



Adirondack Park Agency

LEILANI CRAFTS ULRICH
Chairwoman

TERRY MARTINO
Executive Director

MEMORANDUM

TO: Terry Martino
FROM: Kathy Regan
DATE: February 3, 2016
RE: Planning Division Activity Report for January

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

APSLMP CONSULTATIONS

UMP Development/Review

- Provided comments to DEC concerning a public draft UMP for the Lake Champlain Islands.
- Completed staff review of the final draft amendment to the Remsen-LP Travel Corridor.

APA/DEC MOU Consultation

- Spoke with the Department regarding the removal of a dam.
- Reviewed a snowmobile trail work plan submitted by DEC for a small amount of tree cutting along a short section of the Piseco – Perkins Clearing trail in Jessup River Wild Forest.

State Land Compliance

- Created State Land Compliance record for snowmobile trail between Camp Santanoni and Lake Harris Campground.

APSLMP REVISION

State Land Classification

- Gathered some ecological data for the tracts of land which need to be classified.

Substantive Revision

- Held four public hearings on the proposed amendments to the APSLMP: 144 people registered and 51 spoke at the meetings. Agency staff are compiling the public record.

PARK POLICY AND PLANNING

Park-wide Recreation Planning

- Attended a meeting with ESF and DEC to review the draft Great South Woods report.
- Attended a meeting with DEC and various stakeholders regarding management of the High Peaks Wilderness.
- Undertook various efforts related to State land planning for backcountry skiing, including conducting field work and review of public comments on proposed ski trail guidance.

Invasive Species Control

- Provided photographic and location information on a large infestation of *Phragmites* in Ray Brook to RASS staff, who have passed it on to APIPP staff for investigation.

ADMINISTRATION (State Land Staff)

Reporting

- Prepared materials for the 2015 Annual Report.
- Weekly and monthly reporting.
- Participated in a three-day “LEAN” meeting to develop a work plan for improving the UMP process.

Agency Coordination/Efficiency

- Participated in weekly telephone calls with the LEAN UMP team to discuss progress and potential issues.

Website Development

- Reviewed web page materials and presented recommendations for changes.
- Removed outdated materials.

HISTORIC PRESERVATION ACT REVIEW

- Reviewed proposed projects in the Towns of Thurman and North Elba.
- Review of aquatic invasive plant management permit requirements for historic resource protection.

January State Land Tasks Summary:

Task	Count	Year to Date
APSLMP Consultations	5	5
APSLMP Revision	5	5
Park Policy and Planning	4	4
Administration	9	9
Historic Preservation Act Review	3	3

GIS AGENCY PROGRAM ADMINISTRATION

Consultation

- Assisted staff from the Adirondack Park Invasive Plant Program (APPIP) with an analysis of shoreline classification of lakes.
- Attended three Environment & Energy (EE) Cluster conference calls of all EE GIS staff (APA, DEC, OPRHP, PSC, Ag & Markets) to discuss the Esri (our GIS software vendor) enterprise licensing issues related to desktop and online GIS as software administration moves from each agency to the EE Cluster.
- Attended the NYS GIS State Agency Advisory Group quarterly meeting on January 12th via conference call. The meeting was held at the NYS Thruway Authority. The 23 state agency staff discussed status of orthoimagery and elevation data, county tax parcel data services, and the Canal Corporation Flood Warning System.
- Provided training and secure user access to JIF Office staff for their management of JIF review point data within the Agency's EditAPA transaction mapping application.

Data Management

- On December 31st, John Barge completed cartographic administration map revisions of all state land classifications in the park to the new parcel level mapping he began last May. This is a major upgrade in the Agency's state land map GIS layer. The draft data will now undergo quality assurance review by Planning staff.

- Assisted RASS staff obtaining all 2014 aerial imagery for park portions of Clinton, Franklin, Fulton, Lewis, Saratoga, and St. Lawrence counties from the NYS Digital Orthoimagery Program.
- Assisted Regulatory Programs staff updating the park cellular towers information GIS database.
- Formatted databases, uploaded data to web, and created online map applications of Agency Mesosoils data for public access. SUNY ESF requested access to this APA generated soils data previously published on the Agency's Shared GIS CD-ROM.

GIS MAP PRODUCTION

- Updated a Planning Division park map of OPRHP and DEC snowmobile routes and DEC conservation easements overlaid on APLUDP/SLMP classifications adding state Designated River areas.

MAP AMENDMENTS REVIEW

- The Agency received an application for an amendment to the Official Map for the reclassification of 30 acres of land in the Town of St. Armand. The land is classified as Rural Use; the applicant is requesting the area be reclassified to Low Intensity Use.

WEB ADMINISTRATION/CONTENT MANAGEMENT

- John Barge completed a redesign of the Agency's website to comply with the statewide Global Navigation update required for all state agency sites. The ten day project was completed on the NY ITS January 15th deadline. The Agency's new site uses Environment & Energy Cluster branding colors and automatically reformats content for small screen, mobile devices. The header and footer sections of all pages comply with project guidelines directed on the state's GitHub developer site. Barge coded HTML, CSS, and ColdFusion within Dreamweaver software.
- Posted updated Towers Information on behalf of Regulatory Programs.

