



**MEMORANDUM**

**TO:** Terry Martino, Executive Director

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

**DATE:** March 12, 2020

**RE:** Planning Division Activity Report for January - February

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

**APSLMP CONSULTATIONS**

**UMP Development/Review**

- Reviewed the team draft of an amendment to the 2016 Essex Chain Lakes Complex UMP and provided comments to DEC staff.
- Continued APSLMP conformance consultations with DEC staff concerning updated drafts of the Fish Creek Campground UMP.
- Continued APSLMP-conformance consultations with DEC staff concerning a draft of the Lake George Wild Forest UMP.
- Continued APSLMP conformance consultations with DEC staff concerning a draft of the Chazy Highlands Management Complex UMP.

**APA/DEC MOU Consultation**

- Consulted with DEC staff from both regions concerning two snowmobile trail bridge projects (one repair and one replacement) in Forks Mt. Primitive Area and Black River Wild Forest, respectively.
- Consulted with DEC Central Office staff concerning status of an old, no longer existing access road across the Cathead Mt. Primitive Area.
- Consulted with Region 5 DEC staff regarding potential construction of an accessible interpretive trail near Piseco Lake in Jessup River Wild Forest.
- Reviewed State Land Projects consisting of trail work plan for trail rehabilitation to address damage related to the "Halloween Storm" submitted by DEC Region 5 staff regarding trails in the Lake George Wild Forest.
- Reviewed State Land Projects consisting of bog bridging and trail relocation on Cherry Patch Pond Trail in the Saranac Lakes Wild Forest.

### **Permit Review**

- Issued 5 NIPAs to applicants from DEC Region 6 for wetlands projects located on conservation easement lands.
- Finalized wetlands GP2005-G1R for Bog Bridging on the Andy's Creek trail in Pigeon Lake Wilderness Area.
- Finalized wetlands GP2005-G1R for bog bridging on the Foxy Brown Ski trail in Jessup River 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.
- Consulted with DEC Central Office and Region 5 staff concerning a potential approach to monitoring visitor use on Eagle Lake, near Paradox Lake.

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

### **Reporting**

- Submitted weekly and monthly reports.
- Submitted the Planning Division's contribution to the Agency's 2019 Annual Report.

### **Legal Support**

- Provided administrative support for pending litigation.

## **HISTORIC PRESERVATION ACT REVIEW**

- Reviewed proposed projects in the Towns of Saranac, Dannemora, Horicon
- Reviewed materials part of the amendment to the 1996 Remsen-Lake Placid Travel Corridor Unit Management Plan (UMP) in accordance with Section 14.09 (NYSPRHPL)

## **GIS AGENCY PROGRAM ADMINISTRATION**

### **Consultation**

- Assisted RASS staff on analysis on lakes
- Assisted RASS on analysis on using GPS photos
- Provided mapping for the Town of Keene affordable housing discussions.
- Reviewed Blueline census data for census bureau.

### **Data Management**

- Transferred all GIS data from apagis to apagis2019 server.
- Finished reconnecting paths to data sources on the new APAGIS2019 server.
- Downloaded updated data on DEC trails and roads.
- Monitoring and correction of project mapping to ensure quality data collection.
- Assisted GIS power user staff with remapping to new data connections.

### **Hardware/Software Management**

- Evaluating GIS mobile applications for staff.
- Completed the setup and reconfiguration for Lookup System and Editapa on APAGIS2019.
- Troubleshooted licensing for Portal for ArcGIS.
- Troubleshooted with ArcMap application after the server data transfer.
- Updating, maintaining, modifying Lookup System and Editapa applications.

### **Training**

- Completed GIS training in model building to support Wildland Monitoring plan development.
- Provided Regulatory Programs staff with user training for the Editapa mapping application for project mapping.
- Meeting with John Barge for regular training and GIS administrator assistance/server configuration.

## **GIS MAP PRODUCTION**

- Update of Agency Telecommunication mapping.
- Provided Town of Keene mapping for discussions regarding potential areas for affordable housing based on APA regulations.
- Mapping for municipal sewer and water planning project.

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

- An error was identified in which seven private inholdings were incorrectly classified as State land. The map error was resolved in a 1991 map amendment but was not reflected in the current Official map.

- A landowner identified possible inconsistencies in land classification maps. It was discovered that the Agency’s mapping has been consistent since the original mapping but the source of the confusion was a local zoning map.

**MAP AMENDMENTS REVIEW**

- MA2019-01(Lake Luzerne) - Completed EAF, issued positive declaration of significance and drafted DSEIS for Board review at March meeting
- MA2020-01(North Elba) – Prepared a series of resource maps for the Town of North Elba to assist in their application. Received an application and issued notification and request for initial comments.
- Discussed possible map amendment requests with the Supervisors of the Towns of Crown Point, Ticonderoga and Webb.

**STATE LAND CLASSIFICATION /RECLASSIFICATINO REVIEW**

- Met with ORDA representative to discuss land classifications.

**WEB ADMINISTRATION/CONTENT MANAGEMENT**

- Regularly updating homepage content.
- Posting and monitoring for agency meeting mailing documents and webpages.
- Redesign of the Telecommunications webpages.
- Updates to the Large-Scale subdivision review project on website.
- Updated homepage photos.
- Posted new State Land consultation form on website

**ADMINISTRATION (GIS STAFF)**

- Attending NYS GIS State Agency Advisory Group meeting in Albany.
- Contacting ITS for Portal Licensing renewal.
- Downloading and testing of new web application options.
- Migration to the new APAGIS2019 server starting February.
- Completed contributions of end of year report and annual reports.

