


THIS IS A TWO-SIDED DOCUMENT

 <p><b>Adirondack Park Agency</b></p> <p>P.O. Box 99, 1133 NYS Route 86 Ray Brook, New York 12977 Tel: (518) 891-4050 www.apa.ny.gov</p>	<p>APA Permit <b>2023-0028</b></p>
<p>In the Matter of the Application of</p> <p><b>SARAH GLEDHILL</b> <b>Permittee</b></p> <p>for a permit pursuant to § 809 of the Adirondack Park Agency Act</p>	<p>Date Issued: <b>June 18, 2025</b></p> <p>To the County Clerk: Please index this permit in the grantor index under the following name(s): <b>1. Sarah Gledhill</b></p>

**SUMMARY AND AUTHORIZATION**

This permit authorizes a commercial use and tourist accommodation in an area classified Low Intensity Use on the Adirondack Park Land Use and Development Plan Map in the Town of Lewis, Essex County.

This authorization shall expire unless recorded in the Essex County Clerk's Office within 60 days of issuance of a signed and notarized permit. The signed and notarized permit shall be recorded in the names of all persons listed above and in the names of all owners of record of any portion of the project site on the recordation date. The Agency will consider the project in existence when the permit has been recorded.

The project shall be undertaken in compliance with all conditions stated herein. Failure to comply with this permit is a violation and may subject the permittee, successors, and assigns to civil penalties and other legal proceedings.

This permit does not convey any right to trespass upon the lands or interfere with the riparian rights of others in order to undertake the authorized project, nor does it authorize the impairment of any easement, right, title or interest in real or personal property.

Nothing contained in this permit shall be construed to satisfy any legal obligations of the permittee to comply with all applicable laws and regulations or to obtain any governmental approval or permit from any entity other than the Agency, whether federal, State, regional, or local.

**PROJECT SITE**

The project site is a 105±-acre parcel of land located on Duntley Lane in the Town of Lewis, Essex County, in an area classified Low Intensity Use on the Adirondack Park Land Use and Development Plan Map. The site is identified as Tax Map Section 47.4,

Block 1, Parcel 8.000, and is described in a deed from Nancy Duntley Fournier to Sarah Pastore, dated November 6, 2013, and recorded November 20, 2013 in the Essex County Clerk's Office at Book 1751, Page 123.

The project site is improved by residential and agricultural development, including a gravel access driveway originating on Duntley Lane and terminating at the tourist accommodation cabin described below.

Most of the project site is composed of forest and pasture and the site contains deciduous forested and wet-meadow wetlands on the portion of the property located north and east of the existing gravel driveway. Additional wetlands not described herein or depicted on the Site Plan may be located on or adjacent to the project site.

### **PROJECT DESCRIPTION**

The project as conditionally approved herein involves after-the-fact authorization of a commercial use and tourist accommodation involving the rental of four RV/tent campsites served by above-ground portable toilets, and one tourist accommodation cabin served by an in-ground holding tank. Sites are accessed by an existing gravel driveway originating from Duntley Lane.

The commercial use campsites and tourist accommodation described above have operated on the project site in 2020. As this commercial use campsite tourist accommodation operation is located on Low Intensity Use lands, an Agency permit was required for its undertaking. A review of Agency records indicates that no permit was obtained. By issuance of this permit, the commercial use and tourist accommodation operation shall be recognized as lawful for Agency purposes.

The project is shown on a site plan titled "Gledhill Campsites, 16 Duntley Lane, Westport, NY, TM# 47.4-1-8.000, Site Plan," prepared by Mark J. Buckley, and received by the Agency on March 13, 2025 (Site Plan). A reduced-scale copy of the Site Plan for the project is attached as a part of this permit for reference.

### **AGENCY JURISDICTION**

Pursuant to Section 809(2)(a) of the Adirondack Park Agency Act, a permit is required from the Adirondack Park Agency prior to the establishment of any commercial use or tourist accommodation on Low Intensity Use lands in the Adirondack Park.

### **CONDITIONS**

#### **THE PROJECT IS APPROVED SUBJECT TO THE FOLLOWING CONDITIONS:**

1. The project shall not be undertaken until this permit has been recorded in the Essex County Clerk's Office.
2. This permit is binding on the permittee, all present and future owners or lessees of the project site, and all persons undertaking all or a portion of the project, for

as long as the commercial use and tourist accommodation operation continues on the site. Copies of this permit and Site Plan shall be furnished by the permittee to all subsequent owners or lessees of the project site prior to sale or lease, and by the permittee and/or any subsequent owner or lessee to all persons undertaking any development activities authorized herein.

