



**SHERMAN CRAIG**  
Chairman

**TERRY MARTINO**  
Executive Director

**MEMORANDUM**

**TO:** Terry Martino  
**FROM:** Kathy Regan  
**DATE:** May 31, 2018  
**RE:** Planning Division Activity Report for March, April, and May

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

**APSLMP CONSULTATIONS**

**UMP Development/Review**

- Collected public comment for the Whiteface Mountain and Gore Mountain UMP amendments.
- Worked with the Department and ORDA to finalize the Whiteface Mt. and Gore Mt. UMP amendments.
- Attended the scoping meeting for the High Peaks Wilderness and Vanderhacker Mt. Wild Forest UMP amendments.
- Reviewed Team Draft UMP amendments for High Peaks Wilderness and Vanderhacker Mt. Wild Forest.
- Attended the public hearings for the High Peaks and Vanderhacker Mountain UMP amendments.
- Reviewed a Team Draft UMP amendment for Mt. Van Hoevenberg IU Area.
- Reviewed Team Draft UMPs for Eagle Point and Brown Tract Pond Public Campgrounds, including conducting site visits to each with DEC staff.
- Completed reviews of the Final Drafts of amendments to the Black River Wild Forest, Cranberry Lake Boat Launch and Lake George Beach and Battlefield Park UMPs and prepared presentations for the Agency Board concerning each.

**APA/DEC MOU Consultation**

- Consulted with central office DEC Wildlife staff concerning Army helicopter exercises and potential impacts to nesting eagles and peregrine falcons.
- Consulted with Region 6 DEC staff concerning draft designs for parking areas near the Bog River Flow dam and management of the Alice Brook snowmobile trail.

- Consulted with central office DEC Operations staff concerning management of the grounds of Scarron Manor Public Campground and replacement of a small pump house with a slightly larger one at Moffitt Beach Public Campground.
- Reviewed State Land Project proposals for replacement and improvement of utilities and other infrastructure at Nick's Lake and Cranberry Lake Public Campgrounds.
- Reviewed State Land Project proposals for temporary establishment of AIS decontamination boat-wash stations at four DEC boat launches in Region 5.
- Reviewed a State Land Project proposal for various minor horse-trail improvements in the Otter Creek Horse Trail network of Independence River Wild Forest.
- Reviewed a State Land Project proposal for installation of a metal gate at the entrance to a bat cave in the Siamese Ponds Wilderness.
- Began consultations with DEC staff concerning a State Land Project proposal for use of pesticides to manage vegetation at a number of DEC facilities in Region 6 constructed and maintained for persons with disabilities.

#### **Permit Review**

- Reviewed NYSDOT proposals to construct four new salt storage buildings for potential State land impacts.
- Drafted an 814 order for project P2017-0007A: ATV use on Bald Mountain Road in the Oswegatchie Conservation Easement Area.

### **APSLMP REVISION**

#### **State Land Classification**

- Finalized the 2016-2017 Classification package and forwarded the package to Governor Cuomo.

#### **Substantive Revision**

- Conducted three public hearings for the APSLMP proposed amendment to modify the definition and guidelines for management and use of Travel Corridors.
- Reviewed incoming public comments for this proposed amendment.
- Incorporated changes in the DSEIS.

### **PARK POLICY AND PLANNING**

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

- Attended four focus group meetings organized by DEC to discuss issues associated with over-use in the High Peaks Wilderness and parking issues along NY State Route 73.

- Forwarded the Resolution and the Singletrack Bicycle Guidance adopted by the Agency Board to Commissioner Seggos. Commissioner Seggos has approved the guidance.
- Modified the Primitive Tent Site Guidance based on comments and concerns from the Board and incorporated format established in other guidance documents.
- Attended a meeting with region 5 DEC staff and Barkeater Trails Alliance staff to discuss E-bikes.

### **Invasive Species Control**

- Forwarded the Resolution and the Guidance adopted by the Agency Board to Commissioner Seggos.

### **Training/Conferences**

- Attended the Local Government Day conference.
- Attended the Adirondack Research Consortium Conference.
- Attended National Outdoor Recreation Conference.
- Participated with DEC staff in the NYSSA annual snowmobile club meeting held in Long Lake in early May.
- Participated with DEC staff in the quarterly Forest Preserve Advisory Committee meeting held in Old Forge in late May.
- Participated in training on assessing and managing tent site impacts provided by the Arthur Carhart National Wilderness Training Center

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

### **Reporting**

- Submitted weekly and monthly reports.

