



KAREN FELDMAN
Acting Chair

TERRY MARTINO
Executive Director

MEMORANDUM

TO: Terry Martino, Executive Director

FROM: Richard Weber, Deputy Director Planning

DATE: March 6, 2019

RE: Planning Division Activity Report for January and February 2019

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

APSLMP CONSULTATIONS

UMP Development/Review

- Developed Agency meeting materials, including responses to public comments, Agency presentation, staff memo and Agency resolution, regarding the SLWF UMP.
- Continued APSLMP-conformance consultations with DEC staff concerning final drafts of the Hammond Pond Wild Forest UMP, and an amendment to the 2006 Blue Ridge Wilderness UMP.
- Began consultations with DEC central office staff regarding the drafting of a new amendment to the 1996 Remsen – Lake Placid Travel Corridor UMP.
- Continued APSLMP conformance consultations with DEC staff concerning updated drafts of the Lake George Wild Forest UMP and the Lake George Islands Campground UMP.

APA/DEC MOU Consultation

- Reviewed State Land project proposals submitted by DEC Operations staff for replacing/improving the ramps and docks at two boat launches (Paradox Lake and Lake Placid) and constructing a comfort station at a third (Lake Flower).
- Reviewed State Land project proposal submitted by DEC Region 6 staff to improve a horse trail in Independence River Wild Forest.
- Reviewed and responded to SL2019-0001 relocation of the Piseco Lake Access trail in Ferris Lake Wild Forest.

Permit Review

- Finalized P2018-0079 Horseshoe Pond Dam removal within Vanderwacker Mountain Wild Forest.
- Conducted preliminary review of P2019- 0016 dredging of the DEC Westport boat launch on Lake Champlain.
- Reviewed P2019-0012 Bog River Dam Rehabilitation Project and responded to the submittal of an application/certification for GP2005G-1R.

PARK POLICY AND PLANNING

Park-wide Recreation Planning

- In concert with APA legal staff, continued consultations with DEC central office staff regarding potential development of a new DEC policy concerning scenic vista management. As part of this, participated in a meeting with DEC central office staff at the Warrensburg DEC office.
- Continued 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. As part of this, participated in meetings with DEC central office staff in Ray Brook and technical advisor from the National Park Service.
- Continued planning effort with DEC staff to develop Park-wide, detailed guidance for the development and management of Primitive Tent Sites within Wilderness and Wild Forest. As part of this project, Agency and Department staff are revising a draft document with consideration of the comments received following the release of a public draft.
- Continued planning effort with DEC staff to develop Park-wide, detailed guidance for the development of Ski Trail Design, Construction and Maintenance Guidance, including Continued revisions to the Ski Trail Design, Construction and Maintenance Guidance, including meeting with DEC staff and conducting field work.

ADMINISTRATION (State Land Staff)

Reporting

- Submitted weekly and monthly reports.
- Submitted portion of the Agency’s 2018 annual report dedicated to State land staff’s work and accomplishments during the year

Agency Coordination/Efficiency

-

Training

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

Legal Support

- Provided administrative support for pending litigation.

Other

- Consulted with Support staff and ITS staff for the conversion of the State Land Consultation Spreadsheet into ATRADS.

GIS AGENCY PROGRAM ADMINISTRATION

Consultation

- Met with NYS-ITS GIS staff to discuss park boundary mapping related to the 2020 US Census, and the Agency's online GIS data inventory.

Data Management

- Updated Telecommunications database on Lookup System.
- Acquired new data set from National Grid and published to Lookup.
- Published Chester Wetland data provided by RASS to Lookup.
- Managing and maintaining accurate transaction data.
- Connected with Regulatory Programs about Enforcement photos data.

Hardware/Software Management

- Updating RASS Workstation software.
- Researched and installed security patch for GIS software.
- Installed Web Appbuilder.
- Continued research for Lookup replacement options.
- Downloading and installing software on the new server.
- Continued research and discussion on software needs for a new server with administration and ITS staff.

Training

- Completed online training on Portal for ArcGIS
- Completed training on Web AppBuilder for ArcGIS Developer Edition

GIS MAP PRODUCTION

- Created Digital Elevation map for EPS staff project review site

MAP AMENDMENTS REVIEW/LAND USE PLANNING

- MA2008-02 (Westport) - Met with RASS and DEC staff to discuss process for sewer district creation. Received a tentative timeline for the establishing a sewer district for area under consideration for Hamlet expansion.