3. In addition to complying with all terms and conditions of this permit, all future activities on the project site shall be undertaken in compliance with the requirements of New York State's Adirondack Park Agency Act, Freshwater Wetlands Act, and the Adirondack Park Agency's implementing regulations [9 NYCRR §§ 570-588].
4. All deeds conveying all or a portion of the lands subject to this permit shall contain references to this permit as follows: "The lands conveyed are subject to Adirondack Park Agency Permit 2023-0028, issued June 18, 2025, the conditions of which are binding upon the heirs, successors and assigns of the grantors and all subsequent grantees."
5. This permit authorizes the operation of commercial use campsites and a tourist accommodation operation in the locations shown and as depicted on the Site Plan. Any change to the location, dimensions, or other aspect of the campsites or tourist accommodation shall require prior written Agency authorization. The addition of any campsites or tourist accommodation structures shall require a new or amended permit.
6. Parking associated with the commercial use campsite and tourist accommodation operation shall only be located within the camping areas depicted on the Site Plan.
7. The commercial use campsite and tourist accommodation operation shall only operate from May 1<sup>st</sup> through November 30<sup>th</sup>. Any change to the season of operation shall require prior written Agency authorization.
8. All wastewater associated with the commercial use campsite and tourist accommodation operation shall be contained in the above-ground portable toilets and in-ground holding tank depicted on the Site Plan. The use of pit privies or construction of a leaching on-site wastewater treatment system shall require prior written Agency authorization. Wastewater originating from recreational vehicles/camping trailers shall not be disposed of on the Project Site.
9. Any free-standing or building-mounted outdoor lights associated with the commercial use campsite and tourist accommodation operation on the project site shall employ full cut-off fixtures that are fully shielded to direct light downward and not into the sky or toward adjoining property.
10. All signs associated with the commercial use campsite and tourist accommodation operation on the project site shall comply with the Agency's "Standards for Signs Associated with Projects" [9 NYCRR Part 570, Appendix Q-3].

11. Between Camping Area 1 and southern property line shown on the Site Plan no trees, shrubs, or other woody stemmed vegetation may be cut, culled, trimmed, pruned or otherwise removed on the project site without prior written Agency authorization, except for the removal of dead or diseased vegetation, rotten or damaged trees, or any other vegetation that presents a safety or health hazard.
12. The undertaking of any activity involving wetlands shall require a new or amended permit.

### CONCLUSIONS OF LAW

The Agency has considered all statutory and regulatory criteria for project approval set forth in the Adirondack Park Agency Act and 9 NYCRR Part 574. The Agency hereby finds that the project authorized as conditioned herein:

- a. will be consistent with the land use and development plan;
- b. will be compatible with the character description and purposes, policies, and objectives of the Low Intensity Use land use area;
- c. will be consistent with the overall intensity guidelines for the Low Intensity Use land use area;
- d. will comply with the shoreline restrictions of § 806 of the Adirondack Park Agency Act; and
- e. will not have an undue adverse impact upon the natural, scenic, aesthetic, ecological, wildlife, historic, recreational or open space resources of the Park or upon the ability of the public to provide supporting facilities and services made necessary by the project.

PERMIT issued this 18<sup>th</sup> day  
of June, 2025.

ADIRONDACK PARK AGENCY

BY: 

