



DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

ACTIVITY REPORT May 2023

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I. PLANNING ACTIVITY

Land Use Planning & Technical Assistance:

- GML-239 Referrals

GML-239 Referrals, May 2023					
Date Received	Date Requested	Project Name	Action Type	Referral ID #	Legislator
4/24/2023	5/10/2022	604 Shandeleo Subdivision	Site Plan Review	CAL23-02	Conklin
4/25/2023	5/10/2023	Randazzo 3 Lot Subdivision	Site Plan Review	CAL23-03	Conklin
04/25/2023	05/10/2023	Bogursky / Ruff Subdivision	Subdivision Review	THO23-08	Sorensen
04/28/2023	05/26/2023	Deb El Foods	Site Plan Review	THO23-09	Sorensen
04/28/2023	05/16/2023	Wise Equities, LLC	Site Plan Review	THO23-10	Sorensen
05/02/2023	05/24/2023	Reber Minor Subdivision	Subdivision Review	HIG23-01	Rajsz
05/02/2023	05/05/2023	Yoelys Enterprise, Inc.	Site Plan Review	LIV23-07	Alvarez
05/04/2023	05/16/2023	MJR Network, LLC Subdivision	Subdivision Review	DEL23-03	Conklin
05/08/2023	05/24/2023	Morelli Area Variance	Area Variance	MAM23-01	Salomone Rajsz
05/08/2023	05/24/2023	Woods Area Variance	Area Variance	MAM23-02	Salomone Rajsz
05/19/2023	06/05/2023	Camp Pupa	Special Use Permit	LIB23-11	Alvarez

Land Use, Strategic and Comprehensive Planning

- **Neversink Watershed Management Plan:**
 - Two informational sessions were held on Wednesday May 3 at the Ethelbert B. Crawford Library, discussing how properties have been impacted by changes to the watershed and collecting input on lands that should be targeted for preservation.
 - Meetings are being scheduled with municipal and County officials to review the culvert assessments completed last summer
 - A public visioning meeting is scheduled for Monday, June 12 from 5:30 to 7:30 at the SUNY Sullivan Paul Grossinger Dining Room.
 - Public input is being sought to help identify issues of concern and opportunities now and in the future in the local sub-watershed and throughout the basin. Comments can be provided at this link: <https://padlet.com/none4this/146j4qejbh41x32f>
- **Countywide Resiliency Plan:**
 - Members of the Advisory Committee met on May 17, 2023 to receive updates on the plan and to provide input on areas of focus and to initiate development of goals. The next meeting will be held in early September.
 - The website for the plan is can be viewed at www.resilientsullivan.com. The website provides an overview of resiliency issues and a set of town and village fact sheets (on the “Engage” tab) that provide baseline information about our communities.
 - We encourage community members to provide feedback via the following web-based tools;
 - Resilient Sullivan Visioning Board:
<https://mudworkshop.mysocialpinpoint.com/resilientsullivanplan/ideas#/>
 - Resilient Sullivan Mapping Tool:
<https://mudworkshop.mysocialpinpoint.com/sullivanresiliency#/>

Recreation, Quality of Life & Tourism-based Economic Development

- **Sullivan O&W Rail Trail**
 - Progress continues on the Neversink Crossing project continues. The NYSDOT has indicated that a hydraulic study of the project area will be required. The estimated cost of this study is estimated at \$24,000.
 - The National Trails Day litter pluck event will be held on Saturday, June 3 at 9:00 am (location is 269 River Road, Woodridge, NY). Sullivan County Parks has been helpful in providing litter pluck tickets and the Town of Fallsburg will transport the trash. Gloves and bags will be available for participants.
- **Highland Access Improvements**
 - The County has completed its portion of the work for the project and the NYSDOT has completed work on guiderails. The contractor to complete paving of the parking area for the NYSDEC conducted a site visit and work is anticipated to begin shortly.

- The site remains closed to the public until the DEC has completed their project component (parking lot paving).
- We are hopeful that the site will open for public use this summer.

Community Development & Revitalization

- **Sullivan County Land Bank Corporation (SCLBC)**
 - Planning staff are working toward a transition of the duties previously handled by the Executive Director, which will now be performed via contract between SCLBC and RUPCO.
 - A series of outdoor educational events, “Forest Exploratorium,” will be held weekly at the Bailey Commons property for six weeks, from the week of May 16th to the week of June 23rd.
 - The SCLBC has received notice of an award via the Land Bank Initiative Phase II (State funding) in an amount of \$1.8 million. More information about the eligible uses of this funding will be forthcoming once a grant award agreement is received.
- **CDBG Housing**
 - **Manufactured Home Replacement**
 - Fully subscribed, waiting for contractor selection.
 - 4 applications with signed formal funding awards
 - \$625,000 total committed funding
 - **Home Repair**
 - The projects are moving forward and have full subscription.
 - 3 applications with signed formal funding awards
 - 2 projects in progress
 - \$25,000 committed for each project with funding awards, \$75,000 total
 - 3 applications under review
 - **Homebuyer Assistance**
 - A budget amendment has been submitted to OHCR requesting the funds for the homebuyer assistance program be redirected to the home repair program (\$500,000). RUPCO is assisting applicants with the application process now in anticipation of the availability of funding.
- **Plans & Progress**
 - Progress continues as we closing out the open projects that were awarded funding for the entirety of the program. To date there are 17 remaining open projects.

