

Upper Delaware Council
PROJECT REVIEW COMMITTEE MEETING MINUTES
May 28, 2024

Committee Members Present: Larry Richardson, Harold Roeder Jr., Al Henry, Fred Peckham (Zoom), Jeff Dexter, Christine Martin (Zoom), Aaron Robinson, Bill Dudko

Committee Members Absent: Ginny Dudko

Staff: Laurie Ramie, Kerry Engelhardt, Stephanie Driscoll

NPS Partners: Lindsey Kurnath, Carly Marshall

Guests: None

The UDC's Project Review Committee held its monthly meeting on Tuesday, May 28, 2024. Chairperson Richardson called the meeting to order at 6:35 p.m. There was no public comment on the agenda.

Approval of April 23, 2024: A motion by B. Dudko seconded by Henry to approve the 4/23 meeting minutes carried.

Resources and Land Use Specialist Update:

New York State Projects

There were no posted Notices of Applications Received by the DRBC for May in the river corridor in NYS.

Town of Highland

Short Term Rentals – Engelhardt said she reached out to Supervisor John Pizzolato to inquire about the renewal process and fees for short term rental permits but hasn't heard back from him yet.

Town of Delaware

Callicoon Water Project – There was another update on the Callicoon Water Project in the *Sullivan County Democrat*. A pre-bid meeting was held, and the bids were to be opened on May 15 and awarded on May 23rd. The results have not yet been reported by the SCD. The article is included at the end of this report.

Town of Lumberland

Cahnmann Lot Line Adjustment et al – Last meeting Engelhardt reported that we had received information about a lot line adjustment in the Town of Lumberland. She reviewed the checklist, and the planning board engineer who submitted it was correct that no review was required from the UDC or NPS. Following that email she received two additional submissions for variances in Lumberland, both to construct accessory structures on lots containing single family dwellings. Neither of those applications require our review either, but she is appreciative of the engineer's office in sending these our way and she let him know that.

Town of Tusten

Pavilion at the Flats – Attached to the end of this report is an article from the River Reporter about the Pavilion at the Flats project, which has still not gone out to bid. This project was also touched on at the Town Board of meeting that she attended along with Marshall and Superintendent Kurnath as part of the UDC/NPS "Road Show" on May 14.

Commonwealth of Pennsylvania Projects

There were no posted Notices of Applications Received by the DRBC for May in the river corridor in the Commonwealth of Pennsylvania.

Damascus Township

Willow Wisp Organic Farm – Engelhardt said there is a new building at the Willow Wisp Organic Farm (adjacent to the Flood Plain Variance that we reviewed last month), the opening of which has been the subject of much fanfare recently on social media etc. The building originally received a building permit back in 2016 according to the UDC files, at which time it was proposed to be built for agricultural use only, however it appears that it will be used for regular events as well. She and Marshall have exchanged a few emails with CEO Ed Lagarenne, and she will be reaching out to him further to find out whether these changes in use were discussed with the Township, and whether they changed any septic, building code, or other permitting requirements.

Open Substantial Conformance Reviews

Project ID	Project Name	Municipality	Action	Status
2024-02	Smith Flood Plain Variance	Damascus Township, PA	Variance Review	Letter to NPS recommending Substantial Conformance 5/3/24
2024-03	Nectar Juice Bar	Town of Tusten, NY	Class II – Special Use Permit	To be reviewed at our June PR meeting (received 5/20/24)
2024-04	Robinson Convenience Store	Lackawaxen Township, PA	Class II – Conditional Use Permit	To be reviewed at our June PR meeting (received 5/21/24)

Additional Comments:

1. Nectar Juice Bar – Engelhardt received documentation for this application on May 20, 2024. She will be attending the Tusten Planning Board meeting tomorrow evening, May 29. We will review this at our next meeting. Ramie asked where the juice bar will be located. Engelhardt said the lower-level commercial suite at 6604 State Route 97, near Narrowsburg Veterinary.
2. Jules Robinson-Conditional Use – Engelhardt attended the Lackawaxen Township Supervisors’ Meeting on May 20th to hear the public hearing of this conditional use permit application. The applicant is proposing to put a convenience store in the building currently containing the Post Office, adjacent to the New Inn at Lackawaxen. The conditional use was granted. We will review this at our next meeting.

