



DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

ACTIVITY REPORT

June 2025

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I. PLANNING ACTIVITY

Land Use Planning & Technical Assistance:

GML – 239 Referrals					
Date Received	Date Requested	Project Name	Action Type	Referral ID #	Legislator
5/29/25	6/27/25	Tara Acres	Site Plan Review	THO25-12	Ward
5/30/25	6/20/25	Rosen	Use Variance	LUM25-02	Rajsz
6/11/25	6/18/25	PUD – Dist. No. 1 Hamilton Rd.	Adoption/Amendm ent of Zoning Map	MON25-08	Rajsz
6/12/25	7/2/25	Carlsen Major Subdivision	Subdivision Review	NEV25-02	B. McPhillips
6/16/25	7/9/25	Krasna	Site Plan Review	THO25-13	Ward

- Planning staff has scheduled a series of trainings on a wide range of topics for municipal board members so they can get their required 4 hours of Department of State Training. Unfortunately, the training to be provided by PACE University offering credits for board members and CLE's for attorneys had to be rescheduled (new date to be determined) due to an emergency conflict with the trainers. Pattern for Progress provided a successful training on housing on June 26th and the Department of State will be here August 28th. Staff continue to keep track of any future webinars from the Department of Environmental Conservation. Additionally, staff continues 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 is looking to submit a grant application to the NYS 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.
 - Planning staff will be assisting the Village of Bloomingburg submit an application for a comprehensive plan. 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. Planning reviewed the first group of municipal summaries and is working with the consultant on consistency and content. All of the municipal summaries should be complete before end of June, and the County level summary will be in draft form by mid-July. Planning and consultant will work with Municipalities to ensure the work is accurate and useful.
 - Planning and Delaware Engineering with the US Water Alliance have developed a training program for system operators and municipal officials and relevant staff. Planning remains in contact as funding issues are monitored.
 - 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. We are actively searching for potential funding sources for this study. Assessment of available funding sources and development of the scope of work are ongoing.
- **Hazard Mitigation Plan**
 - The contract with the County's consultant, Tetra Tech, has been executed. A kick-off meeting was held and an additional meeting with staff from New York State and AVAIL (developer of the MitigateNY online platform) has been scheduled.
 - Letters of commitment have been received from 20 out of 22 towns and villages. Efforts continue to secure commitments from the two outstanding municipalities. Engagement with the individual jurisdictions will begin this summer.
 - Staff continue to communicate with the NYS Department of Emergency Management and Homeland Security for the purpose of managing grant funding to offset the cost of this project.

Recreation, Quality of Life & Tourism-based Economic Development

- **Sullivan O&W Rail Trail**
 - The Town of Fallsburg awarded contracts with Sullivan Paving for construction and Alta and GPI for construction inspection.

- The Town of Fallsburg completed the grubbing. Ecological completed pro bono bat emergence survey to enable the removal of several trees that were not felled during regulatory window.
- The Town of Fallsburg issued an RFP and has identified a contractor to complete preliminary grading.
- A pre-construction meeting was held on June 20 with all construction contractors, construction inspection team, NYSDOT, and Sullivan County.
- The use and occupancy agreement between NYS DOT 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 SEQR and wetland survey will be extended to include the whole parcel.
- The Town of Rockland held a public meeting at the Livingston Manor Firehouse on May 20th at 6PM to share their designs with the public.
- 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 ROAM took place the weekend of June 7th and 8th. While the 7th was rained out, participants on the 8th enjoyed the O&W section from Emma Chase School to the Mamakating Environmental Education Center.



Community Development & Revitalization

- **Housing Fund**
 - A draft of the program, application and scoring criteria for the Housing Fund are attached to this report. Should the Legislature wish to move forward the program must be adopted, a selection committee established, and a long-term revenue source identified.
- **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 has received 250 responses as of June 17th.
 - A page on the County website was created to keep people informed on the progress and highlight participation opportunities.
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- **RESTORE NY Round 7**
 - The County is working with RUPCO and the Sullivan County Land Bank to navigate a significant increase in the cost of construction based on the latest cost estimates. RUPCO, which is the developer, has identified a path forward to reduce costs as well as to address site contamination via the NYS Brownfields Cleanup Program. A meeting with ESD has been requested and is in the process of being scheduled.

