



DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

ACTIVITY REPORT November 2023

CONTENTS

- I. Planning
- II. Sustainable Energy
- III. Parks, Recreation & Beautification
- IV. Grants
- V. Agriculture & Farmland Protection

I. PLANNING ACTIVITY

Land Use Planning & Technical Assistance:

- GML-239 Referrals

GML-239 Referrals, Sept - Oct 2023					
Date Received	Date Requested	Project Name	Action Type	Referral ID #	Legislator
11/06/23	12/08/23	Green Acres Cottages	Special Use Permit	LIB23-11	
11/13/23	12/14/23	The Empress	Site Plan Review	FAL23-18	
11/16/23	12/12/23	Monticello Kosher Supermarket	Site Plan Review	MON23-07	Sorensen
11/16/23	12/12/23	Apple Ice Warehouse	Site Plan Review	MON23-06	Sorensen
11/16/23	12/20/23	Reddish Subdivision	Subdivision Review	DEL23-06	Conklin III
11/17/23	12/12/23	Amending the Zoning Map	Adoption/Amendment of Zoning Map	DEL23-07	Conklin III

Land Use, Strategic and Comprehensive Planning

- **Neversink Watershed Management Plan**
 - Meetings of the steering committee as well as public outreach events continue as the plan is drafted.
- **Countywide Resiliency Plan:**
 - The County's consultant, Metropolitan Urban Design Workshop (MUDW) is in the process of drafting the plan, drawing on input from Advisory Committee members, municipalities, County officials, and members of the public.
 - The final draft of the plan will be completed by January 31, 2024.
- **Water Resources and Infrastructure**
 - Division staff are meeting with ITS/GIS staff to discuss possible use of technology to map municipal wastewater/potable water infrastructure and assess existing conditions.
 - Several grants have been identified as potential opportunities to offset costs associated with acquisition and/or use of technology.
- **Hazard Mitigation**
 - An application for funding through the federal BRIC program (Building Resilient Infrastructures Communities) is being developed and we anticipate filing prior to the end of the week of December 15, 2023.

Recreation, Quality of Life & Tourism-based Economic Development

- **Sullivan O&W Rail Trail**
 - An application filed by the Town of Liberty through the annual Consolidated Funding Application (CFA) process was successful in securing \$750,000 for improvements to the trail on the section connecting Parksville to Livingston Manor. Many thanks to Heather Jacksy for her efforts in crafting the successful application!
 - The Neversink Crossing project is awaiting the final report from EDGE for the study of freshwater mussels. The survey for the hydraulic study of the project area is complete and the engineering firm is finalizing that study. Submission to the NYSDOT for design approval is targeted for the first quarter of 2024.
 - Tentative dates have been set for 2024 events:
 - SNO&W (Sat 2/24/24)
 - National Trails Day (Sat 6/1/24)
 - BOW-WO&W (Thurs 8/1)
 - HO&WL (Fri 10/25)

Community Development & Revitalization

- **CDBG Housing**
 - **Manufactured Home Replacement**
 - Fully subscribed, 4 applications with signed formal funding awards.
 - \$625,000 total committed funding, fully subscribed: Contracts are complete and signed.
 - Foundations have been poured and the units have been delivered.
 - Estimated time for final expenditure of funds in this program is estimated in January 2024.
 - **Home Repair**
 - 9 projects are currently under repair and/or finished, totaling \$250,000 of work.
 - RUPCO has conducted Contractor Outreach and implemented a new media campaign to push the information out to homeowners and local agencies. This has resulted in an additional 10 projects for the program.
 - We have requested an extension through May 31, 2024 to allow time to finish construction on the recently identified projects.
- **EPA Brownfields Assessment Grant**
 - Tectonic has completed testing for all three sites – Broadway Theater, Strong Building, and Key Bank. We are working with BRS and Tectonic to review and address comments received by the EPA on the Key Bank report in order to submit for the final reimbursement from this grant.
 - BRS continues to assist the County with ensuring all aspects of the project are in compliance with program requirements. Quarterly reporting is current.
- **Bicycle and Pedestrian Infrastructure Master Plan**
 - We have received the draft contract from NYS Department of Environmental Conservation. The NYSDEC anticipates we will have contracts executed by March or April of 2024. Once this contract is executed Planning can move forward with a solicitation to procure a consultant to assist with and write the plan.
 - The plan will focus on connecting residents and visitors in and around community centers (villages, hamlets) with safe pedestrian and bicycle infrastructure.
- **Plans & Progress**
 - Open projects continue to be closed out, with only 4 projects left to request reimbursement.

