

**Upper Delaware Council**  
**PROJECT REVIEW COMMITTEE SPECIAL MEETING MINUTES**  
**September 14, 2021**

Committee Members Present: Larry Richardson, Fred Peckham (Zoom), David Dean (Zoom), Jim Greier (Zoom), Al Henry, Aaron Robinson (Zoom), Jeff Dexter (Zoom), Evan Padua.

Committee Members Absent:

Staff : Laurie Ramie, Shannon Cilento (Zoom), Ashley Hall-Bagdonas

NPS Partner: Cody Hendrix- NPS Community & Land Use Planner

Guests: Jane Luchsinger- Tusten Deputy Supervisor

The UDC's Project Review Committee held a special meeting on Tuesday, September 14, 2021 at the Council office in Narrowsburg, NY. The purpose of the special meeting was to interview applicants for the Fiscal Year 2022 Technical Assistance Grants Program, rank projects and recommend funding levels. Richardson called the meeting to order at 6:36 p.m. There was no public comment on the agenda.

Richardson said on Friday he, Ramie, Cilento, Superintendent Salvatore and Hendrix met at UDC to discuss the Town of Tusten Technical Assistance Grant (TAG) application. There are a couple parts of the application which NPS had questions about. At the meeting they agreed that the \$3,000 for the zoning revisions are fundable under the UDC TAG program. They discussed the \$1,200 Adoption process of the draft zoning amendments and agreed that should be fundable under the TAG program. Richardson said they had problems with the rest of the requests. \$1,875 is focused on projects like parking and incentive zoning. The land appraisal was in question. The engineering plans for the parking lot and the legal fees easements. The group had issues with those amounts. Hendrix said NPS would like more information on what the Town had in mind; they listed parking, incentive zoning, coordination of open space plan and/or building out analysis, form-based zoning for Kirk's Rd. for \$1,875.00. Cilento said on #3 form-based zoning could be relevant and she wouldn't want to count it out just yet. Clarification would be useful. Ramie said Luchsinger has provided some excerpts from the RMP that she believes speaks to the parking issues. She also said that she hadn't mentioned the Riverwalk in the application but that is the main reason why they talk about parking in the TAG application. Luchsinger is due to arrive at 6:45, Ramie said.

**TAG Applicant Interview**

The committee received one grant application requesting \$15,000.

*-Town of Tusten-* Luchsinger apologized, saying that the application clearly states you should reference the River Management Plan and she did. She now provided specific examples from the RMP that reference benefits for aspects of th application. She also included the first phase of a Riverwalk map from Schumacher Engineering. That begins right at Bridge Street at Veterans Park. Luchsinger said the Town is very fortunate to have new property owners on the riverside of Main Street that all favor a Riverwalk and are anxious for it to get started. Schumacher Engineering has also put in for some grants so the Town is actively trying to finish this project.

In FY2021 Town of Tusten completed Part II of the Comprehensive Plan update working with their consultant Peter Manning. That TAG was recently completed and UDC voted for reimbursement at the 7/27 Operations meeting. That project is closed out. The Town now wishes to implement several of the recommendations of the Comprehensive Plan as listed in Chapter 4, page 76. Prior to work on the Comprehensive Plan, the Tusten Zoning Update Committee had drafted several zoning regulations which were put on hold pending a final Plan. The Comprehensive Plan recommends completing these zoning revision and describes their content. This TAG will assist in finalizing this adoption process and will be used for several other area of the zoning law that need revising. These include improvement of zoning definitions, location of accessory structures, small-scale livestock uses, fence provisions, and sign regulations.

Additionally, the Committee will examine home occupation requirements and other sections of the zoning law that might be improved to help facilitate small businesses and encourage mixed use and walkability; short-term rental regulations; cannabis sales; and adjustments to the zoning; subdivision, and related land use laws help meet housing

needs and objectives. While they do not believe they will be able to complete all the recommendations in the time frame of this grant, they will strive to complete revisions that are most needed in the short term.

Inadequate parking was found to be an area many residents were dissatisfied with according to the survey mailed prior to the creation of the Comprehensive Plan. The Town recognize UDC TAG grants will not cover the purchase of land, however the Town has identified a parcel ideal for downtown parking, and they wish to include as part of this TAG the financial support for proposed land use planning for parking, property appraisal, and engineering plans. Additionally, the acquisition of this key parcel in the center of Narrowsburg will create opportunities to enhance walkability and pedestrian connections, implementing recommendations of the 2021 Comprehensive Plan and the Narrowsburg Master Plan within the larger context of the River Management Plan (RMP).

At the time the application was written the Town requested funding for the purpose of obtaining property easements to protect the 8,000 acres of underdeveloped land in the Town of Tusten available for purchase from the Boy Scouts of America. There have been talks with NY DEC, NPS and other entities and the BSA about purchase and Luchsinger said this section no longer applies.

