



MEMORANDUM

TO: Terry Martino, Executive Director

FROM: Richard Weber, Deputy Director - Planning

DATE: September 3, 2020

RE: Planning Division Activity Report for July and August 2020

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

APSLMP CONSULTATIONS

UMP Development/Review

- Continued APSLMP-conformance consultations with DEC staff concerning a draft of the Lake George Wild Forest UMP.
- Conducted a number of days of site visits in Wilcox Lake Wild Forest as part of continuing review of the Initial Draft UMP for that unit.
- Continued APSLMP conformance consultations with DEC staff concerning an amendment to Aldrich Pond Wild Forest, Cranberry Lake Wild Forest, Five Ponds Wilderness Area, and White Hill Wild Forest UMPs.
- Continued APSLMP conformance consultations with DEC staff concerning a draft of the Debar Wild Forest UMP.

APA/DEC MOU Consultation

- Reviewed State Land Project consisting of wastewater treatment at the Mt. Van Hoevenberg Intensive Use Area.
- Reviewed State Land Project consisting of turnpiking and trail maintenance on Cascade Lake Trail in the Pigeon Lake Wilderness.
- Reviewed State Land Project consisting of trail relocation on Lookout Trail in the Wilmington Wild Forest.
- Reviewed State Land Project consisting of shoreline stabilization and visitor use infrastructure at the Alger Island Campground.
- Continued review of the team draft of Pepperbox Wilderness UMP.

PARK POLICY AND PLANNING

Park-wide Recreation Planning

- Providing DEC staff GIS survey forms (i.e. Survey123) and reference materials as part of Forest Preserve primitive tent site impact assessments and Wildland monitoring.
- Published new primitive tent site impact assessment for use by DEC and APA staff.
- 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 with DEC staff.

ADMINISTRATION (State Land Staff)

Reporting

- Submitted weekly and monthly reports.

HISTORIC PRESERVATION ACT REVIEW

- Reviewed materials part of the proposal for the draft of the Debar Mountain Wild Forest UMP and the Debar Lodge Day Use Area draft UMP.
- Reviewed proposed projects in the Towns of Hopkinton, Saranac, Lewis, North Hampton, Black Brook, Newcomb, Ft. Ann.
- Provided staff materials related to Debar Lodge National Register listing.

GIS AGENCY PROGRAM ADMINISTRATION

Consultation

- Providing datasets to Adirondack Atlas staff and assistance on where to locate data.

Data Management

- Editing APA transaction data
- Migrating state land photo database to new server.
- Maintaining Lookup System data and updates
- Fixing database migrations issues and reconnections

Hardware/Software Management

- Troubleshooting with ArcGIS portal function and connections
- Updating ESRI software for future GIS power user migration to apagis2019
- Developing work for new JavaScript Lookup System applications
- Deployment of test applications to apagis2019

Training

- Research for JavaScript web application building

GIS MAP PRODUCTION

- Map production for use in Portal for ArcGIS web applications

LUA BOUNDARY/BLUE LINE INQUIRY

- Provided data and legal description and clarification of the Park boundary to Army Corps of Engineers.

MAP AMENDMENTS REVIEW

- MA2019-01: Met with Town officials to discuss public comments, drafted response to comments. APA and Town have agreed to not finalize FSEIS prior to October 1, 2020.
- MA2020-01: Finalized and filed FSEIS, Finding Statement and Order. Completed map amendment and filed certified copy of amendment as required.
- MA2020-01: Received a request for a map amendment in the Town of Webb, issued request for initial comments.

STATE LAND CLASSIFICATION /RECLASSIFICATION REVIEW

- Reviewed possible State land classification change related to the Debar Mountain Wild Forest.

WEB ADMINISTRATION/CONTENT MANAGEMENT

- Large-Scale Subdivision updated with new documents
- Regular updates/modifications to websites homepage
- Homepage photo banner update
- Replacement of forms and documents with updated versions
- Creating backups of website to local drives
- Preparing for website migration with IT staff

ADMINISTRATION (GIS STAFF)

- Completed telecommuting application and work plan.
- Completing deployment plan for software to ITS staff
- Development and deployment work with new web mapping applications

July-August GIS/Web Tasks Summary:

| Task | Count | Year to Date |
|--|--------------|---------------------|
| GIS Agency Program Administration | | 36 |
| GIS Map Production | 11 | 24 |
| LUA Boundary/Blue Line Inquiry | 16 | 35 |
| Map Amendments Review | 3 | 12 |
| State Land Classification/Reclassification Review | 1 | 3 |
| Web Administration/Content Management | | 29 |
| Administrative Tasks | | 5 |

LOCAL GOVERNMENT SERVICES PROGRAM

Outreach

- **Fulton & Hamilton County Hazard Mitigation Planning:** Attended meetings regarding the Fulton & Hamilton County Hazard Mitigation Planning process.
- **Colton:** Met with the Town via conference call regarding zoning concerns in the Town.
- **Lake George:** Attended a special meeting of the Town Board on August 24.