Administration

- Met with the new President/CEO of the Sullivan County Visitors Association to discuss various County and SCVA initiatives and identify opportunities to work together.
- Continued providing significant support to the County's "Catskill Open Access Network" broadband deployment project/MIP Grant administration. Several key developments happened in the month of June including ESD Board approval and receipt of the draft grant disbursement agreement for review. Additionally, a press conference was held on June 12 at Bethel Woods for the official "ground breaking" of the project.
- Presented to the 2025 Leadership Sullivan class, hosted by the Chamber Foundation
- Attended the Electrical Trade Graduation
- Submitted 2026 Operating Budget request
- Attended REAP Board meeting – the Board is working on reorganization as several directors are no longer able to serve.
- Attended the pre-construction meeting for the Neversink Crossing project
- Met with the Open Space Institute to discuss progress on the acquisition of a parcel for the O&W Rail Trail in the Town of Mamakating.
- Attended monthly meeting of the Sullivan County Land Bank
- Met with representatives from the Town of Tusten to discuss housing.

II. OFFICE OF SUSTAINABLE ENERGY (OSE)

- The approval process for CleanPath NY, a high voltage transmission line to be constructed underground along the Marcy South line, remains paused as NYPA awaits a determination from the Public Service Commission on its application to designate the corridor 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. An initial meeting was held with the Town of Thompson and Town of Forestburgh to discuss plans for accessing intervenor funds when they become available.
- The Goodyear Lake hydroelectric project should start generating credits to the County as of the end of June.
- 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 NYSEG and DPW staff to resolve ongoing issues with meter readings and monthly billings. We have reached out to correct billing on several accounts.
- OSE continues to document the County's progress toward reducing energy usage and greenhouse gas emissions while also identifying future clean energy project opportunities.

III. PARKS, RECREATION & BEAUTIFICATION

- Callicoon Park: A Cultural Resource Survey has been completed for the remainder of the park property. Results have been submitted to New York State Historic Preservation Office for determination and Fisher Associates are completing the required SEQR paperwork.
- Lake Superior opened daily beginning June 21st. Season Passes for Lake Superior are on sale for Sullivan County Residents. Passes are \$15.00 per person.
- Several presentations have been set up at the D&H Canal Interpretive Center for the celebration of the 200th Anniversary of the D&H Canal ground breaking. John Conway discussed the "Economic impact of the D&H Canal" June 22, "Post Cards of the D&H Canal" presented by Bill Merchant on July 12th, "The D&H Canal: Port Jervis to Phillipsport" presented by Cliff Robinson on August 16th and various history walks during the Fall. All events are free.
- We have received approval to build the approximate 3-miles of primitive trail on the West side of Lake Superior State Park. This phase I of 3 trail will begin at the Dam Area Park on Dr. Duggan Road and go to Pucky Huddle Road.
- A portion of the D&H Canal trail has had to be closed due to flooding.
- The department has been hosting Lifeguarding Certification courses at the Fallsburg High School indoor pool.
- Sullivan County has been awarded \$25,000 in funding as part of the NYS SWIMS Grant. The funding is divided up between Sullivan County and six local municipalities who are eligible to receive reimbursable funding to offset costs for marketing campaigns to recruit lifeguards, participate in available lifeguard training and certification opportunities for lifeguards, and hire certified lifeguard staff to address staffing gaps to sustain current hours or expand existing hours at their respective swim facilities.

