



LEILANI CRAFTS ULRICH
Chairwoman

TERRY MARTINO
Executive Director

MEMORANDUM

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

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

APSLMP CONSULTATIONS

UMP Development/Review

- Reviewed a team draft of Chazy Highlands Wild Forest UMP.
- Reviewed a team draft of an amendment to the 2011 Moose River Plains Wild Forest UMP.
- Developed a presentation concerning APSLMP compliance of DOT's and DEC's final 2016 Amendment to the 1996 Remsen – Lake Placid Travel Corridor UMP.
- Developed a presentation concerning APSLMP compliance of DEC's 2016 Camp Santanoni Historic Area UMP.
- Provided comments to DEC concerning a public draft UMP for the Lake Champlain Islands.
- Assisted DEC with addressing public concerns related to proposed trail construction outlined in the Wilmington Wild Forest UMP amendment.

APA/DEC MOU Consultation

- Reviewed a proposed DEC project to rehabilitate the parking area at the base of Spruce Hill and construct a small trail and scenic outlook there. Determined that work on the trail and scenic outlook will first require a UMP amendment for it to proceed, as it will be outside the ROW of the Route 73 Travel Corridor.
- Completed review of a State Land Project proposed by DEC to rehabilitate the Lows Lake Dam.
- Completed review of a State Land Project proposed by DEC to replace a collapsing lean-to at Wilcox Lake with a new lean-to at a nearby location.
- Completed review of a State Land Project proposed by DEC to rehabilitate "West Bridge" – a foot bridge over the Independence River.

Permit Review

- Reviewed an Article 14 wetlands permit for proposed wetland crossing structures on a community connector snowmobile trail in Minerva.

APSLMP REVISION**Substantive Revision**

- Drafted the summary of public comment on the DSEIS and worked to finalize the FSEIS.

PARK POLICY AND PLANNING**Park-wide Recreation Planning**

- Reviewed and provided feedback on an incomplete first draft of the final Great South Woods (GSW) Project report prepared by staff of SUNY ESF.
- Participated in a phone-conference meeting of the Core Team of the GSW Project.

ADMINISTRATION (State Land Staff)**Reporting**

- Produced weekly and monthly reports.

Agency Coordination/Efficiency

- Participated in a meeting in Warrensburg with Regional and Central Office DEC staff focused on developing a new UMP template for DEC UMP's.
- Participated in numerous conference calls and meeting for various LEAN UMP working groups.

Training

- Attended supervisory training session.

HISTORIC PRESERVATION ACT REVIEW

- Reviewed proposed projects in the Towns of Franklin, Dannemora and Schroon.
- Review of aquatic invasive plant management permit requirements for historic resource protection.

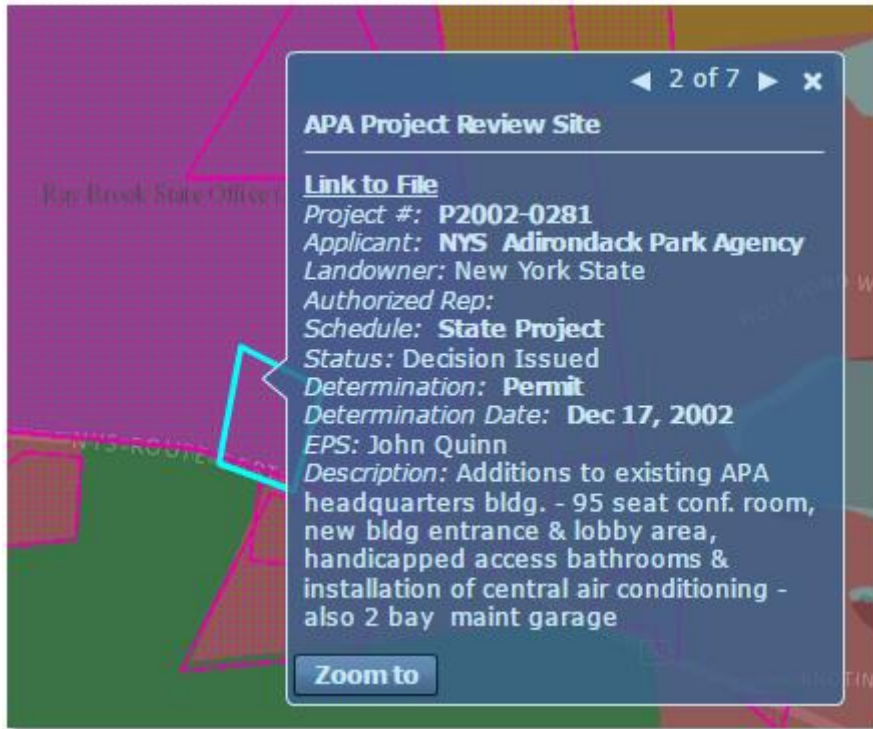
February State Land Tasks Summary:

