



WARREN COUNTY MUNICIPAL CENTER

LAKE GEORGE, NEW YORK 12845

**PLANNING & COMMUNITY DEVELOPMENT
DEPARTMENT**

Telephone: (518) 761-6410

**Planning and Community Development
Committee Meeting Agenda
22 February 2013**

A. Pending Items:

- None

B. Committee Actions Requested:

- Request to establish Capital Fund to administer Local Waterfront Revitalization Grant
- Request to establish Capital Fund to administer Flood Mitigation Grant
- Request to establish fund to administer grant award from NYS DHCR
- Request to attend National American Planning Association Conference in Chicago
- Request to enter into a contract with the Lake George Park Commission to provide GIS services
- Request to continue contract with Phinney Design for FWHC design materials.
- Request to close out CD 57
- Request to close out CD 69
- Request to close out CD 63

C. Program Updates and Discussion:

- Report of Planning referrals to Warren County IAW GML Section 239
- Update on GIS Community map and demonstration <http://fsihost.com/warrencountygis/>

RESOLUTION REQUEST FORM NO. 8

Request to Establish Capital Project or Capital Reserve Project*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: Planning and Community Development

DATE: 22 Feb 2013

- (a) Exact Title* and Number of Project (must be obtained from Treasurer's Office):
H340.9550 280, FWHC 2012 award
- (b) Is this a Capital Project?
Yes
- (c) Is this a Capital Reserve Project?
No
- (d) Amount of Project:
\$308,000.00
- (e) Source of Funding (including name & title of codes, etc.):
H340.9550 3897 Culture and Recreation \$308,000.00
- (f) Purpose of Establishment:
Administer grant award

***Title should reflect department if possible:**

i.e. Capital Project No. H.270 9550 280 *Air Handler Installation* would be clearer if name was listed as Westmount Air Handler Installation;

Capital Project No. H274.9550 280 *Replace VASI with PAPI* would be clearer if name was listed as Airport Replace VASI with PAPI.

RESOLUTION REQUEST FORM NO. 8

Request to Establish Capital Project or Capital Reserve Project*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: Planning and Community Development

DATE: 22 Feb 2013

- (a) Exact Title* and Number of Project (must be obtained from Treasurer's Office):
H341.9550 280 Flood Mitigation grant
- (b) Is this a Capital Project?
Yes
- (c) Is this a Capital Reserve Project?
No
- (d) Amount of Project:
\$324,500
- (e) Source of Funding (including name & title of codes, etc.):
H341.9550 3897 Culture and Recreation
- (f) Purpose of Establishment:
Manage grant award

***Title should reflect department if possible:**

i.e. Capital Project No. H.270 9550 280 *Air Handler Installation* would be clearer if name was listed as Westmount *Air Handler Installation*;

Capital Project No. H274.9550 280 *Replace VASI with PAPI* would be clearer if name was listed as Airport *Replace VASI with PAPI*.

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: Planning and Community Development

DATE: 22 Feb 2013

(a) Purpose of Amendment:

Establish CD 73 to administer grant award

(b) Appropriation Code, Object Code, Full Title and Amount:

73 8662 470 - \$350,000; 73 8662 437 \$30,000; 73 8686 410 \$20,000.

Sample: A.1010 470 Legislative Board – Contract

(c) Revenue Code (with title), and Amount:

73 4910 Community Development

Sample: A. 6417.2654 Tourism Occupancy – Minor Sales – Tourism

*Please note all amount must be in whole dollars – no cents.

RESOLUTION REQUEST FORM NO. 15

Requesting Approval for Out-of-State Travel*

****If the conference announcement or details are available in writing, please attach.***

DEPARTMENT NAME:

Planning and Community Development

DATE:

22 Feb 2013

- (a) Dates of Travel:
12-18 April 2013
- (b) Purpose (include complete name of any conference, school, etc.):
American Planning Association National Conference
- (c) City/Town & State:
Chicago
- (d) Employee(s) Traveling (include title(s):
Wayne E LaMothe, County Planner
- (e) Is County paying the costs or is another Agency?
H249.9550 280 First Wilderness Heritage Corridor
- (f) Mode of Transportation to be Use:

(County Vehicle or Mass Transportation)

Private

Please note: If County vehicle use is requested, upon resolution approval, please provide Fleet Manager Frank Morehouse with vehicle request form properly completed.

