



DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

ACTIVITY REPORT

April 2023

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I. PLANNING ACTIVITY

Land Use Planning & Technical Assistance:

- **GML-239 Referrals**

GML-239 Referrals, January 2023					
Date Received	Date Requested	Project Name	Action Type	Referral ID #	Legislator
4/5/2023	4/20/2023	Planned Unit Development Zoning Map & Text Amendment	Adoption / Amendment of Zoning Map	FAL23-05	Perello Steingart
4/11/2023	5/5/2023	Jennings Lot Improvement	Other	LUM23-01	Rajsz
4/13/2023	5/9/2023	Black Bear Fuel Oil	Site Plan Review	THO23-07	Sorensen
4/20/2023	5/1/2023	Safe Harbor Catskills LLC	Special Use Permit	LIB23-08	Alvarez
4/21/2023	5/1/2023	Rason Gholian	Special Use Permit	LIB23-09	Alvarez
4/21/2023	5/1/2023	Lake Lodge Resort	Special Use Permit	LIB23-10	Alvarez
4/24/2023	5/5/2023	Gleber Minor Subdivision	Subdivision	TUS23-03	Doherty

Land Use, Strategic and Comprehensive Planning

- **Housing:**

- A contract is being developed with Hudson Valley Pattern for Progress following last month's authorization. Services to be included are development of structure for a housing fund, addressing for housing policies and requirements, and municipal outreach and trainings.

- **Neversink Watershed Management Plan:**

- Two informational sessions held on Wednesday May 3 at the Ethelbert B. Crawford Library, from 1:30-3:30pm and 5:30-7:30pm, to discuss how properties have been impacted by changes to the watershed as well as to collect input on lands that should be targeted for preservation.
- 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:**

- The community outreach plan has been forwarded to the State.
- A meeting with municipalities and stakeholders will be held at the beginning of May to initiate the development of goals for the plan.
- The website for the plan is now live and 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.

- **Bicycle and Pedestrian Infrastructure:**

- The award agreement with the NYS DEC remains on hold due to state staffing shortages
- The County is supporting an application, submitted by Cornell Cooperative Extension, for technical support from a top active transportation peer review specialist. The study area can be up to 2 miles in length, with a section of the O&W Rail Trail being targeted. The County is committing to participation during meetings to provide information required for his analysis to cover all aspects of accessibility and safety for the selected project location.

Recreation, Quality of Life & Tourism-based Economic Development

- **Sullivan O&W Rail Trail**
 - A scope of work has been developed for design and engineering services related to the Parksville-Livingston Manor connection, with an estimated cost of approximately \$235,000. A resolution is on the agenda today for consideration which would authorize the funding for this initiative. Capital expenses for a section of trail in this phase will be partially funded by grants awarded to the Town of Liberty and are time sensitive.
 - The Trail Town assessment which was conducted for Hurleyville on March 24 has been drafted and circulated for comment prior to finalization. The assessment is a tool that helps a community look at their built environment from the perspective of a trail user, in order to leverage the economic potential associated with the trail. Previous assessments have been performed for Wurtsboro and Parksville.
 - We will be holding a litter pluck event on June 3, 2023 for National Trails Day at 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's portion of work on this site is nearly completed. The NYSDOT and NYSDEC visited the site on April 13. Several items were identified by NYSDOT to be addressed prior to project completion, and that work is anticipated to be completed by the end of April.
 - The site will not be open for public use until the DEC and DOT have completed their project components (parking lot paving and guiderails, respectively).
 - We are hopeful that the site will open for public use this summer.

Community Development & Revitalization

- **Sullivan County Land Bank Corporation (SCLBC)**
 - The County will execute an agreement with the Land Bank for administrative support as authorized by the Legislature last month. The total funding for this agreement is \$335,000, broken down as follows:
 - \$200,000 to support RUS program
 - \$100,000 base support from the County of Sullivan
 - \$35,000 for administrative support: The Land Bank will contract directly with a third party for administrative items including board support, fiscal activities, monitoring of properties, community outreach, and other activities previously performed by Planning staff.
 - The SCLBC held its reorganizational meeting on April 26.
 - Miscellaneous property maintenance work:

- Planning staff have discussed several properties with John Liddle, Commissioner of Health and Human Services. There are currently occupants at several locations who will need to be relocated. This initiative is being coordinated between the SCLBC, the County, and the municipalities where the properties are located.
 - Working with EPA on hazardous materials assessment of the Broadway Theater. In addition to providing needed information for redevelopment, the activity, funded through the EPA Brownfield Assessment grant to the County, will be used as a match to close out the grant for the ESD-funded feasibility study
 - An event will be held on May 16, 2023 for general clean-up of the Bailey Commons property with participation of students from Monticello High School. Outdoor educational opportunities will be held with participants invited from the Monticello Central School District. There will be one educational session per week 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
 - This program line is not performing. Market pricing and inventory is limiting success for low-income buyers.
 - Discussions are underway for a budget modification to move funds from this program into the Manufactured Home Replacement program
- **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 19 remaining open projects.

