



SHERMAN CRAIG
Chairman

TERRY MARTINO
Executive Director

MEMORANDUM

TO: Terry Martino, Executive Director

FROM: Kathy Regan, Deputy Director, Planning

DATE: January 4, 2018

RE: Planning Division Report for October, November, and December 2017

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

APSLMP CONSULTATIONS

UMP Development/Review

- Completed review of the Initial Draft UMP for the Sentinel Range Wilderness.
- Attended a public meeting held in Ray Brook by DEC staff concerning the Public Draft UMP for the Sentinel Range Wilderness.
- Met with ORDA and DEC staff to discuss upcoming amendments to UMPs for Whiteface Mt. Ski Center, Gore Mt. Ski Center, and Mount Van Hoevenberg Recreation Area IUA's.
- Discussed a future UMP amendment for the Lake George Beach and Battlefield Intensive Use Area with Lake George Park Commission and DEC staff.
- Met with Lake George Park Commission staff in Lake George concerning details of proposals to be made within the upcoming amendment to the Lake George Beach and Battlefield Intensive Use Area UMP.
- Completed review of the Initial Draft Amendment to the Cranberry Lake Boat Launch UMP.
- Discussed with DEC staff protocol regarding tent site use data.
- Advised DEC staff on bike trail layout alternatives proposed within the Wilmington Wild Forest UMP.

APA/DEC MOU Consultation

- Reviewed temporary trail development that linked Mount Van Hoevenberg Recreation Area to the Cascade Mountain trail.

- Reviewed a project for the replacement of a snowmobile trail bridge in the Black River Wild Forest. No wetlands were identified.
- Reviewed a project for the construction of bog bridging in the Sargent Ponds Wild Forest.
- Reviewed a project for the NYS Department of Corrections and Community Service (DOCCS) Adirondack Correctional Facility.
- Provided DOCCS with maps of the State lands included in and surrounding the Ray Brook State Administrative complex.
- Via a site visit and subsequent phone conference call, worked with DEC and staff and engineering consultants in ongoing development and review of a proposed project to stabilize the Lows Lake Lower Dam / Bog River Dam. As part of this project, new visitor parking facilities and an access trail will be developed in conformance with proposed management actions approved in the 2001 Bog River Complex UMP for the area.
- Reviewed a project for the replacement of a town road bridge involving lands within Shaker Mountain Wild Forest.
- Reviewed a trail development project within the Wilmington Wild Forest.

Permit Review

- Met with Regulatory Program staff and DOT to review a bridge replacement project on Route 28.
- Consulted with APA Regulatory Programs staff concerning potential State land considerations in review of a shoreline project at Great Sacandaga Lake.

WSR Rivers Review/Consultation

- Consulted with APA Regulatory Programs staff concerning allowable structures and uses on State lands in classified river areas in the Park.

PARK POLICY AND PLANNING

Park-wide Recreation Planning

- Attended a two-day workshop with the Department (Divisions of Lands and Forests, Operations and Fisheries staff) to discuss the development of a method to determine the carrying capacity of waterbodies (C.C. of W's) and to establish an interagency working group to carry the work forward.
- Participated in a first meeting of the C.C. of W's working group in Indian Lake, at which various tasks were assigned different working group members.
- Began work on C.C. of W's working group tasks, which included one trip to DEC's Central office for a meeting with Lands & Forests staff there.
- Worked with DEC staff to review public comment on the draft guidance for the construction and maintenance of mountain bike trails on the Forest Preserve.
- Worked with DEC staff to draft guidance materials for the Best Management Practices for Design and Layout of Primitive Tent Sites.
- Worked with DEC staff to develop presentation for the Agency meeting regarding Best Management Practices for Design and Layout of Primitive Tent Sites.

- Developed responses to public comments regarding Best Management Practices for Design and Layout of Primitive Tent Sites.
- Researched hardware needs for Forest Preserve primitive tent site assessments.

Easement Lands Planning

- Reviewed the Hyslop Tract Recreation Management Plan and advised the DEC on Activities that may be jurisdictional to the Agency pursuant to Section 814 of the APA Act.
- Took part in a site visit with DEC staff to review proposals included in the Hyslop Tract Recreation Management Plan.

Invasive Species Control

- Consulted with RASS on Hemlock Woolly Adelgid BMP update to the APA/DEC MOU.

Military Airspace

- Consulted with DEC staff and reviewed APA file records concerning the history of the former “Governor’s Ad Hoc Committee on Low-Level Flights” and the possible existence of an MOU between agencies concerning such.

