



ANDREW M. CUOMO
Governor

TERRY MARTINO
Executive Director

MEMORANDUM

TO: Terry Martino, Executive Director

FROM: Richard Weber, Deputy Director - Planning

DATE: February 5, 2020

RE: Planning Division Activity Report for November and December 2019

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

APSLMP CONSULTATIONS

UMP Development/Review

- Made a presentation to the Board concerning the Final Draft UMP for the Sentinel Range Wilderness and recommended that the Plan is in conformance with the APSLMP.
- Made a presentation to the Board concerning the Final Draft Amendment to the 1995 Blue Mt. Lake Wild Forest UMP and recommended that the amendment is in conformance with the APSLMP.
- Completed staff review of a newly updated, draft amendment to the 1996 UMP for the Remsen – Lake Placid Travel Corridor.
- Continued APSLMP conformance consultations with DEC staff concerning updated drafts of the Fish Creek Campground UMP.
- Continued APSLMP conformance consultations with DEC staff concerning updated drafts of the Hinckley Day Use Area/Campground UMP.
- Continued APSLMP-conformance consultations with DEC staff concerning a draft of the Lake George Wild Forest UMP.
- Consulted with DEC staff concerning the mileage of DEC administrative roads in Chazy Highlands Wild Forest.
- Continued APSLMP conformance review of the Chazy Highlands Wild Forest UMP team draft.
- Consulted with DEC staff concerning hazard tree cutting practices on State lands alongside snowmobile trails.
- Consulted with DEC and OPRHP staff concerning the development of the Crown Point Historic Site UMP.

APA/DEC MOU Consultation

- Reviewed four State Land Projects consisting of snowmobile trail work plans for rock removal, tree cutting, bridge building and one short trail reroute submitted by DEC staff regarding snowmobile trails in Wilcox Lake, Ferris Lake and Black River Wild Forests.
- Reviewed State Land Project consisting of restoring trail tread surface and improving trail water drainage submitted by DEC Region 6 staff in the Fulton Chain Wild Forest.
- Reviewed a State Land Project consisting of culvert replacement submitted by DEC Region 6 staff in the Fulton Chain Wild Forest.

PARK POLICY AND PLANNING

Park-wide Recreation Planning

- Continued a planning effort with DEC 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 staff.
- Continued developing a parkwide strategy for trail monitoring as part of the broader wildland monitoring initiative described above.

Outreach

- Provided tour for several students from Paul Smith’s College about use of GIS at APA.
- Provided assistance for student at Paul Smith’s College regarding developing backcountry skiing opportunities

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

- Provided instruction to Agency staff regarding use of the Cultural Resource Information System (CRIS). CRIS is a web application providing access to historic property information maintained by the New York State Division for Historic Preservation.
- Reviewed proposed projects in the Town of Ausable and Tupper Lake.

GIS AGENCY PROGRAM ADMINISTRATION

Consultation

- Met with GIS students from Paul Smiths College to discuss the Agency's use of GIS.
- Georeferenced site plans to overlay proposed development with aerial images and other GIS data for Agency board presentations.
- Assisted staff with connecting GIS software with online aerial images.

Data Management

- Merging data from multiple years of primitive tent site assessments.
- Downloaded building footprint data for the park. This data shows the shape and location of most structures in the park. Added parcel information to the data to show the approximate extent of structures with public sewer and water service.
- Monitoring and editing transaction data for Lookup and EditAPA systems.
- Publishing new soils data for Franklin, Lewis and Herkimer counties on the Lookup System.
- Processing and publishing 2018 parcel data on the Lookup System.
- Linking Microsoft Building footprints to the Lookup System as new layer.

Hardware/Software Management

- Installed new website editing software, documented settings to connect software with APA web server.
- Met with NYS ITS staff to discuss APA GIS licensing needs.
- Download/updating ArcGIS software to most recent versions.
- Troubleshooting for Lookup System.
- Configuration and set up of APAGIS2019 server and LUS application.
- Troubleshooting Dreamweaver 2019 settings.

Training

- Completed SLMS trainings.
- Meeting with John Barge for regular training and GIS administrator assistance/server configuration.

GIS MAP PRODUCTION

- Created a series of maps of the Park showing Resource Management Lands, Forest Preserve and State Easements for a presentation.
- Public and Private land map visuals for staff at agency meeting presentation.

LUA BOUNDARY/BLUE LINE INQUIRY

- Reviewed mapping discrepancies between Indian Lake's GIS zoning mapping and APLUDP mapping.

MAP AMENDMENTS REVIEW

- Received application from the Town of Lake Luzerne for a request to amend approximately 105 acres from Rural Use to Moderate Intensity Use. Sent notices of application to stakeholders, submitted inquiry to OPRHP regarding historic resources, completed Environmental Assessment form and issues a SEQR positive declaration.
- Met with Town of Warrensburg representatives to discuss possible Hamlet expansion map amendments.