IV. GRANTS ADMINISTRATION (DGA)

- **Activity/Technical Assistance**
 - **Resource Requests:** DGA received three funding resource inquiries since the end of May. Requests included inquiries related to recycling bin acquisition for school systems, home repair, and transportation funding for a local not-for-profit.
 - **Community Workshop:** Two Grant Workshops were held on Monday, June 9. This workshop offered a high-level overview of grants and summary of New York State resources available in 2025. 47 members of the community representing small businesses, not-for-profits and municipalities attended. A feedback survey was provided to participants. Mid-Hudson News reported on the workshop and the link to access is: [Sullivan County Grant Workshops](#)
 - **CFA Alerts:** DGA published the 2025 Consolidated Funding Application (CFA) Alerts for Commissioners and Department Heads, as well as for outside community entities. The Alerts provide a high-level summary of funding programs available through New York State this year, with a focus on the CFA resources. Alerts were distributed internally, and the community-facing document is available on the DGA website.
 - **Addressing Grant Resolution Questions:** In response to an increased number of requests for assistance in drafting resolutions, the Department of Grants Administration developed a Grants Resolution Training Module and Resolution Checklist tool. These resources were sent to Commissioners, Department heads and elected officials on May 21.
 - **Refresher Training:** As part of its strategy to enhance grant capacity and maintain solid internal controls, DGA staff has prepared a Grants Best Practices Training *refresher webinar* for County staff to review on an annual basis, and is endeavoring to release the module this summer via the County-wide training portal.
 - Assistance has been provided to departments requiring support with the grant process. Of note:
 - *District Attorney*
 - DGA staff met w/ District Attorney Special Assistant. Staff has completed Grants Best Practice training and meeting w/ DGA staff as necessary to address any questions on existing grants, processes, etc. and remains on standby to offer support as needed.
 - *Health and Human Services:*
 - The Social Services Family Visitation Space Upgrades project is still undergoing financial review by DASNY. Information required for Financial Review was submitted and currently under review by DASNY staff. Recent correspondence w/ DASNY indicated they have sent the grant for Final Sponsor Approval and reply is anticipated by mid-July in order to issue the Grant Disbursement Agreement. We await the final approval and Grant Disbursement Agreement from DASNY for execution prior to incurring any project costs.
 - DGA staff continues to provide support to Public Health staff related to monitoring of funding programs.

- *ITS:*
 - DGA staff is on standby to provide appropriate grant-related technical assistance as needed for the NYS ESD Municipal Infrastructure Program (MIP). Staff currently attend regular meetings and review grant-management related documentation upon request, as needed. DGA staff was grateful to be invited to the MIP Press Conference on 6/12 at Bethel Woods Center for the Arts.
- *Planning:*
 - DGA staff has been attending Hazard Mitigation Plan status update meetings and will remain on standby to assist as needed.
 - DGA staff is prepared to support and track the submission of the 2025 Smart Growth Community grant application through the CFA. DGA Supervisor working w/ division's Planner to accomplish a timely submission requesting funding to update the County Comprehensive Plan. CFA submissions are due July 31st unless otherwise noted.
 - DGA staff has been assisting Parks and Rec staff with the development of reporting tools for grant management of the NYS Department of State SWIMS program. Staff will remain on standby to assist as needed as the award letter and IMAs are finalized and executed.
- *Public Safety:*
 - FY2024-2025 NYS DHSES Statewide Interoperable Communications (Targeted Grant Program) – DGA staff assisted OEM / E911 in accomplishing a timely submission. Funding will support/upgrade communications infrastructure and radio equipment to support the development of a regional interoperability communications system, as the Division of Public Safety seeks to improve public safety communications and to support and enhance statewide interoperable communications for first responders.
 - SFY2025 NYS DHSES Next Generation 911 (NG911) Grant Program – DGA staff assisted OEM /E911 in accomplishing a timely submission. Funding would be used to enhance Next Generation 911(NG911) call handling technology and integrations for the primary and backup Public Safety Answering Points (PSAP) centers to prepare for NG911 implementation.
 - FY 2024 Staffing for Adequate Fire and Emergency Response (SAFER) - DGA staff is working w/ OEM / Fire Bureau staff to address the development and subsequent submission of the SAFER grant application due for submission no later than July 3rd. Should funding be secured, it will support the Recruitment and Retention efforts of the Bureau of Fire/Join Sullivan Fire Campaign through various marketing techniques, therefore enhancing our campaign strategy; funding will also support the implementation and coordination of recruitment and retention efforts.

- *Human Rights Commission:*
 - DGA staff met with the Director of the Human Rights Commission to offer support. A Grants Best Practices training was also provided, and staff is prepared to assist the Director with grant-related initiatives as needed.

V. AGRICULTURE & FARMLAND PROTECTION

- CCE May 2025 Ag report attached