

WARREN COUNTY MUNICIPAL CENTER
LAKE GEORGE, NEW YORK 12845

PLANNING & COMMUNITY DEVELOPMENT
DEPARTMENT
Telephone: (518) 761-6410

**Planning and Community Development
Committee Meeting Agenda
28 January 2015**

Committee Members: Taylor, Monroe Wood, Beaty, Strough

I. Committee meeting called to order by Chairman

II. Motion to approve minutes of prior Committee meeting

III: Committee Actions Requested:

1. Elimination of E911 addressing fees per NYS ITS. (Page 3)

Looking for direction from the Committee as the GIS files are updated and prepared for the new Enhanced 911 system. There are over 1600 parcels that currently do not have E911 addresses which are required for the update. NY indicates Warren County is the only County charging for addressing. The Department is requesting elimination of these fees.

2. Authorization for Planning Department to submit application under the current NOFA (Page 9)

The State Office of Community Renewal has made funding available and the Department wishes to maintain an option to submit for projects that may be eligible and meet funding thresholds. No specific projects are identified at this time.

3. Authorize County Planner to travel to Seattle and attend National Planning Conference. (Page 17)

The National Planning Conference will be held 18-21 April in Seattle. Requesting that the County Planner be authorized to attend with funding provided by an existing FWHC Capital fund. The conference will allow for completion of required professional continuing education requirements and biannual certification.

4. Authorize establishment of Capital Fund to administer recent DOS grant award (Page 22)

Warren County acted as the sponsor for six projects in furtherance of the First Wilderness Program. The Department wishes to establish the necessary accounts to administer this grant award. Specific project elements will be discussed as part of the project status report to the Committee identified in Section V.

5 Authorize establishment of Community Development fund CD74 to administer recent CFA

grant award. **(Page 24)**

The County was awarded \$400,000 to connect the Countryside Adult Home to the Warrensburg Sewer District. The Department wishes to establish the necessary accounts to administer this grant award.

6. Authorize an amendment to the existing IMA regarding administration of the First Wilderness Program to add the Sacandaga Hudson River Advisory Council and Saratoga North Creek Railway as participants. **(Page 27)**

The Sacandaga Hudson River Advisory Council and Railway are both project sponsors for grant activities and, as such, need to be part of the agreement and bound by the grant requirements.

IV. Referral/Pending Items:

- Committee to discuss the elimination of E911 addressing fees per New York State due to Warren County being the only County in the State that charges for E911 addressing. (11.26.14)

V. Information for Discussion/Review:

- First Wilderness Project updates (see attached) and media presentation **(Page 28)**
- Consolidation of E911 addressing
- Interdepartmental cooperation with County Departments and Municipalities sharing data. **(Page 34)** Request for County Administration to facilitate a working group to initiate this process.
- Discussion regarding staffing levels.
- Report to Committee on Planning referrals **(Page 37)**

VI. Privilege of the floor to discuss any additional items to come before the Committee

VII. Motion to adjourn

Attachments:

- LWRP program updates (6 pages)
- Resolution Request form to amend Local Law 3 of 2011 removing fees for E911 addressing
- Copy of Local Law included
- Resolution Request form to allow Planning Department to submit grant application under the current NYS OCR NOFA
- Notice of Funding Availability included
- Resolution Request form authorizing County Planner to attend National Conference
- Conference materials included
- Resolution Request for to Establish CD74
- Award letter included
- Resolution Request for to Establish Capital Fund H356
- Award Letter included
- Resolution form to amend existing IMA for First Wilderness Program
- Planning Referral report
- Staff paper on GIS program

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: 28 January 2015

(a) Purpose of Request:

Amend Local Law Local Law 3 of 2011 removing fees for E911 addressing

(b) Details:

As the GIS files are updated and prepared for the new Enhanced 911 system there are over 1600 parcels that currently do not have E911 addresses which are required for the update. NY indicates Warren County is the only County charging for addressing. The Department is requesting elimination of these fees.

(c) Previous Resolution Number:

395/2011

(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. 395 OF 2011

Resolution introduced by Supervisors Wood, Sokol, Taylor, McCoy and Loeb

TO ENACT LOCAL LAW NO. 3 OF 2011

WHEREAS, a proposed local law was duly presented to the Board of Supervisors and considered by them, said proposed local law being entitled "A Local Law Providing for Fees and the Collection Thereof in Connection with Geographic Information Systems (GIS) Services and E-911 Addressing Services Provided by the Warren County Planning Department", and

WHEREAS, the Board of Supervisors adopted Resolution No. 328 of 2011 on May 20, 2011, authorizing a public hearing to be held by the Board of Supervisors on the 17th day of June, 2011, at 10:00 a.m., in the Supervisors' Rooms in the Warren County Municipal Center on the matter of the proposed local law, and notice of such public hearing having been duly published and posted as required by law, and said public hearing having been held and all persons appearing at said public hearing desiring to be heard, having been heard, now, therefore, be it

RESOLVED, that the Board of Supervisors of the County of Warren, New York, on this 17th day of June, 2011, does hereby enact and adopt Local Law No. 3 of 2011 as set forth in Schedule "A" annexed hereto.

COUNTY OF WARREN
LOCAL LAW NO. 3 OF 2011

**A LOCAL LAW PROVIDING FOR FEES AND THE COLLECTION THEREOF IN
CONNECTION WITH GEOGRAPHIC INFORMATION SYSTEMS (GIS) SERVICES AND
E-911 ADDRESSING SERVICES PROVIDED BY THE WARREN COUNTY PLANNING
DEPARTMENT**

BE IT ENACTED, by the Board of Supervisors of the County of Warren, New York, as follows:

SECTION 1. Title: This Local Law shall be entitled "A Local Law Providing for Fees and the Collection Thereof in Connection with Geographic Information Systems (GIS) Services and E-911 Addressing Services provided by the Warren County Planning Department".

SECTION 2. Purpose and Intent: The purpose of this Local Law is to authorize revenue sources to help defray costs associated with the Warren County Planning Department's provision of general GIS services and E-911 Addressing Systems Services to members of the general public.

SECTION 3. Statutory Authorization: This Local Law is adopted pursuant to and in accordance with the authorization provided by the Municipal Home Rule Law Section 10(1)(i) and Section 10(1)(a)(ii)(9-a).

SECTION 4. Imposition of Fees for GIS and E-911 Addressing Services provided by Warren County Planning Department: On and after the effective date of this Local Law there shall be imposed and there shall be paid fees for various Warren County Planning Department services provided to the general public relating to 1) general GIS services or documents and 2) E-911 Addressing services, provided however that fees for E-911 Addressing services shall not include the cost of the travel time of Warren County personnel to and from field locations anywhere in Warren County. The fees imposed by this Local Law are set forth in Schedule "A", which is attached hereto and incorporated herein.

SECTION 5. Collection of Fees: The Warren County Planning Department is authorized to

RESOLUTION No. 395 OF 2011

PAGE 3 OF 5

establish procedures in conjunction with the Warren County Treasurer's Office for the collection of the fees imposed under SECTION 4 of this Local Law. Fees collected in accordance with established procedures may allow for a requirement for payment of such fees prior to the provision of services or release of documents by the Warren County Planning Department.

SECTION 6. Authority to Act: The Director of Planning and the Warren County Treasurer are hereby authorized to take all actions necessary to carry out the purposes of this Local Law.

SECTION 7. Severability Clause: If any provision of this Local Law or the application thereof to any person or circumstance shall be held invalid, the remainder of this Local Law and the application of such provision to other persons or circumstances shall not be affected thereby.

SECTION 8. Effective Date: This Local Law shall take effect immediately upon filing with the New York State Secretary of State.

