



New York State
Adirondack
Park Agency

KATHY HOCHUL
Governor

BARBARA RICE
Executive Director

MEMORANDUM

TO: Agency Board

FROM: Christopher E. Cooper, Counsel

DATE: 9 March 2023

RE: Draft revisions to Policy AGENCY-1 Policy & Guidance System

At the direction of the Board, staff have drafted proposed revisions to the Adirondack Park Agency (Agency) Policy & Guidance System (AGENCY-1) to simplify the procedures for adoption or revision of Agency policy.

Specifically, the revisions remove the requirement for presentation of an Agency policy at least three Agency meetings prior to approval. As a result, the revision also clarifies the provisions regarding opportunity for public comment. Finally and in addition, the policy removes the requirement that each policy contain a “Legal effect” statement. The force and effect of Agency policy is already laid out in the AGENCY-1 and is consistent with State laws and regulations differentiating agency regulations, policy, and guidance.

I have reviewed the draft revision and find that AGENCY-1 properly remains Agency policy as opposed to guidance or a rule. I further find that SEQR does not apply to adoption of the revision.