



# DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

## ACTIVITY REPORT April 2024

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### I. PLANNING ACTIVITY

#### Land Use Planning & Technical Assistance:

- GML-239 Referrals

GML-239 Referrals, March 2024 – April 2024					
Date Received	Date Requested	Project Name	Action Type	Referral ID #	Legislator
3/27/24	4/10/24	Winterton Condominium Site Plan Amendment	Site Plan Review	BLO24-01	Salomone
3/27/24	4/10/24	Emerald Development	Area Variance	BLO24-02	Salomone
3/28/24	4/26/24	Camp Yeshiva Serdahal f/k/a Lefkowitz Bungalows	Site Plan Review	THO24-07	Ward
3/28/24	4/26/24	BBIS Auto	Subdivision Review	THO24-08	Ward
4/2/24	4/24/24	Dollar General	Site Plan Review	COC24-01	M. McPhillips
4/2/24	4/15/24	Town of Liberty Zoning Amendment	Adoption / Amendment of Zoning Map	LIB24-04	B. McPhillips
4/5/24	5/3/24	Wurtsboro Mountain LLC	Subdivision Review	MAM24-01	Rajsz
4/8/24	4/15/24	Monticello Lofts	Site Plan Review	MON24-01	Ward
4/10/24	4/30/24	Yager – Minor Subdivision	Subdivision Review	NEV24-01	B. McPhillips

4/10/24	4/30/24	Terwilleger	Special Use Permit	NEV24-02	B. McPhillips
4/10/24	4/30/24	Nosso Posto	Special Use Permit	NEV24-03	B. McPhillips
4/11/24	5/8/24	Bais Yaakov High School Dormitory	Site Plan Review	FAL24-05	Ward
4/12/24	5/8/24	Steak & Sizzle	Site Plan Review	FAL24-06	Ward
4/12/24	5/9/24	Solar Power Networks LLC & Edward Pattison	Site Plan Review	FAL24-07	Ward
4/17/24	5/17/24	Village Square	Site Plan Review	MON24-02	Ward
4/22/24	5/9/24	Brickstone – Service Shop & Warehouse	Site Plan Review	FAL24-11	Ward
4/22/24	5/13/24	Studio 55, LLC	Site Plan Review	HIG24-01	M. McPhillips
4/22/24	5/13/24	Unit 30 Extension – Riversite	Area Variance	FAL24-08	Ward
4/22/24	5/13/24	Unit 56 Extension – Irvington Estates	Area Variance	FAL24-09	Ward
4/22/24	5/7/24	Gas Station (formerly Jeff Bank)	Special Use Permit	FAL24-10	Ward

- A resolution is on the agenda today to extend existing agreements with Sullivan County's municipalities which allow for certain projects to be exempted from the GML239 review process.

## **Land Use, Strategic and Comprehensive Planning**

- **Neversink Watershed Management Plan**

- The plan has been drafted and is in the final review stages. There will be one more public meeting prior to final edits. We anticipate the plan will be closed out by the end of the third quarter of 2024.

- **Countywide Resiliency Plan:**

- The plan is in the final stages of review and finalization. All reporting is current, with a final report and claim due to the NYS Department of State no later than May 27, 2024.

- **Water Resources and Infrastructure**

- An RFP was issued for a County-wide assessment of potable and waste water infrastructure, with responses received on April 5, 2024.

- A resolution to award a contract will be presented at the Executive Committee meeting. This assessment will collect data on existing conditions and make recommendations for areas for infrastructure expansion based on current and anticipated growth.

### **Recreation, Quality of Life & Tourism-based Economic Development**

- **Sullivan O&W Rail Trail**
  - The Neversink Crossing project design is in the final stages of review by NYSDOT and we anticipate the final design report will be filed by June. The current schedule anticipates a bid will be issued in the Fall of 2024. County staff will be meeting with Town of Fallsburg leadership to discuss the approaching construction phase of the project, as well as to address any concerns.
  - Staff continue to participate in monthly meetings of the O&W Rail Trail Alliance as well as regular meetings with the engineering firm and partner municipalities.
  - A resolution is presented today for consideration, to allocate an additional \$75,000 to the County's contract with Alta for the design and engineering required in Parksville, specifically for the segment of trail which runs along Fox Mountain Road. The additional scope of work includes planning for a bridge to eliminate an on-road connection which has raised safety concerns; addressing additional review and coordination for federal funding received; work resulting from additional oversight from the NYSDOT; and advertising/letting bid documents.
  - Dates have been set for 2024 events:
    - National Trails Day (Sat 6/1/24)
    - BOW-WO&W (Thurs 8/1/24)
    - HO&WL (Fri 10/25/24)

