



DIVISION OF PLANNING & COMMUNITY DEVELOPMENT

ACTIVITY REPORT

March 2022

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I. PLANNING ACTIVITY

Division Management

- Filled the open Planner Position. New planner, Emily Vollmer, begins April 18. She comes to Sullivan from the Bloomsburg, PA county planning office.

Training & Events

- March 9th Code Enforcement Officers Roundtable, hosted by Sullivan Renaissance, had poor turnout due to multiple emergencies the night before, including a major fire. Follow up event on evening of March 22nd had more than 40 participants.
 - Heather Brown presented on the draft scoping document for the New York State Climate Action Plan and anticipated changes to the NYS building code
 - Jill Weyer presented an update of SC Land Bank activities including the Zombie2.0 funding which supported a county-wide inventory of zombie and VAD (vacant, abandoned, and delinquent) properties
 - Division also promoted County funding opportunities addressing VAD structures (RUST program), residential structures needing repairs and mobile homes needing replacement (CDBG Housing grant)
- Upcoming:
 - Collaborating with Sullivan Renaissance on planning for, and promotion of, the Trail Towns Conference on April 7th & 8th; promotion flyer attached. Economic and community development strategies for capitalizing on trails and other outdoor recreation facilities. With Sullivan Renaissance.

Land Use Planning & Technical Assistance:

- RFP for Countywide Resiliency Plan completed and approved by funding agency. Released Friday, March 25th. Responses due April 15th.
- Provided model regulations to three towns seeking assistance; short term rentals and solar installations.

- Twelve new GML-239 referrals received in March, from eight of the County’s nine legislative districts.

Referral ID #	Legislator	Project Name	Action Type	Date Received	Date Requested
BET22-02	Robert Doherty	Ten Mile River Subdivision and Combination of lots	Site Plan Review	3/9/2022	4/1/2022
LIB22-03	Luis Alvarez	NY Liberty II, LLC	Special Use Permit	3/7/2022	4/4/2022
LIV22-01	Luis Alvarez	Kora Components LLC	Site Plan Review	3/14/2022	3/18/2022
MON22-01	Alan Sorensen	The Art Storage	Site Plan Review	2/25/2022	3/8/2022
ROC22-01	Michael Brooks	Albarino Subdivision	Site Plan Review	3/17/2022	
TUS22-02	Robert Doherty	Zoning and Subdivision Law Amendments	Adoption/Amendment of the Zoning Map	3/18/2022	4/8/2022
TUS22-03	Robert Doherty	Daycare at the Narrowsburg Union	Other	3/22/2022	4/22/2022
BLO22-01	Nicholas Salomone	Winterton Condominiums	Site Plan Review	3/2/2022	3/10/2022
BLO22-02	Nicholas Salomone	70 Main Street	Site Plan Review	3/9/2022	3/17/2022
CAL22-01	George Conklin III	Brahmananda Saraswati Foundation	Area Variance	3/16/2022	4/13/2022
FAL22-03	Joseph Perrello	Congregation Camp D'Masmidim	Site Plan Review	2/28/2022	3/10/2022
FOR22-03	Nadia Rajsz	Escrow Deposits	Adoption/Amendment of Zoning Law	3/14/2022	4/1/2022

Recreation, Quality of Life & Tourism-based Economic Development

- Sullivan O&W Rail Trail
 - Federal budget bill with \$1.1 million Congressional member item for the Neversink Crossing passed. Responded to news inquiry.
 - Issued and evaluated RFP for design services. Resolution submitted to award contract.
 - Completed presentations to all 10 trail municipalities to provide project updates and enlist support for participation Alliance group. Following up to collect resolutions of commitment.
 - Trail Towns event planning as noted above.
 - Received debriefing on 2021 RAISE application. Revising for resubmission to 2022 program. Resolution submitted to authorize the 2022 application, due April 15th.
 - Initiating planning for 2022 CFA application. Focus will be on Liberty and Rockland projects.

