



DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

ACTIVITY REPORT August 2025

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I. PLANNING ACTIVITY

Land Use Planning & Technical Assistance:

GENERAL MUNICIPAL LAW – 239 Referrals					
Date Received	Date Requested	Project Name	Action Type	Referral ID #	Legislator
7/30/25	8/12/25	Fraser Management LLC	Site Plan Review	MON25-09	Ward
7/30/25	8/4/25	Amendment of the Town of Liberty Zoning Law	Adoption / Amendment of Zoning Text	LIB25-09	B. McPhillips
8/7/25	9/5/25	Shimlow Multi-Family	Site Plan Review	BLO25-03	Salomone, Jr.
8/8/25	8/12/25	Ecology Organics LLC	Site Plan Review	MAM25-03	Rajsz
8/11/25	8/12/25	Gramercy Arms LLC Amended Subdivision	Subdivision review	MAM25-04	Rajsz
8/15/25	9/2/25	Keiser Redevelopment Plan	Site Plan review	ROC25-01	B. McPhillips
8/22/25	9/10/25	Polygon	Site Plan Review	FAL25-14	Ward

- Planning staff scheduled a series of trainings on a wide range of topics for municipal board members so they can get their required 4 hours of New York State Department of State Training. The Department of State came on August 28th to provide 3.5 hours of training. Upcoming trainings will include Delaware Engineering covering package plants for waste water treatment and a Pace University training that will offer credits for board members and continuing legal education credit hours for attorneys. Both the Delaware Engineering and Pace trainings are anticipated to take place later this fall. Staff continue to keep track of any future webinars from

the Department of Environmental Conservation. Additionally, staff continue to develop a curriculum for virtual Webinar Watch Parties to provide alternate forums for training while also encouraging engagement amongst attendees.

Land Use, Strategic and Comprehensive Planning

- **Comprehensive Planning**

- Planning staff submitted a grant application to the New York State Department of State through the Consolidated Funding Application to undertake a comprehensive plan for the County. The last comprehensive plan, Sullivan 2020, is from 2005. The effort was supported by Grants Administration.
- Planning staff assisted the Village of Bloomingburg on an application for a comprehensive plan and zoning rewrite. The Village's current plan is unavailable and likely no longer reflects the community's vision. The grant narratives for both applications will connect them to highlight the need for both and avoid creating competing applications.

- **Water Resources and Infrastructure**

- Planning consultant Delaware Engineering is making progress on the Countywide Infrastructure Assessment. Editing of the municipal content continues to be edited for consistency and content. The County level summary is expected shortly. Planning and consultant will work with Municipalities to ensure the work is accurate and useful.
- Planning and Delaware Engineering with the United States Water Alliance have developed a training program for system operators and municipal officials and relevant staff. Planning is working to secure a date and location as well as obtain continuing education credits for the operators.
- A separate scope of work was developed to obtain hydrogeologic expertise in relation to subsurface conditions throughout the County to assess the County's water resources. A resolution is being presented today to issue a Request for Proposals for these services, which will provide the County with a better sense of the cost of a countywide groundwater study.

- **Hazard Mitigation Plan**

- Planning staff and the consultant, Tetra Tech, have continued discussions with State representatives with regard to the use of the new MitigateNY version 2.0 platform to host the plan. As Sullivan County will be the first County to update its plan in the new platform, we have been fortunate to have considerable access to state resources (staff and consultants) to assist in this process.
- Tetra Tech has begun gathering a large amount of data that will be necessary for the update. We are hoping to limit the amount of work that is placed on our

municipalities, as we understand they have limited time and resources, by providing pre-populated worksheets for them to review and fill in the blanks.

- Outreach is expected to begin towards the end of the third quarter. Notification of jurisdictional meetings and meetings of the steering committee will be provided.