- Reviewed potential areas for map amendments in the Town of Warrensburg. Mapped several potential parcels of interest by the Town. Compiled data related to map amendment criteria including soils, slopes, wetlands and water and sewer service areas. Staff will meet with the Town board in early March to discuss map amendment process and potential amendment requests.
- Preparing technical amendment for 37 parcels that appear to be privately owned but currently classified as State land.

STATE LAND CLASSIFICATION /RECLASSIFICATION REVIEW

- Identified and inquired with DEC about two parcels of state land currently identified as private lands on Agency maps.

WEB ADMINISTRATION/CONTENT MANAGEMENT

- Edited monthly mailing page/creating new links.
- Posted vacancies to Agency Employment page.
- Posted updated Telecommunications database.
- Gathered and Summarized website statistics.
- Made edits to home page.
- Replaced forms and documents with updated versions.
- Identified problems with security certificate preventing access to Agency website.

ADMINISTRATION (GIS STAFF)

- Completed Ethics Training

January/February GIS/Web Tasks Summary:

Task	Count	Year to Date
GIS Agency Program Administration	15	15
GIS Map Production	6	6
LUA Boundary/Blue Line Inquiry	17	17
Map Amendments Review/Land Use Planning	3	3
State Land Classification/Reclassification Review	3	3
Web Administration/Content Management	7	7
Administrative Tasks	1	1

LOCAL GOVERNMENT SERVICES PROGRAM

Outreach

- **Local Government Day:** Sent out draft agenda and registration information to 1500+ local officials and other contacts.
- **101 Towns & Villages:** Sent out the annual local officials contact information request to the towns and villages in the Adirondack Park. As of February 25th, staff has received updates for 64 towns and 7 villages.
- **Chesterfield:** Attended a meeting with the Town and Agency staff regarding a permit under Agency review.
- **Lake Placid/North Elba:** Attended the public hearing on the proposed short-term rental local law.

Correspondence and Consultations

- **Newcomb:** Responded to questions from the Town regarding a shoreline parcel.
- **Newcomb:** Provided information to the Town regarding the variance referral process.
- **Chesterfield:** Provided information to the Town regarding Class A projects.
- **Horicon:** Responded to questions from the Town regarding docks.
- **Horicon:** Provided information to the Town regarding the variance referral process.
- **Colton:** Provided information regarding hunting & fishing cabins.
- **Horicon:** Responded to questions regarding boundary line adjustments.
- **Chester:** Provided information to the Town regarding a 2018 Agency permit.
- **Horicon:** Responded to questions from the Town regarding expansions of non-conforming structures.
- **Chester:** Responded to questions from the Town regarding
- **Newcomb:** Responded to questions from the Town regarding a subdivision involving wetlands.
- **Westport:** Provided information to the Town regarding non-conforming uses.
- **Chester:** Responded to questions from the public regarding a proposed subdivision.
- **Horicon:** Provided information to the Town regarding boardwalks and wetlands.
- **Chester:** Provided the Town with information regarding a 1996 Agency permit and principal buildings.
- **Horicon:** Provided information to the Town regarding the variance reversal process.
- **Chester:** Provided information to the Town regarding percent slope maps.
- **Hague:** Provided information to the Town regarding the variance referral process.

- **Newcomb:** Responded to questions from the Town regarding a subdivision involving wetlands.
- **Horicon:** Responded to questions from the Town regarding Agency setbacks.
- **Chester:** Responded to questions from the Town regarding composting toilets.
- **Westport:** Provided information to the Town regarding rezoning parcels.
- **Chester:** Responded to questions from the public regarding the subdivision process in an ALLUP.
- **Chester:** Provided the Town with a draft map of percent slope and elevations above 1400 feet.
- **Johnsburg:** Provided the Town with information regarding a priori Agency permit (P1987-0148).
- **Horicon:** Responded to inquiry from CEO about review of septic variances.
- **Chester:** Discussed potential permit amendment with property owner and directed to Regs.
- **Chesterfield:** Discussed road/right of way for 4-lot subdivision with supervisor.
- **Chester:** Discussed JIF with Zoning Administrator in regard to septic setbacks.
- **Newcomb:** Responded to questions regarding emergency projects.
- **Minerva:** Responded to questions from the public regarding a property in Resource Management in Minerva.
- **Regulatory Programs:** Provided information regarding Town processes (P2018-0193) in the Town of Newcomb.
- **Regulatory Programs:** Assisted staff in review of P2018-0008 in the Town of Chesterfield.
- **Regulatory Programs:** Assisted staff in review of P2019-0008 in the Town of Hague.
- **Regulatory Programs:** Provided information regarding the Town of Johnsburg's ALLUP.
- **Regulatory Programs:** Provided information regarding the Town of Johnsburg's ALLUP for review of P2006-0123.
- **Regulatory Programs:** Assisted staff in review of P2018-0114 in the Town of Caroga.
- **Regulatory Programs:** Provided information regarding the Town of Indian Lake's ALLUP for P2019-0010.
- **Enforcement:** Provided information to staff regarding a potential violation in the Town of Bolton.

