

Economic Growth & Development Committee  
Planning & Community Development Agenda  
February 28, 2025

COMMITTEE MEMBERS: Supervisors **Etu**, Strough, Bean, Wild, Turner, Crocitto and Diamond - *Chair of the Board shall serve as an Ex-Officio member when needed in accordance with the Section C(4) of the Rules of the Board*

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items:
  1. Request: Permission to apply to NBRC Catalyst Program  
Rational: Resubmit funding request to Northern Borders Regional Commission for the purposes of implementing portions of the Warren County Fish Hatchery Master Plan.
  2. Request: Warren County Board of Supervisors to declare intent to serve as lead agency for purposes of SEQR proceedings for Comprehensive Plan adoption  
Rational: Warren County must circulate intent to serve as lead agency for purposes of SEQR to all interested and involved agencies.
  3. Request: Refer Warren County 2040 to local legislative and municipal boards as per NYS GML 239-d  
Rational: The draft Warren County Comprehensive Plan must be circulated to local legislative and planning boards prior to adoption.
  4. Request: Set public hearing for adoption of Warren County Comprehensive Plan  
Rational: A public hearing is required in advance of the adoption of the Warren County Comprehensive Plan. Public hearing anticipated to begin in April.
  5. Request: Accept grant award from NYSDOS Brownfield Opportunity Area Program and establish Capital Account "Warren County BOA."  
Rational: The Planning department was awarded \$100,112.00 to conduct pre-planning activities as part of the Brownfield Opportunity Area Program.
  6. Request: Submit grant application to NYS Empire State Development program "County Infrastructure"  
Rational: Planning will submit one application to NYS Empire State Development's "County Infrastructure Program" for an infrastructure project in support of housing.
- IV. Discussion Items:
  1. Project Updates
- V. Referrals/Pending Items:

*None*
- VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)

VII. Motion to adjourn

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Attachments

1. Reso request #5 permission to apply for funding via NBRC for Fish Hatchery improvements
2. Reso request #20 establish Warren County Board of Supervisors as Lead Agency for SEQR process associated with WC2040 adoption
3. Reso request #20 refer WC2040 to relevant parties as per GML 239
4. Reso request #20 set public hearing for WC2040
5. Reso request #8 establish capital account for Brownfield Opportunity Area program project
6. Reso request #5 apply for funding via Empire State Development County Infrastructure program

# ***RESOLUTION REQUEST FORM NO. 5***

## ***Request to Apply for a Grant Application and Grant Agreement***

**DEPARTMENT NAME: Planning**

**DATE: 2/18/2025**

- (a) Purpose of Grant:  
**Funding support for improvements to the Warren County Fish Hatchery**
  
- (b) Name of Grantor:  
**Northern Borders Regional Commission**
  
- (c) Address of Contractor: **Northern Border Regional Commission (NBRC)**  
**James Cleveland Federal Building, Suite 1501**  
**53 Pleasant Street**  
**Concord, New Hampshire 03301**
  
- (d) Grantor's Contact Person and Telephone Number:  
**Andrea Smith (603) 369-3001 ext 3**
  
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **NA**
  
- (f) Effective Date of Grant: **Mid 2025**
  
- (g) Termination Date of Grant: **TBD**
  
- (h) Total Dollar Amount Involved (not to exceed): **\$1.5m**
  
- (i) Deadline to Submit Grant Application and/or Grant Agreement:  
**April 18, 2025**
  
- (j) Is a Budget amendment required? **NA** If yes, also complete and submit Form No. 7.
  
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **NA** If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
  
- (i) Is a Local Share Required? **Yes** 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:

**TBD \$210,620**

**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**

**DATE: 2/13/2025**

(a) Purpose of Request:

**To conduct State Environmental Quality Review (SEQR) process for the adoption of the Warren County Comprehensive Plan. This resolution will declare Warren County Board of Supervisors as lead agency.**

(b) Details:

**"Warren County 2040" is the county's draft comprehensive plan, in order to adopt the plan as per GML 239 the Board of Supervisors must conduct the State Environmental Quality Review Act procedures. As per NYS Law the adoption of a comprehensive plan is a type 1 action and a Full Environmental Assessment Form is being completed.**

(c) Previous Resolution Number:

**NA**

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

**NA**

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

\* 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**

**DATE: 2/13/2025**

(a) Purpose of Request:

**To refer the Warren County Comprehensive Plan to all pertinent Town/Village/City boards for as per NYS GML 239 in advance of final county adoption.**

