



**ANDREW M. CUOMO**  
Governor

**TERRY MARTINO**  
Executive Director

## **MEMORANDUM**

**TO:** Terry Martino, Executive Director

**FROM:** Richard Weber, Deputy Director - Planning

**DATE:** September 5, 2019

**RE:** Planning Division Activity Report for June, July and August 2019

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

### **APSLMP CONSULTATIONS**

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

- Completed staff review of a proposed Final Draft UMP for the Sentinel Range Wilderness.
- Initiated staff review of a team draft of a new UMP for the Independence River Wild Forest.
- Initiated staff review of a team draft of a new amendment to the 1996 UMP for the Remsen – Lake Placid Travel Corridor.
- Attended a kick off meeting for the Crown Point Historic Site UMP.
- Initiated staff review of a team draft of a UMP amendment for the Fish Creek Intensive Use Area.
- Conducted field work with RASS staff as part of the draft Lake George Wild Forest UMP review.
- Initiated staff review of a team draft version of the Chazy Highlands Management Complex plan and conducted a site visit within the Unit.
- Initiated staff review of a team draft of a new UMP for the Hinckley Reservoir Intensive Use Area that includes the development of a new campground and boat launch.

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

- Reviewed a State Land project proposal submitted by DEC Region 6 staff to construct a new parking area in Independence River Wild Forest at the trailhead for the trail to the Stillwater Mountain fire tower.

- Reviewed a State Land Project submitted by DEC Region 5 staff regarding work plans for rerouting foot trails out of wet areas in the Saranac Lakes Wild Forest.
- Reviewed a State land project proposal for the replacement of the Grindstone Creek Snowmobile bridge in the Black River Wild Forest.
- Reviewed a state land project consultation for the development of Waterway Access Sites on the Hudson River within the Vanderwhacker Mountain Wild Forest.

### **Permit Review**

- Reviewed and finalized a wetlands permit for trail improvements on the Hinchings Pond Trail in the Independence River Wild Forest (P2019-0113). Project included the removal of five culverts on the trail to be replaced with bridges.
- Reviewed and finalized a wetlands permit for a trail bridge replacement at Grindstone Creek in the Black River Wild Forest (P2019-0131)
- Coordinated and attended 2 site visits with Agency RASS staff and DEC staff to review culvert extensions and trail widening on the Oswegatchie Easement Tract in the Town of Croghan on Bald Mountain Road.
- Initiated review of a wetland permit for development of three Waterway access sites on the Hudson River within Vanderwhacker Mountain Wild Forest and attended a site visit with Department and Agency staff to assess the project.

## **PARK POLICY AND PLANNING**

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

- State Land staff participated in – and helped lead one of the discussion groups for – the 2019 High Peaks/Route 73 Stakeholders Meeting organized by the Department and held in Keene Valley in late July.
- Continued a planning effort with DEC staff to develop Park-wide guidance on an approach to “Wildlands Monitoring” on State lands, which may be used for future UMP proposals to address visitor-use impacts. As part of this, participated in a number of conference calls and meetings with DEC.
- Continued a planning effort with DEC staff to develop Park-wide detailed guidance for the management of Primitive Tent Sites and trails.
- Participated in a field trip with DEC staff to the High Peaks Wilderness to see first-hand trail construction and design on the trail to the summit of Mt. Van Hoevenberg.

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

### **Reporting**

- Submitted weekly and monthly reports.

## **Training**

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

## **Legal Support**

- Provided administrative support for pending litigation.

## **HISTORIC PRESERVATION ACT REVIEW**

- Reviewed proposed projects in the Towns of Jay, Dresden, Thurman, North Elba, Ticonderoga, Harrietstown, St. Armand, and Elizabethtown

## **GIS AGENCY PROGRAM ADMINISTRATION**

### **Consultation**

- Assisted RASS staff with SLMP figures and cover for 2019 State Land Master Plan.
- Provided GIS analysis on the proposed conservation density bill for potential impacts on park.
- Assisted state lands staff with lake carrying capacity and provided analysis on lake compactness.

### **Data Management**

- Regulatory Programs continued photo support/management.
- Correcting and maintain accuracy in transaction data on Lookup.
- SQL Server database migration and testing.
- Practice republishing and testing GIS services on new Apagis2019 server.
- Preliminary setup of Lookup System on new GIS server.
- Troubleshooting print layouts for Lookup System.
- Downloaded High Resoulton Elevation Countours for Warren County. These are derived from LIDAR ( Light Detection and Ranging) provide 2 foot counter intervals.

### **Hardware/Software Management**

- ESRI/GIS software install and troubleshooting.
- Setup and connection of Portal for ArcGIS.
- Web AppBuilder for ArcGIS research and development.
- Adobe Dreamweaver 2019 update and setup.