ADMINISTRATION (GIS STAFF)

- Provided text to the Agency Press Officer for the GIS and Website portion of the 2015 Annual Report.
- Attended Agency and Division monthly staff meetings.

January GIS/Web Tasks Summary:

Task	Count	Year to Date
GIS Agency Program Administration	10	10
GIS Map Production	3	3
LUA Boundary/Blue Line Inquiry	8	8
Map Amendments Review	2	2
State Land Classification/Reclassification Review	1	1
Web Administration/Content Management	2	2
Administrative Tasks	3	3

LOCAL GOVERNMENT SERVICES PROGRAM

Outreach

- **AATV:** Attended the AATV Board of Directors Meeting in order to receive feedback regarding the Local Government Day Agenda.
- **ALL:** Sent out annual contact information request to all 102 Towns/Villages in the Adirondack Park.
- **Local Government Day:** Sent out agenda and registration materials to local officials and past attendees of the Conference.

Correspondence & Consultations

- **Hague:** Responded to inquiry regarding a variance referral.
- **Hague:** Responded to an inquiry regarding density requirements for a duplex.
- **Bolton:** Responded to inquiry from Department of State staff regarding the Town of Bolton's LWRP.
- **Lake George:** Responded to the Town regarding questions about retaining walls.
- **Johnsburg:** Responded to inquiry regarding a 2005 JIF.
- **Lake George:** Responded to inquiry regarding variance referrals in Hamlet.
- **Johnsburg:** Responded to inquiry from an applicant regarding the permit process in a Town with an ALLUP.
- **Horicon:** Responded to inquiry regarding a 2003 APA permitted subdivision.
- **Horicon:** Provided an update on the status of Zoning Amendments.
- **Hague:** Provided the LGPC with information regarding shoreline structures in ALLUPs.

- **Bolton:** Responded to inquiry from an applicant regarding the status of their permit amendment.
- **Hague:** Responded to inquiry regarding the installation of conex boxes on a property.
- **Horicon:** Responded to inquiry regarding a pre-existing non-conforming structure within the shoreline setback.
- **Lake George:** Provided an update on the status of Sanitary Code Amendments.
- **Horicon:** Provided an update on necessary components of a zoning code in a town with an ALLUP.
- **Queensbury:** Provided information regarding a variance referral.
- **Day:** Responded to inquiry regarding review process for shoreline projects in an ALLUP.
- **Indian Lake:** Assisted Regulatory Programs staff in review of a project in the Town.
- **Lake George:** Provided RASS staff with information regarding retaining walls in ALLUPs.
- **Johnsburg:** Assisted Regulatory Programs staff with a permit amendment in the Town.

Agency-approved Local Land Use Programs (ALLUPs)

Amendments

- **Caroga:** The Town is currently in the process of rewriting its zoning code. The Town is working with the Fulton County Planning Office to prepare the document.
 - Status: Informal review process. Agency LGS and Legal staff have provided comments to the Town for their response.
- **Chester:** The Town has begun preliminary discussion to address needed amendments to its zoning code.
 - Status: Informal review process. Staff have offered to meet with the Town committee that will be tasked with drafting amendments.
- **Horicon:** The Town has been preparing to re-start the amendment process for the re-write of its zoning code.
 - Status: Informal review process. Staff continue to provide guidance on specific elements of the proposed local law.
- **Lake George:** The Town adopted new sanitary regulations prior to approval by the Agency. The new regulations replace A180, the Consolidated Health Regulations with the NYS Department of Health's standards in 75A.
 - Status: Informal review process. Staff are working with the Town's new Planning Director on the next steps in the process.

Variances (3)

- **Queensbury (3)**

- Project [LV2016-0001] involved the expansion of an existing non-conforming 1-story single-family dwelling to a 2-story single-family dwelling. Relief was required from the Town side yard setback and for expansion of a non-conforming structure. No further Agency review is required for this variance since the project did not vary provisions of the Act.
- Project [LV2016-0002] involved the removal of existing walkways and patios in order to replace an existing, non-conforming, 1-story single family dwelling with a 2-story, year-round, single family dwelling in approximately the same location. Relief was required from the Town side yard setbacks and floor area ratio requirement. No further Agency review is required for this variance since the project did not vary provisions of the Act.
- Project [LV2016-0003] involved the installation of a new septic system. Relief was required from the Town property line and dwelling setbacks for the septic system. No further Agency review is required for this variance since the project did not involve provisions of the Act.

Summary of Local Planning Unit Program Accomplishments January 2016				
Reportable Items	Municipalities		Month Total	Year to Date
	ALLUP	Other		
Land Use Regulations Reviewed	4	0	4	4
ALLUP Amendments Approved	0		0	0
ALLUP Variances Reviewed/Reversed	3/0		3/0	3/0
Comprehensive Plans Reviewed	0	0	0	0
Outreach (Meetings, Training, etc.)	0	3	3	3
Correspondence & Consultations (External)	17	0	17	17
Correspondence & Consultations (Internal)	3	0	3	3
<i>ALLUP - denotes "APA-approved Local Land Use Program"</i>				