

Upper Delaware Council
PROJECT REVIEW COMMITTEE MEETING MINUTES
June 24, 2014

Committee Members Present: Larry Richardson, George Fluhr, Nadia Rajs, Andy Boyar, Harold Roeder, Jr., Fred Peckham
Committee Members Absent: Debra Conway, David Dean, Jeff Dexter
NPS Partner: Malcolm Wilbur
Staff: Laurie Ramie, Cindy Odell, Travis O'Dell
Guests: None

The UDC's Project Review Committee held its monthly meeting on Tuesday, June 24, 2014 at the Council office in Narrowsburg, NY. Chairperson Larry Richardson called the meeting to order at 7:24 p.m.

Park Atlas Demonstration by T. O'Dell: T. O'Dell thanked Wilbur for getting this information for us and referred to the Park Atlas site as a good tool. He added it would be helpful if one could search on it by address. O'Dell demonstrated how to maneuver around the site and how area and distance are measured. Peckham asked O'Dell to show his property to try and determine if the corridor boundary mirrors his land. Discussion took place about overlaying local municipality zoning maps onto the Park Atlas map. O'Dell demonstrated many of the features available on the Park Atlas site. Wilbur said this site is available on member's home computers. Richardson suggested that local municipalities get their zoning in some sort of digital format that would be compatible with this program. He noted this could be a good TAG project. Discussion about who could perform this task took place. Wilbur said it would have to be someone that speaks "the language of GIS." Members tried to determine what year the Park Atlas images were done. The Park Atlas is available at <http://imgis.nps.gov/dsc/viewer/>

A motion to approve the May 27 meeting minutes was made by Boyar, seconded by Rajs and carried. There was no public comment on the agenda.

Discussion Items Report

Project Review Update

Town of Delaware: O'Dell reported that the UDC office received the application for a Helipad at the Grover M. Hermann Division of Catskill Regional Medical Center in Callicoon. After reviewing the application, O'Dell drafted and sent Delaware Code Enforcement Officer Jim McElroy a letter on June 9th offering appreciation for submitting the project application. It acknowledged that the project is not a Class II project and is in the best interest of the health, safety, and welfare of residents; therefore it does not jeopardize the Town's Substantial Conformance status. O'Dell said it shows progress having these projects come to us for review.

Damascus Township: O'Dell said a legal notice in the June 17th *Wayne Independent* stated that a public hearing is to be held on July 1, 2014 for the purpose of acting on a Special Exception Use Application under Article VII, Floodplain Development Standards, of Damascus Township's zoning. The parcel is located at 23 Syloro Lane, just north of the New York hamlet of Callicoon. O'Dell plans to get in touch with Damascus Zoning Office Ed Lagarenne to discuss the application.

Berlin Township: O'Dell said that last month he told members about Berlin Township instituting a 6-month moratorium on the installation of signs in the Township to allow time to address adopting a sign ordinance. On June 10, O'Dell sent the section of Land and Water Use Guidelines, Principle B, Objective 4, regarding sign ordinances, to the Berlin Township secretary as a reference in drafting a sign ordinance for the Township.

UDC Project Review Municipal Presentations: O'Dell said he gave a presentation on the Upper Delaware Council's project review process on June 4th to the Town of Highland Planning Board and members of the ZBA and Town Board. Boyar noted the presentation was "well done." O'Dell plans to give the presentation at Shohola Township's Planning Board July 17th meeting. O'Dell said that Shohola has been working on changing their zoning so he provided them with the Land and Water Use Guidelines and received confirmation that they have been using them for guidance in revising their overlay district.

