



DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

ACTIVITY REPORT July 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
7/8/25	7/18/25	Coacci subdivision Deep Hollow Hill Rd	Subdivision review	TUS25-05	M. McPhillips
7/8/25	7/18/25	Coacci subdivision Ecks Rd	Subdivision review	TUS25-04	M. McPhillips
7/8/25	8/4/25	Devany Estates	Special Use Permit	LIB25-08	B. McPhillips
7/8/25	8/4/25	Adlers at Swan Lake	Special Use Permit	LIB25-07	B. McPhillips
7/8/25	8/12/25	Donnelly Construction subdivision	Subdivision review	MAM25-02	Salomone, Jr.
7/10/25	8/14/25	Pardess Bungalow Colony	Site Plan review	THO25-15	Ward
7/10/25	8/14/25	Holiday Mountain – Staff Housing	Special Use Permit	THO25-14	Ward
7/22/25	8/13/25	Robert Green Trucks	Site Plan review	THO25-16	Ward
7/23/25	8/22/25	Sikorski subdivision	Subdivision review	THO25-17	Ward
7/25/25	8/20/25	JW DiDado Electric	Site Plan review	LIV25-08	Alvarez

- 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. Fifteen people attended a Pattern for Progress presentation on June 26th discussing housing. The Department

of State will be here August 28th to provide 3.5 hours of training. Additionally, staff is working with PACE University on a training that will offer credits for board members and CLE's for attorneys, currently planned for late fall. 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 have submitted 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 has been assisting 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. Planning reviewed all of municipal summaries and is working with the consultant on consistency and content. The County level summary will be in draft form by mid-August. 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 is working to secure a date and location as well as obtain continuing education credits for the operators.

- **Hazard Mitigation Plan**

- Planning staff and the consultant, Tetra Tech, were shown the new online platform that will be the end repository for the Plan, MitigateNY version 2.0. 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

- A pre-construction meeting was held on June 20 with all construction contractors, construction inspection team, NYSDOT, and Sullivan County.
- Grading was initiated, and paused due to the existence of an area of mud. Soil borings are underway to see if any design changes need to be made to ensure structural integrity in consideration of the substrate. The timeline will be altered based on the results.
- 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 BowWO&W dog walking event is scheduled for 5:30 PM, August 21st at the Dog Patch Park entrance to the trail in Fallsburg.



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" will be 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 has been engaging the public at community events and through social media.
 - A page on the County website was created to keep people informed on the progress and highlight participation opportunities.



- **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.
 - The Village of Monticello has expressed concerns with regard to parking. This has been addressed in the past but additional conversation and clarification will be provided. Additionally, there has been concern expressed with regard to locating housing above the commercial spaces on Broadway, though this type of mixed use is permissible in the current Village of Monticello zoning code. The Land Bank and RUPCO will continue to communicate with the Village and address any outstanding concerns.

Administration

- Continued providing significant support to the County's "Catskill Open Access Network" broadband deployment project/MIP Grant administration.
- Attended monthly Land Bank meeting
- Attended meeting of the Emerald Corporate Center
- Attended meeting of the Mid Hudson Regional Economic Development Council to discuss a potential ACHIEVE grant submission for the region, targeting downtown revitalization.

- Discussed the Sullivan County Strategic Plan with the County Manager's Office, in the context of performance measures and properly measuring success of department initiatives
- Established regular meetings with Commissioner of Management and Budget
- Met with representatives from the Town of Rockland 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. 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 NYSEG and 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 will be reported at the August meeting.

III. PARKS, RECREATION & BEAUTIFICATION

- The D&H Canal Interpretive Center hosted a guided walking tour in conjunction with the Mamakating Historical Society on July 20, 2024. On July 27 there was a presentation called Bagels and Locks. Bill Merchant, Chairperson of the DHTHC will be presenting on how the D&H Canal locks worked and how they were an integral part of the canal.
- Lake Superior State Park Beach is open daily through Labor Day. Season Passes are on sale for Sullivan County Residents for \$15.00 pp.
- 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. We are hopeful that the County will be able to declare Lead Agency and issue it's SEQR determination at the September meetings, at which point the project will be in position to initiate the construction phase.
- The Delaware Company hosted the Commemoration of the Battle of Minisink at the Minisink Battleground Park on July 20, 2024.
- Have been gathering information from local municipalities who provide public swim areas, in anticipation of applying for a NY Swims Lifeguard Grant.
- On August 4, 2024, the Frederick Cook Society hosted a free summer concert at the Sullivan County Cultural Center in Hurleyville.

IV. GRANTS ADMINISTRATION (DGA)

- **Activity/Technical Assistance**

- **Resource Requests:** DGA received two funding resource inquiries since the end of June. Requests included inquiries related to the Upper Delaware River and the Evergreen Academy.
- **Community Outreach:** DGA provided information to community stakeholders via the Planning Division Newsletter on the following programs:
 - Community Forest Conservation Grant Program
 - NY BRICKS - Building Recreational Infrastructure for Communities, Kids and Seniors
 - NYS Environmental Facilities Corporation Newsletter – which contains information about water infrastructure Community Assistant Teams.

Additionally, NYS DEC Catskill Park Community Smart Growth Grant Program – Round 8 2025 information was released to the Town of Neversink and Town of Rockland Supervisors. The grant program supports smart growth projects that will implement existing plans or develop new comprehensive plans within the Catskill Park.