### **Training**

- Completed on-line training modules mandated by the State.
- Provided staff development on use of GPS cameras by APA staff.
- Provided staff training on development of GPS programs.

### **Legal Support**

- Provided administrative support for pending litigation.

## **HISTORIC PRESERVATION ACT REVIEW**

- Reviewed proposed projects in the Towns of Dresden, Minerva
- Reviewed potential impacts to historic resources associated with the amendments to the Adirondack Park State Land Master Plan amendment related to the Remsen-Lake Placid Travel Corridor.

## **GIS AGENCY PROGRAM ADMINISTRATION**

### **Consultation**

- Provided spatial data information on wetlands in the Vanderwhacker area to Robert Ripp, Forester, DEC.
- Analyzed Tupper Lake/Raquette Pond shoreline distance by land use area for Agency Economic Services. Prepared instructions on how to calculate land class shoreline length for Agency staff.
- Prepared a summary of Mapping Technologist 3 responsibilities.
- Provided 1973/2018 Wild Forest acreage statistics to State Land Team.
- Produced updated State Land acreage statistics after the Governor approved the Classification Package.

<b>March 20, 2018 State Land Map Acreage Statistics</b>					
<b>State Class</b>	<b>Land Acres</b>	<b>Water Acres</b>	<b># Lakes &gt; 1 ac</b>	<b>% of State Land</b>	
Wilderness	1,186,399	20,994	1366	45.70%	
Canoe Area	17,325	1,573	49	0.67%	
Primitive	38,215	1,355	53	1.47%	
Wild Forest	1,324,043	18,465	1170	51.01%	
Intensive Use	22,614	3,229	28	0.87%	
Historic	522	0	0	0.02%	
State Administrative	2,028	388	4	0.08%	
Pending Classification	4,657	43	5	0.18%	
<b>Grand Total</b>	<b>2,595,802</b>	<b>46,048</b>	<b>2675</b>		

NYS APA GIS, jwb 3/18

- Assisted the JIF Office with mapping tools to review J2018-0182.
- Provided Agency Economic Staff with US Census information for the hamlet of North Creek.
- Provided information to WCS regarding downloadable Agency wetlands data online.
- Hosted 32 students from SUNY ESF Ranger School with RASS and Reg Program staff to demonstrate how the Agency is using GIS.
- Met with a landowner to review aerial imagery for his property in Clinton County.



- Updated the accuracy of the Park boundary in the Town of Parishville using property surveys.

### Hardware/Software Management

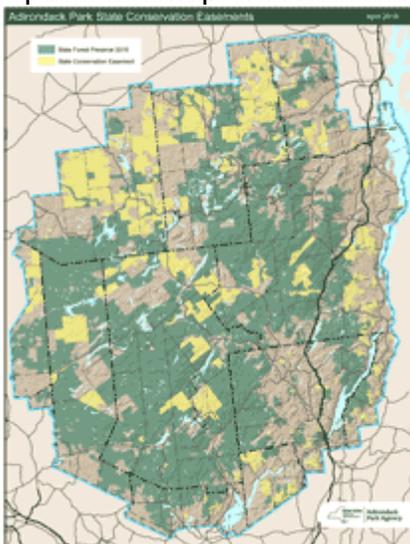
- Worked with ITS and Administration staff to update Microsoft SQL Server software on the Agency GIS server.
- Installed update software for ArcGIS Pro, ArcGIS Desktop, ArcGIS Server, and license management applications. Ensured Lookup System, EditAPA, and other GIS applications functioned properly with the update revisions.
- Performed troubleshooting on Agency mapped photos provided to staff in the Lookup System.
- Performed troubleshooting of Lookup System to ATRADS connection failures. Staff depend on the LUS map to view detailed records of historic and current Agency transactions. The system uses SQL Server, ODBC, IIS, ASP, and GIS technologies. Fixed the problem.

### Training

- Attended *Introduction to Web Development Using ArcGIS API for JavaScript* March 29-31, full-day, instructor led, online class
- Attended *Developing Web Apps with ArcGIS API for JavaScript* April 18-20, full-day, instructor led, online class

### GIS MAP PRODUCTION

- Contacted a map printing contractor for potential printing of the 2018 Adirondack Park Land Use and Development Plan and State Land Map
- Updated a map of conservation easements in the park. [Posted the map online.](#)



- Posted the following historic Agency [facsimile maps online for public interactive viewing:](#)

Adirondack Park Land Use and Development Plan and State Land Map (APLUDP/SLMP) from 1973, 1975, 1980, 1985, 1987, 1990, and 1996.