The request is to cost share the cost of the conference with grant funds paying the conference registration fee of \$745 along with two nights lodging at the conference at approximately \$220 + fees per night. Staff will pay for transportation costs, meals and additional lodging and fees.

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Planning and Community Development

DATE: 22 Feb 2013

- (a) Purpose of Request: Extend service agreement with LGPC

- (b) Details: The Park Commission desires to secure GIS contract services from Warren County consistent with agreement from 2012.

- (c) Previous Resolution Number: 273/2012

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

Warren County Board of Supervisors

RESOLUTION NO. 273 OF 2012

Resolution introduced by Supervisors Taylor, Conover, Monroe, Wood and Mason

AUTHORIZING AGREEMENT WITH THE LAKE GEORGE PARK COMMISSION TO PROVIDE GIS SERVICES

WHEREAS, the Assistant Director of Planning & Community Development is requesting an agreement with the Lake George Park Commission wherein the Warren County Planning & Community Development Department would provide the Lake George Park Commission with GIS services for an amount not to exceed Two Thousand Five Hundred Dollars (\$2,500) at the rate of Thirty Dollars (\$30) per hour, and that any additional services will be billed at the rates set forth in Local Law No. 3 of 2011, for a term commencing January 1, 2012 and terminating December 31, 2012, now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is, authorized to execute an agreement between Warren County and the Lake George Park Commission for the Warren County Planning & Community Development Department to provide GIS services to the Lake George Park Commission for a term and amount as set forth in the preambles of this resolution in a form approved by the County Attorney.

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Planning and Community Development

DATE: 22 February 2013

- (a) Purpose of Contract Change: Extend existing services

- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: 376/2011

- (c) Name of Contractor: Phinney Design Group

- (d) Address of Contractor: 142 Grand Ave, Saratoga Springs, NY

- (e) Contractor's Contact Person and Telephone Number:
Marci Phinney, 518.587.7120

- (f) Commencement Date of Extension: 1 Jan 2013

- (g) Termination Date of Extension: 31 Dec 2014

- (h) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount existing rates
 - iii) total amount not to exceed 1500 per year
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.

- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: H313.9550 280 Hamlet Enhancement project

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Planning and Community Development

DATE: 22 Feb 2013

- (a) Purpose of Request: Close out completed grant program

- (b) Details: Grant has been closed by grantor agency, therefore CD 57 can be closed out locally

- (c) Previous Resolution Number: 585 of 2003, 787 of 2003

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS



ANDREW M. CUOMO
GOVERNOR

DARRYL C. TOWNS
COMMISSIONER/CEO

NEW YORK STATE
DIVISION OF HOUSING
& COMMUNITY
RENEWAL

April 18, 2012

HOUSING
TRUST FUND
CORPORATION

STATE OF
NEW YORK MORTGAGE
AGENCY

NEW YORK STATE
HOUSING FINANCE
AGENCY

NEW YORK STATE
AFFORDABLE HOUSING
CORPORATION

STATE OF
NEW YORK MUNICIPAL
BOND BANK AGENCY

TOBACCO SETTLEMENT
FINANCING
CORPORATION

Honorable Daniel G. Stec
Warren County
1340 State Route 9
Lake George, NY 12845

Re: Certificate of Completion
NYS CDBG Project # 1197ME75-03

Dear Chairperson Stec:

Congratulations on the successful completion of the Warren County's New York State Community Development Block Grant (NYS CDBG). The County has met all contractual obligations, and the Office of Community Renewal approves the closeout of your grant.

On behalf of Governor Andrew M. Cuomo and NYS Homes and Community Renewal Commissioner/CEO, Darryl C. Towns, I want to congratulate you on the successful completion of your New York State Community Development Block Grant.

We appreciate your effort to complete this project in a timely and efficient manner, and we look forward to your future participation in the NYS CDBG program.

Sincerely,

Matthew L. Nelson
President
Office of Community Renewal

MLN:nc

cc: Rob Brooks, Senior Community Developer, OCR
Wayne E. LaMothe, Assistant Director, Warren County Planning & ✓
Community Development

38-40 State Street, Albany, NY 12207

nyshcr.org

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Planning and Community Development

DATE: 22 Feb 2013

- (a) Purpose of Request: Close out completed grant program

- (b) Details: Grant has been closed by grantor agency, therefore CD 69 can be closed out locally