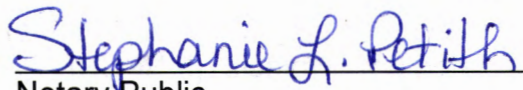
John M. Burth

Deputy Director, Regulatory Programs

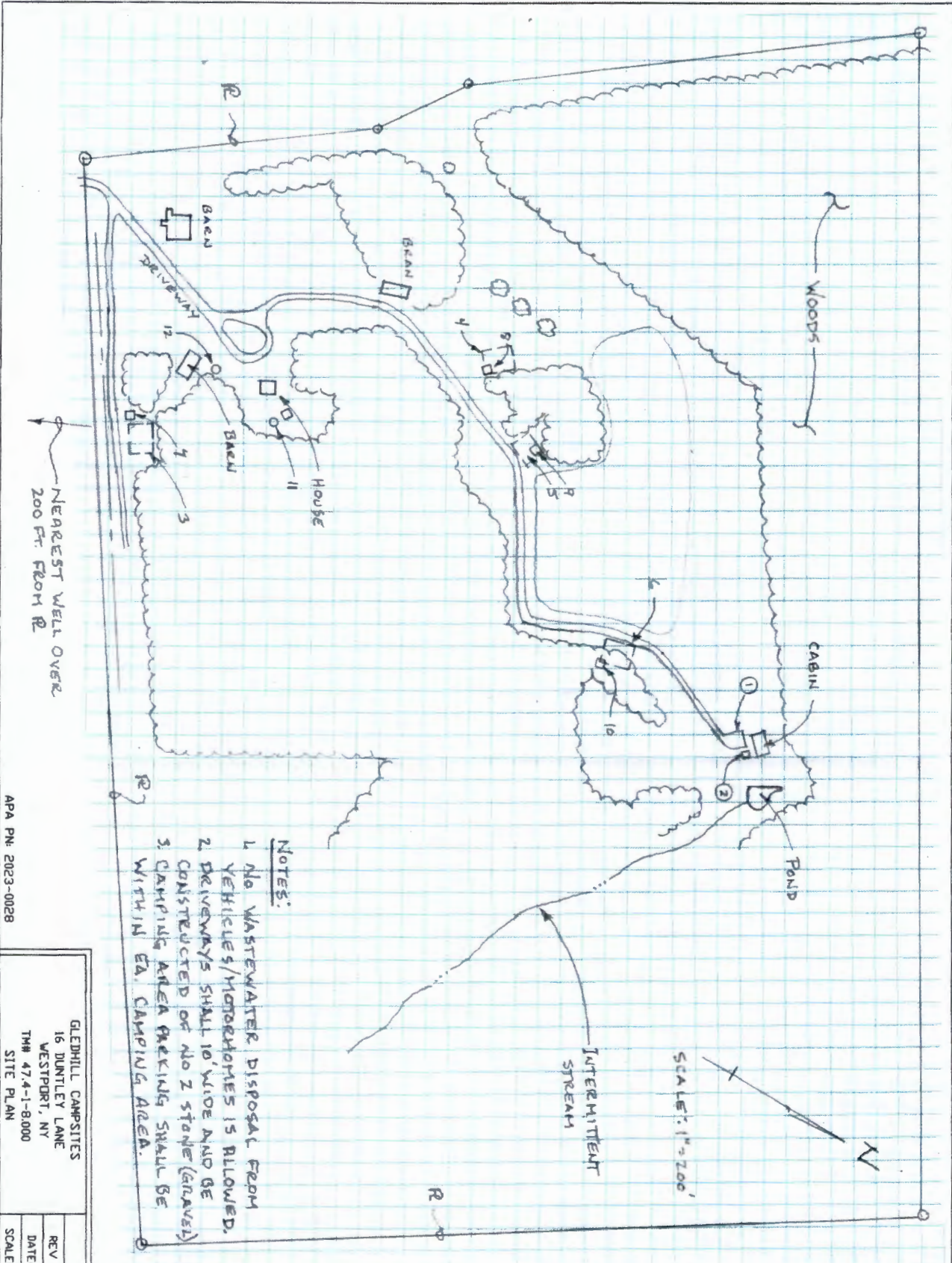
STATE OF NEW YORK  
COUNTY OF ESSEX

On the 18<sup>th</sup> day of June in the year 2025, before me, the undersigned, a Notary Public in and for said State, personally appeared John M. Burth, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that they executed the same in their capacity, and that by their signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Stephanie L. Petith  
Notary Public, State of New York  
Reg. No. 01PE6279890  
Qualified in Franklin County  
Commission Expires April 15, 2029

  
Notary Public





NOTES:

1. NO WASTEWATER DISPOSAL FROM VEHICLES/MOTORHOMES IS ALLOWED.
2. DRIVEWAYS SHALL 10' WIDE AND BE CONSTRUCTED OF NO 2 STONE (GRAVEL).
3. CAMPING AREA PARKING SHALL BE WITHIN EA. CAMPING AREA.

KEY:

1. CABIN PARKING AREA
2. CABIN SEPTIC HOLDING TANK
3. CAMPING AREA 1
4. CAMPING AREA 2
5. CAMPING AREA 3
6. CAMPING AREA 4
7. TP 1 AND PRIVY FOR AREA 1
8. TP 2 AND PRIVY FOR AREA 2
9. PORTABLE TOILET FOR AREA 3
10. PORTABLE TOILET FOR AREA 4
11. POTABLE WATER WELL
12. POTABLE WATER ACCESS



FINAL  
P2023-0028



RECEIVED  
Date: March 13, 2025

GLEDEHILL CAMPSITES 16 DUNTLEY LANE WESTPORT, NY TM# 47-4-1-8-000 SITE PLAN		MARK J. BUCKLEY P.O. BOX 401 VILLASBORO, NY
REV 1: 2-1-24		1
DATE: 4-29-24		
SCALE: AS NOTED		

APA PM: 2023-0028