



DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

ACTIVITY REPORT

June 2024

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I. PLANNING ACTIVITY

Land Use Planning & Technical Assistance:

- GML-239 Referrals

GML-239 Referrals, May 2024 – June 2024					
Date Received	Date Requested	Project Name	Action Type	Referral ID #	Legislator
5/15/24	6/6/24	Local Law No. 2 of 2024	Adoption/ Amendment of Zoning Ordinance/Map or Local Law	ROC24-01	B. McPhillips
6/3/24	6/26/24	90 Main St 150 Corp	Special Use Permit	TUS24-02	M. McPhillips
6/5/24	7/3/24	Amendments to Bulk Tables	Adoption/ Amendment of Zoning Ordinance/Map or Local Law	FOR24-01	Rajsz
6/7/24	6/20/24	New section in Village Code for sewer extensions	Adoption/ Amendment of Zoning Ordinance/Map or Local Law	LIV24-07	Alvarez
6/7/24	7/1/24	Lovric Garage	Special Use Permit	LIB24-05	B. McPhillips
6/10/24	7/1/24	Adlers at Swan Lake	Special Use Permit	LIB24-06	B. McPhillips
6/10/24	7/5/24	Mesivta Eitz Chaim School	Special Use Permit	FAL24-13	Ward

6/10/24	7/5/24	NY Fallsburg, LLC Solar Field (Frank Brown Rd)	Site Plan Review	FAL24-14	Ward
6/11/24	6/25/24	Spa at Eldred Preserve	Special Use Permit	HIG24-02	M. McPhillips
6/14/24	7/10/24	185 Lake Street	Special Use Permit	LIV24-08	Alvarez
6/21/24	7/16/24	Chaim Fried	Area Variance	FAL24-15	Ward
6/21/24	7/16/24	Kiryas Ungvar Holdings, LLC	Area Variance	FAL24-16	Ward
6/21/24	7/19/24	Lake Lodge Resort	Special Use Permit	LIB24-03	B. McPhillips
6/25/24	7/18/24	Fallsburg Holdings	Area Variance	FAL24-17	Ward

Land Use, Strategic and Comprehensive Planning

- **Neversink Watershed Management Plan**
 - The plan has been drafted and is in the final review stages. We anticipate the plan will be closed out by the end of the third quarter of 2024.
- **Countywide Resiliency Plan:**
 - A final draft of the Resilient Sullivan plan has been generated and final documentation for the grant from the NYS Department of State has been submitted.
- **Water Resources and Infrastructure**
 - A contract has been executed with Delaware Engineering for the Countywide Infrastructure Assessment. This assessment will collect data on existing conditions and make recommendations for areas for infrastructure expansion based on current and anticipated growth.
 - We are actively searching for funding sources that could potentially fund a study in relation to subsurface conditions throughout the County to assess the County’s water resources.
- **Hazard Mitigation Plan**
 - Met with representatives from municipal jurisdictions, Public Works and Public Safety to review actions in the existing Hazard Mitigation Plan and to discuss the upcoming efforts to update the Plan.
 - Communications with New York State are ongoing. There is a potential that, given the timing of the availability of funding, the current plan could have a brief lapse. However, we have discussed this potential with State representatives and are confident that Sullivan County and its municipalities would continue to be able to apply for disaster and hazard mitigation funding based on the feedback received.

Recreation, Quality of Life & Tourism-based Economic Development

- **Sullivan O&W Rail Trail**

- The Neversink Crossing project final design report has been compiled and is ready for submission to the NYSDOT pending approval from the Town of Fallsburg. SEQR and NEPA have been completed. The current schedule anticipates a bid will be issued in the Fall of 2024. County representatives met with Town of Fallsburg leadership to discuss the approaching construction phase of the project, funding, and to address any concerns.
- An overview of the project cost as well as funding secured to date is provided as a reference for legislators. There remains a funding gap as the Town of Fallsburg's application to the Northern Borders Regional Commission was unsuccessful.
- The County entered into an agreement with the Town of Rockland for engineering on the section of trail from Rotary Park in Livingston Manor south.
- Planning gave a presentation about the Sullivan O&W Rail Trail at the Sullivan County Chamber of Commerce's June First Friday Breakfast.
- 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.
- Planning is working with Real Property and the municipalities to get 911 addresses for the trailheads.
- A grant application for ATIP has been submitted for design work on the O&W road intersections.
- Dates have been set for 2024 events:
 - BOW-WO&W (Thurs 8/1/24)
 - HO&WL (Fri 10/25/24)