### **Community Development & Revitalization**

- **CDBG Housing**
  - Manufactured Home Replacement
    - Fully subscribed, 4 applications with signed formal funding awards totaling \$625,000
    - Work on these projects has been completed
  - Home Repair
    - 4 -Home repair projects complete
    - 2 -in contract
    - 4- bidding and waiting for contractor selection
    - 3- pending formal commitment paperwork execution
    - 2- waiting for initial scopes/cost estimates
    - 1 -out for initial inspection
    - Of the \$706,250 in direct assistance and project delivery funds available under the home repair budget line; we have committed \$434,060.12

- The end of the term for this grant is May 31, 2024 to allow time to finish construction on the recently identified projects.
- **Bicycle and Pedestrian Infrastructure Master Plan**
  - We continue to wait for the contract from the NYS Department of Environmental Conservation. Once this contract is executed Planning can move forward with a solicitation to procure a consultant to assist with and write the plan.
  - Planning staff have identified various stakeholders to serve on the Advisory Committee, as well as those which we believe are important to engage via interviews and focus groups, to assist with the development of the plan and provide feedback throughout the process.
  - An informational meeting and workshop will be held on May 29th at the Cornell Cooperative Extension Education Center in Liberty for Steering committee members. This will be an orientation session, with a presentation by Ian Thomas of America Walks.
  - The plan will focus on connecting residents and visitors in and around community centers (villages, hamlets) with safe pedestrian and bicycle infrastructure.

## **Economic Development**

- **Emerald Corporate Center Economic Development Corporation (ECCEDC)**
  - We continue to work with the Town of Thompson to transfer Emerald Springs Water Company (ESWC) and all assets to the Town of Thompson, based on discussions with counsel having experience with the process.
  - We are currently waiting for a draft Memorandum of Agreement which will lay out the process and relationship between Emerald Corporate Center, Emerald Springs Water Company and the Town during this process.
  - The audit of the 2023 financial statements is in draft form and will be finalized shortly.
- **Restore NY**
  - A resolution is being presented today to support and authorize an application to NYS Empire State Development for \$216,000 in funding from Round 8 of the Restore NY Program. The funding would support rehabilitation of buildings in Monticello - one building on East Broadway as an events center and one on Broadway to establish an East Asian market.

### **Administration**

- We are actively recruiting potential candidates for vacant positions including a Planner and Director in the Department of Planning.
- Assistance provided to ITS and the County Manager's Office to coordinate efforts related to submission of a Municipal Infrastructure Grant for broadband deployment.
- Staff participated in SUNY Sullivan's Earth Day event on Tuesday, April 23. Information was distributed to college and high school students about the work done by offices in the Division of Planning, including information on the types of careers that are related to the work we do.
- A tour of the O&W Rail Trail was conducted for the Sullivan County Legislature.

## **II. OFFICE OF SUSTAINABLE ENERGY (OSE)**

- OSE continues to act as lead for the Resiliency Plan project. Staff are completing administrative reporting, assisting with quarterly request for reimbursement for the Countywide Resiliency Plan, and collecting documentation required by NYS Department of State to enable us to close out the grant this spring.
- OSE staff are setting up administrative and reporting tasks for the SC Bicycle and Pedestrian Master Plan, completing paperwork needed to execute the contract with NYS DEC. Our The Planning team has begun to brainstorm potential members of the project Advisory Committee and develop a recruitment process.
- OSE staff have continued to review monthly utility statements, and to work with NYSEG and DPW staff to resolve ongoing issues with meter readings and monthly billings. OSE is working on data reporting and identifying key observations and trends to include in the 2023 Benchmarking Report, which will be posted in the Fall of 2024.
- OSE staff continue to monitor energy production at the County's solar sites and Lake Goodyear small hydro facility, document energy cost savings and GHG reduction, and analyze all of the County's electricity and fuel bills. In 2023, seventy seven percent of the grid delivered electricity in 2023 came from renewable energy sources.

