



ANDREW M. CUOMO
Governor

TERRY MARTINO
Executive Director

MEMORANDUM

TO: Terry Martino, Executive Director

FROM: Richard Weber, Deputy Director - Planning

DATE: June 5, 2019

RE: Planning Division Activity Report for March, April and May 2019

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

APSLMP CONSULTATIONS

UMP Development/Review

- Completed consultations with DEC staff concerning the Hammond Pond Wild Forest UMP and presented the final draft of the Plan to the Board in May with a recommendation that the Plan conforms to the general guidelines and criteria of the APSLMP.
- Continued APSLMP-conformance consultations with DEC staff concerning drafts of the Sentinel Range Wilderness UMP and an amendment to the 2006 Blue Ridge Wilderness UMP.
- Attended a public scoping meeting hosted by DEC for the Crown Point Historic Site and Campground.
- Consulted with DEC Region 5 and Central office staff regarding inclusion of Wildland monitoring and carrying capacity concepts into the Chazy Highlands Management Complex Plan.
- Reviewed documents and conducted field work for Lake George Wild Forest UMP.
- Reviewed documents for Fish Creek Pond Campground UMP.
- Drafted APSLMP conformance memo regarding the Saranac Lakes Wild Forest UMP.

APA/DEC MOU Consultation

- Consulted with DEC Region 6 staff regarding work plans for rerouting two short sections of foot trails out of wet areas onto drier land (in Cranberry Lake and Horseshoe Lake Wild Forests), requiring insignificant tree cutting and no construction or placement of new trail structures.

- Consulted with DEC Region 5 staff regarding upcoming development of a work plan for rerouting a section of a snowmobile trail near the west end of Taylor Pond, in Taylor Pond Wild Forest.
- Consulted with DEC Region 5 staff regarding modifications to the Hearthstone Campground entryway on Route 9N in Lake George.
- Consulted with DEC region 6 staff regarding the relocation of the Vista trail in Fulton Chain Wild Forest.

Permit Review

- Reviewed and finalized a permit for dredging at the Westport Boat Launch involving wetlands. (P2019-0016)
- Reviewed and finalized a permit for parking and access improvements at the Bog River Dam involving wetlands. (P2019-0012)

PARK POLICY AND PLANNING

Park-wide Recreation Planning

- 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 a number of conference calls and meetings with DEC central office and Region 5 staff, including one site visit near Minerva.
- Continued a planning effort with DEC staff to develop Park-wide detailed guidance for the management of Primitive Tent Sites.
- Met with staff from the Vermont Department of Forests, Parks & Recreation regarding visitor use management
- Met with staff from National Park Service to gather advice on applying Interagency Visitor Use Management to Forest Preserve lands.

Other

- Consulted with DEC Region 6 staff regarding recreation projects on the Oswegatchie easement lands involving wetlands.
- Provided instruction to students from Plattsburg State University regarding the role of the Agency.

ADMINISTRATION (State Land Staff)

Reporting

- Submitted weekly and monthly reports.

Agency Coordination/Efficiency

- Assisted RASS staff in conducting a visual assessment for a timber management project adjacent to Azure Mountain in Debar Mountain Wild Forest.

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 Saranac, North Elba, Fort Ann, and Lyonsdale

GIS AGENCY PROGRAM ADMINISTRATION

Consultation

- Attended the NYS GIS State Agency Advisory group meeting representing the APA.
- Met with staff from the Adirondack Watershed Institute regarding field data collection.
- Assisted staff with utilizing Lidar data for project review.
- Staff provided information on the Park boundary to NYS ITS, Department of Labor and Cornell University, who are all working with the US Census program to align Census blocks with the Park boundary. Aligning Census block data with the Park boundary would eliminate the need for Agency staff to interpolate Census data for blocks that straddle the Park boundary.
- Planning staff is participating on the Empire State Water Trail (ESWT) program development group, particularly with the Data/Website subcommittee. The ESWT is an initiative to link over 1,700 miles of navigable waterways together with consistent branding and website.
- Staff provided GIS data to DANC, who is developing online web mapping services for Franklin County.
- Staff assisted Reg. Program staff in georeferencing a map image.
- Assisted Town of Keene with adding Agency land classification Data to an existing online map