SCHEDULE "A"

UPDATED WARREN COUNTY GIS FEE SCHEDULE

GENERAL GIS SERVICES:

SERVICE	FEE	
GIS Consulting and Support (includes data development, analysis, GPS collection, and general technical services)	\$30.00/hour	
Data Distribution		
Email/FTP upload	No Fee	
CD-ROM	\$10.00	
DVD (Note: countywide parcel data in Geodatabase format must be burned to DVD)	\$15.00	
Custom Mapping Total Cost = Map preparation fee (\$15.00) + output fee Assumes use of <i>standard available map layers</i> - <u>additional hourly rate</u> will be applied if analysis, conversion and/or new data is required for display on the custom map		
Output Needed	Output Fee	Shipping
PDF only (digital file will be emailed if possible, burned to CD-ROM if too large)	(email) \$1 (CD-ROM) \$3	N/A \$1.50
8.5" x 11" per side (includes emailed PDF if requested)	\$0.50	\$1.50
11" x 17" per side (includes emailed PDF if requested)	\$1.00	\$1.50
17" x 22" (includes emailed PDF if requested)	\$2.00	\$3.50
24" x 36" (includes emailed PDF if requested)	\$3.00	\$5.00
34" x 44" (includes emailed PDF if requested)	\$5.00	\$5.00
Larger custom size - square foot pricing applies (includes PDF if requested)	\$0.50/sq ft	\$6.00
Reprints of Existing Maps Total Cost = Processing fee (\$4.00) + output fee		
Output Needed	Output Fee	Shipping
8.5" x 11" per side (includes emailed PDF if requested)	\$0.50	\$1.50
11" x 17" per side (includes emailed PDF if requested)	\$1.00	\$1.50
17" x 22" (includes emailed PDF if requested)	\$2.00	\$3.50
24" x 36" (includes emailed PDF if requested)	\$3.00	\$5.00
34" x 44" (includes emailed PDF if requested)	\$5.00	\$5.00
Larger custom size - square foot pricing applies (includes emailed PDF if requested)	\$0.50/sq ft	\$6.00

Payment for services, particularly for large jobs, is preferred in advance but can be deferred until product pickup.
Data and maps to be mailed must be paid for in advance, however.

E-911 ADDRESSING:

ADDRESSING CASE	TEE
Single address request – Property has pre-2009 driveway and/or house <i>visible on aerial photos</i> (address completed in GIS)	\$15
Single address request – Property has driveway and/or house <u>but is not visible on aerial photos</u> (field investigation required to measure distances for address calculation). <i>Field investigation time based on mileage from Warren County municipal center to site location and back plus 5 minutes to record location via GPS.</i>	\$15 + Field time
Single address request – Vacant land but site plan of proposed development submitted (address completed in GIS)	\$15
Single address request – Vacant land only (address completed in GIS using center of road frontage)	\$15
Subdivisions (2 or more tax parcels) – with site plan of proposed development submitted (addresses completed in GIS)	\$15 per address
Multiple address requests for structures on the same parcel – <u>IF structures are visible on aerial photos OR a site plan of proposed development is submitted (addresses completed in GIS)</u>	\$15 per address
Multiple address requests for structures on the same parcel – Structures NOT visible on aerial photos (field investigation required to measure distances for address calculations). <i>Field investigation time based on mileage from Warren County municipal center to site location plus 5 minutes per address to record each location via GPS.</i>	\$15 per address + Field time

Payment for E-911 addressing must be received before notification and final forms are submitted to applicant.

Addressing Process:

1. Application completes request form online OR submits hardcopy form. Required site plans submitted (if needed).
2. Notification of request received by GIS Coordinator.
3. Fee calculated determined and relayed to applicant.
4. Address(es) calculated either directly in GIS or with field investigation and then GIS.
5. Payment received from applicant.
6. Final forms and notifications submitted to applicant and municipality (clerk, assessor, zoning administrator)

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Planning and Community Development

DATE: 28 January 2015

- (a) Purpose of Grant:
Provide Housing Rehabilitation assistance under the CDBG, Access to HOME or RESTORE programs
- (b) Name of Grantor:
NYS Homes and Community renewal
- (c) Address of Contractor: **Office of Community renewal**
Hampton Plaza
38-40 State Street
Albany, NY 12207
- (d) Grantor's Contact Person and Telephone Number:
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **To be prepared**
- (f) Effective Date of Grant: **To be determined by grantor agency**
- (g) Termination Date of Grant: **To be determined by grantor agency**
- (h) Total Dollar Amount Involved (not to exceed):
- (i) Deadline to Submit Grant Application and/or Grant Agreement:
27 February 2015
- (j) Is a Budget amendment required? If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **No** If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? **No** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

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

NOTICE OF FUNDING AVAILABILITY
STATE AND FEDERAL FUNDS
HOUSING TRUST FUND CORPORATION
OFFICE OF COMMUNITY RENEWAL
THE HAMPTON PLAZA
38-40 STATE STREET, 4th FLOOR SOUTH
ALBANY, NY 12207

**NEW YORK STATE HOMES AND COMMUNITY RENEWAL
HOUSING TRUST FUND CORPORATION
OFFICE OF COMMUNITY RENEWAL
2014 NOTICE OF FUNDING AVAILABILITY (NOFA)**

The Housing Trust Fund Corporation (HTFC) and the New York State Affordable Housing Corporation (AHC) announce the availability of approximately \$38.4 million of State and Federal funds for the following programs:

- **\$10 million** - NYS Community Development Block Grant funding for Housing Activities
- **\$25 million** - AHC Affordable Home Ownership Development Program (AHODP)
- **\$1 million** - Access to Home Program
- **\$1 million** - Access to Home for Medicaid Recipients Program
- **\$1.4 million** - RESTORE Program

NYS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

PROGRAM DESCRIPTION

The New York State Community Development Block Grant Program (NYS CDBG) is a federally funded program administered by the Housing Trust Fund Corporation's Office of Community Renewal (OCR). The program provides resources to non-entitlement communities to enable the development of decent, affordable housing, create suitable living environments, and enhance economic opportunities across the state. Applicants to the NYS CDBG program must ensure that 70% of all activities principally benefit low- and moderate-income (LMI) persons.

CDBG ELIGIBLE APPLICANTS

Eligible applicants include non-entitlement villages, towns, cities or counties throughout New York State, excluding metropolitan cities, urban counties, and Indian Tribes that are designated Entitlement communities. Non-entitlement areas are defined as cities, towns, and villages with populations of less than 50,000 except those designated principal cities of Metropolitan Statistical Areas, and counties with populations of less than 200,000.

CDBG HOUSING ACTIVITIES

CDBG funds are available for housing projects (rehabilitation including mobile and manufactured home replacement; home ownership; residential water and wastewater systems) that primarily benefit low- and moderate-income persons

2014 MAXIMUM FUNDING LIMITS

CDBG Housing Activities

Towns, Cities and Villages:

\$400,000

Counties:

\$750,000

APPLICATION FOR FUNDING

CDBG Housing Resources Funding Opportunities for 2014

Applicants seeking NYS CDBG funding for housing activities (housing rehabilitation, homeownership, private water/wastewater) must apply for funding through the 2014 Office of Community Renewal Housing Resources Funding Opportunities Application. The 2014 Application for CDBG Housing Activities will be available on the NYS Homes and Community Renewal web site, www.nyshcr.org/Funding/ on **Wednesday, December 10, 2014**. Applications will be due **no later than 4:00pm Friday, February 27, 2015**.

Applications must be submitted using the Community Development Online Application System (CDOL) available at www.nyshcr.org/Forms/.

The above-stated application deadline is firm as to date and hour. In the interest of fairness to all competing applicants, applications received after the specified date and time will be deemed ineligible and will **not** be considered for funding. Applicants should make early submission of their applications to avoid risks of ineligibility resulting from unanticipated delays or problems.

Applicants may make a request, based on demonstrated need, to submit a paper application in lieu of using the CDOL application system. Requests for approval to submit a paper application must be sent to: Mr. Christian Leo, Vice-President, NYS Homes and Community Renewal, Office of Community Renewal, Hampton Plaza, 38-40 State Street, 4th Floor, Albany, NY 12207.

AHC AFFORDABLE HOME OWNERSHIP DEVELOPMENT PROGRAM (AHODP)

PROGRAM DESCRIPTION

The Affordable Home Ownership Development Program (AHODP) is a State funded program administered by the New York State Affordable Housing Corporation's (AHC's) Office of Community Renewal (OCR). AHC's mission is to promote Home Ownership by persons of low- and moderate- income, which, in turn, fosters the development, stabilization and preservation of neighborhoods and communities throughout New York State.

