



**SHERMAN CRAIG**  
Chairman

**TERRY MARTINO**  
Executive Director

**MEMORANDUM**

**TO:** Terry Martino  
**FROM:** Kathy Regan  
**DATE:** May 3, 2017  
**RE:** Planning Division Activity Report for February, March, and April

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

**APSLMP CONSULTATIONS**

**UMP Development/Review**

- Met with Region 6 DEC planners to review staff comments on the team draft of the Independence River Wild Forest UMP update.
- Attended a public meeting held in North Hudson by DEC planning staff concerning initiation of the development of a UMP for Hammond Pond Wild Forest.
- Attended a public meeting held in the town of Duane by DEC planning staff concerning initiation of the development of a UMP for Debar Mountain Wild Forest.
- Completed review of the Initial Draft UMPs for Caroga Lake Public Campground and the Poplar Point, Little Sand Point and Point Comfort Public Campgrounds on Piseco Lake.
- Completed review of the initial Draft UMP for Buck Pond Public Campground.
- Completed review of the Initial Draft amendment to the 1995 Blue Mountain Wild Forest UMP.
- Completed review of the associated, Initial Draft amendments to the Siamese Ponds Wilderness and Jessup River UMPs.

**APA/DEC MOU Consultation**

Consulted with DEC staff regarding:

- Construction of an accessible trail in Wilmington Wild Forest.
- Replacement/wetland impact assessment for a culvert repair project in the Black River Wild Forest.
- Replacement of a snowmobile trail bridge in Saranac Lakes Wild Forest.
- Parking area proposed in Pharaoh Lake Wilderness.

- Three trail construction projects, located in Independence River Wild Forest, Wilmington Wild Forest and Five Ponds Wilderness.
- Construction and placement of privies at roadside primitive tent sites in Horseshoe Lake Wild Forest.
- Improvements to the Cranberry Lake Boat Launch.
- Construction of a firewood storage shed at Wilmington Notch Public Campground.

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

- Completed review of a proposal for a public shoreline access site on DEC Conservation Easement lands located along the West Branch of The Sacandaga River in the town of Arietta.

### **APSLMP REVISION**

#### **State Land Classification**

- Prepared materials for the 2016/2017 State Land Classification Action.

### **PARK POLICY AND PLANNING**

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

- Worked with DEC staff to draft guidance materials for Minimum Requirements Analysis related to bridge design and construction in Wild Forest areas. In addition, provided presentation to Agency board as part of beginning of public comment on guidance.
- Participated in a working group to develop ideas to address management challenges in the High Peaks Wilderness. The group consists of staff from various interest groups and staff from the Department of Environmental Conservation and Adirondack Park Agency.
- Worked with DEC staff to draft guidance materials for the construction and maintenance of mountain bike trails on the Forest Preserve.
- Attended Accessibility Advisory Committee meeting organized by DEC's Universal Access Coordinator.
- Participated in five meetings of the Adirondack Rail-Trail Stakeholders group.

#### **Scenic Byways**

- A culvert replacement/wetland impact assessment for a snowmobile trail in Fulton Chain Wild Forest.
- Trail repairs and minor relocations in Fulton Chain Wild Forest.
- Dam repairs and maintenance in Ferris Lake Wild Forest.

### **Easement Lands Planning**

- Coordinated a Wetland Impact Assessment with DEC staff and volunteers for the St. Lawrence County Multi-Use trail.
- Met with Regulatory Programs and Legal to discuss the JIF process for easement lands.

### **Invasive Species Control**

- Met with RASS staff, APIPP and the Adirondack Watershed Stewardship to discuss boat wash storage structures for public lands.

### **Training/Conferences**

- Attended a seminar on “Wilderness and Technology” provided by the Arthur Carhart National Wilderness Training Center.

### **Other**

- Assisted with planning efforts for and attended Local Government Day.
- Spoke with a member of the public regarding the Vegetation Management Plan for the Remsen/Lake Placid TCUMP. Revising the plan would require a UMP amendment.

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

### **Reporting**

- Submitted weekly and monthly reports.

### **Agency Coordination/Efficiency**

- Worked with Regulatory Programs staff to draft revisions of the State Land Project Consultation form and the Wetlands General Permit 2005G-1R application and certification in order to streamline APA staff review of proposed DEC projects on State lands.
- Worked with Legal and Regulatory Programs staff to improve coordination between DEC and APA for permitting and jurisdictional inquiries on private lands with DEC conservation easements.