Task	Count	Year to Date
APSLMP Consultations	11	16
APSLMP Revision	1	6
Park Policy and Planning	2	6
Administration	12	21
Historic Preservation Act Review	4	7

GIS AGENCY PROGRAM ADMINISTRATION

Data Management

- Completed Adirondack Park Land Use and Development Plan (APLUDP) private land GIS data administrative boundary verification and map scale improvements for all land classification boundaries in the towns of Ausable, Bellmont, Brighton, Duane, Franklin, Harrietstown, Santa Clara, and Waverly. Consulted historic official maps and previous written documentation. Annotated each boundary with descriptive information of regional boundary basis. Over 600 private land classification boundaries were reviewed and mapped for these towns in February.
- Programmed the GIS Lookup System to link Agency Project Review Sites, JIF, Enforcement, and Local Variance Sites to their respective transaction documents on the Agency file server. Staff may now click on a mapped business transaction and quickly open related correspondence, determinations, plans, photos, and other documentation for each transaction. Mapped Project Review transactions date back to the 1970's. Other transaction types date back to the mid-90's or 2000's.



"Link to File" provides direct access to related documents from mapped Agency transactions.

Hardware/Software Management

- Attended a meeting of Environment and Energy Cluster GIS staff at DEC, Albany headquarters on February 9th to discuss agency GIS capabilities, 2016 goals and initiatives, and software enterprise licensing.

GIS MAP PRODUCTION

- Provided Huntington Forest area parcel data requested by a SUNY ESF graduate student.

LUA BOUNDARY/BLUE LINE INQUIRY

- Land Use Area boundary determination for J2015-0088 in the Town of Franklin.

WEB ADMINISTRATION/CONTENT MANAGEMENT

- Uploaded the 2015 Annual Report along with Agency Board and Division Highlight reports to the website. Posted links on the home page, press page, and document reports page.
- Updated all website pages to reflect Freedom of Information link language as requested by the Governor's Office.

- Uploaded Remsen Lake Placid Railroad decision content to website.
- Reviewed monthly mailing links and document upload.

ADMINISTRATION (GIS STAFF)

- Attended Performance Evaluation Training by GOER on February 4th.
- Completed monthly reports and attended Agency and Division monthly meetings.

February GIS/Web Tasks Summary:

Task	Count	Year to Date
GIS Agency Program Administration	13	23
GIS Map Production	1	4
LUA Boundary/Blue Line Inquiry	600	608
Map Amendments Review	0	2
State Land Classification/Reclassification Review	0	1
Web Administration/Content Management	21	23
Administrative Tasks	4	7

LOCAL GOVERNMENT SERVICES PROGRAM

Outreach

- **Lake George:** Agency LGS and RASS Staff met with the Town Supervisor and Planning Director to review the status of the Town's proposed Sanitary Code.
- **Horicon:** Agency LGS Staff met with the Town's CEO to review next steps for the Town's zoning code rewrite.
- **Lake George:** Agency Economic Services and LGS staff met with stakeholders in the Town of Lake George and Village of Lake George to discuss interest in the HEPA program.
- **All:** Agency Planning Staff updated or confirmed contact information for 173 local officials, bringing the annual total to date to 1,029.
- **Local Government Day Conference:** Agency LGS Staff sent out conference information to contacts on file and have begun processing registrations.