AHC AHODP ELIGIBLE APPLICANTS

Eligible applicants include cities, towns, villages, and counties throughout New York State, housing authorities, housing development fund companies, and not-for-profit corporations or charitable organizations which have as one of their primary purposes the development and improvement of housing.

AHC AHODP ELIGIBLE ACTIVITIES

The AHODP provides funds for three project types:

- **New construction** of owner-occupied homes for sale, including one-to-four family homes, condominiums, cooperatives and the replacement of dilapidated mobile and manufactured homes with new Energy-Star manufactured homes or stick-built homes on homeowner-owned land.
- **Acquisition/rehabilitation** of owner-occupied homes for sale, including one-to-four family homes, condominiums and cooperatives.
- **Home improvements** to existing, owner-occupied one-to-four family homes, condominiums or cooperatives.

In the event the homes are to be located in a mixed-use structure, then any costs associated with the nonresidential uses are ineligible costs.

Proposals may not include more than one type of project. Individual proposals must be submitted for each project type. Eligible activities and owner-occupancy requirements are pursuant to the Program

Regulations of the AHODP (please see the AHC Request for Proposals for details).

2014 MAXIMUM FUNDING LIMITS

The maximum AHODP award is \$35,000 per unit except for high cost areas where the maximum award is \$40,000 per unit. Additional information regarding high cost areas can be found at www.nyshcr.org/assets/documents/HighCostAreaTable.pdf. Due to limited funds, AHC may ask that projects requesting more than \$1 million in grant funds be developed in phases.

AHC reserves the right to reject any and all proposals, to negotiate with applicants, recommend funding in an amount less than requested, conduct site visits, interview the applicant and development team, extend the submission deadline, and request additional information. AHC reserves the right to waive or modify any requirement contained in the Request for Proposals, subject to the applicable statutes and the Program Regulations.

APPLICATION FOR FUNDING

AHC AHODP Housing Resources Funding Opportunities for 2014

The AHODP Application will be available on the NYS Homes and Community Renewal website at the following two locations on **Wednesday, December 10, 2014**:

www.nyshcr.org/Funding/ and www.nyshomes.org/Municipalities/AHCGrants/RequestsforProposals.htm
Applications will be due no later than Friday, February 13, 2015.

Applications are to be mailed or hand-delivered to:

*Mr. Dominic A. Martello
Vice President
New York State Affordable Housing Corporation
641 Lexington Avenue - 4th Floor
New York, NY 10022
ATTN: 2014 AHC AHODP Housing Activities Application*

- If mailed, applications must be sent via FedEx, UPS or another similar service with delivery confirmation (i.e. U.S. Postal Service), and postmarked **no later than Friday, February 13, 2015.**
- If hand-delivered, applications must be received at the above address **no later than 5:00 PM on Friday, February 13, 2015.**

ACCESS TO HOME PROGRAM

PROGRAM DESCRIPTION

The Access to Home Program is a State funded program administered by the Housing Trust Fund Corporation's Office of Community Renewal (OCR) that provides grants to eligible applicants to make accessibility modifications to existing dwelling units occupied by low-income persons with disabilities.

ELIGIBLE APPLICANTS

Eligible applicants include cities, towns, villages or counties throughout New York State, and not-for-profit corporations that are incorporated under NYS Not-for-Profit Corporation Law. To be eligible for award, not-for-profit organizations must have been in existence and providing relevant service to the community for at least one year prior to application.

ELIGIBLE ACTIVITIES

Applications will be accepted for programs that propose funding for **one or more** of the following activities in existing residential units:

- Installations of ramps, lifts, and other similar measures to permit access to and from the exterior of a building;

- Modifications to kitchens and bathrooms to provide access to persons with mobility limitations or disabling conditions;
- Interior accessibility modifications that will permit access within the unit for persons with mobility limitations or other disabling conditions;
- Installation of devices to permit a safe environment for persons with hearing or visual impairments;
- Architectural and engineering work, testing of assisted units for environmental, health and safety purposes, and other professional services necessary for the installation of accessibility modifications;
- Other activities required to install accessibility modifications.

FUNDING LIMITS

The maximum award amount is \$150,000 with a dwelling unit maximum of \$25,000. The minimum award amount is \$75,000.

The OCR reserves the right to reject any and all proposals, to negotiate with applicants, recommend funding in an amount less than requested, conduct site visits, interview the applicant and development team, extend the submission deadline, and request additional information. The OCR reserves the right to waive or modify any requirement contained in the Request for Proposals, subject to the applicable statutes and the Program Regulations.

APPLICATION FOR FUNDING

The Access to Home application will be available on the NYS Homes and Community Renewal website, www.nyshcr.org/Funding/ on **Wednesday, December 10, 2014. Applications are due no later than 4:00 PM (EST) on Friday, February 13, 2015.** Applications must be submitted using the Community Development Online Application System (CDOL) available at: www.nyshcr.org/Forms/.

The above-stated application deadline is firm as to date and hour. In the interest of fairness to all competing applicants, applications received after the specified date and time will be deemed ineligible and will not be considered for funding. Applicants should make early submission of their applications to avoid risks of ineligibility resulting from unanticipated delays or problems.

Applicants may make a request, based on demonstrated need, to submit a paper application in lieu of using the CDOL application system. Requests for approval to submit a paper application must be sent to: Mr. Christian Leo, Vice-President, NYS Homes and Community Renewal, Office of Community Renewal, Hampton Plaza, 38-40 State Street, 4th Floor, Albany, NY 12207.

ACCESS TO HOME FOR MEDICAID PROGRAM

PROGRAM DESCRIPTION

The Access to Home for Medicaid Program is a State funded program administered by the Housing Trust Fund Corporation's Office of Community Renewal (OCR), in coordination with NYS Department of Health, that provides grants to eligible applicants to make accessibility modifications to existing dwelling units occupied by persons with disabilities that also receive Medicaid assistance. Units occupied by persons with disabilities but not receiving Medicaid assistance are not eligible for this program.

ELIGIBLE APPLICANTS

Eligible applicants include cities, towns, villages or counties throughout New York State, and not-for-profit corporations that are incorporated under NYS Not-for-Profit Corporation Law. To be eligible for award, not-for-profit organizations must have been in existence and providing relevant service to the community for at least one year prior to application.

ELIGIBLE ACTIVITIES

Applications will be accepted for programs that propose funding for **one or more** of the following activities in existing residential units:

- Installations of ramps, lifts, and other similar measures to permit access to and from the exterior of a building;
- Modifications to kitchens and bathrooms to provide access to persons with mobility limitations or disabling conditions;
- Interior accessibility modifications that will permit access within the unit for persons with mobility limitations or other disabling conditions;
- Installation of devices to permit a safe environment for persons with hearing or visual impairments;
- Architectural and engineering work, testing of assisted units for environmental, health and safety purposes, and other professional services necessary for the installation of accessibility modifications;
- Other activities required to install accessibility modifications.

FUNDING LIMITS

The maximum award amount is \$150,000 with a dwelling unit maximum of \$25,000. The minimum award amount is \$75,000.

The OCR reserves the right to reject any and all proposals, to negotiate with applicants, recommend funding in an amount less than requested, conduct site visits, interview the applicant and development team, extend the submission deadline, and request additional information. The OCR reserves the right to waive or modify any requirement contained in the Request for Proposals, subject to the applicable statutes and the Program Regulations.

APPLICATION FOR FUNDING

The Access to Home for Medicaid application will be available on the NYS Homes and Community Renewal website, www.nyshcr.org/Funding/ on **Wednesday, December 10, 2014. Applications are due no later than 4:00 PM (EST) on Friday, February 13, 2015.** Applications must be submitted using the Community Development Online Application System (CDOL) available at: www.nyshcr.org/Forms/.

The above-stated application deadline is firm as to date and hour. In the interest of fairness to all competing applicants, applications received after the specified date and time will be deemed ineligible and will not be considered for funding. Applicants should make early submission of their applications to avoid risks of ineligibility resulting from unanticipated delays or problems.

Applicants may make a request, based on demonstrated need, to submit a paper application in lieu of using the CDOL application system. Requests for approval to submit a paper application must be sent to: Mr. Christian Leo, Vice-President, NYS Homes and Community Renewal, Office of Community Renewal, Hampton Plaza, 38-40 State Street, 4th Floor, Albany, NY 12207.