### **Training**

- ESRI online support for Portal for ArcGIS and enterprise geodatabase.
- Web AppBuilder Developer for ArcGIS training and research.
- Developing training manual for Dreamweaver Monthly Mailing website uploads.

### **GIS MAP PRODUCTION**

- Land Bank topographic and wetland maps.
- Updated APA Forest of Hero's Arboretum map for tree planting ceremony.
- Created series of maps showing each individual classification on a park-wide map for use in presentations about the Agency classification system.

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

- Researched the fee/right-of-way ownership of State lands in Essex County
- Provided figures for size and classification of private parcels in the park to assess impacts of proposed legislation.
- Created a map and summary of land acquisition on Silver Lake at the request of a member of the public.
- Provided statistics of land classifications in response to an academic inquiry.
- Provided historic information of Park boundary mapping in response to an academic inquiry.

### **MAP AMENDMENTS REVIEW**

- Finalized review of Westport Hamlet expansion for July meeting. Issued notifications of amendment.
- Met twice with Town of Warrensburg representatives to discuss potential map amendments. Created a series of maps showing existing development and land capabilities.
- Met with the Town of Lake Luzerne representatives and landowner to discuss a possible map amendment in the Town.
- Met twice with the Supervisor of St. Armand to discuss possible map amendments involving the Hamlet of Bloomingdale. Made maps showing the existing sewer users, sewer mains to compare with APLUDP map.
- Researched land classification boundaries that were changed during a map amendment in the Town of Chester.

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

- Researched State land boundary and classification boundary in the southern High Peaks Wilderness and northern Vanderwhacker Mountain Wild Forest.
- Researched State land boundary and classification boundary in in the vicinity of Lake George Beach Day Use Area.

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

- Website homepage regular updating and monitoring.
- Replacing and updating forms and applications.
- Providing monthly mailing assistance to staff.
- Edited monthly mailing page/creating new links.
- Modifications to the public input page.
- Posting new solar application to website.

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

- Update home page to include telecommunication tower information and video of presentation to the Agency Board.
- Posted updated Forest of Hero's Arboretum map.
- Posted comment period information for Proposed Management Guidance on Primitive Tent Sites to website.
- Posted picture and video of the Forest of Hero's tree dedication ceremony to homepage.
- Posted picture and video of youth climate change action presentation to homepage.
- Posted picture and video of Suzanne Treyger's presentation on best practices for forest management to improve bird habitat to homepage.
- Posted August 2019 APSLMP to website.

June/July/August GIS/Web Tasks Summary:

<b>Task</b>	<b>Count</b>	<b>Year to Date</b>
<b>GIS Agency Program Administration</b>	<b>6</b>	<b>42</b>
<b>GIS Map Production</b>	<b>47</b>	<b>84</b>
<b>LUA Boundary/Blue Line Inquiry</b>	<b>32</b>	<b>79</b>
<b>Map Amendments Review</b>	<b>4</b>	<b>10</b>
<b>State Land Classification/Reclassification Review</b>	<b>5</b>	<b>8</b>
<b>Web Administration/Content Management</b>	<b>11</b>	<b>24</b>
<b>Administrative Tasks</b>	<b>3</b>	<b>5</b>

## **LOCAL GOVERNMENT SERVICES PROGRAM**

### **Outreach**

- **Adirondack Association of Towns & Villages:** Attended the biannual meeting of AATV in Saranac Lake.
- **Local Government Review Board:** Attended the June LGRB meeting in Saranac Lake.
- **Johnsburg:** Staff participated in a conference call with the Town & developer regarding an ongoing project in the Town.
- **Edinburg:** Met with the Supervisor to discuss the Town's ALLUP.
- **Common Ground Alliance:** Staff participated in the 13<sup>th</sup> annual Common Ground Alliance meeting in Lake Placid.
- **Local Government Review Board:** Attended the July LGRB meeting in Long Lake.
- **Chester:** Attended the August Town Board meeting.
- **Edinburg:** Met with the new CEO to discuss the Town's ALLUP.
- **Hague:** Met with the Town Zoning Administrator to discuss the Town's ALLUP.

### **Correspondence and Consultations**

- **Arietta**
  - Discussed variance referral w/assessor and request for additional info.
  - Responded to questions from the Town regarding fences.
- **Caroga**
  - Discussed variance referral with CEO.
  - Provided information to the Town regarding a proposed 2-lot subdivision involving wetlands.
  - Provided information to the Town regarding sheds.
  - Responded to questions from the Town regarding retaining walls.
  - Responded to questions from the Town regarding shoreline cutting violations.
- **Chester**
  - Coordinated with the Town & RASS staff regarding a wetland site visit.
  - Discussed possible wetlands with P&Z Administrator in regard to Town variance.
  - Discussed two separate potential projects and whether or not they would require variances or project amendments.
  - Provided information to the Town regarding amendments to a 2005 Agency permit.
  - Provided information to the Town regarding variance referrals.