### **Training**

- Completed on-line training modules mandated by the State.

### **Website Development**

- Updated State Land section of the Agency web page to reflect new public comment periods.

## **HISTORIC PRESERVATION ACT REVIEW**

- Reviewed proposed projects in the Towns of Ticonderoga, Hague, North Elba, and Santa Clara.

February, March and April State Land Tasks Summary:

<b>Task</b>	<b>Count</b>	<b>Year to Date</b>
APSLMP Consultations	19	25
APSLMP Revision	1	5
Park Policy and Planning	14	18
Administration	6	14
Historic Preservation Act Review	4	4

## **GIS AGENCY PROGRAM ADMINISTRATION**

### **Consultation**

- Attended an annual meeting of the ITS Citizen Services Cluster GIS Program Staff discussing Agency and Cluster common priorities. The meeting was attended via Webex on March 22. Items included software procurement, training, custom application development.
- Provided GIS workstation configuration recommendations to ITS staff compiling minimum specifications for state wide end-user requirements.
- Provided regional GIS data availability advice to ANCA.
- Provided advice on FEMA flood mapping GIS availability covering the Lake Placid airport area to a geologist from C&S Companies.
- Provided regional GIS data availability advice to students from Paul Smiths College, the University of Guelph, Ontario, and the University of Southern California.
- Provided regional GIS information advice to the New York Geographic Alliance who is holding a teacher workshop at Fort Ticonderoga this summer.
- Provided Agency Significant Biological Sites GIS data to the NY Natural Heritage Program.

### **Data Management**

- Continued new improvements to the Adirondack Park Land Use and Development Plan Map and State Land Map (APLUDP/SLMP) completing several towns in Essex County. Two towns remain to be done to complete the park. This two and half year project included describing every land use boundary

in the park and remapping to large-scale, best available roads, water and parcel boundaries.

- Processed DEC Stream Classification GIS data for incorporation into the Agency mapping Lookup System.
- Updated park roads data to the newest NY Geographic Program Office roads layer. Edited park wide data to indicate unimproved road condition. Replaced layer in the Lookup System.
- Met with USDA Natural Resource Conservation Service (NRCS) staff to get an update on soil mapping in the Park. The Agency has detailed soil maps for all counties in the Park except Franklin, Herkimer and Lewis counties. NRCS anticipates having the data for these three counties finalized by the end of 2017. NRCS provided Agency staff with draft soil map data.
- Managed quality review of Agency program staff JIF and Regulatory Review transaction mapping work product.
- Added Scenic Vista data to the Agency Lookup System.
- Updated Land Class data (APLUDP/SLMP) in the Lookup System and [online](#). Created a February 14, 2017 version of the park plan facsimile map.