January/February GIS/Web Tasks Summary:

<b>Task</b>	<b>Count</b>	<b>Year to Date</b>
<b>GIS Agency Program Administration</b>	<b>12</b>	<b>12</b>
<b>GIS Map Production</b>	<b>14</b>	<b>14</b>
<b>LUA Boundary/Blue Line Inquiry</b>	<b>19</b>	<b>19</b>

<b>Map Amendments Review</b>	<b>6</b>	<b>6</b>
<b>State Land Classification/Reclassification Review</b>	<b>2</b>	<b>2</b>
<b>Web Administration/Content Management</b>	<b>8</b>	<b>8</b>
<b>Administrative Tasks</b>	<b>3</b>	<b>3</b>

## **LOCAL GOVERNMENT SERVICES PROGRAM**

### **Outreach**

- **All Towns:** Sent annual request for contact information for local officials to Town and Village Clerks.
- **Town Supervisors:** Sent welcome letters to the sixteen new supervisors in the Park.
- **Bolton:** Met with the new Planning Director to discuss the Town's Approved Program.
- **Hague:** Met with the Zoning Administrator to discuss the Town's Approved Program.
- **Edinburg:** Met with the Zoning Enforcement Officer to discuss the Town's Approved Program.
- **Local Government Review Board:** Attended the January LGRB meeting in Long Lake and February LGRB meeting in the Town of Minerva.
- **Local Government Day:** January and February Steering Committee meetings.

### **Correspondence and Consultations**

- **Arietta**
  - Provided information to the Town regarding the JIF process.
- **Bolton**
  - Provided information to the public regarding the Town's Approved Program.
  - Responded to questions from the public regarding bubblers and deicers on lakes.
- **Caroga**
  - Responded to questions from the public regarding a subdivision involving wetlands.
  - Responded to questions from the Town regarding change in use from residential to commercial.
  - Discussed possible wetlands on parcel with Town CEO.

- **Chester**
  - Responded to questions from the public regarding Rivers Areas.
  - Responded to questions from the Town regarding hunting and fishing cabins.
  - Responded to questions from the public regarding a prior agency permit & the Town's Approved Program.
  - Discussed proposed dock project application with applicant.
  - Discussed proposed 2-lot subdivision with Planning Administrator.
  
- **Chesterfield**
  - Provided information to the Town regarding Agency project review
  
- **Edinburg**
  - Provided information to the Town regarding zoning changes & amendment process.
  
- **Hague**
  - Responded to questions from the Town regarding a proposed project in Hamlet.
  
- **Horicon**
  - Provided information to the Town regarding a prior Agency permit.
  - Discussed dock/wetlands notice of major project with CEO.
  
- **Indian Lake**
  - Responded to questions from the Town regarding a proposed project.
  - Received notice from Town consultant that amended ordinance was approved.
  
- **Johnsburg**
  - Responded to questions from the Town regarding public regarding Agency review of cell towers
  - Provided information to the Town regarding accessory solar.
  
- **Lake George**
  - Responded to questions from the Town regarding dredging in wetlands.
  - Responded to questions from the Town regarding a prior Agency approval.
  - Responded to P&Z Director regarding possible wetlands on parcel.
  - Talked to P&Z Director regarding possible height issue with proposed project.
  
- **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 the Class B process.
  - Provided information to the Town regarding a prior agency permit.
  
- **Schroon**
  - Provided information to the Town a draft septic inspection code.
  
- **Ticonderoga**
  - Discussed Local Government Day with new Town PB member.
  
- **St. Lawrence County Planning**
  - Discussed possible Short-Term Rentals code in non-ALLUP town with County planner.
  
- **Regulatory Programs:**
  - Coordinated with staff regarding an enforcement case in Lake George.
  - Coordinated with staff regarding a proposed dredging project in Lake George.
  - Coordinated with staff regarding proposed projects in Bolton.
  - Provided information to staff regarding a proposed subdivision in Edinburg.

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

#### **Amendments**

- **Caroga:** The Town has been working on amendments to its zoning code involving docks and accessory structures. Caroga became an ALLUP in 1980.
  - *Status:* Informal review process. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board.
  
- **Hague:** The Town proposed to amend its zoning code to reduce the number of Planning Board and Zoning Board of Appeals members from seven to five. Hague became an ALLUP in 1978.
  - *Status:* Approved pursuant to the Del Res on February 25, 2020.
  
- **Lake George:** The Town proposed minor changes to the amendment to its zoning code that was approved by the Agency on December 10, 2019.
  - *Status:* Approved pursuant to the Del Res on January 8, 2020.
  
- **Newcomb:** The Town is proposing changes to its zoning code in their Industrial Use District.

- *Status:* Informal review process. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board.

**Variations (see separate report)**

<b>Summary of Local Government Services Accomplishments January – February 2020</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>4/2</b>	<b>1</b>	<b>5/2</b>	<b>5/2</b>
ALLUP variances review/reversed	<i>See variance report</i>			
Comprehensive Plans reviewed	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Meetings with Town officials	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
Training & Workshops provided	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Correspondence & Consultations	<b>28</b>	<b>3</b>	<b>31</b>	<b>31</b>
Intra-Agency local planning assistance	<b>4</b>	<b>0</b>	<b>4</b>	<b>4</b>
ALLUP – denotes “APA-approved Local Land Use Program”				