Other

- Attended a meeting hosted by the Town of Keene on managing hiker traffic along the Route 73 corridor.

ADMINISTRATION (State Land Staff)

Reporting

- Submitted weekly and monthly reports.

Agency Coordination/Efficiency

- Drafted proposed revisions to the Interagency MOU for implementation of the APSLMP.
- Responded to a SEQR lead Agency request from the Dormitory Authority of NYS for a parking improvement project at Sunmount Developmental Disability Services.

Training

- Completed on-line training modules mandated by the State.
- Attended DEC training on Effective Meetings.
- Attended DEC training on Workplace Happiness.

Legal Support

- Provided administrative support for pending litigation.

Other

- Presented an overview of the Agency to Nature Conservancy staff members from China.
- Attended the Ribbon Cutting Ceremony in Willsboro at a Nature Conservancy Preserve for an ADA trail.
- Participated in a career development meeting for SUNY Plattsburgh students.

HISTORIC PRESERVATION ACT REVIEW

- Reviewed proposed projects in the Towns of Edinburg, Bellmont, and Dresden

October - December State Land Tasks Summary

Task	Count	Year to Date
APSLMP Consultations	20	85
APSLMP Revision	2	11
Park Policy and Planning	13	56
Administration	9	42
Historic Preservation Act Review	3	11

GIS AGENCY PROGRAM ADMINISTRATION

Consultation

- Provided APLUDP/SLMP Map GIS data access to the NYS Department of State [Geographic Information Gateway online map](#).
- Worked with ITS and Agency Administration staff to advance the upgrade of Microsoft SQL Server database software.
- Gave a demo to ITS and Agency Administration staff regarding the Agency's Lookup System. Discussed the history, use, and future development needs.
- Attended the New York State GIS Conference in Lake Placid on October 18th and 19th as a member of the conference planning committee. The event was attended by close to 300 people from around the state.

Data Management

- Assisted Local Government Services staff adding approximately 800 historic locations to the Approved Local Land Use Variance GIS database available to staff through the Lookup System.
- Developed a prototype [executive summary dashboard application](#) to view information about JIF sites in the park.

- Developed a prototype [screening application](#) covering the Town of North Elba to test functionality of online preliminary information retrieval tools.
- Performed a prototype analysis of LiDAR airborne point data to derive a digital surface model (DSM) for a small sample area. A DSM includes tree canopy and building surfaces rather than more typical bare-earth surface models. A DSM is ideal for visual assessment analysis. The image below shows the Ray Brook area, assessing the visibility of the communication tower from St. Rt. 86.



- Obtained updated DEC real Property data
- Analyzed 2015 parcel data to find the ten landowners with the most Adirondack Park acreage.
- Began developing a data base of map change to archive all changes to the State and private land use maps.

- Developed a prototype [Adirondack Park Elevation application](#) for users to query surface elevation within the park.



Training

- Participated in training regarding route analysis
- Participated in training regarding GIS field data collection
- Provided training to all staff regarding visual assessment tools in the Lookup System.

GIS MAP PRODUCTION

- Created a series of maps showing local zoning for the Town and Village of Tupper Lake
- Provided a map to DEC Region 5, Bureau of Real Property describing the boundaries of the Mount Van Hoevenberg Recreation Area.

LUA BOUNDARY/BLUE LINE INQUIRY

- Provided maps showing the land use overlay for broadband installation project in the Town of Minerva

MAP AMENDMENTS REVIEW

- MA2017-01 (Essex) Filed FSEIS and issued Order. After a 60 days, amendment will be finalized and the APLUDP map will be edited to reflect the amendments.
- MA2017-02 (Crown Point) Filed FSEIS, issued Order finalized amendments.
- Began work on a technical map amendment that involves several private parcels throughout the park that have been incorrectly classified as State land.

WEB ADMINISTRATION/CONTENT MANAGEMENT

- Fixed issues with General Permit forms on our website

ADMINISTRATION (GIS STAFF)

- Completed NYS employee mandatory training, attended staff meetings, completed monthly reports

October - December GIS/Web Tasks Summary

Task	Count	Year To Date
GIS Agency Program Administration	15	69
GIS Map Production	19	94
LUA Boundary/Blue Line Inquiry	12	101
Map Amendments Review	3	14
State Land Classification/Reclassification Review	1	4
Web Administration/Content Management	1	23
Administrative Tasks	6	11