RESTORE PROGRAM

PROGRAM DESCRIPTION

The RESTORE program is a State funded program administered by the Housing Trust Fund Corporation's Office of Community Renewal (OCR) to grant funds to eligible applicants to cover the cost of emergency repairs in homes owned by low- income elderly persons.

ELIGIBLE APPLICANTS

Eligible applicants include cities, towns, villages, and counties throughout New York State, and not-for-profit corporations that are incorporated under the NYS Not-for-Profit Corporation Law. To be eligible for award, not-for-profit organizations must have been in existence and providing relevant service to the community for at least one year prior to application.

ELIGIBLE ACTIVITIES

Applications will be accepted for programs that benefit elderly homeowners (60 years of age or older) with incomes less than 80 percent of median income that propose funding for **one or more** of the following activities:

- Repairs to 1-4 unit residential dwellings owned and occupied by an elderly homeowner that correct an emergency housing condition. The age and incomes of any tenants within a multi-unit structure does not factor into the eligibility of a property.
- Repairs addressing furnace, roof, electrical and plumbing or other emergency repairs.

FUNDING LIMITS

The maximum award amount is \$50,000 with a building maximum of \$10,000. The minimum award amount is \$25,000.

The OCR reserves the right to reject any and all proposals, to negotiate with applicants, recommend funding in an amount less than requested, conduct site visits, interview the applicant and development team, extend the submission deadline, and request additional information. The OCR reserves the right to waive or modify any requirement contained in the Request for Proposals, subject to the applicable statutes and the Program Regulations.

APPLICATION FOR FUNDING

The RESTORE application will be available on the NYS Homes and Community Renewal website, www.nyshcr.org/Funding/ on **Wednesday, December 10, 2014. Applications are due no later than 4:00 PM (EST) on Friday, February 13, 2015.** Applications should be submitted using the Community Development Online Application System (CDOL) available at www.nyshcr.org/Forms/.

The above-stated application deadline is firm as to date and hour. In the interest of fairness to all competing applicants, applications received after the specified date and time will be deemed ineligible and will not be considered for funding. Applicants should make early submission of their applications to avoid risks of ineligibility resulting from unanticipated delays or problems.

Applicants may make a request, based on demonstrated need, to submit a paper application in lieu of using the CDOL application system. Requests for approval to submit a paper application must be sent to: Mr. Christian Leo, Vice-President, NYS Homes and Community Renewal, Office of Community Renewal, Hampton Plaza, 38-40 State Street, 4th Floor, Albany, NY 12207.

MINORITY- AND WOMEN-OWNED BUSINESS ENTERPRISES (M/WBE) COMPLIANCE

In accordance with Section 312 of Article 15-A of the Executive Law, NYS Homes and Community Renewal requires contractors and awardees to make affirmative efforts to ensure that New York State certified Minority and Women Owned Business Enterprises have opportunities for meaningful participation on projects awarded funding by the Housing Trust Fund Corporation and the Affordable Housing Corporation.

On October 1, 2014 Governor Andrew M. Cuomo announced that his Administration is increasing its goal for MWBE state contracting utilization to 30 percent, the highest such target for any state in the nation. You can read more about the Governor's announcement at <http://www.governor.ny.gov/press/10114-mwbe-contracting>.

Additional information regarding M/WBE compliance for the Programs included in this NOFA can be found at <http://www.nyshcr.org/AboutUs/Offices/FairHousing/>."

NEW YORK STATE GRANTS GATEWAY PREQUALIFICATION

The New York State Grants Gateway is a statewide effort that will improve the way the State administers grants by simplifying and streamlining the grants management process.

Effective August 1, 2014, not-for-profit organizations must be prequalified in order to do business with New York State. In order to prequalify, not-for-profit organizations must submit an online Prequalification Application through the Grants Gateway. The Prequalification Application is comprised of five components to gauge your organizational structure and the types of services you provide. The required forms and document uploads are all part of the Grants Gateway Document Vault. Resources to complete the

application and associated document vault can be found in the Quick Links Section of the Grants Gateway page at <http://grantsreform.ny.gov/>.

Prequalification is designed as a way for not-for-profits to interact more directly with State agencies before they compete for State contracts, enabling them to make adjustments and answer concerns prior to entering a competitive bid process. Once they have been prequalified, multiple State agencies will have ready access to the prequalification materials, eliminating redundant submissions of such information by the vendor. Not-for-profits will only have to formally prequalify every 3 years, with the responsibility to keep their information current throughout the 3 year period.

PLEASE NOTE: Not-for-Profit applicants that are **not** prequalified through the New York State Grants Gateway by the application deadline of Friday, February 13, 2015, will **not be eligible to receive** funds, and any applications submitted to the OCR will be deemed ineligible for review and consideration.

CONTACT INFORMATION

For inquiries or technical assistance regarding the NYS CDBG, HOME Investment Partnership for Local Program Administrators, Access to Home and RESTORE programs, please contact:

*NYS Home and Community Renewal
Office of Community Renewal
The Hampton Plaza
38-40 State Street, 4th Floor South
Albany, NY 12207
Telephone: (518) 474-2057*

For inquiries and technical assistance regarding AHC's AHODP, please contact:

*New York State Homes and Community Renewal
New York State Affordable Housing Corporation
641 Lexington Avenue, 4th Floor
New York, NY 10022
Telephone: (212) 872-0438*

THIS NOTICE WAS PREPARED AND SUBMITTED BY:
CHRISTIAN LEO, VICE-PRESIDENT
HOUSING TRUST FUND CORPORATION
OFFICE OF COMMUNITY RENEWAL
THE HAMPTON PLAZA
38-40 STATE STREET, 4th FLOOR
ALBANY, NY 12207
OCRINFO@NYSHCR.ORG
[HTTP://WWW.NYSHCR.ORG](http://WWW.NYSHCR.ORG)

Wednesday, December 10, 2014

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: 28 January 2015

- (a) Dates of Travel: **17-23 April 2015**
- (b) Purpose (include complete name of any conference, school, etc.):
American Planning Association 2015 National Planning Conference
- (c) City/Town & State:
Seattle, Washington
- (d) Employee(s) Traveling (include title(s):
Wayne E LaMothe, County Planner
- (e) Is County paying the costs or is another Agency?
County through Capital Fund H292
- (f) Mode of Transportation to be Use: **Mass transportation**
(County Vehicle or Mass Transportation)

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

REGISTRATION INFORMATION

Save big when you register by February 19!

planning.org

STEP 1: JOIN APA

Join APA now and you'll save up to \$350 on conference registration. That could more than pay for your membership! You'll enjoy members-only privileges during the 2015 conference in Seattle—including discounts at APA's conference bookstore—with more benefits to come when you get home. Like *Planning*, our flagship magazine, and *APA Interact*, our e-newsletter. Access to members-only features on the APA website. A chapter that connects you to the local planning community. And discounts on state and regional conferences and APA publications.

Join APA now at planning.org/join to qualify for the member price and privileges at the 2015 conference in Seattle.

STEP 2: BASIC REGISTRATION

Your registration price will depend on your APA membership status and type, along with the activity you choose. Register online and save! A \$50 paper-processing fee applies to each mailed or faxed registration. You need an ID to register. Members use the ID found on your *Planning* label or APA invoice. Nonmembers: Create an ID online.

To register online

Go to planning.org/conference.

To register by mail or fax

Use this form. Provide all information requested. Please print. Circle the registration rate that applies to you, determined by your APA membership status and type at the time of registration.

CONFERENCE RATES (APRIL 18–21)

FULL REGISTRATION

APA Regular Members, Planning Board Members, Speakers, Nonmember Planning Commissioners and Officials, and other Nonmembers (including Nonmember students)

Includes awards luncheon invitation, Exhibitors' Meet and Greet reception, and PowerPoint presentations from speakers (post conference). Rate applies to individuals only, not agencies.

DISCOUNTED REGISTRATION

APA Student, New Professional, Life, and Retired Members
Nonmember students must pay the nonmember registration rate.