Recreation, Quality of Life & Tourism-based Economic Development

• Sullivan O&W Rail Trail

- Grading was initiated, and paused due to the existence of an area of mud. Soil borings were completed and analyzed. It was determined no design changes were needed to ensure structural integrity in consideration of the substrate. The grading has resumed and Sullivan Paving should be able to start work after Labor Day.
- The use and occupancy agreement between New York State Department of Transportation (NYSDOT) and the Town of Liberty for the Parkville extension is tied with the acquisition process for multiple parcels related to the rerouting of Route 17. The design is complete. The Town declared lead agency for State Environmental Quality Review and wetland survey will be extended to include the whole parcel.
- The Town of Rockland submitted a General Municipal Law 239 review referral for a sake business that would help connect the trail from Rotary Park to the main street. Engineering work is progressing for the adjacent section of trail following a positive response at their public meeting.
- Staff continue to work with the Open Space Institute to help municipalities acquire rights of way to the trail.
- Staff continue to participate in quarterly meetings of the O&W Rail Trail Alliance as well as regular meetings with the engineering firm and partner municipalities.
- The Alliance's BowWO&W dog walking event was held on August 21st at the Dog Patch Park entrance to the trail in Fallsburg. Eighteen dogs posed for photos to be the pin up puppy for next year's event. Voting is underway on the O&W Facebook account.
- The next event is HOWL, a haunted history hike on October 24th at the Hurleyville section of the trail.



Community Development & Revitalization

• Housing Fund

- As the Legislature has moved forward with the adoption of the framework for a rental rehabilitation and new rental construction program, work has begun to identify potential members of a selection advisory committee, which the Legislature will have to appoint prior to release of the program.

- A full “Notice of Funding Opportunity” is being developed. This document will serve as the notification to potential interested applicants of the availability of funding, as well as the requirements of the programs and any requirements that come with doing business with the County.
- The Legislature will still have to allocate funding to support the program, but this can happen simultaneously with the appointment of the committee members.
- **Bicycle and Pedestrian Infrastructure Master Plan**
 - The plan will focus on
 - Connecting community centers through biking and walking,
 - Identifying safe routes to reduce vehicle trips, and
 - Helping disadvantaged residents overcome transportation barriers.
 - The steering committee is continuing to meet quarterly; and various stakeholder discussions and community outreach has been completed.
 - The community input survey launched on May 1st and Planning staff engaged the public at numerous community events and through social media. Events included the Callicoon Country Fair, Monticello Bagel Festival and the Little World’s Fair.
 - A page on the County website was created to keep people informed on the progress and highlight participation opportunities.



Bike & Pedestrian Master Plan

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Sullivan County Bike and Pedestrian Master Plan



Connecting people, places and nature

Plan Goals

The Sullivan County Bicycle and Pedestrian Master Plan will focus on connecting residents and visitors to town and village centers through alternative transportation options, including walking, biking and public transit. Alternative transportation refers to travel modes that provide an option beyond motorized vehicles. A key component of this is active transportation, which includes human-powered forms of mobility such as walking, biking, and the use of scooters, skateboards, and electric mobility devices such as e-bikes. These options promote healthier lifestyles, environmental sustainability, and more equitable access to essential destinations.

Administration

- Continued providing significant support to the County's "Catskill Open Access Network" broadband deployment project/Municipal Infrastructure Program (MIP) Grant administration.
- Attended monthly Land Bank meeting.
- Met with Sustainable Bethel to discuss opportunities for collaboration, as well as what assistance the Town may be able to access as a result of recent County initiatives.
- Met with staff from Cornell Cooperative Extension and the Orange County Land Trust to discuss Sullivan County's participation in the Hudson Valley Community Protection Act.
- Met with representatives from NYSEDA to discuss potential community hosts for projects under the Clean Mobility Project initiative.
- Met with members of the Rural Economic Area Partnership (REAP) Board.
- Attended meeting of the Real Property Advisory Committee to participate in a discussion about a parcel of land containing portions of the Harlen Swamp Complex.