Community Development & Revitalization

- **CDBG Housing**
 - The term for this grant ended on May 31, 2024. Financial staff are working with our subrecipient (RUPCO) to compile final documentation for grant close out. A final draw for administrative fees has been submitted in the amount of \$22,500.
 - The Manufactured Home Replacement program finished with full subscription and 4 projects completed at a cost of \$571,844.45
 - The Home Repair program finished with 9 projects completed at an estimated cost of \$274,124. The program was considerably undersubscribed which was a result of several factors including but not limited to participant eligibility, pricing, and availability of contractors.
- **Housing Fund**
 - Hudson Valley Pattern for Progress has provided a tentative timeline to submit draft guidelines for a Sullivan County Housing Trust Fund to the Division of Planning for review, which would be at the end of July. We are hoping to have a follow-up presentation to the Legislature in August or September.

- **Community Outreach**
 - Pattern for Progress expects to have the update to the County's Fair Housing Plan completed by the end of October 2024. Training module for local communities about encouraging housing while protecting community character are tentatively scheduled for October/November of this year.
- **Bicycle and Pedestrian Infrastructure Master Plan**
 - The Planning Department is in receipt of the contract from the NYS Department of Environmental Conservation. Staff have reviewed the contract and forwarded to the County Attorney's Office for review prior to execution.
 - The plan will focus on connecting residents and visitors in and around community centers (villages, hamlets) with safe pedestrian and bicycle infrastructure.
- **RESTORE NY Round 7**
 - Actively working with NYS Empire State Development and RUPCO to implement the RESTORE NY Round 7 award received for rehabilitation of the Strong Building and Key Bank Building on Broadway, Monticello.
 - Construction is anticipated to begin in Fall of 2024.

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.
 - Both the Town and the ECCEDC have approved a Memorandum of Agreement which lays out the process and relationship between Emerald Corporate Center, Emerald Springs Water Company and the Town during this process. The document is in process for execution

Administration

- Attended one in-person workshop and one virtual informational session with Empire State Development with regard to the Consolidated Funding Application (CFA)
- Attended monthly NYSAC Planning Directors Meeting
- Key positions have been filled with a new Planner set to start on July 29.
- Actively participating in discussions and activities for a submission of an application to Phase III of the Municipal Infrastructure Program
- Attended the monthly Land Bank meeting

II. OFFICE OF SUSTAINABLE ENERGY (OSE)

- OSE staff have completed administrative reporting for the Countywide Resiliency Plan and submitted documentation to NYS Department of State to enable us to close out the grant this spring. Additional reporting was requested related to use of MWBE contractors.
- The Lake Goodyear small hydro facility continues to be offline due technical problems. Gravity Renewables, the operator of the plant, is troubleshooting with NYSEG to resolve the issue. There is no cost to the County for repairs.
- 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 continues its work on data reporting and identifying key observations and trends to include in the 2023 Benchmarking Report.

III. PARKS, RECREATION & BEAUTIFICATION

General:

- Lake Superior State Park Beach will be open daily beginning June 29th through Labor Day. Season Passes are on sale for Sullivan County Residents for \$15.00 per person.
- The D&H Canal Interpretive Center will be open Fridays-Sundays now through Labor Day. Staff are currently setting up a presentation for July 27 called Bagels and Locks. Bill Merchant, Chairperson of the Delaware Hudson Transportation Heritage Council, will be presenting on how the D&H Canal locks worked and how they were an integral part of the canal.
- Weston and Sampson staff, the firm completing the Park Master Plan, took a tour of the County Park System, along with other core members working on the plan.
- Fisher Associates are finishing the final design and engineering work for the Lake Superior hiking trails and are continuing to work on the design and permitting for the Callicoon Park.
- DPW and the IT Department installed new security cameras at Lake Superior State Park.
- Two pedal boats were vandalized at Lake Superior State Park. The County Sheriff's Department is investigating the incident.
- Met with Dan Hust and members of the Sheriff Department drone team to get footage of the D&H Canal. The footage will be used for promotion of the site and to use for beaver dam remediation.