- Callicoon County Park
 - Received fully executed Grant Disbursement Agreement (GDA) from DASNY to support the property acquisition. Property transfer to commence.
 - Conducted detailed site inventory of clean-up and development needs. Proceeding to obtain cost estimates.
 - Preparing 2022 National Fish and Wildlife Foundation funding application for site clean up and invasive species remediation.
- Highland Access Improvements
 - Received two bids, both high.
 - Working with Purchasing, DPW and funding agency on scaling the project to the available budget.

Community Development & Revitalization

- 2022 Plans & Progress Program
 - 14 applications received for Round 1 from 8 of the County's 9 legislative districts; no application received from district 4
 - Program committee met and assessed all applications
 - Resolution submitted to approve committee recommendations to fund 6 projects
 - Following up with remaining applicants to obtain more detail, and advise on project eligibility and competitiveness. Some applications will be reconsidered in later rounds.
- Sullivan County Land Bank Corporation (SCLBC)
 - Presented to Code Enforcement Roundtable, as noted.
 - Broadway Theater study remains pending grant agreement from funding agency.
 - Working with realtor on moving remaining inventory.
- Housing Plan
 - Assembling data, with assistance of other County agencies and major employers.
 - Planning outreach and engagement.
- CDBG housing grant – initiating outreach to solicit sub recipients.

Economic Development

- CDGB Economic Development grants
 - G&D Speech Therapy application moving from preliminary to full application stage
 - Received inquiry from Stickett Inn to sponsor application for business expansion. Received verbal support from agency. Resolution submitted for legislative authorization to apply.
- Revolving Loan Fund
 - March committee meeting canceled; loan portfolio up to date
 - Pending loan for new restaurant in Livingston Manor to close in April

II. OFFICE OF SUSTAINABLE ENERGY (OSE)

Projects

- Countywide Resiliency Plan
 - Request for Proposals completed and issued, as noted.
 - Proposals are due April 15; contract to be awarded in May 2022.
- Facilities Master Plan
 - Working with Kristin Janowski, Buildings Engineer, information on current facility conditions, layout, usage, etc. has been provided to Lothrop Associates (consultant).
 - Interviews to be scheduled with Elected Officials, Commissioners, and Department Heads to discuss the current functions of their departments, the functionality of their offices, and their short-, intermediate-, and long-term needs.
- Climate Action Plan Update
 - Internal update in process to track success in reducing GHG emissions since 2014 when the plan was originally created, note projects that have been completed or are in progress, and incorporate new projects either in-progress or planned that would improve the County's resiliency, improve energy efficiency, and reduce its overall carbon footprint.

Public, Agency, and NYS Engagement

- NYS Climate Action Council's Draft Scoping Plan
 - Deadline for public comment extended to June 10, 2022.
 - OSE working to educate local leaders on key plan provisions and encourage participation in the public review process.
 - <https://climate.ny.gov/Our-Climature-Act/Draft-Scoping-Plan> provides an electronic version of the plan and an online form for public comment
 - Information on potential impacts to the buildings sector presented at Code Enforcement Roundtable, noted above.
- NYSERDA Trainings
 - Collaborating with Planning on NYSERDA presented training sessions for municipal officials:
 - "Clean Energy and the Comprehensive Plan" on April 25
 - "Model Battery Energy Storage System Law" on May 24
 - Trainings will allow planning and zoning board members to obtain required continuing education credits, while also providing the County 300 points each toward NYSERDA's Clean Energy Communities program.
 - Also working with NYSERDA Clean Energy Communities to bring Energy Code Enforcement training to Sullivan County, which will provide credits to attending Code Enforcement Officers and Building Inspectors, date TBD.

