



SHERMAN CRAIG
Chairman

TERRY MARTINO
Executive Director

MEMORANDUM

TO: Terry Martino
FROM: Kathy Regan
DATE: September 8, 2016
RE: Planning Division Activity Report for July and August

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

APSLMP CONSULTATIONS

UMP Development/Review

- Attended one meeting in Albany and a second meeting in Warrensburg with DOT and DEC staff regarding development of DOT's Travel Corridor Generic UMP.
- Reviewed a team draft of the Travel Corridor Generic UMP.
- Reviewed the Team and Initial draft UMP amendment for Mount VanHoevenberg Recreational Area.
- Conducted a site visit at the Moxham Mountain trailhead (Vanderwhacker Mt. WF).
- Conducted a site visit to the Moose River Plains Wild Forest proposed bicycle trails.
- Consulted with Region 6 DEC staff regarding public comments about construction of a X-C ski trail loop proposed in the draft amendment to the Black River Wild Forest UMP.
- Consulted with Albany and Region 6 DEC staff regarding revisions and APA review of an Initial Draft of the Grasse River Wild Forest UMP.
- Reviewed a revised Initial Draft of the Saranac Lakes Wild Forest UMP.
- Reviewed the Final Draft of the Horicon Boat Launch UMP.
- Reviewed the Final Draft of the Mount Van Hoevenberg UMP amendment.
- Reviewed a Team Draft UMP for Buck Pond Public Campground.
- Reviewed the Moose River Plains Public Draft UMP Amendment.

APA/DEC MOU Consultation

- Reviewed a work plan DEC staff developed for Blue Mountain Wild Forest.
- Conducted two field visits to the summit of Blue Mountain.
- Completed reviews of three State Land Projects for two trail reroutes and bog bridge construction in the Five Ponds Wilderness; removal of a beaver dam

flooding a snowmobile trail bridge in the Black River Wild Forest; and major road maintenance of Otterbrook Road and Upper Lows Lake Dam in the Bog River Complex.

- Conducted a site visit with DEC staff to a section of a snowmobile trail in Taylor Pond Wild Forest to assist with the development of a snowmobile trail work plan for it.
- Met with Department staff to discuss possible trail relocation for Mt. Baker in the McKenzie Mountain Wilderness.
- Met with DEC staff to discuss Cross Country Ski Trails and Open Woods Ski Routes.
- Met with Department staff to discuss possible construction of retaining walls on banks of the Raquette River in the High Peaks Wilderness.
- Met with NY State Troopers to discuss possible construction of parking facility at Ray Brook Trooper Headquarters.
- Reviewed a proposal for system repairs to the drinking water supply at Moffitt Beach Campground.
- Reviewed a trail relocation project at Whiteface IUA. Consulted with Region 6 DEC staff regarding possible means by which a degraded horse trail in Independence River Wild Forest can be restored to good condition.
- Consulted with Albany DEC staff concerning a potential ORDA project aimed at widening an alpine ski trail on Whiteface Mountain.

Permit Review

- Met with Regulatory Program and RASS staff to discuss modifications to the State Land Wetlands General Permit
- Met with ORDA staff to discuss possible permitting or UMP needs for a proposed facility.
- Reviewed a project that requires a wetland crossing on the Steam Sleigh trail In Watsons East Triangle Wild Forest..
- Reviewed wetland crossings at the Boreas River for the Newcomb to Minerva Community Connector trail.

APSLMP REVISION

State Land Classification

- Continued working with the Department on the list of tracts to be included in the upcoming Classification Action.
- Sent the "Lead Agency" letter to our sister Agencies.
- Reserved dates and locations for the Classification Public Hearings.
- Continued gathering and reviewing data for the Classification Action.
- Joined DEC staff on two site visits to the Boreas Ponds Tract and one to the Benson Road Tract.
- Met with new TNC staff to explain State Land Classification process.
- Desktop review of critical resources in the Boreas Tract and surrounding Forest Preserve lands.

PARK POLICY AND PLANNING

Park-wide Recreation Planning

- Furthered discussion with DEC Operations staff concerning boat launches at DEC campgrounds and renewed preparation for broader discussions concerning carrying capacity of water bodies with DEC staff of multiple divisions.
- Received the Great South Woods report.
- Worked with DEC staff to develop Minimal Requirements Analysis for the construction of non-natural material bridges in Wild Forest.
- Reviewed draft guidance for Mountain Bike trail development.
- Participated in the first meeting of the Recreational Trail Core Stakeholder Group to begin planning development of the approved “rail trail” between Tupper Lake and Lake Placid within the Remsen-Lake Placid Travel Corridor.
- Worked internally to develop a proposal for conducting a Park-wide inventory of water bodies in an interagency effort modeled along the lines of the federal “Water and Land Recreation Opportunity Spectrum.”