- Made a series of maps for the Town of Duane, which is considering requesting amendments to the APLUDP Map.
- Made a map for the Town of Inlet, which is undertaking a comprehensive plan update.

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

- Goodnow Flow Resource Management, Rural Use, Moderate Intensity boundary research.
- Provided land use area information to a consultant working for the Town of Santa Clara zoning update.

#### **MAP AMENDMENTS REVIEW**

- Attended a comprehensive planning committee meeting for the Town of Crown Point.
- Prepared a map showing development limitations in the Town of Duane to evaluate potential map amendments.
- Met with a representative for Saranac Lake Central School District to reclassify the land containing the former Lake Clear School from Resource Management to Moderate Intensity Use. The Agency has received an application and is reviewing the proposal.

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

- Created maps for a potential reclassification involving Gore Mountain Ski Center
- Researched several older classification actions.
- Attended the public hearings for the amendments to the Travel Corridor definition in Ray Brook and Old Forge.

## **WEB ADMINISTRATION/CONTENT MANAGEMENT**

- Wrote instructions for Agency Management and Support Staff, *Introduction to APA Website Content System*.
- Posted [2017 Annual Report](#) and [Division Reports](#), moved old reports to archive, updated links site-wide.
- Posted Public Comment Period for Travel Corridor Amendment.
- Posted [Large-scale Residential Subdivision application](#).
- Posted several updates to [Shoreline Restrictions Variance](#).
- Edited Agency Content Management System ColdFusion pages to accommodate multiple additional document links related to a downloadable form.
- Posted UMP Public Comment periods for multiple units.
- Posted updated [Arbor Day Agency Headquarters map](#).
- Posted job vacancy notices including Supervisor Natural Resource Analysis, and Mapping Technologist 3.

## **ADMINISTRATION (GIS STAFF)**

March, April, May GIS/Web Tasks Summary:

<b>Task</b>	<b>Count</b>	<b>Year to Date</b>
<b>GIS Agency Program Administration</b>	<b>29</b>	<b>44</b>
<b>GIS Map Production</b>	<b>36</b>	<b>46</b>
<b>LUA Boundary/Blue Line Inquiry</b>	<b>27</b>	<b>49</b>
<b>Map Amendments Review</b>	<b>3</b>	<b>6</b>
<b>State Land Classification/Reclassification Review</b>	<b>3</b>	<b>105</b>
<b>Web Administration/Content Management</b>	<b>15</b>	<b>23</b>
<b>Administrative Tasks</b>		<b>8</b>

## **LOCAL GOVERNMENT SERVICES PROGRAM**

### **Outreach**

- **Adirondack Park Local Government Day:** 21<sup>st</sup> Annual Conference was held on April 12 & 13 in Lake Placid, NY. Three hundred and sixty-one (361) people registered for the conference representing 47 Towns & Villages, 65 regional organizations and consultants, and 12 state agencies. Agency staff coordinate

the agenda and registration process for the conference which is a cooperative effort between APA, AATV, LGRB, NYS DOS, NYS DEC and Empire State Development. Agency staff have also begun planning the 2019 LGD Conference which is scheduled for April 3 & 4, 2019.

- **ALLUPs:** Led a workshop for officials in Towns with an Agency-approved Local Land Use Programs at the Adirondack Park Local Government Day Conference. This was the first-ever workshop focused solely on administration of Approved Programs and was open to any of the local officials in the 18 ALLUPs.
- **Caroga:** Met with representatives from the Town and Fulton County to discuss the Town's code rewrite.
- **Willsboro:** Met with the Town's new Code Enforcement Officer to discuss the Willsboro's Approved Program.
- **Northern Adirondack CEO Conference:** LGS Staff coordinated the Agency's exhibitor booth at the 23<sup>rd</sup> Annual Adirondack Code Enforcement Officials Association Conference. There were over 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.
- **NYS Tug Hill Commission:** Attended the 29<sup>th</sup> Annual Local Government Conference in Tug Hill. This conference attracts attendees from throughout Jefferson, Lewis, Oneida and Oswego counties.
- **New York Planning Federation:** Attended the 80<sup>th</sup> Annual NY Planning Federation Conference in Bolton Landing. This conference attracts professional planners and local officials from throughout the State of New York.