Economic Development

- **CDGB grants**
 - The Center for Discovery is moving forward with the installation of air purification equipment (Cares grant); documents to draw down funding are being compiled for submission to Office of Homes and Community Renewal
- **Revolving Loan Fund**
 - Payments on all loans are current
 - Working with County staff and contractor to review the program.

Administration

- Weekly discussions with the County Manager have been ongoing to ensure activities of the Division remain in line with County priorities
- Review of current staff workload, staffing needs, priority projects, and areas of need continues. Recent hires in Planning and Grants Administration have been welcome additions to the Division.
- Outreach to other County divisions, municipalities, not-for-profit agencies, and other partners to discuss recent changes to the Planning Division has continued.

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.
- Comments are being developed to submit for the ongoing NYSEG rate case, which mostly focus on the need to reduce the proposed rate increase percentage.
- OSE is reviewing documents associated with the Clean Path filing. 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. The Community Outreach Plan has been filed with the state and an upcoming meeting is being scheduled to initiate the visioning and goal setting phase of the planning process.
- Participation in the Earth Day at SUNY Sullivan was a success, with remarks provided by the Acting Commissioner and information for the Division of Planning provided to participating students and visitors. A heavy focus was placed on workforce development.

- 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.
- Some website updates have been completed. Additional updates will be made in coordination with the Director of Communications.

III. PARKS, RECREATION & BEAUTIFICATION

Park Planning and Management

- The Countywide Roadside and Trail Litter Pluck Event is currently ongoing through October 31st. Many Towns, Villages and organizations have sponsored litter plucks planned around the county.
- Park maintenance staff have been getting the park grounds and facilities ready for the upcoming season.
- Seasonal staff have been hired for the upcoming season. We had an abundance of applicants who applied to be lifeguard. The Park Manager is currently setting up classes to certify our staff for lifeguarding, and all parks staff will be certified in CPR this season.
- Currently accepting applications for Group Picnic Permits for the County Parks.
- Working with Grants Administration and the Sullivan County Trail Association on the final documents of the Snowmobile Grant-in-Aid grant for the 2022-2023 season.
- Attended the New York State Recreation and Park Society Convention, which was held at the Kartrite Conference Center on April 24.
- Litter Pluck
 - The Countywide Roadside and Trail Litter Pluck Event disposal coupons and paperwork have been delivered to all of the local Town and Village

halls and trail supports for them to distribute to participants. The event is being held from April 1st– October 31st.

- Submitted the application NYSDOT for the Clean Team to litter pluck the pull off areas along Route 97 during the summer months, as they have done in the past
- Callicoon Park
 - We are working with the design and engineering team to refine the scope of work for the parking lot, entrance, and trail loops
 - The landing page for the new park on the County's website will be in the coming weeks.
 - County staff are developing a contest which will invite the public to assist the County with deciding on a name for the new park.

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.
- Grant Activity/Technical Assistance
 - Public Safety / E911 and Sheriff Office – worked w/County staff in addressing FY 23 Homeland Security Grant Program and the FY 23 Emergency Management Performance Grant Program submissions, as well as the NYS Department of Homeland Security and Emergency Services/ FEMA 1st Quarter 2023 Progress Reporting.
 - Our new Grant Writer (Jennifer Perito) has brought a wealth of grant writing experience, funding resource knowledge and business administration knowledge to the team. She has already begun the process of identifying opportunities that will align with County priorities, as well as developing efficient methods of providing outreach and assistance to our municipalities.
 - The DGA website is under review and will be revamped to provide more streamlined and user friendly access to information about available funding opportunities.

- FEMA Public Assistance Program and Policy Guide (PAPPG) project status updates are as follows:
 - Project 1 reimbursement received by the County: \$210,830.06
 - Project 2 in process of FEMA final review, pending reimbursement, anticipated to be \$277,559.41
 - Project 3 in process of FEMA final review, pending reimbursement, anticipated to be \$27,017.89;
 - Project 4 in process of FEMA final review, pending reimbursement, anticipated to be \$6,282.07
 - Project 5 in process of FEMA final review, pending reimbursement, anticipated to be \$90,000.00
- Public Safety / E911 and Sheriff Office – worked w/County staff in addressing FY 23 Homeland Security Grant Program and the FY 23 Emergency Management Performance Grant Program submissions; and the NYS DHSES / FEMA 1st Quarter 2023 Progress reporting, both electronic and hard copy. Office of Emergency Management and Sheriff staff were extremely helpful in the successful outcome on both.

V. AGRICULTURE & FARMLAND PROTECTION

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