WEB ADMINISTRATION/CONTENT MANAGEMENT

- Posted updated State Land Master Plan
- Posted Agency meeting highlights to home page
- Updated website information on Language Translation information
- Posting job announcements and updating web page
- RASS website changes and page modifications

ADMINISTRATION (GIS STAFF)

- Exploring Javascript application alternatives for Lookup System replacement
- Researching for open source .asp page editors and document viewers
- Updating print layouts for Lookup System

November/December GIS/Web Tasks Summary

Task	Count	Year to Date
GIS Agency Program Administration		47
GIS Map Production	44	132
LUA Boundary/Blue Line Inquiry	36	115
Map Amendments Review	4	14
State Land Classification/Reclassification Review		8
Web Administration/Content Management	6	39
Administrative Tasks	3	13

LOCAL GOVERNMENT SERVICES PROGRAM

Outreach

- **Chester:** Attended the November 12th Town Board meeting.
- **Keene:** Staff met with the Town regarding land use controls inside the Adirondack Park.
- **Local Government Review Board:** Attended the December LGRB meeting in the Town of Ohio.
- **Local Government Day:** Steering committee meetings.
- **DOS Training:** Attended and participated in the Washington County planning and zoning training session held in Fort Edward.
- **North Country Symposium:** Participated in the 17th annual symposium at St. Lawrence University.
- **APA For Real Estate Professionals:** Staff presented a training session for realtors on the APA and its regulations.

Correspondence and Consultations

- **Arietta**
 - Provided information to the Town regarding variance referrals.
- **Bolton**
 - **Corresponded with CEO regarding the Town's PUD.**
- **Chester**
 - Provided information to the Town regarding the cell towers.
 - Responded to questions from a developer regarding an Agency permit.
 - Responded to questions from the Town regarding permit conditions.
 - Provided information to the public regarding the Agency's permit process in an Approved Town.
 - Responded to questions from the public regarding a jurisdictional inquiry.

- Provided information to the public regarding a proposed project.
 - Responded to questions from the Town regarding expansions by 25%.
 - Responded to questions from the Town regarding the Vista View subdivision.
 - Discussed JIF process with new property owner.
- **Hague**
 - Responded to questions from the Town regarding a proposed project in Hamlet.
 - Responded to questions from the Town regarding zoning board members.
- **Horicon**
 - Responded to questions from the Town regarding retaining walls.
 - Provided information to the Town regarding jurisdictional determination (J2016-0827A).
 - Provided information to the Town regarding variances for retaining walls & septic systems.
 - Discussed inactive campground/wetlands with CEO.
 - Discussed septic variance & possible campground project.
 - Discussed potential JIF submission for campground.
- **Indian Lake**
 - Emailed Town consultant in regard to zoning rewrite questions.
- **Lake George**
 - Responded to questions from the Town regarding zoning updates.
- **Newcomb**
 - Responded to questions from the Town regarding flood zones.
 - Provided information to the Town regarding J2019-0805.
- **Westport**
 - Provided information to the Town regarding a 1981 permit.
 - Provided information to the Town regarding calculation of the overall intensity guidelines.
 - Provided information to the Town regarding Class B review.
- **Ticonderoga**
 - Responded to questions from the Town regarding solar.
- **Regulatory Programs**
 - Provided information to staff regarding a proposed project in Caroga.
 - Provided information to staff regarding a proposed project (P2019-0205) in Bolton.

- Provided information to staff regarding a proposed project (P2019-0254) in Bolton.
- **Enforcement**
 - Coordinated with staff regarding a potential violation in Chester.

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.
- **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:* Approved 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.
- **Colton:** The Town is currently in the process of developing regulations for wind energy. Colton became an ALLUP in 1982.
 - *Status:* Informal review process. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board.

- **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:** Pursuant to Town resolution 17-2019, the Town submitted revisions to its zoning code for review and approval by the Agency on October 29, 2019. Agency staff worked with the Town and its consultant to ensure compliance with the requirements of their ALLUP and agreed to revisions to the code as set forth in the Town of Indian Lake Zoning Ordinance dated December 2, 2019. Indian Lake became an ALLUP in 1977.
 - *Status:* Approved by the Agency with conditions and a resolution adopted on December 12, 2019. The Town is awaiting public hearing before formal adoption of the revised code.

- **Lake George:** The Town has proposed minor amendments to its zoning code for the following sections: Shoreland Overlay District, Alteration to Shoreline, Fences and walls, Signs and Tourist accommodations and Residential Rentals.
 - *Status:* Formal review, the Town has requested approval on December 9, 2019. Staff has prepared a draft memo granting approval to the amendments pursuant to the Del Res.

