



**SHERMAN CRAIG**  
Chairman

**TERRY MARTINO**  
Executive Director

## **MEMORANDUM**

**TO:** Terry Martino  
**FROM:** Kathy Regan  
**DATE:** July 7, 2016  
**RE:** Planning Division Activity Report for June 2016

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

### **APSLMP CONSULTATIONS**

#### **UMP Development/Review**

- Prepared a formal presentation and recommendation to the Agency Board concerning APSLMP compliance of the Proposed Final Amendment to the 1988 Hammond Pond Wild Forest UMP.
- Reviewed the Department's Interim Access Plan for the recently acquired Boreas Pond Tract.
- Attended two meetings with DOT staff, as well as APA Regulatory Programs and DEC staff, regarding development of DOT's Travel Corridor generic UMP.
- Reviewed and provided limited, initial comments to DOT staff on DOT's team draft of the Travel Corridor generic UMP.
- Reviewed and provided comments to DEC staff on the Initial Draft Amendment to the 2005 Vanderwhacker Mountain Wild Forest UMP.
- Completed review of the Initial draft Horicon Boat Launch Intensive Use Area UMP.

#### **APA/DEC MOU Consultation**

- Completed reviews of three State Land Projects for a reroute of a short segment of the Nine Corner Lake snowmobile trail; development of a waterway access site and improvement of associated facilities at Jamestown Falls on the Raquette River; and completion of phase II of the burial of an electric utility line at Cranberry Lake Public Campground.

- Advised Warren County DPW on road construction activities involving State lands of the Lake George Wild Forest.
- Continued review of Crown Point Historic Site shoreline stabilization proposal.
- Completed review of a State land project proposal submitted by DEC staff for a trail relocation on Poke-O-Moonshine Mountain in the Taylor Pond Wild Forest.

#### **Permit Review**

- Continued review of Vanderwhacker Mountain Wild Forest Community Connector trail wetland pre-applications.

#### **WSR Rivers Review/Consultation**

- Attended a kickoff meeting for permitting and design of the Boreas River bridge on the Newcomb-Minerva Community Connector trail in Vanderwhacker Mountain Wild Forest.

#### **State Land Violation**

- Requested information from the Department on a potential State land violation. The Department was aware of the situation.
- Visited a project site under review for compliance with the SLMP and associated guidance.

### **APSLMP REVISION**

#### **State Land Classification**

- Developed and shared with DEC staff a list of property for the upcoming Classification Action.
- Continued gathering data for the Classification Action.
- Joined DEC staff on a site visit to the old Anne LaBastille property recently acquired by New York State and soon to be classified.

### **PARK POLICY AND PLANNING**

#### **Park-wide Recreation Planning**

- Attended FPAC meeting in Utica.
- Developed draft guidance materials for Minimum Requirements Analysis related to bridge design and construction in Wild Forest areas.

#### **Outreach**

- Participated in U.S. Department of State's International Visitor Leadership Program providing firsthand experience and understanding of Adirondack Park planning and management for environmental leaders from across the world.

## **ADMINISTRATION (State Land Staff)**

### **Reporting**

- Submitted weekly and monthly reports.

### **Agency Coordination/Efficiency**

- LEAN
  - Provided comments to the Department on a draft template for UMPs.
  - Participated in weekly calls.

### **Training**

- Attended a Record Retention meeting.

### **Legal Support**

- Provided administrative support for pending litigation.

## **HISTORIC PRESERVATION ACT REVIEW**

- Reviewed proposed projects in the Towns of Long Lake, Colton, Chester and Putnam.

### **June State Land Tasks Summary:**

<b>Task</b>	<b>Count</b>	<b>Year to Date</b>
APSLMP Consultations	17	81
APSLMP Revision	3	18
Park Policy and Planning	3	24
Administration	11	81
Historic Preservation Act Review	4	21

## **GIS AGENCY PROGRAM ADMINISTRATION**

### **Data Management**

- Completed mapping electric utility corridors in the park from airphoto interpretation for base map improvement. Integrated new data into the Lookup System.

- Completed Hamilton County Adirondack Park Land Use and Development Plan Map GIS data improvement - re-mapping all land use boundaries to parcel data and documenting the regional boundary basis for all land use boundaries.

### **GIS MAP PRODUCTION**

- Updated a tourism map and web mapping service for the Village of Northville and the Town of Northampton used in a summer tourism promotion program. The Agency created the map for a similar program last year.

### **LUA BOUNDARY/BLUE LINE INQUIRY**

- Conducted field review of land use boundaries in the Town of Long Lake and the Town of Webb on June 27<sup>th</sup>.