- NYSEG
 - NYSEG will be closing its Liberty walk-in office permanently effective April 18, 2022. OSE and County Manager/Communications staff discussed the need to disseminate information to notify those still using the walk-in service of the impending closure. Please note, NYSEG is NOT closing operations in Liberty.
 - NYSEG will be filing its next rate case in 2022, likely sometime in May. OSE will be monitoring the case filing for proposed rate increases and infrastructure improvements, as well as impacts to various programs such as rebate availability, assistance with bill payment, emergency assistance funds, etc.
 - OSE and Public Works received a presentation from NYSEG staff about the availability of funding and assistance for fleet electrification.
- NYSAC Legislative Conference
 - Represented Sullivan County on the Climate Action standing committee. Two (2) resolutions were considered and passed with amendments:
 1. A resolution in support of the Draft Scoping Plan with requests for additional resources to be made available to local governments for implementation. The resolution also called for streamlining State programs and resources with a single point (office) of contact, as well as to fully engage local governments on the implementation and ongoing updates to the plan.
 2. The second resolution called on the NYS Legislature to adopt comprehensive solar panel legislation which covers end-of-life recovery and recycling of all solar panels in use or being sold in or into NYS. It is likely that this resolution will be expanded to include additional technologies/industries in the future.

III. PARKS, RECREATION & BEAUTIFICATION

Park Planning and Management

- Lake Superior State Park Trail Development
 - Reviewing the Recommendations Plan provided by the NY/NJ Trail Conference.
- MVP Fitness Deck
 - Project advancement pending confirmation of funding contributions from project partners.
- Summer Season Preparation
 - Received job applications from returning staff and currently advertising for the remaining open positions.
 - Maintenance staff painting inside the Sullivan County Cultural Center and servicing equipment to prepare for the summer season.
- Working with County GIS to develop a Park Story Application to help promote park and recreation areas throughout the County.
- Working with Planning on Callicoon park development.

Beautification

- Litter Plucks
 - Planning Earth Day Litter Pluck event for County employees, with OSE and County Wellness Committee.
 - Submitted application to NYSDOT to allow the County Seasonal Clean Team staff to litter pluck the pull off areas along State Route 97 during the summer months.

IV. GRANTS

County Grants

- Parks
 - Working on Snowmobile Trails Grant
 - As noted elsewhere, Fitness Court project in collaboration w/ Village of Monticello, pending partner funding confirmations
- Public Safety
 - 4th Q 2021 Progress Reports completed on NYS DHSES grants, claim voucher submittals
 - Funding discussion w/ Comm. Farney,
 - DASNY Fire Tower Upgrades and Storage Building Project work
- DPW
 - Solid waste DEC HHW and MWRR program application and reimbursement requests
- OMB
 - Continued to work on FEMA Public Assistance Grant for COVID-19 Emergency Protective Measures application / reimbursement for Project 2 time period
 - HRSA Provider Relief – Period 2 Reporting as required
- DFS
 - Continued discussion w/ Wellness Coordinator on the SR Beautification and Health Communities initiatives projects proposed for improvements to DHFS campus
- DA
 - Provided assistance to CVA on OVS Victim and Witness Assistance grant renewal;
- County Clerk –
 - Participated in teleconference and meetings on the LGRMIF Shared Services grant program, a collaborative pilot project w/ Town of Thompson

Assistance to municipalities and non-profits

- Routed funding opportunity notifications on juvenile delinquency, animal welfare and literacy
- Routed funding resource information to small businesses seeking assistance – inquiries received from local restaurant, trucking company and small retail business

- Working with Planning staff on development of webpage to post funding resources by category

- **Administrative**

- Working with Division Commissioner, Deputy Commissioners, and OMB to identify opportunities to streamline the grants development and administration process as well as determine capacity needs.
 - Charting the grants process in real-world scenarios (work flow)
 - Reviewing job descriptions
- Embarking on new initiative to identify and assess new federal and state funding opportunities, and match them to County needs and priorities
 - Crafting survey monkey survey to be distributed to all County divisions and departments

V. **AGRICULTURE & FARMLAND PROTECTION**

- Trainings:
 - Provided the following: Crop production weed ID series, farm to school, beef marketing series.
 - March Webinars:
 - On-Farm Composting, March 17th from 12-1:30pm
 - Best Foot Forward: Branding, Marketing and Sales at the Farmers Market, March 10th from 630-730pm
- Technical Assistance:
 - Responded to 50 information/assistance requests in the first half of the month; inquiries addressed Ag Districts, Ag Zoning, Business Planning, livestock processing, beginner farmer resources, funding resources, marketing plan development, farm business management
 - Conducted 1 farm visit, took 4 soil samples