(b) Details:

**"Warren County 2040" is the county's draft comprehensive plan, in order to adopt the plan as per GML 239 the Board of Supervisors must refer the plan to all local municipal legislative and planning boards.**

(c) Previous Resolution Number:

**NA**

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

**NA**

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

\* 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**

**DATE: 2/13/2025**

- (a) Purpose of Request:  
**To set date for public hearing for adoption of Warren County Comprehensive Plan**
  
- (b) Details:  
**"Warren County 2040" is the county's draft comprehensive plan, in order to adopt the plan as per GML 239 the Board of Supervisors must conduct the State Environmental Quality Review Act procedures, a public hearing, and refer the plan to all local municipal legislative and planning boards. This resolution is requesting that the County Clerk set a date for a public hearing at April BOS meeting.**
  
- (c) Previous Resolution Number:  
**NA**
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:  
**NA**

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

\* as listed in budget and LOGOS

## ***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: Feb 13, 2025**

- (a) Exact Title\* and Number of Project (must be obtained from Treasurer's Office):  
**Warren County BOA H442**
  
- (b) Is this a Capital Project?  
**Yes**
  
- (c) Is this a Capital Reserve Project?
  
- (d) Amount of Project:  
**\$111,236.00**
  
- (e) Source of Funding (including name & title of codes, etc.):  
**NYS Department of State Brownfield Opportunity Area**
  
- (f) Purpose of Establishment:  
**This funding from NYS is to provide funding for the Warren County Planning Department to conduct pre-planning activities associated with the Brownfield Opportunity Area 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  
[HTTPS://DOS.NY.GOV](https://dos.ny.gov)

KATHY HOCHUL  
GOVERNOR

WALTER T. MOSLEY  
SECRETARY OF STATE

February 3, 2025

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

Dear Chairman Geraghty:

Thank you for applying to the Brownfield Opportunity Areas Program through Round 14 of the 2024 Consolidated Funding Application. On behalf of Governor Hochul, I am pleased to inform you that funding has been tentatively awarded to the Warren County to undertake the following project(s):

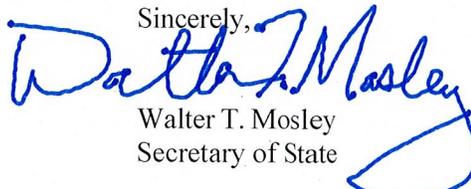
- CFA #137559 - \$100,112.00  
Warren County Brownfield Opportunity Area Pre-Planning

Please be advised this award is contingent upon approval by the Office of the State Comptroller. Staff from the NYS DOS Office of Planning, Development & Community Infrastructure will contact your office regarding the next steps in developing a contract work plan, Minority and Women-owned Business Enterprise (MWBE) utilization goals, and other contract terms and conditions. I am pleased the State of New York is able to assist your efforts to improve your community.

If you have any questions, please send an email message with the subject line "BOA Inquiry for CFA #137559" to [BOA@dos.ny.gov](mailto:BOA@dos.ny.gov). If you applied for funding from other programs through the REDC Round 14 Initiative, you will receive information regarding those applications separately.

Congratulations and we look forward to working with you.

Sincerely,



Walter T. Mosley  
Secretary of State

cc: Mike Yevoli, REDC Regional Director  
Ethan Gaddy, County Planner, Warren County  
David Nelson, Principal Planner, Warren County



**Department  
of State**

# ***RESOLUTION REQUEST FORM NO. 5***

## ***Request to Apply for a Grant Application and Grant Agreement***

**DEPARTMENT NAME: Planning**

**DATE: 2/13/2025**

- (a) Purpose of Grant:  
**Apply for funding for infrastructure project via Empire State Development's "County Infrastructure" program**
- (b) Name of Grantor:  
**Empire State Development**
- (c) Address of Contractor: **433 River Street, Suite 1003, Troy NY 12180**
- (d) Grantor's Contact Person and Telephone Number:  
**Mike Yevoli 518-539-4083**
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **NA**
- (f) Effective Date of Grant: **NA**
- (g) Termination Date of Grant: **NA**
- (h) Total Dollar Amount Involved (not to exceed): **\$2m total, \$1m request**
- (i) Deadline to Submit Grant Application and/or Grant Agreement:  
**April 2nd**
- (j) Is a Budget amendment required? **NA** If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **NA** If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? **Yes** 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:

**Provided by municipal participant**

**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