Includes Exhibitors' Meet and Greet reception, and PowerPoint presentations from speakers (post conference). TICKETS MAY BE PURCHASED for the awards luncheon, but it is not included with discounted registration. Nonmember students must pay the nonmember registration rate.

Mobile workshop coordinators and training workshop speakers also qualify for discounted registration. To receive the discount, get a registration promo code from APA staff and provide the code in Step 2 of the registration form.

STEP 3: EVENTS AND ACTIVITIES

Select from a variety of paid activities during the conference, including mobile workshops, GIS workshops, orientation tours, Local Host Committee special events, and other ticketed events. Consult the list by browsing the program at planning.org/conference to determine the name and function code of the event or activity you want to add. (Hint: all function codes are listed on the activity details page, and contain one letter and three numbers.)

STEP 4: PAYMENT

Enter subtotals from each step on the appropriate line. Add subtotals to determine the total amount. APA will accept payment in U.S. dollars only.

Payment by Check

Only available with paper registration. Enter the check number and make check payable to the American Planning Association. Do not mail paper registration after March 19.

Payment by Credit Card

APA accepts American Express, Discover, MasterCard, and Visa. Enter the credit card number and expiration date; cardholder signature required.

If you must change your registration:

Registration changes may be made at planning.org/conference, or by e-mail to registrationchanges@planning.org. Only changes received by March 19, 2015, will be eligible for refunds. APA will charge a \$50 paper-processing fee (\$35 for students) for each change that is mailed, faxed, or e-mailed. Allow three weeks for processing.

If you must cancel your registration:

Send cancellations by e-mail to registrationchanges@planning.org. Only cancellations received by March 19, 2015, are eligible for refunds. A \$50 paper-processing fee (\$35 for students) applies to cancellations. Allow three weeks for processing.

STEP 5: MAIL OR FAX

Mail completed form and payment to:

American Planning Association
Payment Center
94343 Eagle Way
Chicago, IL 60678-9430 (check payments only)

Fax Completed Form to:

312-786-6700 (credit card payments only)
Fax line open through March 19, 2015

Registration Policies:

As you register for APA's National Planning Conference, please keep these policies in mind. They're designed to create a smoother, more transparent process for everyone.

- Registration forms may be received online, faxed, or mailed. No phone registrations or changes accepted. Please register only once. If you've faxed in your registration form, do not mail it also. Your payment must accompany your registration form. Registration forms that do not indicate a payment method will not be processed.
- A \$50 paper-processing fee will be applied to each paper registration, change, or adjustment.
- If your APA membership cannot be verified at the time of your registration, you will be charged the nonmember rate.
- Only one name badge, final program, and conference packet will be issued for each registration.
- Registrations may not be shared.
- The e-mail address you provide on the registration form will be your e-mail address of record.
- To transfer a registration, e-mail registrationchanges@planning.org. A processing fee of \$50 will apply.
- Registration forms must be received by February 19, 2015, for early registration rates and by March 19, 2015, for regular registration rates. Registrations received after March 19 will be charged at a higher rate. No exceptions.

On-Site Registration Policies:

- There will be a \$10 charge for replacement badges; proof of registration will be required.
- Overpayments from preprinted business checks received on-site will be processed within three weeks after the conference. No refunds on-site.
- Checks, cash, and American Express, Discover, MasterCard, and Visa credit cards are the only methods of payment accepted on-site.

Confirmations:

If you register online, you will receive your confirmation by e-mail within 24 hours. If you register by mail or fax, a confirmation will be mailed to you within three weeks of receipt of your registration. If you do not receive a confirmation, e-mail confregistration@planning.org. Register on-site if you have not received your confirmation by March 30, 2015.

REGISTRATION MATERIALS

Badges will be sent to your preferred mailing address if you register by March 19, 2015. After March 19 you can pick up your badge on-site. Event tickets will be mailed to you for you to print. You will receive your badge approximately one week prior to the start of the conference. You must bring it with you to the conference. Pick up your final program on-site at the Washington State Convention Center. The registration area is located in the main concourse, directly outside Hall C.

SEATTLE 2015 REGISTRATION FORM

NAME AND ADDRESS (PLEASE PRINT)

☐ Please check here if you are revising a previously submitted registration.

ID NUMBER

FIRST NAME

M.I.

LAST NAME

HOME ADDRESS

CITY

STATE

ZIP

EMPLOYER/SCHOOL NAME

DEPT.

EMPLOYER/SCHOOL ADDRESS

SUITE #

CITY

STATE

ZIP

FIRST NAME ONLY (FOR BADGE)

TITLE

HOME PHONE

OFFICE PHONE

FAX NUMBER

E-MAIL ADDRESS (REQUIRED: SEE NOTE ON FACING PAGE)

Preferred mailing address: ☐ Home ☐ Employer

Preferred billing address: ☐ Home ☐ Employer

STEP 1: JOIN APA NOW

Join APA online now! You'll qualify for the member conference price and enjoy member privileges in Seattle! Go to planning.org/join, follow the onscreen instructions, and make a note of your APA ID. (It will appear on the confirmation screen and be e-mailed to you.)

STEP 2: BASIC REGISTRATION

CIRCLE the rate option that fits your current membership category and registration date.

FULL CONFERENCE RATES

Includes awards luncheon invitation, Exhibitors' Meet and Greet reception, and PowerPoint presentations from speakers (post conference).

Payment must be received by:	Feb. 19	Mar. 19	On-site
APA Regular Member/ Planning Board Member/Speaker	\$730	\$780	\$830
Nonmember Planning Commissioner, Elected or Appointed Official	\$730	\$835	\$885
Other Nonmember	\$1,045	\$1,045	\$1,045
COMPLIMENTARY REGISTRATION	FREE	FREE	N/A
Registration code required _____			

DISCOUNTED CONFERENCE RATES

Includes Exhibitors' Meet and Greet reception, and PowerPoint presentations from speakers (post conference). TICKETS MAY BE PURCHASED for the Awards Luncheon but is not included with discounted registration. Nonmember students must pay the nonmember registration rate.

Payment received by:	Feb. 19	Mar. 19	On-site
APA Student Member/New Professional Member/Retired Member/Life Member	\$125	\$145	\$165
Mobile Workshop Coordinator or Training Workshop Speaker	\$150	\$150	\$150
Registration code required _____			

Step 2: Basic Registration Subtotal \$ _____

STEP 3: EVENTS AND ACTIVITIES

Indicate the title, function code (found at the end of the activity description), quantity, and price for each additional activity. For information, browse the program at planning.org/conference.

Activity Title	Function Code	Quantity	Price
Activity 1: Basic Training	FC001	100	\$1000
Activity 2: Advanced Training	FC002	50	\$2000
Activity 3: Specialized Training	FC003	25	\$4000
Activity 4: Leadership Training	FC004	15	\$6000
Activity 5: Team Building	FC005	30	\$3000
Activity 6: Communication Skills	FC006	20	\$5000
Activity 7: Problem Solving	FC007	18	\$5500
Activity 8: Decision Making	FC008	12	\$8000
Activity 9: Time Management	FC009	22	\$4500
Activity 10: Stress Management	FC010	16	\$6500
Activity 11: Public Speaking	FC011	14	\$7000
Activity 12: Negotiation Skills	FC012	10	\$9000
Activity 13: Conflict Resolution	FC013	8	\$12000
Activity 14: Emotional Intelligence	FC014	12	\$8500
Activity 15: Cross-Cultural Communication	FC015	10	\$9500
Activity 16: Project Management	FC016	15	\$7500
Activity 17: Risk Management	FC017	10	\$10000
Activity 18: Quality Management	FC018	12	\$8800
Activity 19: Change Management	FC019	10	\$11000
Activity 20: Innovation and Creativity	FC020	15	\$7800

Step 4: Events and Activities Subtotal \$.....

STEP 4: PAYMENT

Step 2 Subtotal \$ _____

Step 3 Subtotal \$ _____

Step 4 Subtotal \$ _____

Processing fee for each paper submission \$ 50

TOTAL U.S. DOLLARS \$ _____

☐ Check # _____ \$ _____
(payable to American Planning Association, in U.S. Dollars)

☐ Credit Card

American Express \$ _____

Discover \$ _____

MasterCard \$ _____

Visa \$ _____

2017-2018

DATA **SECURITY CODE**

CARDINAL DE LA SALLE (RECEIVED)

CARD NUMBER

EXP. DATE: _____ SECURITY CODE: _____

CAUTION: THE SIGNATURE (HCS) FIELD

Total Payment \$ _____

Changes/cancellations must be received in writing by March 19, 2015.