### **MAP AMENDMENTS REVIEW**

- Received an application from the Town of Crown Point for three amendments to the Map. These are different from the proposed amendment from the Town being reviewed by the Board at the July meeting (MA2016-03). The Town asked that MA2016-03 be reviewed separately.

### **STATE LAND CLASSIFICATION /RECLASSIFICATION REVIEW**

- Continued production of maps and statistics of State land pending classification properties and DEC recent acquisitions for the upcoming State land classification package.

### **WEB ADMINISTRATION/CONTENT MANAGEMENT**

- Updated the Agency Board Member page.
- Posted information for four campground UMP requests for public comment.

### **ADMINISTRATION (GIS STAFF)**

- Attended Agency Staff and Planning Staff meetings.

#### June GIS/Web Tasks Summary:

Task	Count	Year to Date
GIS Agency Program Administration	2	49
GIS Map Production	6	131
LUA Boundary/Blue Line Inquiry	5	1437
Map Amendments Review	1	6
State Land Classification/Reclassification Review	1	91
Web Administration/Content Management	2	33
Administrative Tasks	2	19

### **LOCAL GOVERNMENT SERVICES PROGRAM**

#### **Outreach**

- **Edinburg:** Met with the Town Supervisor and Zoning Administrator to discuss the Town's ALLUP.
- **HEPA:** LGS and Economic Services staff met with core team from the Town and Village of Lake George regarding the HEPA program.
- **AATV:** Attended the June AATV membership meeting.

#### **Correspondence and Consultations**

##### **ALLUPs (24)**

- **Lake George:** Responded to an inquiry from the Town regarding a jurisdiction determination under review by the Agency.
- **Horicon:** Provided information to the Town regarding a proposal for mountain bike trails.
- **Bolton:** Provided the Town with information regarding the variance referral process.
- **Johnsburg:** Provided information to the Town regarding the Town's Hamlet area.
- **Johnsburg:** Responded to questions regarding a priori Agency permit.
- **Lake George:** Provided updated information regarding a jurisdictional determination.
- **Caroga:** Provided the Town with information regarding the Town's Hamlet area.
- **Lake George:** Provided the public with information regarding the jurisdictional determination process.

- **Chester:** Provided the Town with information regarding retaining walls.
- **Hague:** Provided the public with information regarding the Town's ALLUP.
- **Lake George:** Provided the Town with information regarding mixed use buildings.
- **Indian Lake:** Responded to questions regarding the Town's draft Comprehensive Plan.
- **Caroga:** Provided the Code Enforcement Officer information regarding the variance referral process.
- **Chester:** Provided the Town with information regarding a 2008 Agency permit.
- **Lake George:** Provided the Town with information regarding a jurisdictional determination.
- **Lake George:** Responded to questions from the Town regarding an enforcement case.
- **Chester:** Provided the public with information regarding the Town's ALLUP and Agency jurisdiction
- **Lake George:** Provided the Town with information regarding Agency jurisdiction in Hamlet.
- **Chesterfield:** Responded to questions from the Town regarding a 1996 Agency permit.
- **Arietta:** Provided information to the Town regarding the variance referral process.
- **Queensbury:** Provided information to the Town regarding the ALLUP amendment process.
- **Johnsburg:** Responded to an inquiry from the Town regarding a proposed accessory structure.
- **Chester:** Provided the Town with information regarding the gift exemption.
- **Horicon:** Provided information to the Town regarding zoning district changes.

#### **Other Towns/Villages (2)**

- **Forestport:** Provided the Town with a copy of a jurisdictional determination and updated Agency records regarding contact information.
- **Fort Ann:** Responded to concerns from the public regarding a proposed project outside of the Adirondack Park.

#### **Intra-Agency (3)**

- **Regulatory Programs:** Coordinated with Agency staff regarding a proposed project in the Town of Newcomb.
- **Regulatory Programs:** Coordinated with Agency staff regarding the variance referral process for a project in an ALLUP.
- **Regulatory Programs:** Coordinated with Agency staff regarding the review of a project in the Town of Colton.

#### **Inter-Agency (1)**

- **Great South Woods Project:** Provided information regarding the local land use controls for towns and villages in the Adirondacks.