Recreation:

- Holding lifeguard certification courses for the staff and public at the Fallsburg Central School pool during May and June.
- Prepared for the opening of the Lake Superior Beach Area.
- Assisting the D&H Canal Interpretive Center staff at developing summer programming.
- Held onsite orientation and in-service trainings for the Lake Superior staff.

Park Maintenance:

- Continued weekly mowing and maintenance of the County Parks.
- Installed new sand on the beach at Lake Superior and installed the ropes for the swim area.
- Trained and held safety trainings for the seasonal Clean Team staff.
- Pressure washed Lake Superior Main building and bathrooms.
- Attended the tour of the County Parks for the Parks Master Plan.

IV. GRANTS ADMINISTRATION

- Activity/Technical Assistance
 - Since May 24, DGA has received five (5) funding resource requests related to the following: public theaters, land conservation, home repair, septic system replacement, and substance use disorder facility/housing.
 - DGA's priority is to serve the Divisions and Departments of Sullivan County Government and partnering agencies, but when time allows, the department endeavors to refer individuals to appropriate resources.
- NYS Consolidated Funding Application (CFA) Release Strategy
 - The Regional Economic Development Council 2024 Consolidated Funding Application was recently released. DGA staff developed two 2024 CFA Alert guides, one to serve as a resource of in-county staff and one to serve as a resource for outside entities.
 - The in-County Commissioner CFA Alert includes all information related to programs available via the Regional Economic Development Council CFA process. It also contains a section relaying the importance of project planning prior to seeking funding.
 - The CFA Alert for outside entities includes a reference to the ed2go A to Z Grant Writing Course available through SUNY Sullivan for any stakeholders interested in learning how to write grants for their business or organization. Of note, given the outward-facing nature of their positions, legislators received this version of the CFA Alert.
- In-County Grant Readiness
 - Assistance has been provided to departments requiring support with the grant process, including the County Manager's Office, ITS, Community Services, Public Health, Planning, Public Safety, Health and Human Services, Community Resources, and Public Works. Of note:
 - The ConnectAll Municipal Infrastructure Program (MIP) submission was declined. The County intends to re-file for Round 3 with an improved application integrating feedback received from the ConnectAll office.
 - DGA provided extensive project planning, grant writing, and grant packaging to support the Center for Workforce Development's submission of the 2024 WORC Round 6 grant application. The project proposes the establishment of a Customized Healthcare Career Pathway with expansive wraparound service. DGA would like to acknowledge Annie Martin for her assistance related to expediting the enactment of the authorizing resolution the same day as the grant's deadline.
 - DGA is currently collaborating with e911/Emergency Services staff to prepare an application for the NYS County EMS Support Program Grant. In addition, DGA is collaborating with OEM staff in addressing the NYS Domestic Terrorism Prevention Grant Program. Public Safety staff is

doing the majority of the work in development and submission of the application.

- DGA provided assistance related to various Department of Public Works – Solid Waste grants, including following up on the execution of contracts, reimbursement status, etc. DGA would like to acknowledge Kassie Thelman, who has done an extraordinary job related to the management of the grants.
- DGA is on standby to assist with the submission of the NBRC Timber for Transit grant due on September 6, and will be collaborating with DPW in the coming months to provide support as needed.
- Grants Best Practices Training was presented to eight members of the Division of Health and Human Services/Department of Community Services/Department of Social Services Staff on June 10th, and five members of the Division of Public Safety on June 26th. DGA staff will follow up with members of Community Services and OMB staff who were not able to attend. A digital training module is currently in process of development.
- DGA staff developed a Grant Capacity Survey, a tool for Commissioners and Department Heads to assess strengths and/or areas in need of strengthening related to grant readiness and capacity. Information collected from these assessments will better equip DGA staff to customize its future training/support initiatives.
- Administrative Activities
 - DGA was asked to consider its organizational structure. A proposed organizational structure which considers increasing demands placed upon the two-person department is in the process of being developed. The proposed organizational structure will be designed in such a way as to address interest in enhancing the County's overall capacity to prepare for, seek, and secure grant funding.

V. AGRICULTURE & FARMLAND PROTECTION

- CCE May 2024 Ag report attached