Correspondence and Consultations

- **Caroga:** Coordinated with the JIF office regarding a proposed hotel.
- **Caroga:** Responded to questions regarding expansion of a structure in the shoreline setback.
- **Arietta:** Coordinated with the Town regarding a Town enforcement issue.
- **Horicon:** Responded to questions regarding requirements in an ALLUP.

- **Hague:** Staff responded to questions regarding shoreline requirements for tourist accommodations.
- **Arietta:** Responded to concerns from the public regarding shoreline restrictions in an ALLUP.
- **Enforcement Division:** Staff provided information to APA Enforcement Staff regarding a project in the Town of Newcomb.
- **Enforcement Division:** Staff coordinated with Enforcement Staff regarding an issue in the Town of Caroga.

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 met with the Town to review status of the code and any changes needed. Staff will revise the proposed document for consideration by the Town and Agency Legal Staff. The proposed zoning code is expected to be ready for Agency consideration this summer.
- **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 met with the Town to finalize a draft for consideration by the Town Board. The proposed code is expected to be ready for Agency consideration in April.

Variances (7)

- **Hague (1)**
 - Project [LV2015-0069] involved the removal of an existing non-conforming accessory structure and replacement with a new accessory structure. Relief was required from the Town 50-foot shoreline setback. The

Agency respected the findings of the ZBA and no further action was taken behalf on this variance.

- **Horicon (1)**

- Project [LV2016-0013] involved the replacement of a substandard septic system with an alternative system. Relief is required from the Town 100-foot separation distance from a well. No further review of this variance was required since it does not involve provisions of the Act.

- **Indian Lake (1)**

- Project [LV2016-0009] involved the construction of a 24x24 foot garage. Relief was required from the Town 25-foot sideline setback. No further review of this variance was required since the project did not involve provisions of the Act.

- **Queensbury (4)**

- Project [LV2016-0006] involved the replacement of an existing single family dwelling with a larger single family dwelling with an attached garage. Relief is required from the Town maximum number of garages. No further action was required for this variance since the project did not involve provisions of the Act.
- Project [LV2016-0007] involved a lot line adjustment. Relief was required from the Town minimum lot size. No further action was required for this variance as it involved a boundary line adjustment with no opportunity for additional principal buildings.
- Project [LV2016-0008] involved the removal of two existing non-conforming single family dwellings on adjacent parcels, merger of those parcels and construction with a new single family dwelling on the merged parcels. Relief was required from the Town road frontage, 28-foot height and for stormwater management within 100-feet of a waterbody. The Agency respected the findings of the ZBA and no further action was taken behalf on this variance.
- Project [LV2016-0014] involved the replacement of a failed septic system with a holding tank. Relief was required for the installation of a holding tank. No further review of this variance was required since the project did not involve provisions of the Act.

Summary of Local Planning Unit Program Accomplishments				
Reportable Items	Municipalities		Month Total	Year to Date
	ALLUP	Other		
Land use regulations reviewed	2	0	2	18
ALLUP amendments approved	0	--	0	1
ALLUP variances reviewed/reversed	7/0	--	7/0	21/0
Comprehensive Plans reviewed	0	0	0	1
Meetings with Town officials	3	0	3	17
Responded to land use planning inquiries	6	0	6	75
Training & Workshops provided	0	0	0	4
Intra-Agency local planning assistance	2	0	2	21
Inter-Agency Coordination	--	--	12	21
Coordination with Other Regional Organizations	--	--	0	14
<i>ALLUP - denotes "APA-approved Local Land Use Program"</i>				