II. OFFICE OF SUSTAINABLE ENERGY (OSE)

- The Public Service Commission has denied an application for CleanPath NY, a high voltage transmission line to be constructed underground along the Marcy South line, for designation as a Priority Transmission Project.
- OSE staff are following the development of Town Line solar, a utility scale solar and battery storage development in the Towns of Thompson and Forestburgh. The Department of Public Service has established a master matter number which allows staff to track the project through the state review process. We continue to meet with the Town of Thompson and the Town of Forestburgh to coordinate efforts for intervention on the project.
- Staff continue to work toward updating and compiling information for recertification as a Climate Smart Community.
- OSE staff have continued to review monthly utility statements, and to work with New York State Electric and Gas (NYSEG) and Department of Public Works (DPW) staff to resolve ongoing issues with meter readings and monthly billings. We have reached out to correct billing on several accounts and are currently working through a needed correction with regard to billings from the old Jail facility.
- OSE continues to document the County's progress toward reducing energy usage and greenhouse gas emissions while also identifying future clean energy project opportunities. A draft benchmarking report has been compiled for 2024 and is attached to this report.
- The hydroelectric generator at Goodyear Lake is back online and the County has begun to receive credits associated with the electric generation from this plant.

III. PARKS, RECREATION & BEAUTIFICATION

- Callicoon Park: New York State Historic Preservation Office has given a determination on the Cultural Resource Survey completed for the remainder of the park property. We are working with Fisher Associates to complete the required SEQR paperwork.
- Several presentations, which have been a success, were held at the D&H Canal Interpretive Center for the celebration of the 200th Anniversary of the D&H Canal ground breaking. The next upcoming events are History walks along the Canal with Kerron Barnes on September 28th and October 11th. All events are free.
- Park staff have begun building the approximate 3-miles of primitive trail on the West side of Lake Superior State Park. This phase I trail will begin at the Dam Area Park on Dr. Duggan Road and go to Pucky Huddle Road.
- There was a terrific turn out to the annual Commemoration of the Battle of Minisink on July 19, 2025 hosted by The Delaware Company.
- The parks have been busy this summer. The addition of the new canoes to the Lake Superior boat rental fleet has been a great success.
- Have been working with the Grants Department on the submittal of phase II of the NYS Snowmobile Trail Maintenance grant and the NY SWIMS grant.

IV. GRANTS ADMINISTRATION (DGA)

- **Activity/Technical Assistance**

- **Resource Requests:** DGA received five (5) funding resource inquiries since the end of July. Requests included inquiries related to: home repair and renovation, environmental programming for youth, emergency funding for municipal buildings, not-for-profit utilization of the Statewide Financial System, and general grant information.
- **Grant Mismanagement Memo:** In the interest of promoting strong grant-related internal controls, DGA routed a memo to Commissioners, Department Heads, and Elected Officials about how to avoid grant mismanagement (Memo is attached).
- **Best Practices Trainings:** Eight (8) staff received introductory Grants Best Practices Training, and another training is scheduled for August 22nd.
- **Grant Management 101:** A new internal training, Grants Management 101, has been developed and is under review by County stakeholders, including Audit, Purchasing, Management and Budget, and the County Attorney's Office. This training will be provided to County staff who completed the introduction to Grants Best Practices Training.
- **Project Planning 101:** Proper project planning is the most critical step related to obtaining grant funding. In an effort to increase the County's capacity to receive grant funding, a Project Planning 101 training module has been developed and is under review.
- **Federal Funding Advisories:** DGA staff have been closely following developments related to Federal funding:
 - Federal Memorandum: A United States (US) Attorney General Memorandum entitled "Guidance for Recipients of Federal Funding Regarding Unlawful Discrimination" was routed to Commissioners, Department Heads, and Elected Officials this month. Staff were advised to review their Federally-funded grant programs and contact the DGA with questions/concerns (Memorandum is attached).
 - Whitehouse Executive Order: Soon thereafter, the Whitehouse issued an Executive Order, "Improving Oversight of Federal Grantmaking." DGA staff is following this matter closely, staff will be attending a Grant Professionals Association informational webinar related to the issue, and routed a copy of the Executive Order to the County Attorney's Office for review (Executive Order is attached).
 - DGA staff continue to educate themselves related to Federal funding updates and impacts, and have enrolled in informational webinars through the Grant Professionals Association, including the following:
 - Federal Funding Update and Impacts
 - Reframing Federal Grant Narratives to Appeal to the New Administration
 - Federal Grants Key Updates and Developments in the New Administration
 - Fighting Fraud (and What Could Go Wrong)