Enforcement Programs: O'Dell said contained in the UDC's Cooperative Agreement and Project Review Work Plans has always been an item for "review of enforcement programs." Located on pages 46-47 of the River Management Plan a few paragraphs talk about the review of enforcement programs and the importance of such programs for the success of the land use management program. To staff's knowledge there is no policy or program for accomplishing this review of enforcement programs, O'Dell continued. He asked members if there should be a set of guidelines or a policy in place to accomplish this task. Ramie said this is an instance where it would be nice to be able to ask the crafters of the Plan what their intention was for this review and how to accomplish it. O'Dell read aloud from the River Management Plan how it describes the intent. Richardson offered his interpretation of the review. O'Dell stated that what is called for is a lot of work and he believes that is why the UDC was structured to have five employees to begin with. Wilbur feels it would be worth acknowledging the Plan calls for this review and noting we cannot accomplish it because we are operating on the same budget set thirty years ago. Peckham stated that in the past, an "enforcement" committee has been developed as needed. O'Dell said that the review called for in the Plan is an annual review. He added that he agrees with Wilbur that the UDC does not have the resources to conduct what is called for. Wilbur said he believes that conceptually the review is "trust and verify." He said we trust the towns/townships to come up with regulations to meet substantial conformance and the UDC needs to verify that they are enforcing their own regulations. The minimum and maximum levels of verification were discussed.

TAG Update: O'Dell said he updated the TAG forms and the website for FY 2015 TAG applications. Applications are due by August 29, 2014. The deadline for completion of outstanding FY-2014 projects is August 22, 2014.

Discussion took place about digitizing local zoning maps into a file that could be used with the Park Atlas maps. Rajs asked what language needed to be used to write this request as a TAG project. O'Dell said he would look into that for her. Richardson noted this is a very worthwhile project for all of the towns. Wilbur suggested that if the UDC has surplus funds available, they have these maps done for all of the participating municipalities. Richardson suggested the cost be researched. Boyar noted this would be beneficial for both the municipalities and the UDC to have these maps. Members agreed this would be a very worthwhile project for the UDC to undertake. O'Dell will look into having this done. Richardson said that if this mapping project is one that the UDC undertakes, it would need to be communicated to the municipalities early enough so that they could decide on an alternative TAG project. Ramie said staff will try and have the information available by the July 3 full Council meeting.

New Business

Other: Peckham reported that the Equinunk Watershed Alliance is going to try and hold a 5K race this year similar to the one hosted last September by the UDC in celebration of the 25th Anniversary. O'Dell said he has been in touch with John Fletcher, president of the Watershed Alliance, providing him what information he can.

Old Business

Emergency Response Workshop Update: Ramie reported that a meeting was held on June 11th at which NPS Chief Ranger Joe Hinkes came in and met with staff, Wilbur, Berlin UDC Representative Al Henry, and Dominic Hillard from the Town of Tusten to discuss an emergency response workshop. By the conclusion of this meeting, Hinkes was scheduled to come and address the full Council in August to report on the emergency response efforts already taking place in the river valley as a first step. Ramie asked members what their specific concerns are about emergency response in the river valley so that we can provide Hinkes with these questions before that meeting. Richardson said personally, he wants to feel

comfortable that there is a procedure in place for any emergency that takes place in the corridor. He wants to know that local departments are in the loop and confirm that there are no gaps. Fluhr stated that the railroad presents a unique situation. After a brief discussion, the list of concerns for Hinkes to address included situations concerning the railroad, flooding, communication between the states and local agencies, and if there is an evacuation plan in place for the corridor. O'Dell feels that Hinkes may be able to alleviate many of members' concerns at the August meeting. Discussion took place about how to alert visitors about the need for evacuation should the occasion arise. Richardson said an audible alarm of some sort makes the most sense to him. Wilbur said that he left the June 11th meeting with Hinkes feeling confident that the local emergency management coordinators do in fact coordinate on emergency services. He agrees Hinkes' presentation at the August 7th meeting is a good first step in addressing emergency response.

Use of 1988 Project Review Workbook: Members resumed their page-by-page review of the workbook beginning on Page SP-12 (Review of Significant Projects) and ending at page SP-26. Pages SP-8 through SP-11 are forms and O'Dell noted those are the forms that he consolidated into the new form available to municipalities.

Other: None

Public Comment: None

Adjournment: A motion by Roeder, seconded by Rajsz to adjourn the meeting at 8:45 p.m. was carried unanimously.

Minutes prepared by Cindy Odell, 6/30/14