Questions?

E-mail registrationchanges@planning.org or call 312-334-1250

STEP 5: MAIL OR FAX

MAIL COMPLETED FORM WITH PAYMENT TO:

American Planning Association
Payment Center
94343 Eagle Way
Chicago, IL 60678-9430 (check payments only)

FAX COMPLETED FORM TO:

312-786-6700 (credit card payments only)
Fax line open through March 19, 2015

office use only				
INITIALS	DATE	C/R #	AMOUNT	
	CHECK			
	BILLING			
	CREDIT CARD			
	CANCELLATION		\$50/35	
	REFUNDS			
	TOTAL			

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: 28 January 2015

- (a) Exact Title* and Number of Project (must be obtained from Treasurer's Office):
H356 – First Wilderness Plan Implementation 2014
- (b) Is this a Capital Project?
- (c) Is this a Capital Reserve Project?
No
- (d) Amount of Project:
H349.9550 280 - \$832,900,
- (e) Source of Funding (including name & title of codes, etc.):
H349.9550 2790 - \$422,450 – Share of Joint Activity, Local, H349.9550 3897 - \$410,450 – Culture & Recreation
- (f) Purpose of Establishment:
Administer grant award from Local Waterfront Revitalization Program

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

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



STATE OF NEW YORK
DEPARTMENT OF STATE
ONE COMMERCE PLAZA
99 WASHINGTON AVENUE
ALBANY, NY 12231-0001

ANDREW M. CUOMO
GOVERNOR

CESAR A. PERALES
SECRETARY OF STATE

December 17, 2014

The Honorable Kevin B. Geraghty
Chairman of the Board of Supervisors
Warren County
1340 State Route 9
Lake George, NY 12845

Dear Chairman Geraghty:

In 2011, Governor Cuomo launched the Regional Economic Development Councils and the Consolidated Funding Application (CFA) to provide each region with the tools to create and implement their own roadmap for economic prosperity and job creation. This community-based model uses local assets to drive local economic growth and has resulted in unprecedented partnerships and collaboration that are building a reinvigorated economy.

Building on the success of the first three rounds, the 2014 CFA made \$709.2 million in economic development resources available from over 30 programs across 12 state agencies for projects focused on community development and job creation, direct assistance to business, waterfront revitalization, energy and environmental improvements, sustainability and low-cost financing. The New York State Department of State is proud to have contributed over \$11.75 million of that amount.

On behalf of Governor Cuomo, I am pleased to inform you that funding has been awarded through the Department of State Local Waterfront Revitalization Program under Title 11 of the Environmental Protection Fund to undertake the following project(s):

- CFA #38885 - \$410,450.00
First Wilderness Plan Implementation 2014

In the near future, your office will be contacted by the Department of State Office of Planning and Development regarding next steps in developing a contract work program, MWBE goals, and other terms and conditions. I urge you to work closely with our program staff to ensure progress toward achieving a fully executed contract.

If you have any questions, please call Kenneth Smith at (518) 473-3373 or email Kenneth.Smith@dos.ny.gov.

I am pleased that the State of New York is able to assist your efforts in improving your waterfront. Congratulations and we look forward to working with you on this special initiative.

Sincerely,

Cesar A. Perales
Secretary of State

cc: Arnie Will
Wayne LaMothe

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: 28 January 2015

- (a) Purpose of Amendment:
Establish CD 74 to administer grant award
- (b) Appropriation Code, Object Code, Full Title and Amount:
74 8662 470 - \$365,000; 74 8662 437 \$20,000; 74 8686 410 \$15,000.

Sample: A.1010 470 Legislative Board – Contract

- (c) Revenue Code (with title), and Amount:
74 4910 Community Development - \$400,000

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

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



NEW YORK STATE
DIVISION OF HOUSING
& COMMUNITY
RENEWAL

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

ANDREW M. CUOMO
GOVERNOR

DARRYL C. TOWNS
COMMISSIONER/CEO

December 19, 2014

Honorable Kevin Geraghty
Chairperson
Warren County
1340 State Route 9
Lake George, NY 12845

Re: CDBG Program Award
NYS CDBG Project #1197PF20-14
REDC CFA #42627

Dear Chairperson Geraghty:

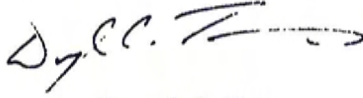
Congratulations. On behalf of Governor Andrew Cuomo and the Housing Trust Fund Corporation, it is my pleasure to inform you that Warren County has been awarded \$400,000.00 in New York State Community Development Block Grant program funds as part of the 2014 Regional Economic Development Council (REDC) Consolidated Funding Application (CFA) round.

In 2011, Governor Cuomo launched the REDC and the CFA to provide each region with the tools to create and implement their own roadmap for economic prosperity and job creation. This community-based model uses local assets to drive local economic growth and has resulted in unprecedented partnerships and collaboration that are building a reinvigorated economy. The 2014 REDC CFA process made \$750 million in economic development resources available from 33 programs across 12 state agencies. The agency programs provide resources for projects focused on community development and job creation, direct assistance to businesses, waterfront revitalization, energy and environmental improvements, sustainability and low-cost financing. NYS Homes and Community Renewal's Office of Community Renewal is proud to have contributed nearly \$30 million to this year's Consolidated Funding Application.

Our agency will contact you shortly to outline the procedures necessary to advance your REDC CFA award, and satisfy the conditions of the grant agreement. Please be advised that no work can be performed, nor any cost incurred, prior to the execution of the grant agreement and approval of all required environmental review materials. Should you have any questions in the interim, please do not hesitate to contact the Office of Community Renewal at (518) 474-2057.

Congratulations again to you and your community. We look forward to working with you on the implementation of this and other important community development projects in your community.

Sincerely,

A handwritten signature in dark ink, appearing to read "D.C. Towns", with a stylized flourish at the end.

Darryl C. Towns
Chairperson
NYS Housing Trust Fund Corporation

cc: Christian M. Leo, Vice President, Office of Community Renewal
Wayne LaMothe, Assistant Director

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: 28 January 2015

(a) Purpose of Request:

Amend existing IMA governing administration of LWRP funds for the First Wilderness Program to add Saratoga North Creek Railway and Sacandaga Hudson River Advisory Council as project partners.

(b) Details:

Recent grant awards involve assistance to the railway and advisory council and the grantor agency requires an agreement for compliance with grant terms and conditions in order for these entities to be eligible for funding.

(c) Previous Resolution Number:

584 of 2011

(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**

2007 (C006828) - Project amount \$1,010,000	
Task	Status
Component 1: Planning, design and construction of improvements to the North Creek Train Station complex	Design services for construction drawings for improvements to the Train Station complex and connections to Main Street were approved in July of 2014. The LA Group, in conjunction with Warren County DPW, has provided materials that were used to solicit bids for the connection to Main street and for construction of a parking area adjacent to the train station. Bids are being awarded at this time but the limited time remaining in the 2014 construction season will mean that some work will need to be finished in the Spring of 2015.
Component 2: Planning, design and construction of connections between Hadley and Lake Luzerne, including streetscape enhancements and construction of a train station and parking facilities	Complete with the exception that CLA Site of Saratoga will be completing the streetscape design for Lake Luzerne from Bridge Street to Rte 9N
Component 3: Updating the First Wilderness Heritage Corridor Action Plan	This element is being handled in house with outside assistance as needed. Preliminary review of existing plans and goals in complete. A working draft is near completion and community specific updates are complete for Warrensburg, Stony Creek and Johnsburg. Chester is nearly complete and Thurman, Hadley Corinth and Lake Luzerne updates are in work.
Component 4: Corridor coordination to assist with marketing and outreach	Activities are on going and will be refined when the Marketing Plan is completed. This plan is being developed through C006982 and will incorporate lessons learned through the past years with Pam Morin's efforts.
2008 C006982) - Project amount \$516,540	
Component 1: design and construction of improvements to the North Creek Train Station complex and adjacent streetscapes	Final design Materials from LA group have been received. Schoder Rivers Engineering has completed drawings for remedial work on building. The Town has renovation work underway.
Component 2 : develop a marketing and promotion plan to guide the preparation and delivery of events and materials to enhance regional tourism activities	On going. Draft is nearing completion and will be requesting input from professional firm.