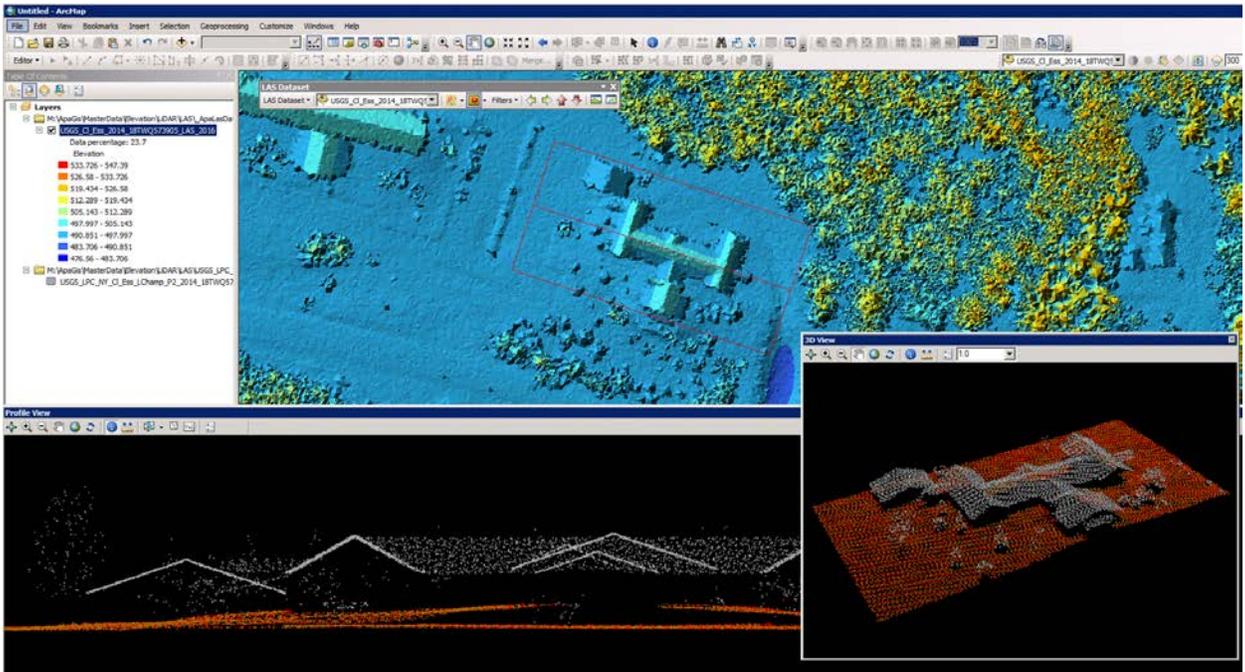
#### **Hardware/Software Management**

- Met with NY ITS staff to discuss their request that Agency GIS and File/Print servers be removed and replaced with a connection to the state server facility in Albany.

#### **Training**

- Learned about the use of LIDAR elevation point cloud data, its availability from the federal Open Data website, how the data is formatted, and Agency GIS software tools for processing, displaying, and analyzing the data.

The following image shows LIDAR data covering the Adirondack Park Agency headquarters including 3D and profile views.



- Developed a help guide to enable Agency staff use of LIDAR data.

### **GIS MAP PRODUCTION**

- Provided the Town of Crown Point a map showing wetlands for a parcel that the Town is considering locating their new sewer treatment plan.

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

- Provided boundary details for the Ray Brook State Administrative Area to DEC Region 5 Real Property staff.
- Assisted the Town of Hopkinton Wind Advisory Board with mapping of the Park boundary to ensure that the Town's Wind Overlay Zone does not include lands inside the Park.

### **MAP AMENDMENTS REVIEW**

- Met with RASS staff and DEC staff to discuss Crown Point's progress with their new sewer treatment plant. Crown Point has requested a Hamlet expansion in an area without municipal sewer or adequate soils for onsite systems, with the intention of extending sewer service to the area. The existing sewer treatment plant is under a consent order from DEC and does not have to capacity to expand service to the Hamlet expansion area.
- Provided the Town of Webb some alternative boundaries for a possible Hamlet expansion map amendment.

**STATE LAND CLASSIFICATION /RECLASSIFICATION REVIEW**

- Provided State land staff maps for the FSEIS.

**WEB ADMINISTRATION/CONTENT MANAGEMENT**

- Posted Agency meeting and job posting content.

**ADMINISTRATION (GIS STAFF)**

- Planning and RASS staff hosted students from SUNY ESF Ranger School for presentations on typical Agency tasks with an emphasis on GIS.

February, March and April GIS/Web Tasks Summary:

<b>Task</b>	<b>Count</b>	<b>Year to Date</b>
GIS Agency Program Administration	16	1+
GIS Map Production	21	21
LUA Boundary/Blue Line Inquiry	19	19
Map Amendments Review	5	5
State Land Classification/Reclassification Review	1	1
Web Administration/Content Management	4	4
Administrative Tasks	1	1

**LOCAL GOVERNMENT SERVICES PROGRAM**

**Outreach**

- **Chester:** Provided a training session for the Town about ALLUPs and the amendment process.
- **Bolton:** Provided a training session regarding ALLUPs and the variance referral process.
- **Indian Lake:** Attended the public information session regarding the Town's draft comprehensive plan.
- **Adirondack Local Government Day Conference:** 20<sup>th</sup> Annual Conference was held on April 5 & 6 in Lake Placid, NY. Three hundred and twenty one (321) people registered for the conference representing 41 Towns & Villages, 68 regional organizations and consultants, and 13 state agencies.
- **Northern Adirondack CEO Conference:** LGS Staff coordinated the Agency's exhibitor booth at the 22<sup>nd</sup> Annual Adirondack Code Enforcement Officials Association Conference. There were 300 code enforcement officials from

throughout northern New York in attendance at the conference to obtain their annual training. Agency staff from Regulatory Programs, Enforcement, RASS and Planning tended to the booth and interacted with over 100 code officials during the conference.

