



# WAYNE COUNTY PLANNING DEPARTMENT 2012 ANNUAL REPORT

---

## **INTRODUCTION**

The Wayne County Planning Department provides a variety of services that contribute to a better quality of life for County residents. Recognizing that lowering the cost of local government is a priority, the staff of the Planning Department applied for grant funding to stimulate economic development, repair and replace aging infrastructure, improve housing stock, enhance the agricultural economy and improve recreational opportunities. The staff also attended local meetings, provided technical assistance to residents, civic and business organizations and supported communities with their planning, land use and improvement initiatives. Additionally, the office provided guidance to planning and feasibility studies at the state, regional and local levels. The planning staff also conducted training classes throughout the year so local planning and zoning board members can comply with state training requirements. A short synopsis of our activities for 2012 includes the following:

## **FUNDING APPLICATIONS AND PROJECTS:**

**NYS Snowmobile Trails Program** – The office completed the 2012-13 snowmobile grant-in-aid application which resulted in an award to Wayne County in the amount \$46,600 for maintenance and development of 195 miles of trails.

**NY Main Street Program** – The office assisted the Village of Palmyra with an application to establish a building rehabilitation and streetscape program.

**B. Forman Park Shoreline Erosion Control** – The Department submitted a CFA application requesting \$200,000 from NYS Parks to install erosion control measures along 1200 linear feet of Lake Ontario shoreline at B. Forman Park. Additionally funds were also requested from the National Scenic By-Ways Program to supplement this effort. Unfortunately, due to heavy competition, funding was not awarded.

**County Building Handicapped Access Project** – The office prepared and submitted a Community Development Block Grant (CDBG) application requesting \$300,000 for installation of an elevator at a Wayne County office building at 9 Pearl Street in Lyons, NY. This grant was awarded and will remove access barriers to handicapped individuals who need to reach the upper floors.

**Great Lakes Management Plan** – The Department authored the Comprehensive Lakeshore Management Project proposal to develop a plan for the lakeshore communities as a way to plan

for the impacts from new water level management policies proposed by the Great Lakes International Joint Commission.

**NYSERDA Energy Efficiency Lighting Grant** – The Office prepared reports and related documents associated with administration of this grant for Wayne County. This project was completed.

**Candy Apple Day Care Project** – The Department performed administrative functions in connection with Candy Apple Day Care’s Community Development Block Grant (CDBG) grant award. Among other things, this included: review of the administrative agreement with the County Attorney, coordinated activities between the County and Candy Apple Day Care and worked with the administrative consultant for the grant. We also established the required filing system and are serving as a repository for all documents in conformance with CDBG regulations.

**Western Erie Canal Alliance (WECA)** – In 2010, Wayne County was awarded \$240,000 in NYS Local Waterfront Revitalization Program funds to conduct a three year program to administer the National Trust for Historic Preservation’s Main Street Program in Lyons, Albion and Lockport. The contract is administered by Wayne County in partnership with WECA. The grant utilizes the services of a regional coordinator to provide technical assistance and training to these communities. A one year extension was obtained for this funding program to March 31, 2014.

#### **OTHER PLANNING AND ECONOMIC DEVELOPMENT PROJECTS:**

**County Buildings and Sites Inventory** – The Planning Office has been assisting the IDA with the compilation of an updated County-Wide Industrial Building and Sites Inventory. This will be utilized to assist economic development efforts to locate expanding businesses in the County.

**County Water and Sewer Analysis** – The staff has been working with various entities (e.g. Wayne County Water and Sewer Authority, local Towns and Villages, engineers, etc.) to gain an understanding of the water and sewer capabilities. This information is critical for expanding businesses.

**Coordination with the Industrial Development Agency** – The staff of the Department has been coordinating on a number of initiatives with the IDA, including the following:

- Visits to existing companies in the County which are expanding or considering doing so
- Joint meetings with such business organizations as SCORE (Senior Council of Retired Executives).
- Attending the Finger Lakes Regional Economic Development Council meetings and Workgroup Sessions
- Participation in the IDA and EDC Board meetings and Loan Committee Meetings
- The County Business Retention and Expansion (BR&E) Team meetings.