## Correspondence and Consultations

- **Johnsburg:** Responded to questions regarding a 1974 subdivision.
- **Edinburg:** Provided information regarding a proposed subdivision.
- **Chestertown:** Responded to questions regarding the placement of signage.
- **Johnsburg:** Provided information regarding a 2004 enforcement case.
- **Horicon:** Provided information regarding the reconstruction of a non-conforming structure.
- **Hague:** Responded to questions regarding a 2016 permit.
- **Chester:** Responded to questions regarding the keeping of pigs.
- **Edinburg:** Responded to questions regarding the status of a JIF.
- **Horicon:** Provided information to the Town regarding partial demolition of a boathouse.
- **Horicon:** Responded to questions from the Town regarding a 2017 variance referral.

- **Newcomb:** Provided information to the Town regarding the keeping of goats.
- **Colton:** Responded to questions from the Town regarding hunting and fishing cabins.
- **Indian Lake:** Provided information to the Town's consultant regarding agricultural uses.
- **Newcomb:** Responded to questions from the Town regarding pit privy design.
- **Newcomb:** Provided information to the Town regarding roadway setbacks.
- **Newcomb:** Provided information to the Town regarding APA Land Use Areas surrounding Goodnow Flow.
- **Westport:** Responded to questions from the Town regarding solar.
- **Lake George:** Provided information to the Town regarding the amendment process.
- **Arietta:** Provided information to the Town regarding the referral of variances.
- **Lake George:** Provided information to the Town regarding a 1999 permit.
- **Caroga:** Provided information to the Town regarding the amendment process.
- **Caroga:** Provided information to the Town regarding 2017 JIFs.
- **Chesterfield:** Responded to questions from the Town regarding boat ramps and docks.
- **Johnsburg:** Responded to questions from the Town regarding the Tannery Rotary Trail.
- **Chester:** Provided information to the Town regarding the amendment process.
- **Chester:** Provided information to the public regarding a 1987 permit.
- **Westport:** Provided information to the Town regarding the boundary of the former Village.
- **Chester:** Provided information to the public regarding a proposed subdivision.
- **Edinburg:** Provided information to the Town regarding clear-cuts.
- **Chesterfield:** Responded to questions from the Town regarding the keeping of chickens.
- **Lake George:** Provided information to the Town regarding the status of a 2018 JIF.
- **Chester:** Provided information to the public regarding a proposed project in a Rivers Area.
- **Newcomb:** Provided information to the Town regarding a 2017 variance referral.
- **Colton:** Responded to questions from the Town regarding zoning code interpretations.
- **Newcomb:** Responded to questions from the Town regarding mixed uses in the same structure.
- **Arietta:** Provided information to the Town regarding the referral of variances.
- **Chester:** Provided information to the public regarding the replacement of a single-family dwelling.
- **Hague:** Responded to questions from the Town regarding non-conforming structures.

- **Chester:** Provided information to the Town regarding the replacement of non-conforming structures.
- **Chester:** Provided the Town with copies of plans submitted to the Agency with JIFs.
- **Chester:** Responded to questions from the Town regarding review of septic plans.
- **Caroga:** Responded to questions from the Town regarding setbacks from wetlands.
- **Colton:** Responded to questions from the Town regarding the measurement of shoreline lot widths.
- **Chester:** Responded to questions from the Town regarding the amendment process.
- **Johnsburg:** Provided information regarding the proposed placement of a second mobile home on a property.
- **Lake Luzerne:** Provided information to the public regarding a new campground/tourist accommodation.
- **Chester:** Responded to question regarding wetlands on a parcel & requested delineation.
- Responded to question regarding wood boilers at facility in Catskills.
- **Chester:** Responded to question regarding parcel with wetlands and use of pigs. Directed to JIF office.
- **ALLUPs:** Provided the local officials in Approved Programs with the Agency's revised Shoreline Stabilization Flyer.

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

#### **Amendments**

- **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 be required to go before the Agency Board. 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. Staff met with the Town and Fulton County on May 21 to discuss next steps for approval. Caroga became an ALLUP in 1980.
  - *Status:* Formal review process. It is expected that this amendment to the Town's Approved Program will go before the Agency Board in July 2018.
  