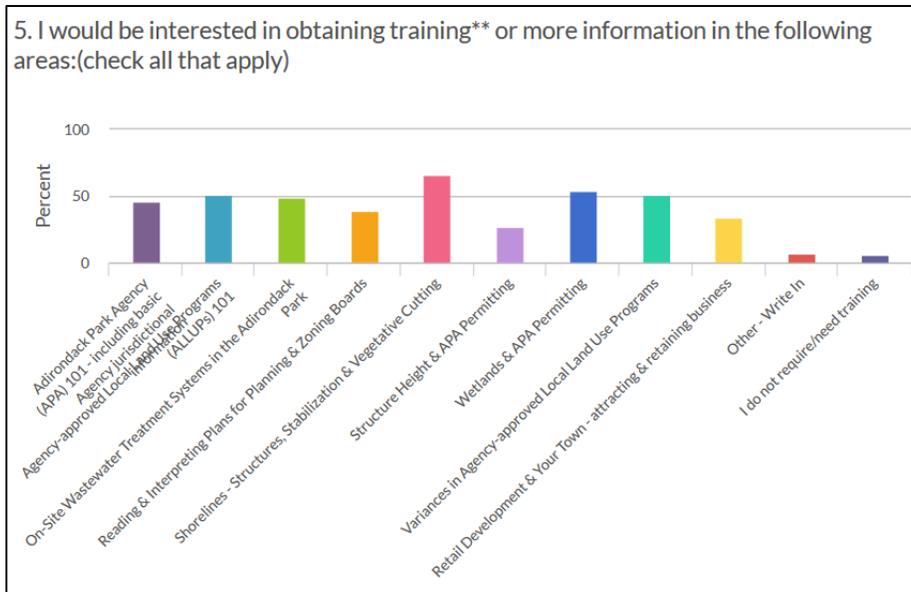
LOCAL GOVERNMENT SERVICES PROGRAM

General

- **Variance Mapping:** Planning staff have been working on adding the locations of 1200+ variances referred by ALLUPs to the Agency's Lookup System. These variances date back to 1987 and were only incorporated into the Lookup System starting in 2014. Approximately 825 were able to be matched to a location based on the tax map number and the remaining files will be evaluated to determine if a location can be identified.

Outreach

- **ALLUP Survey:** Surveyed the local officials in the 18 municipalities to determine their training needs. The survey will help APA staff target training at the Towns and officials based on need.



- **Southern Adirondack Planning & Zoning Forum:** Presented at the Forum regarding the 2017 Town of Horicon zoning code re-write.
- **AATV:** Attended the December AATV Membership meeting.
- **Local Government Day:** Held the first LGD Steering Committee Meeting in November.
- **HEPA:** Attended the Town of Lake George Public Hearing related to their economic development plan.

Correspondence and Consultations

- **Chester:** Responded to questions from the public regarding a proposed subdivision.
- **Chester:** Responded to questions from the public involving a shoreline parcel.
- **Willsboro:** Provided information to the Town regarding guest cottages.
- **Horicon:** Responded to questions regarding 2 single family dwellings on one parcel.
- **Hague:** Provided information regarding multiple principal buildings on a single parcel.
- **Hague:** Responded to questions from the Town regarding regulation of solar.
- **Colton:** Provided information to the Town regarding variance and Class B project review.
- **Chester:** Provided information to the public regarding subdivisions.
- **Hague:** Responded to questions regarding tear-down/rebuilds within the shoreline setback.
- **Horicon:** Responded to questions regarding boundary line adjustments.
- **Chester:** Provided information to the Town regarding pre-existing substandard size lots.
- **Indian Lake:** Provided information to the Town's consultant regarding zoning in the Adirondack Park.

- **Chester:** Provided information to the public regarding a proposed subdivision of a Hamlet parcel.
- **Hague:** Responded to questions from the Town regarding pre-existing substandard size lots.
- **Chester:** Responded to questions from the public regarding a proposed subdivision.
- **Horicon:** Provided the Town with information regarding the mean high water mark of Schroon Lake.
- **Newcomb:** Provided the Town with information regarding a subdivision along a land use boundary.
- **Tupper Lake:** Responded to questions regarding the Town's zoning map.
- **Tupper Lake:** Provided information to the Town's consultant regarding zoning in the Adirondack Park.
- **General:** Provided information to a graduate student regarding zoning in the Adirondack Park.
- **Regulatory Programs:** Coordinated with staff regarding a project in Willsboro.
- **Regulatory Programs:** Coordinated with staff regarding a project in Lake George.
- **Regulatory Programs:** Coordinated with staff regarding a project in Westport.
- **JIF:** Assisted staff with a jurisdictional determination in Westport.
- **Enforcement:** Coordinated with staff regarding a potential violation in Bolton.
- **Economic Services:** Worked with the Agency's Economic Services staff on the Town of Lake George's s HEPA plan.