**Regional Foreign Trade Zone** – In 2012 the Department and the IDA began discussions with 5 other county economic development offices in the region regarding the formation of a Foreign Trade Zone (FTZ). An FTZ can provide a variety of duty/tax incentives to companies that undertake international trade on a regular basis.

**Economic Development Meetings/Tours** – The Director toured much of the County, meeting with Supervisors and others. The purpose was to become acquainted with the County and learn about local needs and opportunities.

**Economic Development Marketing Strategy** – The Director has been coordinating with the IDA on the development of an in-house Economic Development Marketing Strategy for the County. These include a number of integrated activities.

**Regional Brownfield Assessment and Plan** - The Interim Director assisted in coordinating support for a Genesee Finger Lakes Regional Planning Council (GFLRPC) application to EPA to develop a Regional Brownfield Assessment and Plan. There is currently no comprehensive list of brownfield locations in Wayne County.

**Snowmobile Program** – The Department oversaw all paperwork for reimbursement from New York State Parks for maintenance and development of approximately 175 miles of snowmobile trails in Wayne County. We distributed \$59,090 to four snowmobile clubs in Wayne County.

**Salmon Creek Watershed Report** – The staff assisted the Advisory Committee with this project and authored the portion of the narrative pertaining to development patterns, census, topography, floodplains, wetlands and demographics. The report is a scientific analysis of nutrients found in the Salmon Creek to determine what impact they have on the Pultneyville Harbor.

**Maxwell Creek Watershed Report** – The staff assisted the Advisory Committee with this project. The report utilizes a scientific analysis of nutrients found in the Maxwell Creek to develop a brief plan with recommended strategies to improve water quality in the watershed.

**Corning Secondary Rail Line** – The NYS Multi-Modal Grant (NYSDOT), secured by Senator Nozzolio, was originally designed to construct an Amtrak Passenger Station in Lyons, NY. However, the Board of Supervisors requested that the funding remaining from this award be re-allocated to the purchase/renovation of the Corning Secondary Line by Finger Lakes Railroad. The Department is working with the IDA on this project.

**Farmland Protection Program** – Funds were awarded for the purchase of development rights for 5 properties located in Williamson, Ontario, Macedon, Sodus and Walworth. The proposals include 5 farms, for a total of 1374 acres of land. Federal funding in the amount of \$599,112 was awarded for the preservation of these farms. These funds will be used to match \$1,797,334 already awarded from the NYS Department of Ag and Markets for 4 of the farms. Alasa Farms received \$607,000 in federal funding that was, in turn, matched with an award from the NYS Environmental Protection fund.

**West Shore Park Project** – This proposed 26 acre, 2 mile long linear park and trail in the Town of Savannah runs from the Hamlet of Savannah to the Seneca River and Erie Canal. The Planning Department has been working with the Town Advisory Committee and their consultant to develop a site specific plan for the property's development.

**Great Sodus Bay Harbor Management Plan** - The Department administers the Environmental Protection Fund (EPF) grant for the Village of Sodus Point to complete the Great Sodus Bay Harbor Management Plan, which was submitted to NYSDOS for a 60-day review in 2008. The office is currently in conversations with NYSDOS to determine what tasks need to be completed to finish this project.

**Geographic Information System (GIS) Projects** – Following are GIS projects undertaken by the Department during 2012:

- 125 maps produced for Wayne County Planning Board referrals
- Town of Rose parcel and wetland maps for Town Planning Board use
- Town of Huron draft Water District Maps
- 2012 Apple Tasting Tour Map
- Worked with Real Property Tax Service and Emergency Management on grant funded project to rectify tax parcel boundaries to aerial imagery.
- Town of Savannah Zoning Law – Zoning Maps
- Sodus Point Kiosk Map
- Town of Savannah Zoning Law – Zoning Maps
- Town of Savannah Park Planning Project – Maps Required for Grant Administration
- Snowmobiles – Maps Required for Grant-in Aid Program
- General County Mapping
- Geodatabase Development
- Economic Development Building and Site Analysis
- Possible Locations of Erie Canal Trail from Lyons to Savannah

**Countywide GIS Needs Assessment implementation** - The Department is working with Real Property Tax Service (RPTS) and Emergency Management Service (EMS) to correct tax parcel boundary inconsistencies to correspond with NYS Orthoimagery (aerial imagery), a project identified in the Countywide GIS Needs Assessment. The County has hired a consultant to perform these services. Completion of this project is anticipated in 2013.