- **Internal Controls Initiative:** In the context of developments within the Federal funding landscape, grantors and grantees are being advised to maintain tight internal control practices. Toward that end, it is important that County personnel involved in any grant-related initiatives understand best practices to prevent fraud, waste, and abuse. Grants Best Practices refresher webinars have been issued to previously trained County staff. Refresher webinars will be provided via One Group on an annual basis. For staff not previously trained, a new cohort of in-person trainings have been offered to Division Commissioners, Department heads, and Elected Official offices.
- **Compliance Coordination:** DGA Supervisor and DGA staff met with Christine Panos, Compliance Officer. The discussion included ways in which their respective goals and mission areas might align, especially related to strengthening internal controls and compliance with grant-related protocols designed to avoid fraud, waste and abuse. The Compliance Office was supplied with the Grants Best Practices Guide and training webinars. Future discussion pending.
- **Assistance Provided to County Divisions/Departments**
 - *Board of Elections*
 - The Board of Elections was awarded extensions for the Electronic Poll Book, Ballot by Mail, Absentee Ballot, and Cybersecurity-related allocations, and two new programs: Vote by Mail and the 2025 Election Grant. DGA staff will assist BOE staff as needed related to grant protocols and facilitation of contract executions.
 - *County Clerk*
 - The 2024 – 2025 Local Government Records Management Improvement Fund (LGRMIF) mapping project continues to advance; Staff awaits the official notification

or award or declination on the submitted 2025-2026 LGRMIF grant application for the records conversion and access project. Anticipate notification in near future.

- *Community Resources*
 - DGA staff has scheduled a meeting with the Office for the Aging staff to discuss priority needs for the County's Senior Volunteers program and looks forward to seeking out potential funding resources.
- *District Attorney*
 - DGA staff assisted in the review of the 2022 Office of Victims Services Victims of Crime Act (VOCA) and remains on standby for additional assistance as necessary.
- *Health and Human Services:*
 - DGA staff supported Public Health staff related to contract processes this month, and continues to aid when needed. DGA staff is on standby to assist in location new funding sources, if necessary.
 - The NYS Governor Traffic Safety Committee's – Child Safety Passenger Seat disbursement is pending receipt by the SC Dept. of Public Health staff.
 - DASNY Dept. of Social Services Family Visitation Space Upgrade - \$125,000.00 – as noted above, information required for Financial Review was submitted and currently under review by DASNY staff. We await the final approval and Grant Disbursement Agreement from DASNY for execution prior to incurring any project costs.
- *ITS:*
 - The MIP project is progressing. At this time, DGA staff continues to attend regular meetings and review grant-management related documentation upon request, as needed.
- *Planning:*
 - DGA staff has been attending Hazard Mitigation Plan status update meetings and will remain on standby to assist as needed.
 - DGA staff has been working with Planning staff to accomplish a timely submission of the County's 2025 Smart Growth Community grant application through the CFA program. In addition, DGA staff has been assisting Planning staff with addressing program application questions, etc. on the 2025 Smart Growth Community grant application being pursued by the Village of Bloomingburg. These CFA Applications are due for submission no later than July 31st.
 - NY SWIMS Program continues to be administered by Parks and Recreation staff in collaboration with participating municipalities. DGA staff remains on standby to address program questions, etc.
 - DASNY Callicoon Riverside Park - \$125,000.00 – all financial review material requested have been returned to DASNY staff, and SEQRA process nearing completion and will be shared w/ DASNY Environmental staff once completed. We await the final approval and Grant Disbursement Agreement from DASNY for execution prior to incurring any project costs

- *Public Safety:*
 - DGA awaits official notification of award or declination on the following grant program applications developed and submitted with Office of Emergency Management, E-911 and Fire Bureau staff:
 - FY2024-2025 NYS DHSES Statewide Interoperable Communications (Targeted Grant Program) – Funding will support/upgrade communications infrastructure and radio equipment to support the development of a regional interoperability communications system.
 - SFY2025 NYS DHSES Next Generation 911 (NG911) Grant Program – Funding will 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) - Funding will support the Recruitment and Retention efforts of the Bureau of Fire/Join Sullivan Fire Campaign through various marketing techniques, enhancing the campaign strategy, and the implementation and coordination of recruitment and retention efforts.
 - 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.
 - DASNY Fire Tower / Burn Building – \$250,000.00 – Project has been completed. Our DASNY reimbursement has been received for the full amount and the grant is now closed out.
- *Public Works*
 - DGA Supervisor met with DPW/SC International Airport (SCIA) staff to discuss the status of the bulk hangar and fuel farm project award agreements. DPW staff will provide current information available on the agreements for DGA file and records.
 - The County received the official notification of award from Empire State Development (ESD) staff on the submitted 2024 County Infrastructure Grant Program application in the amount of \$288,000.00. Funding will be used for two (2) components of an infrastructure project at the SCIA: signage, landscaping/beautification along the entrance roadway, and procurement of two (2) Ground Power Units (GPUs).
- *Sheriff*
 - The NYS Governor Traffic Safety Committee's – Police Traffic Services (PTS) disbursement has been received by the Sheriff Office staff.

V. AGRICULTURE & FARMLAND PROTECTION

- CCE June 2025 Ag report attached