### III. PARKS, RECREATION & BEAUTIFICATION

#### General:

- The annual Roadside and Trail Litter Pluck program is underway. The program began April 1<sup>st</sup> and runs through October 31<sup>st</sup>.
- The department and core group members have been meeting with Weston & Sampson, who is providing professional consulting services, to develop the Parks and Recreation master plan.
- The contract amendment with Fisher Associates for the design/engineering/permitting of the Callicoon Park has been completed.
- Fisher Associates are finishing up the Storm Water Management Plan for the trail system at Lake Superior.
- The department has filled the seasonal park positions.
- The 175<sup>th</sup> anniversary of the first crossing of the Roebling Aqueducts over the Lackawaxen and Delaware River was held at the Delaware Aqueduct at the Inn at Lackawaxen on Saturday, April 27, 2024.

#### Recreation:

- Interviews are complete and staff have been hired for Lake Superior State Park and the D&H Canal Interpretive Center.
- Updated our Parks & Recreation Brochure.
- Continued updating the Parks & Recreation page on the County website.
- Attended the SUNY Sullivan Career Fair.
- Attended the SUNY Sullivan Earth Day program.
- Was interviewed by WJFF to talk about the Litter Pluck.
- Hosted the Liberty and Monticello campus staff litter plucks.
- Working on the logistics to offer Lifeguard and Lifeguard Recertification courses for our staff and to the public.
- Working on logistics for offering Arts & Craft programs at Lake Superior this summer.
- Working on reaching out to local school/community groups about scheduling a tour at the D&H Interpretive Center throughout May & June and developed flyers.
- Working on reaching out to local libraries to co-host programs at our parks.
- Getting ready for Lake Superior to open for the 2024 season.

#### Park Maintenance:

- Completing Spring Clean-ups at all of the parks/facilities
- Interviewing potential Clean Team applicants
- Continued replacing deteriorated splittail along the D&H Canal trail.

## IV. GRANTS ADMINISTRATION

- Activity/Technical Assistance
  - Since March 21, we have received seven (7) funding resource requests. While the DGA web resource links have been helpful, staff is finding that requests for support still require a particular level of attention. DGA's priority is to serve the Divisions and Departments of Sullivan County Government and partnering agencies, but when time allows, endeavors to refer individuals to appropriate resources.
- In-County Grant Readiness
  - We are anticipating the opening of the CFA and other funding opportunities the County may pursue, while availing assistance in the ongoing administration of existing funding resources. We are also endeavoring to stay on course with our internal strategic objectives related to grant best practices training in order to increase the County's capacity to seek, manage and obtain grant funding.
  - Assistance has been provided to departments requiring support with the grant process, including ITS, the County Attorney's Office, Community Services, Public Health, Planning, Public Safety, Health and Human Services, and Public Works. Of note:
    - DGA in collaboration with representatives from the County Manager's Office, ITS, Planning, Community Resources, Public Safety, and Archtop Fiber LLC, applied for the 2024 NY ConnectALL Municipal Infrastructure Program grant in the amount of approximately \$30 million. This was a two-week labor-intensive initiative that involved teamwork of several individuals.
    - An application was filed for funding for the Multi-Jurisdictional Hazard Mitigation Plan.
- Administrative Activities
  - Statewide Financial System Transition: DGA continues to collaborate with the Treasurer's Office related to protocols for adding users in the SFS platform. DGA staff added as Delegated Administrators, authorized to add users as needed. We are not at this time automatically enrolling users. As responses are received, new users are being added, login information and SFS manuals are being provided, and our Planning Intern is maintaining a spreadsheet of current users.
  - Two Grant Trainings were held with staff from the Planning Division and Public Health. Topics covered included an overview of grants processes, compliance-related matters, regulations, and grants best practices and project planning. Additional trainings will be scheduled in the coming months.

## **V. AGRICULTURE & FARMLAND PROTECTION**

- CCE March 2024 Ag report attached