Luchsinger referenced page 13 of the RMP planning goals reading “#2 Maintain and enhance the corridor’s social and economic vitality and its diversity, consistent with effort to protect the recognized values of the river corridor.” She said a Riverwalk would certainly enhance the tourism that comes to Narrowsburg and enhance the economic vitality. #5 goal is “Provide for planned growth, consistent with local ordinances, to ensure optimum use of existing public services, while maintaining and conserving the essential character of the river valley.” #8 on page 14 of the RMP reads “Provide for the continued public use and enjoyment of a full range of recreational activities, as is compatible with the other goals.” The recreational activity in this case would be walking along the river. Narrowsburg on Main Street has the deepest part of the river with the Big Eddy. There is an eagle’s nest that resides on the shore of the big eddy. She referenced page 93 to support parking reading Objective 2 “Use objective guidelines to select appropriate locations for future recreational support facilities.” From page 94 she read “The site should be large enough to accommodate off-road parking.” She said the site in this case is the Riverwalk and they need to accommodate parking. Henry asked what kind of specific funding is the Town looking for the Riverwalk in the grant request? Luchsinger said in the grant request it was primarily for the parking for the Riverwalk because they want to be prepared to have that available.

Ramie asked if partial funding was allowed how much of the project could the Town still accomplish? Luchsinger said she’s not sure the money for the easements is still needed but it would be a hardship. She said the Town has to do the zoning. The property where they would like to put the parking lot is available now. Ramie asked regarding the two zoning issues of \$3,000 and \$1,200, does that include fees for budget Peter Manning as consultant for his services? Luchsinger included Manning’s total bill. Ramie asked for a more detailed bill of how much Manning would be requesting. The parking lot would be on Bridge St. next door to Il Piccolo Ponte and the building is the old dentist office. The property goes far back and the Town has always wanted to connect their municipal lot with Bridge St. Luchsinger looked behind the Post Office which connects with the municipal lot. The Post Office has a grassy incline could have a retaining wall and that could be a pedestrian walkway from the municipal lot to the new proposed parking lot. She said they weren’t going to entertain the parking lot unless the County was going to allow the Town the entrance off of Bridge St and it was approved by the County. The building would be torn down and they think about 18 cars could fit in the proposed parking lot which would benefit Narrowsburg Riverfest, the Honey Bee Festival and other events in Town. Henry asked if the Town has made an offer on the structure? Luchsinger said they want to get it appraised because it’s taxpayers’ money and they can’t make an offer without an appraisal. Richardson said it’s not bricks and mortar as such. Henry said the section Luchsinger quoted of the RMP on page 94 deals specifically with new public access areas such as Ten Mile River. Luchsinger said it is a walkway along the river. She said one of the phases is to have the observation deck tiered down to the river. That won’t happen for a while but she imagines it will be a chance to park your kayak and come up for lunch in Narrowsburg. Luchsinger said because of the timing the property is available and the plan has been started and everything is falling in to place. Padua said he feels it falls slightly under RMP goal: “Provide for planned growth, consistent with local ordinances, to ensure optimum use of existing public services, while maintain and conserving the essential character of the river valley.” The Town has a lot of public services and there is definitely a parking issues in Narrowsburg but he sees Richardson’s point. Richardson said NPS has tightened up a lot of the reviews of these

projects and they want them to be very specific on how they support the RMP. Luchsinger said she also thinks it's the RMP's second goal of economic vitality. Hendrix said NPS will likely not approve the parking lot part of the application because land acquisition can't come through TAGs. He said the project sounds great but it will not get approved if it goes through to Regional. Hendrix doesn't want Luchsinger or the Town's time to be wasted when they can come up with another grant process or other way to fund this project. Luchsinger said Peter Manning sent an email to Cilento today that may have more details about the focused projects. Ramie read the first line of the email "Hi, Shannon, attached is a draft local law for zoning law revisions. This draft was submitted for UDC review in March of 2019, with a draft UDC Substantial Conformance Review being generated in April 2019... The town seeks to work with UDC to make any needed adjustments so this draft local law can be submitted for the substantial conformance review process. We see this as a primary step. This will be accompanied by attorney review, re-referral to the county, SEQR..." Cilento said she was confused because it seems like a separate issue, about the substantial conformance process, and not relevant to this TAG.

Ramie said every year the demands generally exceed UDC TAG funding. This is the first year we've ever had one single application. It's unprecedented given there's no match required and UDC provides 10 months to complete the project. Ramie said it's disappointing more Town/ships don't take advantage of this opportunity.

The Project Review Committee asked Cilento and Hendrix to meet to review Town of Tusten FY2022 TAG to help the Town rework the application so they may resubmit the application before the 9/28 Project Review meeting.

**Other Business**

**Public Comment:** None.

A motion made by Robinson, seconded by Greier, to adjourn the meeting at 7:34 p.m. was carried.

*Minutes submitted by Ashley Hall-Bagdonas, 9/20/2021*