Agency-approved Local Land Use Programs (ALLUPs)

Amendments (10 under review / 1 adopted)

- **Arietta:** The Town has begun discussions regarding updating its subdivision regulations. Arietta became an ALLUP in 1983.
 - *Status:* Informal review process. It is expected that due to the extensive nature of these amendments that they should go before the Agency Board when complete. Staff has provided the Town with a word version of their current code and have offered to assist the Town in this endeavor.
- **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. It is expected that due to the extensive nature of these amendments that they will have to go before the Agency Board when complete. 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. It is expected that due to the extensive nature of these amendments that they will have to go before the Agency Board when complete. 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. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board.
- **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. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board. Staff has offered to meet with the Town to discuss steps for the amendment.
- **Horicon:** The Town has begun discussions regarding revisions to its sanitary code, last updated in 1979. In addition, the Town is considering amending portions of its recently updated zoning code. Horicon became an ALLUP in 1978.
 - *Status:* Informal review process. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board. Staff will assist the Town as necessary to help develop the revised code.
- **Indian Lake:** The Town has begun discussions regarding revisions to its zoning code following its new Comprehensive Plan. Indian Lake became an ALLUP in 1977.
 - *Status:* Informal review process. Information is currently insufficient to determine if these amendments will be required to go before the Agency Board. Staff will assist the Town as necessary to help develop the revised code.
- **Lake George:** The Town has begun discussions regarding revisions to its zoning code. Lake George became an ALLUP in 1978.
 - *Status:* Informal review process. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board. Staff will assist the Town as necessary to help develop the revised code.

- **Lake George:** The Town has adopted an amendment to their local law addressing residential garbage within the Town.
 - *Status:* This amendment was not subject to review/approval by the Agency.

- **Newcomb:** The Town is proposing changes to several defined terms in its zoning code.
 - *Status:* Informal review process. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board.

Variances (19)

- **Chester (2)**
 - Project [LV2017-0069] involved the tear down/re-build of an existing single family dwelling and installation of a 3,000 gallon holding tank to replace the current onsite septic tank/leach field system. Relief was required from the Town On-Site Wastewater Treatment Local Law in accordance with Section 5.060. The Agency deferred to the findings of the Town Board, acting as the Local Board of Health, and no further review of this variance was required.
 - Project [LV2017-0074] involved replacement of a failed onsite wastewater treatment system on an existing undersized lot. Relief was required from the Town On-Site Wastewater Treatment Local Law for insufficient separation distance from the lake to the proposed absorption bed, septic tank, and pump chamber. Relief was also required from the proposed absorption bed and pump chamber to the front property line and from the absorption bed and septic tank to the dwelling as well as from the absorption bed to the owner's well. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.

- **Hague (2)**
 - Project [LV2017-0070] involved erection of stockade fencing and railings on the slope-side perimeters of a residential off-street parking area. Relief was required from the Town zoning ordinance for fencing over three feet in height within 20 feet of the roadside property line and for fencing over four feet in height in a rear or side yard. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.
 - Project [LV2017-0054] involved the replacement and expansion of a deck on the building's north side, replacement-in-kind of an elevated deck on the lake side and replacement of exterior stairs and a railing leading from the new deck to the water. Relief was required from the Town zoning ordinance for the front edge of the replacement deck to sit within the shoreline setback. 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 (5)**
 - Project [LV2017-0071] involved an after-the-fact variance to construct a screened porch on an existing footprint with a new deck connecting the porch to the main dwelling. Relief was required from the Town roadway setback, side yard setback, and from the Town shoreline setback. The parcel is in lands classified as Rural Use by the Agency which only requires a 75-foot shoreline setback. No further Agency review was required for this variance since the project did not vary provisions of the Adirondack Park Agency Act.
 - Project [LV2017-0068] involved replacement of a failing, non-conforming on-site wastewater treatment system with two 1,500 gallon holding tanks to service a replacement seasonal residence. Relief was required from the Town sanitary code for use of holding tanks and for insufficient separation distance from one of the holding tanks to the owner's well. The Agency deferred to the findings of Town Board acting as the Local Board of Health and no further review of this variance was required.
 - Project [LV2017-0082] involved relocating an existing lakeside deck and shed further from the shoreline to attach to a proposed 12x20 foot deck to be constructed on top of the bank with attached retractable stairs leading to the water. Relief was required from the Town roadway setback and from the Town shoreline setback for the new deck and retractable staircase to sit within 50 feet of the mean high water mark. The Agency deferred to the findings of the ZBA and no further review of this variance was required.
 - Project [LV2017-0083] involved the transfer of a 20 x 75.5-foot piece of property from a substandard lot to an adjoining undersized lot. Relief was required from the Town to create a 1.051 acre lot where 1.3 acres is required in the R1-1.3 district. No further Agency review was required for the variance since the project met the criteria for a boundary line adjustment and did not create an opportunity for new principal buildings.
 - Project [LV2017-0077] involved extending a privacy fence along the owner's property line perpendicular to the shoreline. Relief was required from the Town for the fence to sit within 100 feet of the shoreline and for the fence to be constructed of a non-see-through design within 40 feet of the center of the road. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.