Economic Development

- **CDGB grants**
 - Funding has been received for OHCR and remitted to the Center for Discovery. The project will be closed out by the July 2023 deadline.
- **Revolving Loan Fund**
 - Payments on all loans are current
 - Working with County staff and contractor to review the program.

Administration

- Minor renovations have been completed in the Division office area in order to accommodate all four departments (Planning, Grants, Parks/Recreation, and Sustainable Energy). Many thanks to Ed McAndrew and the staff of DPW!
- Weekly discussions with the County Manager have been ongoing to ensure activities of the Division remain in line with County priorities
- Working with Human Resources to identify opportunities for in-service training for staff.

II. OFFICE OF SUSTAINABLE ENERGY (OSE)

- OSE is developing accurate calculations of GHG emissions for current County MSW/C&D transportation to Seneca Meadows to be used in analysis of potential solid waste solutions and comparison to existing conditions.
- OSE has reached out to the Clean Path team to get clarification on the process to propose projects for the “Host Community Benefit Fund.” OSE continues to review documents associated with the application filed with the NYS Public Service Commission. Clean Path is a (primarily) underground high voltage transmission line proposed to be co-located along the Marcy South transmission line/right-of-way. There is an opportunity to participate in the development of projects eligible for host community benefit funds.
- Staff support for the Sullivan County Resiliency Plan continues, with bi-weekly meetings with the NYSDOS (funding agency) and the consultant held regularly. An update of related activities can be located under the Land Use, Strategic and Comprehensive Planning section of this report.
- Staff continue to provide information to members of the public with inquiries pertaining to available incentives for energy efficiency and on-site renewable energy projects.

III. PARKS, RECREATION & BEAUTIFICATION

- Worked with the County GIS Department on an “Explore Our County Parks” application. The GIS staff did an amazing job with the application making it user friendly and informative. The application can be found on the County Parks webpage or the GIS webpage Explore our County Parks (sullivanyny.us).
- The Countywide Roadside and Trail Litter Pluck Event is currently ongoing through October 31st. The County Parks and Recreation Department teamed up with the County Wellness Committee to host a staff litter pluck of the grounds and surrounding roadways at the Liberty and Monticello campuses. Would like to thank everyone who was involved and participated.
- Park maintenance staff have been getting the park grounds and facilities ready for the upcoming season.
- Lake Superior and the D&H Canal Interpretive Center will be opening on Memorial Day Weekend. The Lake will have boat rentals and picnicking available. Swimming at the beach will begin Father’s Day weekend in June. Season passes are currently on sale.
- Seasonal staff have been hired for the upcoming season. The Lake Superior Park Manager will certify our lifeguards at the Fallsburg School in the beginning of June.
- Working with Grants Administration department, County GIS department and the Sullivan County Trail Association on the final documents of the Snowmobile Grant-in-Aid grant for the 2022-2023 season and the submittal of the 2023-2024 grant.
- Attended the New York State Recreation and Park Society Convention held at the Kartrite Conference Center.
- The website for the Callicoon Park has been drafted and will soon be going live.

IV. GRANTS ADMINISTRATION

- Amplifund
 - Information required to build out the County's solution continues and is nearing completion (currently finalizing outstanding items for the vendor's Master Data request). Weekly implementation meetings continue with the full implementation team.
 - DGA prepared a list of items on behalf of the implementation team to address concerns related to the software's ability to manage workflow processes adequately.
- Activity/Technical Assistance
 - Assistance has been provided to departments requiring support with the grant process, including DPW, Planning, and Public Health.
 - Since April 19, DGA has received and responded to six requests for funding resources, related to affordable housing, business startups, craft beverages, greenhouses, and water infrastructure.
 - In the interest of improving community accessibility to grant readiness and funding agency resources, enhancements were made to the DGA website. Downloadable resources, "Grant Readiness Checklist" and "Questions to Ask Yourself before Applying for a Grant" were added, as well as a webpage containing numerous funding resource links based on categories of interest.
- In-County Grant Readiness
 - The Amplifund team has been meeting to ensure the grant management software will be adequate to the task of meeting the County's needs
 - A "fail safe" was built into the resolution process to improve GCAF submission compliance.
 - Redeveloping the Grant Concept Approval Form, so that it may more effectively measure a department's preparedness for grant work.
 - DGA is developing a Grant Readiness Questionnaire and Grant Process Workflow Infographic for divisions/department/project managers.
 - DGA is developing an informational CFA supplement, which could serve as a resource for municipalities, small businesses, not-for-profits, as well as county departments and divisions.
 - Participated in the Mid-Hudson Regional Economic Development Council Public meeting virtually to learn more about forthcoming CFA funding opportunities.

V. AGRICULTURE & FARMLAND PROTECTION

- Ag District Review update from Cornell Cooperative Extension
- CCE April Ag and Food systems report below