Agency-approved Local Land Use Programs (ALLUPs)

Amendments

- **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 drafted a Solar Energy Code to address the siting of solar systems within the Town. The Town implemented a moratorium on solar projects in 2017 which expired at the end of 2018. Hague became an ALLUP in 1978.
 - *Status:* Not subject to Agency review, comments have been provided to the Town as a courtesy.
- **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.

Variances (9)

- **Bolton (1)**
 - Project [LV2019-0002] involved after-the-fact approval for construction of a deck with stairs attached to a nonconforming SFD. Relief was required from the Town shoreline setback, the Town front yard setback and for alteration of a nonconforming structure. No further Agency review was required since the stream was non-navigable, however, the applicant was encouraged to complete a JIF to confirm the presence of jurisdictional wetlands.
- **Chester (2)**
 - Project [LV2019-0005] involved the replacement of an existing on-site wastewater treatment system. Relief was required from the Town On-Site Wastewater Treatment Local Law for deficient setbacks. 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 [LV2019-0004] involved installation of a 1000 gallon holding tank sized to accommodate the flow from a new bedroom located over a proposed detached garage. Relief was required from the Town On-Site Wastewater Treatment Local Law for use of a holding tank. No further Agency review was required for this variance since the project did not involve provisions of the Act.
- **Hague (1)**
 - Project [LV2018-0095] involved the reconfiguration of waterfront structures including removal of a portion of deck and existing stairs, removal of existing rock cribbing, installation of wooden steps with landing, stone steps and flagstone patio. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.
- **Horicon (2)**
 - Project [LV2018-0097] involved replacement of a 5-bedroom dwelling with a 24-unit lodge with hallway connecting to an existing Main Lodge. Relief was required from the Town for the new building to sit 79.7 feet from the shoreline where a 100-foot setback is required by the Town and a 75-foot setback is required by the APA. ZBA approval was conditioned on a boundary line adjustment to eliminate the need for a side yard setback variance. The Agency offered no comments on the Town issued variance, however the

- project may constitute a Class A project and a JIF was recommended to determine if a permit is required prior to commencement of the project.
- Project [LV2018-0098] involved construction of a set of stairs leading from an existing deck to boulders below to access the shoreline. Relief was required from the Town shoreline, roadway 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.

 - **Newcomb (1)**
 - Project [LV2019-0001] involved replacement of an existing septic system. Relief was required from the Town On-Site Sewage Disposal Ordinance for deficient setbacks from the absorption/leach field to the shoreline and wetlands. The Agency offered no comments on the Town issued variance, however the project is under review by the Agency as a Class A regional project and the landowner must obtain an APA permit prior to commencement of the project.

 - **Queensbury (2)**
 - Project [LV2019-0003] involved construction of a new bay window feature facing the shoreline, a 623 square foot first floor addition, a front entryway covered porch and a sunroom with patio attached to an existing non-conforming single-family dwelling. The proposal included removal of a deck located ±40 feet from the shoreline. Relief was required from the Town for exceeding the Floor Area Ratio requirements for that district and for the new bay window to be located 47 feet from the shoreline where 50 feet is required. The Agency deferred to the findings of the ZBA and no further review of this variance was required.
 - Project [LV2019-0007] involved replacement of an existing on-site wastewater treatment system with the use of three holding tanks. Relief was required from the Town for deficient setbacks from the holding tanks to the house, the road and the shoreline. 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 January-February 2019				
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)	8	0	8	0
ALLUP variances review/reversed	9/0		9/0	9/0
Comprehensive Plans reviewed	0	0	0	0
Meetings with Town officials	0	0	0	0
Training & Workshops provided	0	0	0	0
Correspondence & Consultations	30	1	31	31
Intra-Agency local planning assistance	8	0	8	8
ALLUP – denotes “APA-approved Local Land Use Program”				