- **Johnsburg (3)**
 - Project [LV2017-0078] involved creation of a new campground on a ±7.76-acre parcel. Relief was required from the Town 10-acre minimum lot size for campgrounds. No further Agency review was required however, the project constitutes a Class A regional project and the landowner must obtain an APA permit prior to commencement of the project.
 - Project [LV2017-0079] involved converting the usage of an existing commercial building to a hand-crafted chocolate making space for wholesale and online retail sales. Relief was required from the Town zoning ordinance for a use not listed in the MX 1.3 district. This use variance was not reviewable by the Agency as it is a compatible use in Moderate Intensity Use [see 9 NYCRR (§582.6(a)(3)].

- Project [LV2017-0080] involved modifications to a previously approved variance for rebuilding a single family dwelling which was lost in a fire. Relief was required from the Town zoning ordinance for insufficient property line setbacks to the extension on the dwelling. No further review of this variance was required as the property lies in an area designated Hamlet on the Adirondack Park Land Use and Development Map and therefore not required to be referred to the Agency if located in a Town with an ALLUP.
- **Queensbury (7)**
 - Project [LV2017-0063] involved a single story addition to an existing, non-conforming SFD. Relief was required from the Town shoreline setback. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency.
 - Project [LV2017-0064] involved additions to an existing, non-conforming SFD. Relief was required from the Town shoreline and side yard setbacks. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency.
 - Project [LV2017-0073] involved constructing a 3,150 square foot detached garage for storing cars. Relief was required from the Town zoning law for construction of a second garage on a parcel where only one garage is allowed and for exceeding the maximum allowable 2,200 square foot size limit for a garage. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.
 - Project [LV2017-0072] involved an after-the-fact variance to maintain a recently reconstructed 73 square foot storage shed supporting a connector ramp to an above-dock sundeck. Relief was required from the Town shoreline setback for reconstruction of the shed. No further Agency review of this variance was required since the project appeared to constitute a replacement in-kind.
 - Project [LV2017-0076] involved modification of a previously approved variance to increase a proposed addition to a non-conforming SFD. Relief was required from the Town zoning law for the expansion to be placed within the shoreline setback for 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.
 - Project [LV2017-0084] involved replacement an existing 1,409 square foot single-family dwelling with a new, 4,265 square foot single family dwelling in the same general location while maintaining the existing detached garage. Relief was required from the Town for the home to be constructed 101 feet from the shoreline where the average setback of the two adjoining properties is 182 feet. Relief was also required from the Town for exceeding the maximum 28-foot height restriction. No further Agency review was required for this variance since the project did not vary provisions of the Adirondack Park Agency Act.

- Project [LV2017-0085] involved an after-the-fact variance for construction of a 260 square foot deck attached to a single family dwelling. Relief was required from the Town for deficient front and side yard setbacks. The parcel is not located within the boundaries of the Adirondack Park and therefore no Agency review was required.

Summary of Local October – December 2017				
Reportable Items	Municipalities		Report Total	Year to Date
	ALLUP	Other		
Land Use Regulations review/approved (note – reviewed total may include multiple reviews of same section or code)	10/1	0	10/1	37/4
ALLUP variances reviewed/reversed	19/0		19/0	83/1
Comprehensive Plans reviewed	0	0	0	1
Meetings with Town officials	1	1	2	16
Training & Workshops provided	0	1	1	7
Correspondence & Consultations	17	3	20	108
Intra-Agency local planning assistance	6	0	6	18
ALLUP – denotes “APA-approved Local Land Use Program”				