesterfield (P2018-0008).
- **Regulatory Programs:** Provided information to staff regarding Class A review in Newcomb (P2018-0193).
- **Economic Services:** Coordinated with staff regarding the Town of Crown Point's comprehensive plan.

Agency-approved Local Land Use Programs (ALLUPs)

- **Arietta:** The Town has begun discussions regarding updating its subdivision regulations. Arietta became an ALLUP in 1983.
 - *Status:* Informal review process. It is expected that due to the extensive nature of these amendments that they should go before the Agency Board when complete. Staff has provided the Town with a word version of their current code and have offered to assist the Town in this endeavor.
- **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 be required to go before the Agency Board. Staff has been notified by the Town's consultant that a revised version of the code is forthcoming.
- **Chester:** The Town has been working on amendments to its zoning code. The proposed amendments involve the Town definitions, docks, signs, parking, travel trailer, and solar sections of their zoning code. Chester became an ALLUP in 2005.
 - *Status:* Informal review process. Due to the nature of the proposed amendments staff believe they will be eligible for approval under the Del Res.
- **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.
- **Hague:** The Town has proposed a Solar Energy Code for the siting of solar projects within the Town. Hague became an ALLUP in 1978.
 - *Status:* Not subject to Agency review. Although the code is not subject to Agency review at the request of the Town staff has provided comments on the proposed code.

- **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.

- **Indian Lake:** The Town is drafting revisions to its zoning code following its new Comprehensive Plan. Agency staff have been working with the Town and its consultant to ensure compliance with the requirements of their ALLUP. Indian Lake became an ALLUP in 1977.
 - *Status:* Informal review process. Due to the extensive nature of this re-write this amendment will be required to go before the Agency Board. Staff will continue to assist the Town as necessary to help develop the revised code.

- **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.

- **Queensbury:** The Town has requested approval to re-zone a ±9.23 acre parcel (279.-1-48) from Moderate Density Residential (MDR) to Rural Residential Five Acre (RR-5A).
 - *Status:* Approved pursuant to the Del Res on December 18, 2018.

Variances (20)

- **Arietta (1)**
 - Project [LV2018-0086] involved construction of a screened porch addition to a non-conforming dwelling. Relief was required from the Town for expansion of a non-conforming structure and from the shoreline setback. No further review of this variance was required since the project did not vary provisions of the Adirondack Park Agency Act.

- **Caroga (4)**
 - Project [LV2018-0093] involved placement of two 12 x 10 foot metal sheds on vacant land for storage. A use variance was requested from the Town Zoning Ordinance for allowing accessory structures without a principal building in the R-3 zoning district. No further review of this variance was required since the project did not involve provisions of the Adirondack Park Agency Act.
 - Project [LV2018-0092] involved construction of a 4-foot wide deck connecting an existing lakeside deck to a rear deck on a non-conforming SFD. Relief was required from the Town shoreline and roadway setbacks. The Agency's

- 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.
- Project [LV2018-0091] involved expansion of a deck attached to an existing non-conforming SFD. After the fact relief was required from the Town shoreline and side yard setbacks. The Agency's 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.
 - Project [LV2018-0094] involved construction of a second story enclosed porch over a current first floor enclosed porch. Relief was required for expansion of a non-conforming structure. No further review of this variance was required as the property lies in an area designated Hamlet on the Adirondack Park Land Use and Development Map and therefore not required to be referred to the Agency if located in a town with an ALLUP.
- **Chester (2)**
 - Project [LV2018-0085] involved construction of a 4-foot wide dock on a vacant shoreline parcel with the potential for boat slips on both sides of the dock. Relief was required from the Town for use of more than one-half of the shoreline for dockage. The ZBA approved the variance with the condition that the dock be moved to the northerly side of the property to allow for docking on only the southerly side and that the width of the dock be reduced to 3 feet. No further review of this variance was required since the project did not involve provisions of the Adirondack Park Agency Act.
 - Project [LV2018-0088] involved replacement of an existing on-site wastewater treatment system. Relief was required from the Town On-Site Wastewater Treatment Local Law for insufficient setbacks (absorption field to well and building) and from proposed septic tank to building. The Agency deferred to the findings of the Town Board acting as the Local Board of Health and no further review of this variance was required.
 - **Day (2)**
 - Project [LV2018-0080] involved construction of a detached garage with upstairs storage space. Relief was required from the Town front yard setback. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.
 - Project [LV2018-0081] involved construction of a free-standing garage. Relief was required from the Town proportional rear yard setback for the already poured foundation. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.
 - **Hague (2)**
 - Project [LV2018-0070] involved replacement of a timber walkway, steps, retaining wall and stone patio with a new patio, stone steps and a boulder retaining wall. Relief was required from the Town for the patio to sit 10.54 feet from the MHW where the existing patio was 13.83 feet from the MHW.