Component 3: enhancements to the First Wilderness Heritage Corridor website	The County continues to look for ways to improve delivery of the First Wilderness Corridor message. The website receives periodic updates and the County has also extended the web presence to social media with a facebook presence. These two internet based approaches are part of the draft marketing plan and will continue to reflect current events within the Corridor. County staff are currently preparing a new website based on Wordpress, the draft materials may be found at firstwilderness.wordpress.com .
2009 (C007088) - Project amount \$832,012	
Component 1: The Town of Chester will assess the capability of the hamlet of Chestertown Water District to support a newly created 22-acre industrial park and a 56-acre parcel to be developed for affordable housing. As part of the project, designs for the water infrastructure extension will be completed	This element is essentially complete. Cedarwood Engineering will provide final documents in Dec 2014.
Component 2: The Town of Chester will complete streetscape enhancements in the hamlets of Chestertown and Pottersville, including lighting, sidewalks, and landscaping	Significant elements of this activity are complete and drawings and photos have been previously forwarded to DOS. The Streetscape improvements involved new sidewalks and a Veteran's memorial in front of the Town Municipal Center.
Component 3: The Town of Stony Creek will construct non-motorized trails with associated parking and signage at Dean Farm, a 217-acre parcel owned by the ESF College Foundation, Inc., in order to create a recreational destination for residents and tourists.	The Town has done amazing work constructing the trails and elevated boardwalks. A request is pending with DOS for improvements to the visitor's center building. The Town is progressing on this activity with most of the ADA compliant trail work completed. Approximately 1.1 miles of ADA compliant trail is complete to include .12 miles of elevated boardwalk. An additional 1.8 miles of trail have been completed on the eastern section of the site.
Component 4: Using designs completed under a previous grant award, the Town of Lake Luzerne will complete streetscape enhancements in the hamlet of Lake Luzerne, including sidewalks, lighting, and landscaping	The element is awaiting completion of designs by CLA Site in Component 2 of the 2007 award.
Component 5: Warren County will design wayfinding sites and signage in the hamlets of Lake Luzerne, Thurman, Warrensburg, Chestertown, North Creek and Pottersville	Design is completed and Buildings and grounds is preparing the physical structures. We need to contract with Shannon Rose of Saratoga for updates to previous materials to be used in the kiosks.

Component 6: Warren County will continue to provide administrative and management services for the project, including but not limited to: policy development; compliance with regulatory requirements; agency coordination; record-keeping; payment requests; consultant oversight; and compliance with reporting requirements	On going
2011 (C007159) - Project amount \$926,232	
Component 1: Design of Dynamite Hill Ski Area Improvements: The project partners will complete design and engineering of improvements needed to modernize the Dynamite Hill Ski Area in the Town of Chester in order to allow it to serve as a year-round destination area in winter months and to make the park more accessible for bike and pedestrian traffic from Main Street	The LA Group is under contract to complete a Recreation Assessment of Town facilities to better determine gaps in facilities. On behalf of the Town, the County will bid for a new lift structure to be used at Dynamite Hill.
Component 2: Design and Construction of North Creek Streetscape Improvements The project partners will complete final design and construction of selected streetscape improvements identified in the North Creek Main Street Enhancement Plan. Improvements will be focused on the area between the municipal center and the North Creek Train Station Complex and will include lighting, sidewalks, landscaping and installation of a pedestrian gazebo	Awaiting completion of design work in Component 1 of 2007 award.
Component 3: Design and Construction of Thurman and Hadley Station Improvements The project partners will complete design and construction of improvements to the Thurman and Hadley stations including enclosing the existing platforms and construction of restroom facilities.	This element is complete
Component 4: Design and Construction of Boarding Platform at the Old Corinth Station The project partners will complete design and construction of a boarding platform at the old Corinth station utilizing the design template for the recently completed platform at Stony Creek	Saratoga Associates and Rogers Planning have been retained to undertake site design and construction drawings. The first meeting was held 19 November at the Town of Corinth and physical work will begin in 2015.
Component 5: Design and Construction of Adirondack Folk School Enhancements The project partners will complete design and construction of enhancements to the Adirondack Folk School in Lake Luzerne, including a new 1,100-sq.ft. classroom, an ADA-compliant restroom and office space for administrative services	Design services have been awarded to Phinney Design Associates of Saratoga although the Folkschool has yet to sign the contract. This element is behind schedule and discussions with the Folkschool are ongoing.

Component 6: Corridor Marketing and Promotion The project partners will work with the rail operator to create, market and promote activities to enhance regional tourism activities	On going. Corridor Map and Hudson River map have been prepared and printed.
Component 7: Project Management and Administration Project management and administration services will be provided for the project through the Warren County Planning Department pursuant to a Memorandum of Understanding with the corridor communities	on going
2012 (C1000267) - Project amount \$616,000	
Component 1: Design and Construction of Warrensburg Main Street Improvements The Town of Warrensburg will design and restore the historic bandstand facility that serves as the focal point on Main Street and provides restroom facilities for tourists visiting the town	Design services and abatement are complete. The Town is in the process of finalizing the scope of a construction contract with Mid-State Industries, Inc.
Component 2: Design of Warrensburg Waterfront Park The Town of Warrensburg will design a new waterfront park on a 3.5 acre former brownfield site to support local and regional recreation and tourism needs. Features envisioned for the park include, but not necessarily limited to: water access for canoe/kayak; picnic and passive recreation use; public garden space(s); and historical interpretation and educational opportunities	Chazen Companies has been retained for design of the site plan. Transfer of the property to the Town has been finalized.
Component 3: Design of Town of Corinth Rail Station The Town of Corinth will prepare designs for a new train station that will enable the community to restore passenger and freight service. There is currently no facility to board passengers at Corinth even though the rail operator identifies it as a major stop along the service to Saratoga Springs. A temporary facility is being constructed but grant funds will allow the Town to construct a more historically correct structure	Saratoga Associates and Rogers Planning have been retained to undertake site design and construction drawings. The first meeting was held 19 November at the Town of Corinth and physical work will begin in 2015.
Component 4: Project Management and Administration Project management and administration services will be provided for the project through the Warren County Planning Department pursuant to a Memorandum of Understanding with the corridor communities	on going

2013 (C1000460) - Project amount \$1,107,000	
Component 1: Town of Hadley – Sacandaga River Whitewater Park This project involves the development of the first phase of a whitewater park on the Sacandaga River in the area west of the Bow Bridge in the Town of Hadley. Phase I includes the placement of the boulders in the river to create an area for whitewater kayaking and whitewater events. All design and permits are in place and funding will be used for construction only	The Sacandaga Hudson Advisory Council has contracted with the McGaughlin Whitewater Group for design and construction oversight. Construction will be bid in January 2015 for implementation in the spring of 2015.
Component 2: Town of Stony Creek - Dean Farm Preserve Enhancements This project involves the design and construction of enhancements to the Dean Farm Recreation Area in the Town of Stony Creek, including an improved parking area and development of restroom facilities	Cedarwood Engineering will be preparing design alternatives.
Component 3: Town of Stony Creek – Hamlet Streetscape Enhancements This project involves the design and construction of streetscape and gateway enhancements in the hamlet of Stony Creek, including informational signage, street furniture and landscaping. The enhancements implement recommendations adopted in the Stony Creek Hamlet Revitalization Plan.	CLA site has been awarded design services and a contract is being finalized.
Component 4: Town of Lake Luzerne – Adirondack Folkschool Enhancements This project involves the enhancement of teaching facilities at the Adirondack Folkschool in the Town of Lake Luzerne. Enhancements include: a new 1,500 sq ft blacksmith building, a new exterior siding and finish of the existing Adirondack Folkschool main building, and new concrete walkway connections between the three buildings and parking lot on the Adirondack Folk School campus	Design services have been awarded to Phinney Design Associates of Saratoga although the Folkschool has yet to sign the contract. This element is behind schedule and discussions with the Folkschool are ongoing.
2014 awarded \$820,900	
Component 1 - Update of the Corridor Market Study The study will evaluate the role of improved passenger rail in the Adirondack economy, the benefits to be gained from increased tourism and leisure expenditures and the estimated net impact on jobs and investment in this region	Draft work program is being developed
Component 2 This component requests funding to provide the materials to replace public waterlines and laterals in the are to be improved through the previously funded streetscape program.	