- **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 (17)

- **Bolton (4)**
 - Project [LV2019-0075] involved installation of a permanent pavilion in place of a portable, temporary pavilion used by a lake association. 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.
 - Project [LV2019-0076] involved installation of a permanent, attached carport in place of a temporary carport. Relief was required from the Town for alteration of a non-conforming structure, front yard setbacks 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.
 - Project [LV2019-0077] involved construction of a front entryway deck and stairs in place of an existing concrete pad and blue stone area. Relief was required from the Town shoreline setback, front yard setback and for

- alteration of a non-conforming structure. Based on the information presented in the record, no further Agency review was required for this variance since the project did not vary provisions of the Adirondack Park Agency Act.
- Project [LV2019-0078] involved construction of a screened porch on part of an existing patio and addition of dormers and overhangs to an existing SFD. Relief was required from the Town shoreline setback and for alteration of a non-conforming structure. Based on the information presented in the record, no further Agency review was required for this variance since the project did not vary provisions of the Adirondack Park Agency Act.
- **Chester (1)**
 - Project [LV2019-0066] involved extending an existing 40-foot dock by an additional 4 feet. Relief was required for exceeding the Town's maximum 40-foot dock length. Based on the information presented in the record, 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 [LV2019-0070] involved replacement of an existing dwelling and detached garage with a larger SFD with attached garage. Relief was required from the Town for expansion of a non-conforming structure by more than 25%. The Agency deferred to the findings of the ZBA and no further review of this variance was required.
 - **Horicon (3)**
 - Project [LV2019-0067] involved installation of a new enhanced treatment wastewater disposal system to serve a new, four-bedroom SFD. Relief was required from the Town for deficient setback from proposed absorption field to mean high water. 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 [LV2019-0074] involved replacement of two existing seepage pits with a new onsite wastewater treatment system. Relief was required from the Town for deficient setbacks from absorption field to wells and dwelling and from enhanced treatment unit and effluent line to property lines and dwelling. The Agency offered no comments on this town issued variance.
 - Project [LV2019-0086] involved installation of a wastewater holding tank system to accommodate a one-bedroom SFD. Relief was required from the Town for use of a holding tank. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.

- **Indian Lake (2)**
 - Project [LV2019-0072] involved placement of a 500-gallon LP tank and generator next to an existing SFD. 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 [LV2019-0082] involved construction of a ground floor bedroom/bathroom addition to an existing SFD. 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.

- **Queensbury (6)**
 - Project [LV2019-0073] involved replacement of an on-site wastewater treatment system. Relief was required from the Town for deficient setbacks from wastewater components to property line and dwelling. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.
 - Project [LV2019-0069] involved conversion of an existing garage into living space and construction of a single bay attached garage. Relief was required from the Town side yard setback. No Agency referral was required for this variance since the project was located in an APA Hamlet area, however, a response was sent with notice of wetlands in relation to the property.
 - Project [LV2019-0079] involved interior and exterior renovations to an existing marina including the addition of a bar/lounge/food service area for club members. Relief was required from the Town for deficiencies in setbacks from shoreline and property lines, floor area ratio, permeability and parking. 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 [LV2019-0080] involved replacement of an existing SFD with a larger dwelling and attached garage. Relief was required from the Town front yard setbacks, rear yard setbacks and for exceeding floor area ratio. No further Agency review was required for this variance since the project did not involve provisions of the Adirondack Park Agency Act.
 - Project [LV2019-0081] involved installation of a replacement on-site wastewater treatment system. Relief was required from the Town for deficient setbacks from wastewater components to property lines and foundation and edge of stone to pressure bed. No further Agency review was required for this variance since the project did not involve provisions of the Act, however, Agency response indicated possible presence of jurisdictional wetlands.
 - Project [LV2019-0085] involved construction of a new SFD with attached garage and a porte cochere. Relief was required from the Town for the porte cochere, which is considered a second garage. No further Agency review was required for this variance since the project did not involve provisions of the Act.

**Summary of Local Government Services Accomplishments
November-December, 2019**

Reportable Items	Municipalities		Period Total	Year to Date
	ALLUP	Other		
Land Use Regulations review/approved (note – reviewed total may include multiple reviews of same section or code)	9/2	0	9	35/5
ALLUP variances review/reversed	17/0	0	17/0	79/1
Comprehensive Plans reviewed	0	0	0	0
Meetings with Town officials	1	1	2	11
Training & Workshops provided	0	1	1	2
Correspondence & Consultations	26	1	27	152
Intra-Agency local planning assistance	4	0	4	37
ALLUP – denotes “APA-approved Local Land Use Program”				