- Provided the Town with information regarding an Agency enforcement case.
  - Responded to questions from the public regarding projects in a rivers area.
  - Responded to questions from the public regarding the ALLUP amendment process.
  - Responded to questions from the town regarding guest cottages and garages.
  - Responded to questions regarding the merger clause.
- **Colton**
  - Responded to questions from the Town regarding hunting & fishing cabins.
- **Hague**
  - Responded to questions from the Town regarding height measurements for ziplines.
  - Responded to questions from the Town regarding tiny houses.
- **Horicon**
  - Discussed documents pertaining to variance with CEO.
  - Discussed possible dock permit/wetland delineation with CEO and applicant.
  - Discussed a septic variance with concerned neighbor.
  - Provided information to the Town regarding sanitary codes.
  - Provided information to the Town regarding solar farms.
  - Provided information to the Town regarding substandard sized lots.
  - Provided information to the Town regarding the variance referral process.
  - Provided the Town with an advisory opinion regarding a septic variance.
  - Responded to questions from the Town regarding pre-existing subdivisions.
  - Responded to questions from the Town regarding subdivisions in split zones and gifts.
- **Newcomb:**
  - Discussed variance referral with CEO.
  - Provided information to the Town regarding a project proposal in a Recreational River Area.
  - Provided the Town with information regarding a JIF.
  - Responded to questions from the Town regarding the JIF process.
- **Westport:**
  - Discussed potential use change on a parcel with CEO.
  - Met with potential developers regarding the Town's ALLUP.
- **Willsboro:** Responded to questions from the Town regarding mobile homes.
- **Planning:**
  - Discussed St. Lawrence Watershed Revitalization project with consultant.
  - Coordinated with staff regarding the Town of Westport's Map Amendment.

- **Regulatory Programs:**

- Attended a site visit for a project in the Town of Chester.
- Provided information regarding the Town of Queensbury's ALLUP.
- Coordinated with staff regarding a subdivision involving wetlands in the Town of Bolton.
- Coordinated with staff regarding a proposed project in the Town of Westport.
- Provided information to staff regarding project review in Chesterfield.
- Coordinated with staff and applicants regarding a proposal for a permit amendment in Chester.
- Provided information to staff regarding the Town of Caroga's ALLUP.
- Provided information to staff regarding the Town of Horicon's ALLUP.
- Provided staff with information regarding a project proposed in Chester & Horicon.

## **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, 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, 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.
- **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:* Formal review process. Will be presented for consideration at the September Agency meeting.
- **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. Due to the extensive nature of this re-write, this amendment will be required to go before the Agency Board. Staff will continue to 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.
- **Westport:** The Town will be proposing changes to its zoning map in conjunction with the Agency's proposed Map Amendment (MA2019-02).
  - *Status:* Approved pursuant to the Del Res on August 16, 2019.

### VariANCES (19)

- **Arietta (3)**
  - Project [LV2019-00006] involved the tear down/rebuild of an existing camp with a lateral and vertical expansion. Relief was required from the Town for side yard setback, increase in height of non-conforming structure, shoreline setback and exceeding 50% of lot width. 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 [LV2019-0026] involved a lateral and vertical expansion of an existing, non-conforming SFD including the addition of several porches, an attached garage and a carport. Relief was required from the Town for expansion of a non-conforming structure within the 100-foot shoreline setback. No further Agency review was required for this variance since the proposed additions were entirely outside of the Agency's 50-foot shoreline setback and therefore did not vary provisions of the APA Act.

- Project [LV2019-0027] involved the demolition of an existing non-conforming single family dwelling, replacing it with a larger, four season SFD with attached gargage. A new septic system and well were also proposed as part of the project. Relief was required from the Town roadway setback. No further Agency review of this variance was required since the project did not involve provisions of the Adirondack Park Agency Act.
- **Bolton (2)**
  - Project [LV2019-0042] involved enclosing a 12 x 12 portion of an existing deck to make a screened porch. Relief was required from the Town front yard setback, shoreline setback and for alteration of a non-conforming structure. No further Agency review was required for this variance since the stream appeared to be non-navigable and therefore the project did not involve provisions of the Act.
  - Project [LV2019-0029] involved removal of an existing deck, construction of a patio/firepit, steps, retaining walls and a wood chip pathway. Relief was required from the Town shoreline setback for the proposed patio/stone steps. The 30-day review period expired and a letter was sent confirming that the Town had completed its referral to the Agency as required.
- **Caroga (1)**
  - Project [LV2019-0034] involved replacement of a previously demolished SFD within the Town shoreline setback and an easement for septic on a non-shoreline lot. Relief was required from the Town front and side yard setbacks, lot coverage and 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 (3)**
  - Project [LV2019-0033] involved construction of four, 4-foot wide parallel docks to replace a series of older docks on the property. Relief was required from the Town for exceeding dock length limit and for exceeding 50% of the shoreline for the purpose of docking and beaching. No further Agency review was required for this Town issued variance, however, due to the appearance of jurisdictional wetlands on the parcel, the applicant was encouraged to contact the Agency to determine if an APA permit is required.
  - Project [LV2019-0035] involved installation of a 1,500 gallon holding tank to serve a garage/accessory structure. Relief was required from the Town for use of a holding tank. No further Agency review was required for this Town issued variance since the project did not involve provisions of the Act.