### **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 has offered to meet with the Town committee that will be tasked with drafting amendments.
- **Horicon:** The Town is proceeding with the necessary steps to request Agency-approval of its zoning code re-write.
  - Status: Informal review process with the expectation that the formal review process will commence prior to the August Agency meeting. Agency LGS and Legal staff continue to coordinate and provide guidance to the Town regarding the code.
- **Indian Lake:** The Town is currently in the process of writing a Comprehensive Plan.
  - Status: Informal review process. Staff is reviewing components of the draft Plan.
- **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: Formal review process. The amendment is scheduled to be on the July Agency Meeting Agenda for approval consideration.
- **Bolton:** The Town has been working with a consultant to update its zoning code.
  - Status: Informal review process. Staff has been notified by the Town's consultant that a revised version of the code is forthcoming.

## **Variances (14)**

- **Arietta (1)**
  - Project [LV2016-0048] involved the removal of an existing non-conforming camp and replacement with a single family dwelling. Relief was required from the Town shoreline setback. The Agency respected the findings of the ZBA and no further action was taken behalf on this variance. No further Agency review of this variance was required since the stream was non-navigable and therefore the project did not vary provisions of the Act.
- **Bolton (2)**
  - Project [LV2016-0036] involved the construction of a 14 x 21 foot deck attached to an existing non-conforming single family dwelling. Relief was required from the Town shoreline setback. This project was previously reversed by the Agency in 2015. This variance was also reversed by the Agency.
  - Project [LV2016-0042] involved a lot line adjustment involving three lots. Relief was required from the Town lot size, lot depth and lot width. No further Agency review of this variance was required since the project did not vary provisions of the Act.
- **Colton (1)**
  - Project [LV2016-0032] involved the development of a campground. Relief was required from the Town minimum campsite size of 3,000 square feet. No further Agency review of this variance was required, however the proposal is under review by the Agency as A2016-0045.
- **Johnsburg (1)**
  - Project [LV2016-0039] involved the removal of an attached shed and replacement with a new 20 x 40 foot addition to an existing firehouse. Relief was required from the Town side yard setback. No further Agency review of this variance was required since the project did not vary involve provisions of the Act.
- **Hague (1)**
  - Project [LV2016-0025] involved the removal of existing decks and patios and replacement with new patios. Relief was required from the Town shoreline setbacks. No action was taken behalf on this variance.



- **Indian Lake (1)**
  - Project [LV2016-0040] involved the construction of boathouse. Relief was required from the Town boathouse standards for maximum height of 16-feet and maximum size of 480 square feet. The Agency respected the findings of the ZBA and no further action was taken behalf on this variance and the project is currently under review by the agency as P2015-0203.
- **Queensbury (7)**
  - Project [LV2016-0043] involved the replacement of an on-site wastewater treatment system. Relief was required from the Town property line setback and mound system slope. No further Agency review of this variance was required since the project did not involve provisions of the Act.
  - Project [LV2016-0044] involved the replacement of an on-site wastewater treatment system. Relief was required from the Town property line setbacks and mound system slope. No further Agency review of this variance was required since the project did not involve provisions of the Act.
  - Project [LV2016-0045] involved the replacement of an on-site wastewater treatment system. Relief was required from the Town property line setbacks and mound system slope. No further Agency review of this variance was required since the project did not involve provisions of the Act.
  - Project [LV2016-0047] involved the construction of an addition to an existing non-conforming single family dwelling. Relief was required from the Town front and side yard setbacks. No further Agency review of this variance was required since the project did not involve provisions of the Act.
  - Project [LV2016-0049] involved the installation of an on-site wastewater treatment system. No action was required for this variance as it was not located inside the Adirondack Park.
  - Project [LV2016-0051] involved a five lot subdivision. No action was required for this variance as it was not located inside the Adirondack Park.
  - Project [LV2016-0052] involved the addition of a 288 square foot porch to a single family dwelling. Relief was required form the Town rear yard setback. In addition the project involved after-the-fact approval for a 96 square foot shed constructed inside the front yard setback. No further Agency review of this variance was required since the project did not involve provisions of the Act.

Summary of Local Planning Unit Program Accomplishments June 2016				
Reportable Items	Municipalities		Month Total	Year to Date
	ALLUP	Other		
Land use regulations reviewed	6	1	7	30

ALLUP amendments approved	0	--	0	1
ALLUP variances reviewed/reversed	14/1	--	14/1	57/2
Comprehensive Plans reviewed	1	0	1	2
Meetings with Town officials	1	0	1	22
Responded to land use planning inquiries	24	2	6	145
Training & Workshops provided	0	0	0	5
Intra-Agency local planning assistance	3	0	3	31
Inter-Agency Coordination	--	--	1	24
Coordination with Other Regional Organizations	--	--	0	16
<i>ALLUP - denotes "APA-approved Local Land Use Program"</i>				