- **Chester:** The Town has been working on amendments to its zoning code. The proposed amendments involve the Town definitions, docks, signs, parking, travel trailer, and solar sections of their zoning code. Chester became an ALLUP in 2005.
  - *Status:* Informal review process. Due to the nature of the proposed amendments they may be eligible for approval under the Del Res.
  
- **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 is drafting revisions to its zoning code following its new Comprehensive Plan. Agency staff have been working with the Town and its consultant to ensure compliance with the requirements of their ALLUP. Indian Lake became an ALLUP in 1977.
  - *Status:* Informal review process. It is likely that due to the extensive nature of this re-write that it will be required to go before the Agency Board. Staff will continue to assist the Town as necessary to help develop the revised code.
  
- **Lake George:** The Town is drafting amendments to its zoning and subdivision codes. The proposed amendments continue the work of the Town in updating its codes to current terminology and practices. 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.

- **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.
- **Village of Lake George:** The Village is in the process of amending its subdivision regulations. The current code does not contain many details for review, the current draft mirrors the subdivision code for the Town of Lake George. The Village of Lake George became an ALLUP in 1985.
  - *Status:* Approved under the authority of the Del Res on April 13, 2018.

### **Variances (29)**

- **Arietta (1)**
  - Project [LV2018-0030] involved construction of an addition to an existing, non-conforming SFD. Relief was required from the Town for rearward and upward expansion completely within the shoreline setback. Agency staff determined that the record did not support the ZBA's variance authorization and a variance reversal letter was issued on May 15, 2018.
- **Bolton (1)**
  - Project [LV2018-0014] involved raising portions of the roof approximately 5 feet to increase the pitch on an existing, non-conforming single family dwelling. Relief was required from the Town Zoning Ordinance for alteration of a non-conforming structure and from the Town shoreline setback. The Agency deferred to the findings of the ZBA and no further review of this variance was required.
- **Caroga (1)**
  - Project [LV2018-0027] involved construction of a deck with stairs as means of egress on the lake side of a single family dwelling. Relief was required from the Town for the deck to be built completely 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.
- **Chester (1)**
  - Project [LV2018-0017] involved replacement and expansion of an existing, non-conforming deck. Relief was required from the Town shoreline setback for the deck to extend 2 feet closer to the shoreline. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.

- **Day (1)**
  - Project [LV2018-0011] involved expansion of an existing campground. Relief was required from the Town for creating a roadway within 50 feet of the property line and for deficient lot sizes for the proposed camp lots. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.
  
- **Edinburg (1)**
  - Project [LV2018-0022] involved construction of an attached deck to the front of a single family dwelling. Relief was required from the Town front yard setback. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.
  
- **Hague (1)**
  - Project [LV2018-0012] involved a lot line adjustment for two adjacent parcels. Relief was required from the Town Zoning Ordinance for the area of Lot 1 to be less than the  $\pm 2.9$  acres required for the Town OCI district. No further Agency review was required for this variance since the project appeared to meet the criteria for a boundary line adjustment and did not create any opportunity for new principal buildings.
  
- **Horicon (6)**
  - Project [LV2018-0020] involved replacement and expansion of the Ridin' Hy Ranch's lodge building which had been destroyed by fire. Relief was required from the Town shoreline setback. The Agency deferred to the findings of the ZBA and no further review of the variance was required.
  - Project [LV2018-0023] involved replacement of an existing failed septic system with a new enhanced treatment unit. Relief was required from the Town Sanitary Regulations for deficient separation distances for components of the new system. Agency staff 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 [LV2018-0028] involved construction of an open-sided covered boat storage and picnic area attached to the shoreline side of an existing non-conforming garage. Relief was required from the Town shoreline setback and from the shoreline setback set forth in the APA Recreational Rivers Act. 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 [LV2018-0029] involved creation of a ramp with rip-rap wall to access the shoreline from the road and raising the existing rip-rap shore wall three feet to prevent erosion. Relief was required from the Town shoreline and roadway setbacks. A DEC Protection of Waters General Permit was issued for the proposed project. 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 [LV2018-0038] involved construction of a deck on the footprint of a former boathouse which had been damaged and demolished. Relief was required from the Town shoreline structure setback as the proposed deck is too wide to be considered a dock and will extend into the lake 45 feet. Agency staff deferred to the findings of the ZBA and no further review of this variance was required.
- **Indian Lake (1)**
  - Project [LV2018-0019] involved expansion of a deck and screened porch on an existing, non-conforming single family dwelling. 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 as required.
- **Johnsburg (1)**
  - Project [LV2018-0021] involved construction of a 20 x 20 foot detached 2-car 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 Adirondack Park Agency Act.
- **Newcomb (2)**
  - Project [LV2017-0092] involved a use variance to operate a goat farm for production of milk, cheese and soaps for retail sale. Relief was required from the Town for a use not permitted in the RC-1 District. 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.
  - Project [LV2018-0015] involved construction of a 10.5 x 16-foot deck with stairs attached to an existing, non-conforming deck and single family dwelling. Relief was required from the Town shoreline setback. Agency staff determined that the record did not support the ZBA's variance authorization and a variance reversal letter was issued on May 2, 2018.
- **Queensbury (11)**
  - Project [LV2018-0006] involved removal of an existing pathway and patio to be replaced with permeable pavers and a new patio area. Relief was required from the Town for insufficient permeability. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency.
  - Project [LV2018-0016] involved converting a 58 square foot covered porch on an existing, non-conforming single family dwelling into an expanded kitchen area and adding a 59 square foot porch with 46 square foot entry area to the non-shoreline side of the home. Relief was required from the Town shoreline setback and from the Town permeability requirements. The Agency deferred to the findings of the ZBA and no further review of this variance was required.