- (c) Previous Resolution Number: 622 of 2008

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS



ANDREW M. CUOMO
GOVERNOR

DARRYL C. TOWNS
COMMISSIONER/CEO

NEW YORK STATE
DIVISION OF HOUSING
& COMMUNITY
RENEWAL

June 26, 2012

HOUSING
TRUST FUND
CORPORATION

STATE OF
NEW YORK MORTGAGE
AGENCY

NEW YORK STATE
HOUSING FINANCE
AGENCY

NEW YORK STATE
AFFORDABLE HOUSING
CORPORATION

STATE OF
NEW YORK MUNICIPAL
BOND BANK AGENCY

TOBACCO SETTLEMENT
FINANCING
CORPORATION

Honorable Daniel G. Stec
Warren County
1340 State Route 9
Lake George, NY 12845

Re: Certificate of Completion
NYS CDBG Project # 1197PF118-08

Dear Chairperson Stec:

Congratulations on the successful completion of Warren County's New York State Community Development Block Grant (NYS CDBG). The County has met all contractual obligations, and the Office of Community Renewal approves the closeout of your grant.

On behalf of Governor Andrew M. Cuomo and NYS Homes and Community Renewal Commissioner/CEO, Darryl C. Towns, I want to congratulate you on the successful completion of your New York State Community Development Block Grant.

We appreciate your efforts to complete this project in a timely and efficient manner, and we look forward to your future participation in the NYS CDBG program.

Sincerely,

Matthew L. Nelson
President
Office of Community Renewal

MLN/nc

cc: Jennifer Breen, Community Developer, OCR
Wayne E. LaMothe, Assistant Director, Warren County Planning & ✓
Community Development

38-40 State Street, Albany, NY 12207

nysocr.org

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Planning and Community Development

DATE: 22 Feb 2013

- (a) Purpose of Request: Close out completed grant program

- (b) Details: Grant has been closed by grantor agency, therefore CD 63 can be closed out locally

- (c) Previous Resolution Number: 45 of 2006

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS



ANDREW M. CUOMO
GOVERNOR

DARRYL C. TOWNS
COMMISSIONER/CEO

NEW YORK STATE
DIVISION OF HOUSING
& COMMUNITY
RENEWAL

October 19, 2012

HOUSING
TRUST FUND
CORPORATION

Honorable Daniel Stec
Warren County
1340 State Route 9
Lake George, NY 12845

STATE OF
NEW YORK MORTGAGE
AGENCY

NEW YORK STATE
HOUSING FINANCE
AGENCY

Dear Chairperson Stec:

NEW YORK STATE
AFFORDABLE HOUSING
CORPORATION

Re: Final Grant Closeout
NYS CDBG Project # 1197ED539-05

STATE OF
NEW YORK MUNICIPAL
BOND BANK AGENCY

TOBACCO SETTLEMENT
FINANCING
CORPORATION

The NYS Office of Community Renewal (OCR) previously issued a Conditional Certificate of Completion for this grant on August 28, 2009 pending receipt of a single audit for the County's fiscal year ending December 31, 2008. The OCR is now in receipt of that audit. Warren County has now met all contractual obligations, and the OCR is issuing this Certificate of Completion to formally close out Warren County's Community Development Block Grant # 1197ED539-05.

On behalf of Governor Andrew M. Cuomo and NYS Homes and Community Renewal Commissioner/CEO, Darryl C. Towns, I want to congratulate you on the successful completion of your New York State Community Development Grant.

We appreciate your effort to complete this project in a timely and efficient manner, and we look forward to your future participation in the NYS CDBG program.

Sincerely,

A handwritten signature in black ink that reads "Matthew L. Nelson". The signature is written in a cursive style with a large, sweeping "M" and "N".

Matthew L. Nelson
President
Office of Community Renewal

MLN:mr

cc: Patricia Tatich, Planner, Special Projects, Warren County ✓
Ashley Lavigne, Economic Developer, OCR

38-40 State Street, Albany, NY 12207

nyschr.org

2012 Total Projects by Town

	Area Variance	Site Plan	Sign Variance	Use Variance	Special Use Permit	Local Law	Zone Change
Bolton	46	22	0	0	0	0	0
Hague	6	3	0	0	0	0	0
Horicon	4	0	0	2	0	0	0
Lake George Village	2	1	0	0	0	0	0
Lake George Town	0	2	0	0	1	1	0
Johnsburg	0	4	0	0	0	0	0
Queensbury	29	58	6	2	7	0	1
Warrensburg	2	2	0	0	0	0	0
Chester	1		0	0	0	0	0
Total	90	92	6	4	8	1	1