- Project [LV2019-0039] involved additions to the front and side of an existing restaurant. Relief was required from the Town front and side yard setbacks. No further Agency review was required for this Town issued variance, however, the applicant will need to comply with the conditions contained in the APA permit under review for this project at the time of the variance response.
- **Hague (1)**
  - Project [LV2019-0041] involved a new on-site Puraflo Peak Biofilter wastewater treatment system to accommodate a 3-bedroom SFD. Relief was required from the Town for deficient setbacks from septic tanks to property line, biofiltration system to potable water source and biofiltration system to jurisdictional wetlands. The Agency respected the findings of the Local Board of Health and no further review was required for this variance.
- **Horicon (5)**
  - Project [LV2019-0022] involved replacement of an existing failed septic system. Relief was required from the Town for deficient setback distance from the new absorption bed to the neighboring shallow well. The property is located in both Hamlet and Rural Use land use areas, however, the variance involved only the part of the parcel situated in Hamlet and therefore was not required to be referred to the Agency.
  - Project [LV2019-0032] involved construction of a boardwalk and dock in wetlands to access Brant Lake. Relief was required from the Town shoreline setback for the boardwalk to extend 0 feet from the MHW mark and for the dock to exceed the maximum allowed surface area. The Agency offered no comments on the town issued variance; however, the landowner must obtain an Agency permit prior to commencement of the project as it is a Class A regional project, (P2019-0047) currently under review by the Agency.
  - Project [LV2019-0030] involved construction of an addition to an existing, non-conforming SFD. Relief was required from the Town shoreline setback for the addition to sit 14 feet from the MHW where 100 feet is required. 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 [LV2019-0036] involved replacement of an existing failed septic system. Relief was required from the Town for deficient setback distance from the new absorption bed to APA flagged wetlands. No further Agency review was required for this variance, however, the new system must be constructed in accordance with the plans submitted to the Agency with J2019-0388 as jurisdictional wetlands have been deemed present on the parcel.
  - Project [LV2019-0037] involved replacement of an existing failed septic system. Relief was required from the Town for deficient setback distance from the new absorption bed to wetlands. No further Agency review was required for this variance as replacement of the existing system was required by Agency Settlement Agreement E2019-0084

- Project [LV2019-0044] involved replacement of a single family dwelling. Relief was required from the Town for deficient shoreline setback, front yard and side yard 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 [LV2019-0038] involved construction of a 30 x 30-foot garage attached by a breezeway to an existing SFD. Relief was required from the Town front yard setback, (40 feet required, 13 feet proposed). No further Agency review was required for this variance since the project did not involve provisions of the Act.
- **Newcomb (1)**
  - Project [LV2019-0031] involved construction of a new garage. Relief was required from the Town for deficient front property line setback. 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 (1)**
  - Project [LV2019-0028] involved replacement of a residential wastewater treatment system. Relief was required from the Town for deficient setback from proposed absorption field to dwelling, septic and pump tanks to dwelling and from the force main to property line. No further Agency review was required for this variance since the project did not involve provisions of the Act.
- **Westport (1)**
  - Project [LV2019-0045] involved construction of a new 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 Act.

<b>Summary of Local Government Services Accomplishments June-August, 2019</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>8/1</b>	<b>1</b>	<b>9/1</b>	<b>26/3</b>
ALLUP variances review/reversed	<b>19/0</b>		<b>19/0</b>	<b>45/0</b>
Comprehensive Plans reviewed	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Meetings with Town officials	<b>5</b>	<b>0</b>	<b>5</b>	<b>6</b>
Training & Workshops provided	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
Correspondence & Consultations	<b>36</b>	<b>0</b>	<b>36</b>	<b>93</b>
Intra-Agency local planning assistance	<b>11</b>	<b>0</b>	<b>11</b>	<b>25</b>
ALLUP – denotes “APA-approved Local Land Use Program”				