- **Assistance Provided to County Divisions/Departments**

- *County Clerk*

- The County awaits notification of award or declination for the 2025-2026 Local Government Records Management Improvement (LGRMIF) grant in the amount of \$69,672. DGA staff is on standby to assist with a workplan modification for the 2024-2025 LGRMIF project.

- *Health and Human Services:*

- County Public Health was awarded \$13,400 for the Governor's Traffic Safety Committee Child Passenger Safety Seat program.
 - DASNY Dept. of Social Services Family Visitation Space Upgrade - \$125,000.00 – the funding has been fully approved and a Grant Disbursement Agreement is now fully executed, as such County staff may proceed w/ the project.

- *Information Technology Services (ITS):*

- DGA staff continue to participate in regular meetings and provide support as needed. Staff attended the Payment Processing webinar and noted stringent claiming guidelines, which must be adhered to in order to expedite the reimbursement process. Because this grant is Federally funded, the County should expect thorough fiscal review of all claim submissions and the potential for audit.

- *Planning:*

- New York State Office of Parks and Recreation and Historical Preservation (OPRHP) Snowmobile Grant-in-Aid Phase II application is being prepared for a September submission.
 - Working w/ Parks Director to seek funding for infrastructure work at Fort Delaware.
 - Dormitory Authority State of New York (DASNY) Callicoon Riverside Park - \$125,000.00 – all financial review material requested have been returned to DASNY staff. The State Environmental Quality Review Act (SEQRA) process has been initiated, as the County has prepared the request to act as lead agency, with information routed to respective parties. We await the final approval and Grant Disbursement Agreement from DASNY for execution prior to incurring any project costs.

- *Public Safety:*

- County Emergency Medical Services (EMS) Support Grant/\$500,000: DGA staff facilitated the modification of the 2024 County Emergency Medical Services (CEMS) Support grant contract and working with County Management to execute the award agreement. Pending fully executed award agreement notification.
 - NY CARES UP: The County received notification that there is an additional \$52,750 in funding available for training initiatives, bringing the total contract value of the program to \$82,750.
 - County submitted for reimbursement for the following programs:
 - FY 22 Domestic Terrorism Prevention Grant Program (DTPGP) in the amount of \$1,700
 - FY 23 Domestic Terrorism Prevention Grant Program (DTPGP) in the amount of \$5,165.87

- FY 24 Public Safety Answering Points (PSAP) in the amount of \$155,955
 - FY 24 State Homeland Security Program (SHSP) in the amount of \$4,253.61
- DASNY Broadband / Communication Tower – \$425,000.00 – awaiting information necessary for DASNY review. SEQRA and SHPO in process of being completed on Jeffersonville tower, which will allow for project cost estimates to be developed and subsequent completion of the financial review packet for return to DASNY staff for issuance of a Grant Disbursement Agreement for execution prior to incurring any project costs.
- *Public Works*
 - DGA staff is on standby to provide technical assistance with the New York State Empire State Development (ESD) 2024 County Infrastructure Grant Program (CIGP), funding Ground Power Unit acquisition and infrastructure / beautification efforts at the airport.

V. AGRICULTURE & FARMLAND PROTECTION

- Cornell Cooperative Extension August 2025 Agriculture report attached