Data Management

- Updating NYS Natural Heritage program data for LUS.
- Downloading BioBase data for lake analysis.
- Regulatory Programs photo support.
- Updating NYS agency GIS contacts in various locations.
- Preparing for a SQL Server migration.
- Correcting and maintain accuracy in transaction data on Lookup.
- Creating mobile basemaps for Explorer for ArcGIS.
- Evaluated options for mapping building footprints. Several online mapping services show building footprints, but they are proprietary data. Staff is evaluating Open Source data and the potential to create our own with Lidar data.

Hardware/Software Management

- Installing GIS software on new server.
- Research for implementation of Portal for ArcGIS on new server.
- Researching software/hardware for mobile deployment of Lookup System.

Training

- ESRI online trainings for Portal for ArcGIS.
- Online training for image processing and analysis.
- Provided DEC employees guidance on RASS 3D Stereo System.
- Attended regulatory programs meeting for photo guidelines on LUS.

GIS MAP PRODUCTION

- 2019 Telecommunications maps.
- Modified and hosted new APA Lookup system basemap online.
- Mapping for APA staff on Gore Mountain property.
- Raquette Lake Snowmobile trail map for state land staff.
- Prepared a series of maps for affordable housing initiative in Au Forks. Staff prepared maps showing description of Hamlet land use area boundaries, resource constraints and property boundaries.
- Staff met with the Warrensburg Town board to discuss possible map amendments around the Hamlet of Warrensburg. Staff explained the Agency's classification system, subdivision regulations and map amendment criteria. Staff also review resource constrains on several Town-owned parcels. The Town will reach out to the Agency to discuss potential map amendments when a county infrastructure inventory is completed.

LUA BOUNDARY/BLUE LINE INQUIRY

- With assistance from DEC surveyors, staff researched two questionable State-owned parcels in the Town of Stratford that are not represented in County tax

maps in areas the Agency has mapped as private lands. One of these parcels appeared to be on a site that is currently under review by the Agency for a permit. DEC confirmed that the area under review does not have any State ownership, but a second parcel appears to have conflicting titles.

- Researched ownership of SUNY Cortland property on Raquette Lake. Several SUNY properties in the Park are owned by private entities, but one of SUNY Cortland's parcels appears to be owned by the People of the State of New York and incorrectly mapped as private land.

MAP AMENDMENTS REVIEW

- Staff met with the Warrensburg Town board to discuss possible map amendments around the Hamlet of Warrensburg. Staff explained the Agency's classification system, subdivision regulations and map amendment criteria. Staff also review resource constrains on several Town-owned parcels. The Town will reach out to the Agency to discuss potential map amendments when a county infrastructure inventory is completed.
- Reviewed documents produced for the Town of Westport sewer district expansion related to MA2018-02. A public hearing on the district expansion was held by the Town on May 14, 2019. The formal acceptance of the expansion is expected to follow the hearing. Once the expansion is finalized, staff will bring the MA2018-02 back to the Agency board for a decision.
- Staff met with a member of the public regarding a potential map amendment in the Town of North Elba.

WEB ADMINISTRATION/CONTENT MANAGEMENT

- Website homepage and photo banner updates.
- Modifications to the Forms and Applications page and drop down menu.
- Redesign of the Rules and Regulations page.
- Edited monthly mailing page/creating new links.
- Posting updated versions of our consultants lists.
- Posted May Agency meeting presenter highlights.

ADMINISTRATION (GIS STAFF)

- Staff participated in a panel celebrating the 50th anniversary for Ian McHarg's book *Design with Nature* at the 2019 Adirondack Research Consortium conference. Design with Nature provided a basis for the resource overlay approach used by Agency staff in development of the Adirondack Park Land Use and Development Plan map. The Panel include former Agency staff and Board members and local land use planning experts. Agency staff discussed the Agency's migration to digital mapping and overlay analysis.