### **Correspondence and Consultations**

- **Bolton:** Provided consultation to the Town and applicant regarding a variance proposal.
- **Chester:** Provided the Town with information regarding a proposed 2-lot subdivision.
- **Caroga:** Provided the town with information regarding the variance referral process.
- **Arietta:** Responded to questions from Town officials regarding the variance referral process.
- **Hague:** Provided the Town with information regarding a proposal for a boat storage building.
- **Hague:** Responded to questions from the Town regarding the Class A project review process.
- **Chester:** Provided the Town with information regarding the ALLUP amendment process
- **Bolton:** Provided the Town with an overview of the variance referral process.
- **Chester:** Provided a landowner with information regarding a project proposal in the Town.
- **Bolton:** Provided a landowner with information regarding the variance referral process.
- **Hague:** Provided the Town with information regarding projects in Rural Use.
- **Horicon:** Provided information to the Town regarding a proposed tear down/rebuild in Resource Management.
- **Hague:** Provided the Town with information on how the Agency measures height.
- **Newcomb:** Provided the Town with information regarding ALLUPs and the Town zoning map.
- **Newcomb:** Provided the Town with information reading the ALLUP amendment process.
- **Chester:** Provided the Town with a large format map.

- **Colton:** Responded to questions from the Town regarding tourist accommodations.
- **Horicon:** Provided the Town with a listing of all APA defined terms.
- **Colton:** Provided information to the Town regarding the Class A project review process.
- **Caroga:** Provided the Town with information regarding a project proposal in Rural Use.
- **Chester:** Provided information to the Town regarding the amendment review process.
- **Webb:** Provided a landowner with information regarding the map amendment process.
- **Lyonsdale:** Responded to concerns from a citizen regarding fiscal concerns and referred them to the NYS Comptrollers Office.
- **APA Staff:** Provided training for Agency staff regarding ALLUPs.
- **Regulatory Programs:** Provided staff with information regarding special use permits.
- **Enforcement:** Provided staff with information regarding shoreline regulations in ALLUPs.

### **Agency-approved Local Land Use Programs (ALLUPs)**

#### **Amendments (8 under review / 1 approved)**

- **Bolton:** The Town has been working with a consultant for a full rewrite of its zoning code. Bolton became an ALLUP in 1980.
  - Status: Informal review process. Staff has been notified by the Town's consultant that a revised version of the code is forthcoming.
- **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. Caroga became an ALLUP in 1980.
  - Status: Informal review process. Agency staff continue to coordinate with the Town and County on incorporating revisions and comments into the revised code.
- **Chester:** The Town has begun preliminary discussion to address needed amendments to its zoning code. Chester became an ALLUP in 2005.
  - Status: Informal review process. Staff met with the Town committee that will be tasked with drafting amendments.

- **Chesterfield:** The Town is currently in the process of revising its zoning code to incorporate portions of the former Village of Keeseville. The Village dissolved in 2015 and is now divided between the Town of AuSable and Chesterfield. Chesterfield became an ALLUP in 2002.
  - Status: Informal review process. Staff has offered to meet with the Town to discuss steps for the amendment.
- **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 do not require review or approval by the Agency. Colton became an ALLUP in 1982.
  - Status: Amendment was approved by the Agency Board in March.
- **Horicon:** The Town has begun discussions regarding revisions to its sanitary code, last updated in 1979.
  - Status: Informal review process. Staff will assist the Town as necessary to help develop the revised code.
- **Indian Lake:** The Town is currently drafting a Comprehensive Plan. Indian Lake became an ALLUP in 1977.
  - Status: Informal review. Staff has reviewed the draft Plan.
- **Newcomb:** The Town has proposed administrative changes to its zoning code to deal with alternate board members.
  - Status: This amendment does not require agency review and approval.

#### **VariANCES (18)**

- **Caroga (2)**
  - Project [LV2017-0004] involved the subdivision of a ±48 acre parcel into 4 lots. Relief was required from the Town Zoning Ordinance for creating undersized lots in their respective zoning districts. No further Agency review was required for this variance since the project did not vary provisions of the Adirondack Park Agency Act.
  - Project [LV2017-0016] involved the tear-down/re-build of a single family dwelling within the shoreline setback and construction of a retaining wall adjacent to the house. Relief was required from the Town side yard setbacks, from the Town 75-foot shoreline setback and for exceeding the Town maximum building height for that zoning district. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.

- **Horicon (2)**
  - Project [LV2017-0006] involved replacement of an existing septic system with a new alternative septic system. Relief was required from the Town Sanitary Regulations for placement of an absorption field 74 feet from a wetland where 100 feet is required. The Agency deferred to the findings of the Local Board of Health and no further review of this variance was required.
  - Project [LV2017-0020] involved a boundary line adjustment between two adjacent lots. Relief was required from the Town intensity for both lots and for insufficient road frontage on Lot 1. No further Agency review was required for this variance since the project met the criteria for a boundary line adjustment and did not create any opportunity for new principal buildings in the transfer of property.
  