The applicant revised their proposal adjusting the distance of the edge of the patio to sit no closer to the shoreline than what is existing. The Agency's 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.

- Project [LV2018-0071] involved after-the-fact construction of fencing along both north and south property lines of a shorefront property. Relief was required from the Town for construction of a fence within 50 feet of a shoreline, for construction of a fence over 4 feet in height on a side property line in a residential area, and for a structure over 100 square feet within the shoreline setback. Agency staff determined that the record did not support the ZBA's variance authorization and a variance reversal letter was issued.
- **Horicon (3)**
 - Project [LV2018-0083] involved replacement of an existing onsite wastewater treatment system with a new system. Relief was required from the Town for deficient yard and building setbacks from the proposed absorption field and septic tank. No further review of this variance was required as the property lies in an area designated Hamlet on the Adirondack Park Land Use and Development Map and therefore not required to be referred to the Agency if located in a Town with an ALLUP.
 - Project [LV2018-0082] involved an after-the-fact retaining wall and patio. Relief was required from the Town shoreline setback. Agency staff determined that the record did not support the ZBA's variance authorization and a variance reversal letter was issued.
 - Project [LV2018-0090] involved replacement of an existing septic system with an enhanced treatment unit. Relief was required from the Town for insufficient setbacks for the proposed absorption bed, pump tank and enhanced treatment unit. The Agency deferred to the findings of the Local Board of Health and no further review of this variance was required.
- **Johnsburg (1)**
 - Project [LV2018-0078] involved erecting an 8 x16 foot prefab removable storage shed on a gravel bed to store boats and related equipment. Relief was required from the Town shoreline setback, front (roadway) setback and 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.
- **Queensbury (5)**
 - Project [LV2018-0079] involved replacement of an on-site wastewater treatment system. Relief was required from the Town for insufficient setbacks from property lines, neighboring wells and shoreline. The Agency deferred to the findings of the Local Board of Health and no further review of this variance was required.
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- Project [LV2018-0084] involved replacement of an existing on-site wastewater treatment system. Relief was required from the Town for insufficient setback distances from the proposed septic and pump tanks to the shoreline, the dwelling and the property line. The Agency deferred to the findings of the Local Board of Health and no further review of this variance was required.
- Project [LV2018-0087] involved the addition of a 711 square foot bedroom and a 211 square foot enclosed porch, raising the roof above a portion of the second floor and removal of two porch areas. Relief was required from the Town shoreline setback and maximum height limit. 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 [LV2018-0089] involved replacement of an existing on-site wastewater treatment system with 3 holding tanks. Relief was required from the Town for insufficient setback distances from the proposed holding tanks to the dwelling, the road and the property lines. The Agency deferred to the findings of the Local Board of Health and no further review of this variance was required.
- Project [LV2018-0096] involved construction of a residential addition and alterations to an existing non-conforming single family dwelling involving two new roof lines. Relief was required from the Town side yard setback for the new rooflines to extend within 20 feet from the side property lines. Based on the information presented in the record, no further Agency review is required for this variance since the project does not involve provisions of the Adirondack Park Agency Act.

Summary of Local Government Services Accomplishments November–December 2018				
Reportable Items	Municipalities		Period Total	Year to Date
	ALLUP	Other		
Land Use Regulations review/approved (note – reviewed total may include multiple reviews of same section or code)	9/1	0	9/1	49/5
ALLUP variances review/reversed	20/2		20/2	106/6
Comprehensive Plans reviewed	0	1	1	4
Meetings with Town officials	3	2	5	18
Training & Workshops provided	0	0	0	3
Correspondence & Consultations	27	1	28	197
Intra-Agency local planning assistance	4	0	4	25
ALLUP – denotes “APA-approved Local Land Use Program”				