ADMINISTRATION (State Land Staff)

Reporting

- Submitted weekly and monthly reports.

Agency Coordination/Efficiency

- Participated in an Executive Briefing conference call for the UMP LEAN process.
- Reviewed and responded to Jurisdictional inquiry J2016-0554.

Training

- Participated in an orientation for new board members.

Other

- Attended the Annual Meeting for The Nature Conservancy.
- Spoke at a Book signing for Adirondack Archangels.

HISTORIC PRESERVATION ACT REVIEW

- Reviewed a proposed project in the Town of Keene.

July and August State Land Tasks Summary:

Task	Count	Year to Date
APSLMP Consultations	33	114
APSLMP Revision	9	27
Park Policy and Planning	6	30
Administration	4	85
Historic Preservation Act Review	1	22

GIS AGENCY PROGRAM ADMINISTRATION

Consultation

- Provided advice to Regulatory Programs Management and staff regarding mapping permit projects under review. Consultation included best practices, staff training, information requirements, map production, and timely completion.
- Completed a web mapping Needs Assessment Questionnaire for NYS ITS EE Cluster consultation and coordination.
- Participated in a guest lecture, "Pen to Pixels: A History of Adirondack Mapping," on Monday night, August 8th at the Adirondack Museum.
- Provided a copy of 1950 Blowdown GIS data to Kevin MacKenzie, St. Lawrence University.

Data Management

- Began review of new high resolution USGS Lidar digital elevation data available for the Lake Champlain basin area of the park. Tested download, import, hillshade, contour development, and map production for selected areas.
- Completed import of 2015 county tax parcel boundary and property ownership information into the Agency GIS. Data is provided to Agency staff using the Lookup System mapping application. The 12 county dataset includes over 200,000 parcel records for all private and state lands.
- Updated the Lookup System with current Natural Heritage Program data for the park.

Hardware/Software Management

- Managed problems with our GIS software support from Esri, our GIS software vendor and with NYS ITS Environment and Energy Cluster staff that now requires an additional layer of involvement dealing with issues.

GIS MAP PRODUCTION

- Produced a map of the Boreas Tract for Agency Board Members.
- Provided a map of Downtown Northville businesses and tourism activities requested by Village and Town representatives. The map is being used for general distribution and for the Cycle Adirondacks event.
- Produced maps for the state land classification package review.

LUA BOUNDARY/BLUE LINE INQUIRY

- Continued new mapping of APLUDP/SLMP data using large scale parcel, water, and road base map information. Completed the towns of Minerva, North Hudson, Schroon, Wilmington, and Jay in Essex County. Nine towns, all in Essex County remain to be completed in this two-year, park-wide GIS data improvement project.

- Provided advice to Legal Division on discrepancies between DEC Blue Line mapping and the Agency's boundary data. Questions pertained to the acreage of the park.

MAP AMENDMENTS REVIEW

- Visited two potential map amendment areas in Essex with RASS staff to verify soil information.

STATE LAND CLASSIFICATION /RECLASSIFICATION REVIEW

- Continued reviewing information and producing materials for the state land classification package.
- Visited the Benson Road Tract in the Town of Mayfield, Fulton County on July 27th. The parcel is part of the state land classification package.
- Visited 10 small state land classification parcels in Essex County on July 6th.

WEB ADMINISTRATION/CONTENT MANAGEMENT

- Updated the Agency Board Members page with new member information.
- Updated UMP public input notices.
- Updated Agency Job listings.
- Posted information about the Invasive Species Awareness Week.
- Assisted Regulatory Programs Support Staff with procedures to update Agency application forms on our website.

ADMINISTRATION (GIS STAFF)

July and August GIS/Web Tasks Summary:

Task	Count	Year to Date
GIS Agency Program Administration	8	57
GIS Map Production	115	246
LUA Boundary/Blue Line Inquiry	212	1649
Map Amendments Review	4	10
State Land Classification/Reclassification Review	13	103
Web Administration/Content Management	5	38
Administrative Tasks		19

LOCAL GOVERNMENT SERVICES PROGRAM

Outreach

- **HEPA:** Met with the Town of Crown Point stakeholder group regarding the Agency's HEPA program.
- **Common Ground Alliance:** Attended the 10th Annual Common Ground Alliance and participated in the workgroup focusing on shared renewables.