March/April/May GIS/Web Tasks Summary:

Task	Count	Year to Date
GIS Agency Program Administration	21	36
GIS Map Production	31	37
LUA Boundary/Blue Line Inquiry	30	47
Map Amendments Review	3	6
State Land Classification/Reclassification Review	0	3
Web Administration/Content Management	6	13
Administrative Tasks	1	2

LOCAL GOVERNMENT SERVICES PROGRAM

Outreach

- **Adirondack Park Local Government Day:** 22nd Annual Conference was held on April 3 & 4 in Lake Placid, NY. Three hundred and twenty-six (326) people registered for the conference representing 40 Towns & Villages, 65 regional organizations and consultants, and 11 state agencies. Agency staff coordinate the agenda and registration process for the conference which is a cooperative effort between APA, AATV, LGRB, NYS DOS, NYS DEC and Empire State Development. Agency staff have also begun planning the 2020 LGD Conference which is tentatively planned for April 29 & 30, 2020.
- **Northern Adirondack CEO Conference:** LGS Staff coordinated the Agency's exhibitor booth at the 24th Annual Adirondack Code Enforcement Officials Association Conference. There were over 300 code enforcement officials from throughout northern New York in attendance at the conference to obtain their annual training. Agency staff from Regulatory Programs, Enforcement, RASS and Planning tended to the booth and interacted with over 100 code officials during the conference.
- **NYS Tug Hill Commission:** Attended the 30th Annual Local Government Conference in Tug Hill. This conference attracts attendees from throughout Jefferson, Lewis, Oneida and Oswego counties.
- **New York Planning Federation:** Attended the 81st Annual NY Planning Federation Conference in Bolton Landing. This conference attracts professional planners and local officials from throughout the State of New York.
- **Local Government Review Board:** Attended the April LGRB meeting in Tupper Lake.
- **Hague:** Met with the Town Zoning Administrator to discuss the Town's ALLUP.

Correspondence and Consultations

- **Chester:** Responded to questions from the Town regarding junkyards.
- **Newcomb:** Responded to questions from the Town regarding a proposed salt shed project.
- **Chester:** Responded to questions from the public regarding the jurisdictional determination process.
- **Chesterfield:** Provided information to the Town regarding a 1996 Agency permit.
- **Willsboro:** Provided information to the Town regarding the Agency's land use and development map.
- **Hague:** Provided information to the Town regarding subdivisions and mergers.
- **Chesterfield:** responded to questions from the Town regarding agricultural uses.
- **Chester:** Responded to questions from the Town regarding retaining walls.
- **Chesterfield:** Provided information to the Town regarding public notices.
- **Newcomb:** Responded to questions from the Town regarding a project on Goodnow Flow.
- **Willsboro:** Provided information to the Town regarding principal building rights.
- **Chester:** Provided information to the public regarding a 2005 Agency permit.
- **Chester:** Provided information to the Town regarding a proposed mini golf course.
- **Chester:** Responded to questions from the Town regarding shared dock access.
- **Horicon:** Responded to questions from the Town regarding boardwalks or docks and wetlands.
- **Chester:** Responded to questions from the public regarding the Town's ALLUP.
- **Caroga:** Responded to questions from the Town regarding projects in Hamlet.
- **Horicon:** Provided information to the Town regarding parcels in multiple land use areas and zoning districts.
- **Chester:** Responded to questions from the Town regarding a 2011 subdivision.
- **Horicon:** Responded to questions from the Town regarding a new single family dwelling on a shoreline parcel.
- **Lake George:** Responded to questions from the Town regarding amending a 2008 Agency permit.
- **Chester:** Responded to questions from the Town regarding the Agency's enforcement process.
- **Horicon:** Responded to questions from the Town regarding a change to an existing use in Hamlet.
- **Chester:** Responded to questions from the Town regarding boundary line adjustments and subdivisions.
- **Newcomb:** Responded to questions from the Town regarding the status of a 1986 APA permit.
- **Johnsburg:** Responded to questions from town regarding the consultation process between an ALLUP and the Agency.
- **Schroon:** Responded to questions from the Town regarding on-site wastewater treatment.