FY 2024 Technical Assistance Grants

The project completion for FY2024 grants are due on August 16, 2024.

The memo announcing the availability of FY2025 grants will go out to our member towns and townships and county governments next week.

New Business:

Land Use Complaint 2024-01: Brook Road, Town of Tusten: Engelhardt reported that an individual stopped in the UDC office on May 15th and spoke with Driscoll after seeing evidence of someone dumping garbage under the one-lane bridge on Brook Rd. in Tusten. She recorded the complaint, and it was discussed at the UDC/NPS staff meeting on May 16th. Robinson asked where that road is? Driscoll said it’s the road that is to the left of Blue Fox Motel off of Route 97. The one-lane bridge goes over Ten Mile River. Kurnath said they will let NPS Chief Ranger Keith Winslow know. There will be a follow-up at next month’s Project Review meeting.

NPS UPDE Letter on Skinners Falls-Milanville Bridge PEL Study: The deadline for comments was May 26th. The UDC submitted a letter on May 2nd after the full council meeting. The letter NPS sent is included in the packet, supporting traditional rehabilitation which echoes the UDC’s opinion. The Upper Delaware Scenic Byway’s letter is also included in the packet; that referred to the UDC’s more comprehensive letter on the PEL study. Richardson said he submitted comments personally as well. Ramie said they will do a summary of all the responses that will be available this summer. Tomorrow is the annual meeting of the New

York-Pennsylvania Joint Interstate Bridge Commission that she and Engelhardt will be participating in virtually. She will issue a news release on that meeting.

Other: None.

Old Business:

UDC/NPS Project Review “Road Show” Update: Marshall reported NPS and UDC have gone to Westfall, Hancock, Tusten, and Shohola meetings. Highland, Lumberland, and Delaware are scheduled for June and July. They are still waiting to hear from Deerpark, Fremont, Berlin, Lackawaxen, Cochection, Damacus, Buckingham, and Manchester. They will follow up with those towns and townships that haven’t scheduled dates yet. Richardson asked if Cochection’s invitation was addressed to the Town Supervisor? Marshall said all invitations were addressed to the appropriate UDC representative, a staff member at the municipality and the Supervisor if their contact information is available online. Richardson said he will inquire about it at the next town meeting. B. Dudko said he hasn’t received any invitation to his or G. Dudko’s email yet. Henry said he will follow up with Township Supervisor Cathy Hunt at Berlin Township. Engelhardt said it’s been nice to see how towns and townships handle their meetings in the process of delivering their information.

River Corridor GIS Mapping Tool Handout: The user-guide is available in the packet. Marshall said they have been handing this out at the “Road Shows”. It gives a step-by-step tutorial on how to use the GIS Mapping Tool. If anyone is interested in the user-guide Driscoll can send it. Marshall’s contact information is on the user-guide if anyone has any questions. Ramie said she thinks this guide is very helpful and thanked Marshall for creating it. Robinson said he was able to view layers when he initially looked at the tool, but since it’s been taken off. Marshall said she can add that feature back on. Martin asked why this is called a Decision-Making Support Tool? Marshall said the tool can be used to help towns, UDC members, and any applicants to determine whether the property is within the corridor and if it needs to be reviewed by the UDC. Marshall added that you can snap to layers with the tool.

Other: Peckham said someone from the Delaware County Department of Public Works will be at the Town of Hancock Board meeting next Tuesday (6/4) at 7pm to discuss the Lordville Bridge closure. Ramie said this subject came up at the WU/RM Committee meeting; the Lordville Road will be closed from July 8th – August 16th for bridge repairs. She has spoken to Town of Hancock Deputy Supervisor Pat O’Brien about the closure. He confirmed the June 4th meeting and said they would know more after that. She also emailed Town Supervisor Jerry Vernold to see if he had any documents and is awaiting his response. Peckham had said there is a petition going around about the bridge closure with it being in the heart of the recreational season. The UDC will look into it further to see if the town would like support from us on the timing of these repairs. Marshall asked who is presenting at the June 4th meeting. Peckham said the Department of Public Works; the county is in charge of the construction on the bridge.

Public Comment: None.

Adjournment: A Motion moved by Dudko, seconded by Henry to adjourn at 7:03 p.m. carried.