Correspondence and Consultations

- **Horicon:** Responded to questions regarding setbacks for docks.
- **Horicon:** Provided information regarding travel trailers and mobile homes.
- **Chester:** Provided the Town with information regarding the variance review process.
- **Horicon:** Provided the Town with a copy of a 2014 Jurisdictional Determination.
- **Horicon:** Provided the Town with information regarding retaining walls.
- **Queensbury:** Responded to an inquiry from the public about the variance referral process in an ALLUP.
- **Lake George:** Provided the Town with information regarding the amendment process.
- **Caroga:** Provided the Town with information regarding the referral process for actions by a Town with an ALLUP.
- **Westport:** Responded to questions from the Town regarding expansions of noncomplying shoreline structures.
- **Caroga:** Provided the Town with information regarding greywater systems in the Adirondack Park.
- **Horicon:** Responded to questions from the Town regarding tourist accommodations.
- **Willsboro:** Provided the Town with information regarding a 1987 subdivision.
- **Horicon:** Provided information to the public regarding the permitting process in a town with an ALLUP.
- **Chester:** Responded to questions from the town regarding a boundary line adjustment involving wetlands.
- **Caroga:** Provided the Town with information regarding boathouse jurisdiction.
- **Horicon:** Provided the Town with information regarding measuring the width of docks.
- **Horicon:** Responded to questions regarding stream erosion.
- **Lake George:** Provided the Town with information regarding solar energy projects.
- **Horicon:** Responded to questions from an applicant regarding septic referrals in an ALLUP.
- **Queensbury:** Provided the Town with information regarding the amendment review process.
- **Chesterfield:** Provided a landowner with information regarding permitting requirements in an ALLUP.

- **Horicon:** Responded to questions from a landowner regarding the Agency and Town dock definitions.
- **Chesterfield:** Provided the Town with information regarding an enforcement case.
- **Chesterfield:** Provided the Town with information regarding a 1998 permit.
- **Willsboro:** Provided the Town with information regarding jurisdictional projects in Resource Management areas.
- **Queensbury:** Provided the public with information regarding the variance review process.
- **Caroga:** Responded to questions from the Town regarding clearcuts and forestry use.
- **Caroga:** Provided the Town with information regarding shoreline cutting and boat ramps.
- **Arietta:** Responded to questions from the Town regarding the JIF process.
- **Caroga:** Provided the Town with information regarding the variance referral process.
- **Au Sable:** Provided the Town with comments on their proposed zoning code.
- **Park-wide:** Provided a consultant working for ANCA with information regarding comprehensive plans in the Adirondack Park.
- **LGPC:** Conferred with the Lake George Park Commission regarding proposed stormwater controls in the Town of Lake George. **St. Lawrence County:** Provided county planning staff with information regarding amendments to ALLUPs.
- **Regulatory Programs:** Provided information regarding the Town of Colton's ALLUP.
- **Regulatory Programs:** Provided information regarding the Town of Chester's ALLUP.
- **Enforcement Division:** Advised Enforcement Staff about town processes in municipalities without an ALLUP.
- **Enforcement Division:** Coordinated with Enforcement Staff regarding a potential violation in the Town of Hague.
- **Jurisdictional Office:** Coordinated with staff regarding a proposal for a change in use for a property in the Town of Willsboro.

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 are reviewing the most recent version of the code (June 6, 2016) and are preparing 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.
- **Colton:** The Town has been working with St. Lawrence County on revising its local land use program and has submitted components to the Agency for informal review. The Town is also currently going through the process of amending their code for portions of the Town outside of the Adirondack Park. These amendments will not require review or approval by the Agency.
 - Status: Informal review process. Staff plans on meeting with the Town and county at the end of September to go over the document.
- **Horicon:** The Town has requested Agency review and approval of its revised zoning law.
 - Status: Formal review process and scheduled for consideration by the Board at the September Agency meeting.
- **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 has submitted amendments to its local laws involving stormwater management for informal review.
 - Status: Informal review process. Agency Planning and RASS are reviewing the documents and will prepare comments for the Town.
- **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.
- **Queensbury:** The Town has requested informal review of amendments to its zoning code regarding signs and interior storage facilities. These amendments are part of a larger package of amendments that involve areas of the Town outside of the Adirondack Park.
 - Status: These amendments will be reviewed by staff and are expected to be ready for the Agency Board's consideration at the October meeting.