- **Chester:** Responded to questions from the Town regarding amendments to past projects.
- **Regulatory Programs:** Coordinated with staff for a project in Newcomb.
- **Regulatory Programs:** Coordinated with staff regarding a 2-lot subdivision in Hague.
- **Regulatory Programs:** Provided information to staff regarding a proposed subdivision in Newcomb.
- **Regulatory Programs:** Coordinated with staff regarding a permit amendment in Chester.
- **Regulatory Programs:** Provided information to staff regarding a project in Queensbury.
- **Enforcement:** Coordinated with staff regarding a potential wetland violation involving docks.

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. This amendment is expected to enter the formal review process soon and go to the Agency Board for consideration at the July meeting.
- **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:* Completed formal review process. This amendment was approved under the DelRes on May 9, 2019.
- **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 amend its regulations in the Town waterfront residential districts. Staff worked with the Town to revise the proposed amendment, so it will provide for adequate protection of vegetation within the 6-foot buffer area.
 - *Status:* Completed formal review process. This amendment was approved under the authority of the Del Res on May 3, 2019.

VariANCES (18)

- **Bolton (3)**
 - Project [LV2019-0017] involved construction of a new trophy room, porch and patio additions to an existing-nonconforming SFD. Relief was required from the Town shoreline setback and for alterations to a non-conforming structure. No further Agency review was required for this variance since the proposed additions were entirely outside of the Agency's 50-foot shoreline setback and

- therefore did not vary provisions of the APA Act. However, the project was subject to the conditions of APA permit P1997-0306.
- Project [LV2019-0018] involved removal of a 635 square foot garage, replacing it with a new 1152 square foot, two-story garage. Relief was required from the Town front setback and shoreline setback from Huddle Brook. No further Agency review was required since the stream appeared to be non-navigable and therefore did not involve provisions of the Adirondack Park Agency Act. Jurisdictional wetlands appeared to be present on the parcel and it was noted in the response that an Agency permit is required for certain projects involving wetlands.
 - Project [LV2019-024] involved replacing a 288 square foot office in an existing single family dwelling with a 480 square foot bedroom/bathroom. Relief was required from the Town for alteration of a non-conforming structure. No further Agency review was required since the project did not involve provisions of the Adirondack Park Agency Act.
- **Caroga (1)**
 - Project [LV2019-0012] involved after-the-fact approval to replace a recently removed 800 square-foot dwelling with a 1,104 square-foot, two-story SFD with attached porch. Relief was required for the proposed porch to extend to ±45 feet from the mean high water mark where a 75-foot setback was required. Agency staff determined that the record did not support the ZBA's variance authorization and a variance reversal letter was issued.
 - **Day (1)**
 - Project [LV2018-0023] involved a lot line adjustment between two parcels. Relief was required from the Town minimum lot size as both lots are non-conforming. No further Agency review was required for this variance since the project appeared to meet the criteria for a boundary line adjustment and did not create any opportunity for new principal buildings in the transfer of this property to the adjacent property.
 - **Hague (2)**
 - Project [LV2019-0011] involved removal of an existing non-conforming 12 x 25 foot storage shed and construction of a new 14 x 28 foot shed. Relief was required from the Town side yard setback and from the front line setback. No further Agency review was required for this variance since the project did not involve provisions of the Act.
 - Project [LV2018-0095] involved the reconfiguration of waterfront stairs and a deck by removing sections of existing stairs and deck and installing wood steps with a landing, stone steps and terraces. Relief was required for the reconfigured structures to be located within the 50-foot shoreline setback for the TR1 District. 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 (1)**
 - Project [LV2019-0020] involved approval to maintain a 298 square foot portion of a stone retaining wall as part of a previously reversed after-the-fact project proposal. Relief was required from the Town for the retaining wall to sit 14 feet from the shoreline where a 50-foot setback 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.