Correspondence and Consultations

- **Bolton**
 - Discussed APA correspondence procedures with Planning and Zoning Administrator.
 - Responded to question from applicant regarding the variance process.
- **Caroga**
 - Responded to questions from the Town regarding use variances.
 - Responded to questions from the Town regarding zoning amendments.
 - Responded to questions from the Town regarding zoning in Hamlet.
- **Chester**
 - Responded to questions from the Town regarding measuring setbacks.
 - Responded to questions from the public regarding a potential violation in the Town.
 - Responded to questions from the Town regarding wetlands.
 - Provided information to the Town regarding a potential violation in the Town.
 - Provided information to the Town regarding the status of a JIF.
 - Discussed potential violation with a landowner's representative.
- **Chesterfield**
 - Provided information to the Town regarding the project review process.
- **Colton**
 - Responded to questions for the Town regarding a proposed subdivision.
 - Discussed zoning uses & possible project with CEO.
 - Responded to questions from the Town regarding the comprehensive planning process.

- **Hague**
 - Responded to questions for the Town regarding a definition for “Private Park.”
 - Provided information to the Town regarding the definition of “Principal Building.”
 - Responded to questions from the public regarding a project in the Town.

- **Horicon**
 - Responded to questions from the Town regarding the variance referral process.
 - Provided information to the Town regarding a proposed marina.
 - Discussed JIF sketch plans with applicant’s representative.
 - Discussed status of JIF with applicant.

- **Johnsburg**
 - Discussed JIF proposal with applicant’s representative.
 - Discussed details of JIF with applicant.
 - Discussed JIF with Code Enforcement Officer.

- **Lake George**
 - Responded to questions for the Town regarding junkyards and commercial uses.
 - Provided information to the Town regarding zoning districts.
 - Responded to questions for the Town regarding the amendment process.

- **Newcomb**
 - Responded to questions from the Town regarding a parcel in Hamlet.
 - Responded to questions from the Town regarding a parcel in a Rivers Area.
 - Responded to questions from the Town regarding a proposed subdivision.
 - Responded to questions from the Town regarding wetland subdivisions.

- **Westport**
 - Responded to questions from the Town regarding a parcel on Lake Champlain.
 - Responded to questions from the Town regarding farmworker housing.
 - Responded to questions from the Town regarding the *merger clause*.

- **Minerva**
 - Provided the Town with a large format map.
 - Provided information to the Town regarding the shoreline setbacks.

- **Webb**
 - Responded to questions from the Town’s consultant regrading land use controls in the Adirondack Park.

- **Enforcement**
 - Coordinated with staff regarding a potential violation in Bolton (E2020-0098).
- **Regulatory Programs**
 - Provided information to staff regarding a proposed project in Newcomb (P2020-0131).
 - Coordinated with staff regarding a proposed project in Johnsbury (P2020-0072).
 - Coordinated with staff regarding a cell tower in Indian Lake (P2020-0112).
 - Coordinated with staff regarding a cell tower in Horicon (P2020-0031).
 - Coordinated with staff regarding a proposed impound lot in Lake George (P2020-0117)
 - Coordinated with staff regarding a proposed project in Queensbury (P2020-0145).
 - Coordinated with staff regarding a proposed project in Chester (P2020-0114).

Agency-approved Local Land Use Programs (ALLUPs)

Amendments

- **Caroga:** Town became an ALLUP in 1980.
 - The Town proposed amending the zoning for parcel 68.9-3-2.5 from the Town Conservation District to the Town Hamlet District.
 - *Status:* Amendment is not subject to Agency review as the parcel is in APA Hamlet land use area.
 - The Town has been working on amendments to its zoning code involving docks and accessory structures.
 - *Status:* Informal review process. Information is insufficient at this time to determine if these amendments will be required to go before the Agency Board.
- **Lake George:** Town became an ALLUP in 1978.
 - The Town proposed two minor amendments to its zoning code. One amendment involves assigning a zoning district to 11 parcels that did not have a clear zoning district assigned. The second amended waived the residency requirement for the zoning officer.
 - *Status:* The amendment involving the 11 parcels is not subject to Agency review as the parcel is in APA Hamlet land use area. The amendment to the residency restriction was approved pursuant to the Del Res on August 20th.
 - The Town is working on an amendment to its zoning code involving duplexes and multiple family dwellings.
 - *Status:* Informal review process. Information is insufficient at this time to determine if this amendment will be required to go before the Agency Board.

- **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.
- **Queensbury:** The Town is proposing to add a section on renewable energy to its zoning code.
 - *Status:* Informal review process. Staff believe this amendment qualifies for consideration under the Del Res.

Variances (see separate report)

| Summary of Local Government Services Accomplishments July-August 2020 | | | | |
|---|-------------------------------------|--------------|-------------------------|-------------------------|
| 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) | 4/1 | 0 | 4/1 | 11/3 |
| ALLUP Variances Review/Reversed | <i>See separate variance report</i> | | | |
| JIFs Completed by LGS Staff | 42 | 0 | 42 | 49 |
| Comprehensive Plans Reviewed | 0 | 0 | 0 | 0 |
| Meetings with Town Officials | 2 | 3 | 5 | 18 |
| Training & Workshops Provided | 0 | 0 | 0 | 0 |
| Correspondence & Consultations | 35 | 4 | 39 | 100 |
| Intra-Agency Local Planning Assistance | 8 | 0 | 8 | 26 |
| ALLUP – denotes “APA-approved Local Land Use Program” | | | | |