- Project [LV2018-0018] involved construction of a 276 square foot residential addition, a 375 square foot screened porch, a 372 square foot open deck, removal of an existing deck area and replacement of a 75 square foot covered porch and entry area. Relief was required from the Town for expansion of a non-conforming structure and from the Town side yard setback. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.
- Project [LV2018-0024] involved removal of an existing 1008 square foot dwelling and replacing it with a new 2284 square foot single family dwelling. Relief was required from the Town percent permeability and side yard setbacks. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.
- Project [LV2018-0025] involved the addition of one tenant panel to a permitted freestanding sign and after-the-fact approval for a canopy sign. Relief was required from the Town maximum sign size, number of wall signs and road setback. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.
- Project [LV2018-0026] involved construction of a 198 square foot enclosed sunroom on a previously approved proposed deck area. Relief was required from the Town shoreline setback and floor area ratio requirements. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency.
- Project [LV2018-0031] involved an after-the-fact variance to maintain a 240 square foot enclosed porch on the second floor of an existing single family dwelling. Relief was required from the Town for expansion of a nonconforming structure, exceeding maximum floor area and height restrictions and from the Town shoreline and 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 [LV2018-0032] involved replacement of an existing on-site wastewater treatment system. Relief was required from the Town Sewage Disposal Ordinance for deficient setbacks for the absorption field and wastewater tank. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency.
- Project [LV2018-0033] involved replacement of an existing on-site wastewater treatment system with three 1,000-gallon holding tanks. Relief was required from the Town On-Site Sewage Disposal Ordinance for use of holding tanks and for deficient setbacks from structure and property lines. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.
- Project [LV2018-0035] involved removal of a detached garage and replacing it with a 1,598 square foot garage with living space attached to an existing single family dwelling. 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 Adirondack Park Agency Act.

- Project [LV2018-0036] involved construction of a 576 square foot single family home. Relief was required from the Town minimum front, rear and side yard setback requirements. No further Agency review was required for this variance since the parcel was not located within the boundaries of the Adirondack Park.

- **Willsboro (1)**

- Project [LV2018-0034] involved replacement of an unpermitted handicap ramp with and ADA ramp parallel to the front of an existing dwelling. Relief was required from the Town front and side yard setbacks. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.

<b>Summary of Local Government Services Accomplishments March–May 2018</b>				
<b>Reportable Items</b>	<b>Municipalities</b>		<b>Period Total</b>	<b>Year to Date</b>
	<b>ALLUP</b>	<b>Other</b>		
Land Use Regulations review/approved (note – reviewed total may include multiple reviews of same section or code)	<b>10/1</b>	<b>0</b>	<b>10/1</b>	<b>18/1</b>
ALLUP variances review/reversed	<b>28/2</b>		<b>28/2</b>	<b>45/3</b>
Comprehensive Plans reviewed	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
Meetings with Town officials	<b>2</b>	<b>0</b>	<b>2</b>	<b>3</b>
Training & Workshops provided	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>
Correspondence & Consultations	<b>47</b>	<b>2</b>	<b>49</b>	<b>69</b>
Intra-Agency local planning assistance	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>
ALLUP – denotes “APA-approved Local Land Use Program”				