- **Queensbury (10)**
 - Project [LV2019-0008] involved replacement of an existing septic system. Relief was required from the Town On-Site Sewage Disposal Ordinance for insufficient setback from proposed absorption field to existing well. The Agency offered no comments on the town issued variance.
 - Project [LV2019-0009] involved a request to maintain an existing septic treatment system that does not meet the Town's current setback requirements. Relief was required from the Town for insufficient setback distance from existing absorption field to existing well. The Agency offered no further comment on this town issued variance.
 - Project [LV2019-0010] involved after the fact approval to maintain basement area improvements/living space in a single family dwelling that were not included in a previously approved variance. Relief was required from the Town for exceeding the maximum Floor Area Ratio (FAR) requirements to maintain the basement as living space. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.
 - Project [LV2019-0013] involved replacement of an existing septic system with a new Clarus Fusion enhanced treatment unit. Relief was required from the Town for deficient setback from septic tank to dwelling, absorption bed to shoreline, and absorption bed to property line setback. It was noted that the replacement system will be in the approximate location as the existing system. The Agency deferred to the findings of the Local Board of Health and no further review of this variance was required.
 - Project [LV2019-0015] involved a two-lot subdivision of a 54.8 acre parcel. A lot width/road frontage of 400 feet was proposed for Lot 2 where 800 feet is required, therefore relief was required from the Town double-the-lot frontage or shared driveway requirement for lots created on a Regional Arterial Road. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.
 - Project [LV2019-0016] involved the addition of a 682 square foot attached garage to an existing single family dwelling. The proposal included removal of an existing 254 square foot detached garage and a 63 square foot accessory structure along with the installation of permeable pavers to replace a slate walkway. Construction of the garage required relief from the Town side yard setback and from the front property line setback. Relief was also

- required for deficient permeability and for exceeding the Town's maximum floor area ratio. No further Agency review was required for this variance since the project did not involve provisions of the Act.
- Project [LV2019-0019] involved replacement of an existing cesspool with a new on-site wastewater treatment system. Relief was required from the Town for deficient setback from proposed dispersal location to dwelling. No further Agency review was required for this variance since the project did not involve provisions of the APA Act.
 - Project [LV2019-0021] involved installation of a 6,000 gallon holding tank and replacement of an existing pump with a new pump station located in the same location. Relief was required from the Town for insufficient setback distance from the proposed pump station to the shoreline and for use of a holding tank. The Agency deferred to the findings of the Local Board of Health and no further review of this variance was required.
 - Project [LV2019-0025] involved renovations to an existing single family dwelling to include: raising the roof to create a vaulted ceiling on the shoreline side of the house, rebuilding 98 square feet of living space on the road side of house in the existing footprint, construction of a new covered entryway/stoop and a new awning roof over the basement service doors. Relief was required from the Town for the roadside addition, the shoreline addition and the awning roof to be located within the 12-foot side yard setback. Additional relief was required from the Town floor area ratio (FAR), (23% proposed, 22% maximum allowed) in the Waterfront Residential Zone. No further Agency review was required for this variance since the project did not involve provisions of the APA Act.
 - Project [LV2019-0028] involved replacement of a residential wastewater treatment system. Relief was required from the Town On-Site Sewage Disposal Ordinance for deficient setbacks from proposed absorption field, septic and pump tanks to dwelling and from proposed force main to property line. No further Agency review was required for this variance since the project did not involve provisions of the APA Act.

Summary of Local Government Services Accomplishments March-May, 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)	9/2	0	9/2	17/2
ALLUP variances review/reversed	17/0		17/0	26/0
Comprehensive Plans reviewed	0	0	0	0
Meetings with Town officials	1	0	1	1
Training & Workshops provided	1	1	1	1
Correspondence & Consultations	26	0	26	57
Intra-Agency local planning assistance	6	0	6	14
ALLUP – denotes “APA-approved Local Land Use Program”				