Economic Development

▪ Revolving Loan Fund

- The Legislature voted to transfer the funds and administration to the Sullivan County IDA. Planning staff are working with the County Attorney's Office to complete the transition, providing electronic and hard copy files of all open projects.

Administration

- We are actively recruiting potential candidates for vacant positions including a Research Analyst, Planner and Director in the Department of Planning.
- Attended the Upper Delaware Scenic Byway November meeting
- Participated in the New York Metropolitan Transportation Council's Forecasting Working Group Meeting to update population data.
 - The NYMTC develops Socioeconomic and Demographic Forecasts for 31 counties (including Sullivan). This forecasted data is used in various planning studies and tools. The Forecasting Working Group was created to ensure that these regularly updated forecasts are created with input and concurrence from all members. The current work is a re-adjustment of forecasts that were adopted in 2020 (and are meant to compensate for irregularities primarily due to Covid.).
- Attended the quarterly meeting of the Hudson Valley Regional Council

II. OFFICE OF SUSTAINABLE ENERGY (OSE)

- OSE continues to act as lead for the Resiliency Plan project. It is anticipated that the draft plan will be presented at a public meeting in January 2024.
- Staff have been contacted by several residents and small businesses for assistance with energy efficiency and renewable energy upgrades. Site visits have been conducted where necessary and technical assistance provided.
- OSE is reviewing the draft contract, work plan, and budget for Climate Smart Communities Grant Program award for a Bicycle and Pedestrian Master Plan. This is being done in conjunction with staff from Grants Administration and Planning. OSE staff have developed a scope of work for an RFP to procure a consultant, keeping in mind the requirements of the grant program.
- OSE staff have continued to review monthly utility statements and have identified several inconsistencies. Staff is working with utility representatives to correct the invoices and credit the County's accounts appropriately.

III. PARKS, RECREATION & BEAUTIFICATION

- Fisher Associates are developing a scope of work for the Callicoon Park for the development of an entryway, parking area, and walking path to the river along with what permitting will be needed. They are also developing the waste water management plan for phase I of the Lake Superior Westside hiking trails.
- At the D&H Canal Interpretive Center on October 22, 2023 over 40 people showed for a presentation on the history of Mamakating portion of the D&H Canal by Cliff Robinson Jr.
- The Sullivan County Historical Society is hosting their annual Holiday Theme Tree Open House on Saturday, December 2, 2023 from noon – 5:00 pm.
- The Frederick Cook Society will be hosting an open house to meet members and friends of Dr. Frederick Cook, Sunday, December 10, 2023 at the Sullivan County Museum. The event will include live music, as well as fine art, crafts, books and photographs, available for purchase, in time for the Holidays. Doors open at 11:00 and the event runs until 4pm. Admission is free.
- Attended Leadership Development Training.
- The NYSDEC installed and improved Snakehead Fish Barrier across the D&H Canal near Summitville.
- Park Maintenance:
 - Repaired a stockade gate at Fort Delaware and winterized the facilities.
 - Continued leaf cleanup at the parks.
 - Began clearing brush along the D&H Canal and lock area at the Interpretive Center.
 - Replaced deteriorated split rail at Stone Arch Bridge Park.
 - Completed general winterization projects within the parks.

IV. GRANTS ADMINISTRATION

- Activity/Technical Assistance
 - Special topics will continue to be featured in the Planning Division's monthly newsletter, along with any other pertinent funding opportunity information. October's topic was related to the Water Infrastructure Workshop and resources. November included funding opportunities related to Veterans' services.
 - Since October 20, we have received two funding resource requests (one energy efficiency related, referred to OSE; one related to water infrastructure needs).
- In-County Grant Readiness
 - DGA is prepared to initiate strategies to address issues related to grants compliance and to enhance the County's capacity to acquire and manage grants. Pending collaboration with management and Compliance, the goals include assessing current compliance-related issues, revision of the grant's manual (Grants Best Practices), and training initiatives.
 - Assistance has been provided to departments requiring support with the grant process, including ITS, Community Resources, Public Health, Planning, Public Safety, Sheriff's Department, and Public Works
- Administrative Activities
 - DGA has also obtained subscription access to GrantStation, which will enhance ability to locate funding resources and serve as a professional development resource.
 - Grant System Users Inventory was distributed in October; thank you to all of the Divisions and Departments that responded.
 - DGA staff are taking advantage of several training opportunities: Authentic Communication Matters leadership training; Grant Writing workshop; and Grant Management training. Enrollment in the Grant Administration Training includes one-year complimentary membership to Grant Professionals Association, which contains helpful professional development and grant-related resources.

V. AGRICULTURE & FARMLAND PROTECTION

- CCE September – October Ag report attached