Component 3 A significant impediment to economic growth in the Hamlet of North Creek is the lack of a public sewer system. The Town's engineers have recently completed a Centralized Sewer Feasibility Study for the Hamlet as part of the site reconnaissance for the streetscape work. The request is for funding to take the next step as identified in that study to create a Map and Plan Report for the formation of a Sewer District	
Component 4: Linkage between Chestertown and Pottersville The project is to develop a concept for a 10.7-mile bike-pedestrian path between the hamlet of Chestertown to Scaroon Manor Day Use Area.	
Component 5 - Town of Corinth Reservoir Property Concurrent with the depot master plan and station design, the Village of Corinth is preparing a recreation Master plan for the Reservoir Property located ¾ of a mile east of the depot along County Route 10.	
Component 6 - Stony Creek Community Center The project consists of the rehabilitation of the historic former United Methodist Church and construction of an addition, to serve as the Stony Creek Library and community assembly space. The project also includes utilities and site improvements associated with the building construction. The Church building is listed on the National Register and design of the rehabilitation work will be consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties. Review of the project by the NYSHPO is anticipated. The scope of services covered by this Attachment is the Construction Documents phase of the project, which will include limited programmatic and technical modifications initiated by the Library to the Schematic Design dated 11/28/11.	
Component 7 - Project Oversight: Warren County, through its Planning Department, will provide administrative services for this project.	

Interdepartmental and Intermunicipal Data Sharing for Emergency Response Data 23 January 2015

Two recent New York State developments have strongly impacted the use and availability of data for Emergency Response at the County level. The Planning Department has been directly involved in one of these: the release of statewide address points for use in 911 dispatch. This dataset, which will contain a point on the rooftop of every inhabited structure within the county, with an associated e-911 address, will greatly benefit both the way e-911 addresses are issued within the county and the way call location is handled in the call center, as well as pave the way for the implementation of Next-Gen e-911. However, the data also presents some challenges:

1. The dataset contains over 40,000 points, all of which need to be reviewed for accuracy in both location and e-911 number. Because the County has never previously maintained e-911 data on a "house-to-house" basis, we know that there is much work to be done on this dataset, and that the project will require substantial staff resources. At a minimum, we need to complete the following items:
 - a. **Database review:** The state has flagged thousands of points for which it was unable to determine addresses, as well as addresses for which it was unable to determine a location. We need to review and correct all of these
 - b. **Field address collection and verification:** We don't have address information for condos, townhouses, multi-family residences or apartments. We also don't have comprehensive address information for strip malls, businesses, and office buildings. This data will need to be collected in the field, and appropriate e-911 addresses assigned where missing.
 - c. **Correct incorrect addresses.** There are many cases where addresses have been assigned by someone not authorized to do so (the homeowner, the developer, the zoning officer, the assessor, etc). In some cases, this has resulted in incorrect and duplicate addresses. We need to fix these (especially duplicates).
 - d. **Get databases in synch.** This new Address Points database will work in conjunction with our Roads Centerline and Parcel databases, as well as Verizon's MSAG and ALI databases. We need to make sure that all of these databases are in synch (this process is underway).
2. We need to establish procedures to keep the database up-to-date moving forward. In other words, we need to assign e-911 addresses when property is subdivided instead of waiting for a homeowner to come to us to request an address, as is currently the case. Where possible, we also need to place a point on the structure location. We have worked with the Town of Queensbury, the

Buildings and Codes office, and the Real Property Department to establish procedures that we believe will ensure the currency of the database while not creating a burden for staff or taxpayers. However,

- a. To enable us to maintain the address database, we are requesting the **elimination of the existing \$15 FEE for e-911 address assignment**. Via a survey, we are unaware of any other county within the state that charges for address assignment and we have the full support of the state GIS office in eliminating the fee.
- b. Because of the technical and time-sensitive aspects of this dataset, it is imperative that we **take over address assignment for every municipality in the County, with the exception of Queensbury** (who we have coordinated with to ensure regular data updates). Right now, we are assigning addresses for all of the other municipalities with the exception of Stony Creek.
- c. We would like to explore the possibility of **purchasing GPS-enabled tablets for use in the field by the Buildings and Codes department** to enable field staff to locate (and photograph) new structures for inclusion in the Address Points database. This will be done via a free android app which allows the data to be collected and uploaded to the cloud, where we can download it and incorporate it into the database

The availability of address point data in the dispatch system opens up the wonderful possibility of adding additional useful datasets that are address based. While discussing the new Address Points procedures with the Buildings and Codes department, we realized that the newly enacted state requirements for **truss-roofed buildings to be placarded** and for this information to be made available to emergency response personnel could be a huge beneficiary of this new ability to link datasets via e-911 address. We followed up this discussion with Brian Lemery in Emergency Services, who is responsible for getting the truss-roof building information to the emergency response personnel and has not yet determined the best way to do so, and also with Larry Jeffords in the Sheriff's department, who would be making use of the data in the call center. We also spoke with Jeremy Scime in the IT department who developed the Buildings and Codes database, and had a conference call with a GIS specialist at New World Systems (the dispatch software company) to be sure that our plans could actually work. We have a plan! Here's our potential workflow:

1. **Buildings and Codes will collect building truss information in their existing database.** The existing Buildings and Codes database will be modified by IT to accept information about truss-roofed buildings (this is a minor modification). Buildings and Codes will input this information into the database in the regular course of collecting building permit information.

2. **GIS staff will coordinate with IT to retrieve the appropriate truss (and any other applicable) information from the Buildings and Codes database.**
3. **GIS staff will coordinate with the City of Glens Falls and the Town of Queensbury to receive truss information** (and also Address Points from the Town of Queensbury) which will be joined to the County truss information. All of the Truss information will then be joined to the Address Points.
4. **GIS staff will upload truss and Address Point data into New World.** We need to work with New World Systems to set up the call center database to enable the acceptance of the Address Points and the Truss information. This information will be color coded on the map for dispatch staff so that they will know if a property contains a truss roof. Additional information will be available by clicking on the point (Note that additional useful information from Buildings and Codes, such as a database of all commercial properties in the county with contact information, is also available and could also be tied to the address points in a similar fashion. Photos can also be tied to the points)
5. **A web application will be set up for access by the Emergency Services Department and Fire and EMS Emergency Response vehicles.** This will contain all the address points, truss information, and any other relevant helpful information (district boundaries, fire hydrant locations, property owners, property photos, etc).

In discussion with involved parties (the **Town of Queensbury**, the **City of Glens Falls**, the **Emergency Services Department**, the **Sheriff's Department**, **Real Property, Information Technology**, and **Buildings and Codes**), we feel confident that we can accomplish this task, to the benefit of emergency response personnel and ultimately, all County residents. While costs, other than staff time, should be fairly minimal for this project, we are also exploring avenues for grant funding to assist with equipment purchases and funding of temporary staff. As the next step in this process, we'd like to schedule a meeting with all of the interested parties listed above to discuss the next steps.

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Warren County 239 Referrals 2014 Report

This report fulfills the County Planning Boards' responsibility in accordance with Section 239d paragraph 6 of the General Municipal Law to provide an annual report to the County Board of Supervisors. The County Planning Board function continues to be staffed by the Department of Planning and Community Development. Department staff expended 201.05 hours of time to complete the Section 239d referrals. The following is a brief summary of activities for 2014.

Project summary

Area Variance	123
Site Plan	118
Zoning Amendments	5
Local laws	2
Petition for Zone Change	0
Conditional Use Permits	5
Use Variance	2
Sign Variance	17
Special Use Permit	6
Other	1
	279

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