- **Indian Lake (2)**
  - Project [LV2016-0099] involved rebuilding a boathouse which had been previously demolished after ice damage. Relief was required from the Town Zoning Ordinance for square footage, height of boathouse, width of roof overhang and for extension into the lake. The Agency deferred to the findings of the ZBA and no further review was required.
  - Project [LV2017-0007] involved an after-the-fact variance to convert an existing cottage/garage into a summer rental cabin. Relief was required from the Town density requirement for having two principal buildings on a parcel less than 1.28 acres in the TR district. The Agency deferred to the findings of the ZBA and no further review was required, however, the proposed project is subject to ZBA conditions.
  
- **Johnsburg (2)**
  - Project [LV2017-0022] involved the replacement of a single family dwelling which had been destroyed by fire. Relief was required from the Town side and front yard setbacks. No further Agency review was required for this variance since the project involved a like size replacement and no increase in the non-conforming shoreline setback.
  - Project [LV2017-0023] involved construction of a single family dwelling to replace a prior dwelling destroyed by fire. New construction involved an addition which extended beyond the original footprint of the dwelling and required a variance from the Town. The property is located in an area designated Hamlet on the Adirondack Park Land Use and Development Map, and therefore was not required to be referred to the Agency.
  
- **Queensbury (8)**
  - Project [LV2017-0005] involved construction of an addition to an existing detached garage. Relief was required from the Town side yard setback. No further Agency review was required for this variance since the project did not involve provisions of the Act.

- Project [LV2017-0011] involved the renovation of the second floor area of an existing, non-conforming SFD. Relief was required from the Town shoreline and side yard setbacks in the WR zoning district. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.
- Project [LV2017-0012] involved a lot line adjustment resulting in a slight reduction of an already undersized lot and the slight increase in acreage on the adjoining lot. Relief was required from the Town minimum lot size for the WR zoning district. The project included demolition of a non-conforming SFD of which the remaining stone fireplace will be used as part of a new gazebo. The Agency deferred to the findings of the ZBA and no further review of this variance was required.
- Project [LV2017-0013] involved construction of a 250 square foot gazebo utilizing an existing stone fireplace where a non-conforming SFD will be demolished. Relief was required from the Town shoreline and side yard setbacks. The Agency deferred to the findings of the ZBA and no further review of this variance was required.
- Project [LV2017-0014] involved installation and operation of a 130-foot wireless telecommunications facility and related equipment on a vacant parcel. Relief was required from the Town zoning code for placement of a telecommunications tower in the Town's MDR zoning district. The 30-day review period expired for this Use variance and a letter was sent confirming that the Town had completed its referral to the Agency as required.
- Project [LV2017-0021] involved construction of an 8,625 square foot single family dwelling. Relief was required from the Town maximum height limit. No further Agency review was required for this variance since the project did not involve provisions of the Act.
- Project [LV2017-0024] involved installation of a 12 x 23 foot outdoor pool. Relief was required from the Town zoning code for placement of a pool in an area other than the rear yard. No further Agency review was required for this variance since the project did not involve provisions of the Act.
- Project [LV2017-0026] involved replacement of an existing septic system with a new septic system. Relief was required from the Town zoning ordinance for placement of the absorption field within 100 feet of a wetland and 5 feet from the property line where 10 feet is required. The Agency offered no comments on the town issued variance; however, the project constitutes a Class A regional project and the landowner must obtain an Adirondack Park Agency permit prior to commencement of the project.

<b>Summary of Local Government Services Accomplishments February-April 2017</b>				
<b>Reportable Items</b>	<b>Municipalities</b>		<b>Month Total</b>	<b>Year to Date</b>
	<b>ALLUP</b>	<b>Other</b>		
Land Use Regulations reviewed/approved	8/1	0/-	8/1	8/2
ALLUP variances reviewed/reversed	18/0	--	18/0	27/1
Comprehensive Plans reviewed	1	0	1	1
Meetings with Town officials	0	0	0	1
Training & Workshops provided	3	2	5	5
Correspondence & Consultations	21	2	23	27
Intra-Agency local planning assistance	3	0	3	6
<i>ALLUP - denotes "APA-approved Local Land Use Program"</i>				