Variances (13)

- **Arietta (1)**
 - Project [LV2016-0041] involved the construction of a 2,496 square foot two-story garage with a guest cottage on the second story. Relief was required from the Town density since any structure greater than 1250 square feet is considered a principal building. No further Agency review of this variance was required since the project did not vary provisions of the Act.

- **Bolton (2)**
 - Project [LV2016-0053] involved tearing down a portion of an existing, non-conforming single family dwelling and replacing it with a larger addition in approximately the same location. Relief was required from the Town shoreline setback and for alterations to a non-conforming structure. The Agency respected the findings of the ZBA and no further action was taken on behalf of this variance.
 - Project [LV2016-0060] involved construction of a 101.8 square foot storage building to be located 21 feet from a non-navigable stream. Relief was required from the Town shoreline setback of 75 feet. No further review of this variance was required since the project did not involve provisions of the Act.
- **Caroga (1)**
 - Project [LV2016-0064] involved the construction of an accessory structure. Relief was required from the Town sideyard setbacks. No Agency review of this variance was required since the project was in Hamlet.
- **Chester (2)**
 - Project [LV2016-0056] involved the construction of an 8x10 foot bathroom addition to an existing, non-conforming 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 on behalf of this variance.
 - Project [LV2016-0055] involved tearing down an existing single family dwelling and detached garage and replacing them with a larger single family home and a new detached garage on approximately the same footprints. Relief was required from the Town shoreline and frontline setbacks for the dwelling and from the Town sideline and frontline setbacks for the detached garage. No further Agency review of this variance was required since the project did not vary provisions of the Act.
- **Indian Lake (1)**
 - Project [LV2016-0065] involved the construction of a leanto. Relief was required from the Town shoreline setbacks. No Agency review of this variance was required since the project was in Hamlet.
- **Queensbury (5)**
 - Project [LV2016-0058] involved construction of a 1,627 square foot single family dwelling with associated site work. Relief was required from the Town side yard and rear yard setbacks. No further Agency review of this variance was required since the project did not involve provisions of the Act.
 - Project [LV2016-0059] involved the replacement of a failing septic system. Relief was required from the Town shoreline, dwelling, and property line setbacks. The Agency respected the findings of the Town Board and no further action was taken on behalf of this variance.
 - Project [LV2016-0061] involved demolishing an existing, non-conforming seasonal dwelling and its outbuildings and replacing with a 3,966 square foot

- year-round single family dwelling. Relief was required from the Town 50 foot road frontage requirement in the Waterfront Residential Zone. No further Agency review of this variance was required since the project did not involve provisions of the Act.
- Project [LV2016-0062] involved a lot line adjustment between two parcels which resulted in deficient lot size for one parcel. Relief was required from the Town for no road frontage and for creating a lot that is less than the required acreage for its zoning district. No further Agency review of this variance was required since the project did not vary provisions of the Act.
 - Project [LV2016-0063] involved merging two adjacent parcels and constructing a 5,662 square foot single family dwelling on the merged parcel. Relief was required from the Town side yard setback, rear yard setback, and from the Town maximum height restriction. No further Agency review of this variance was required since the project did not vary provisions of the Act.
- **Willsboro (1)**
 - Project [2016-0054] involved converting an existing, non-conforming single family dwelling into a year-round residence by adding a basement, a second story and an addition. Relief was required from the Town front yard and side yard setbacks. No further Agency review of this variance was required since the project did not vary provisions of the Act.

Summary of Local Planning Unit Program Accomplishments July–August 2016				
Reportable Items	Municipalities		Month Total	Year to Date
	ALLUP	Other		
Land use regulations reviewed	7	1	8	38
ALLUP amendments approved	1	--	1	2
ALLUP variances reviewed/reversed	13/0	--	13/0	70/2
Comprehensive Plans reviewed	0	0	0	2
Meetings with Town officials	0	0	0	22
Responded to land use planning inquiries	30	2	36	181
Training & Workshops provided	0	0	0	5
Intra-Agency local planning assistance	5	0	5	36
Inter-Agency Coordination	--	--	0	24
Coordination with Other Regional Organizations	--	--	2	18
<i>ALLUP - denotes "APA-approved Local Land Use Program"</i>				