**Ontario Lake Level Management:** The staff is tracking information coming out about the proposed Great Lakes International Joint Commission's lake level plan modifications.

**Regional Dredging Management Plan Update** - The Department serves on the Advisory Board for this 5-County effort funded through a grant to Orleans County. Following a procurement process, FES Associates has been hired to complete the Plan. Dredging options for the Wayne County harbors are included in the Plan scope.

**Cleaner Greener Communities/Finger Lakes Regional Sustainability Plan** – Department staff, as well as other representatives from the County actively participated in the Finger Lakes

Regional Sustainability Plan meetings to ensure, as much as possible, that Wayne County projects will be able to compete effectively for future Sustainability grant funds in the Region. This planning effort covers the same 9 county region as the Finger Lakes Regional Economic Development Council and the Genesee Finger Lakes Regional Planning Council. The effort commenced in August 2012 and will be completed by March of 2013. Each Regional Economic Development Council must have a Sustainability Plan in place in order to compete for \$90M in grant funds statewide over the next three years.

**Wayne County Planning Board – Zoning and Subdivision Reviews** - The Wayne County Planning Board reviewed 114 zoning and subdivision referrals in 2012 over the course of 11 evening meetings. Photographs in the form of power point presentations and written Preview Committee comments are provided for each referral the Board reviews. Maps utilizing tax parcel boundaries, wetland boundaries, flood zones and orthoimagery are created and provided for the referrals that the Board reviews. Pictometry images are also used extensively for reviews.

**Agricultural District Review** - The seven year Agricultural District review will not be necessary until 2015. In the interim, the State allows an annual open enrollment period so landowners who were not previously included in the District have the opportunity to join. The annual review period does not allow parcel deletions. The annual Agricultural District Review Period in 2012 (January 1<sup>st</sup> –January 31<sup>st</sup>) resulted in one request for inclusion in the County’s Agricultural District. After research, it was determined the parcel met the minimum qualifications for inclusion in the ag district, so the application was approved by the Board of Supervisors and the Commissioner of Agriculture and Markets.

**Agricultural Development Plan** – The staff provided considerable assistance with the 2010 update of the Ag and Farmland Protection Plan, including amending the content of the Plan to reflect current conditions and new policies advanced by New York State. The updated Plan was approved by the Board of Supervisors in 2011 and approved by Commissioner Aubertine in January 2012.

**Planning Department support for Communities**

- Attended meetings on Cooperative Extension’s Complete Streets and Creating Healthy Spaces Programs.
- Created maps of alternative paths that the Erie Canal Trail could possibly follow between Lyons and Savannah.
- Re-organized the Department office space and files.
- Attended Regional Freight and Mohawk Erie transportation meetings
- Attended Finger Lakes Housing Consortium meeting
- Attended NYSEDC Economic Development Training Course
- Attended Section 3 HUD training

**Household Hazardous Waste Event** - Coordinated the 2012 Household Hazardous Waste event with Public Works and the Sheriff’s Office. The \$20,700 cost was defrayed by a \$8,950 NYSDEC grant. Approximately 265 residents utilized the event. Household Hazardous Waste, electronics and waste pharmaceuticals were collected.

**Wayne County Parks and Recreationways Master Plan** - In 2011 Wayne County determined that the 2001 Recreationways Plan prepared by Trowbridge and Wolf needed to be updated. In 2012 Wayne County realized that since a separate park plan never came to fruition and the 1971 Plan was outdated, the current Plan revision should include parks. The final draft of the Wayne County Parks and Recreationways Master Plan was prepared by the Wayne County Planning Department with the assistance of Trailworks, Inc. It reflects the current status of existing 10 county parks and several trails within the County, as well as planning objectives for new parks and trails, and a prioritization of proposed improvements. It was recommended that this plan should be updated and re-adopted every two to five years to reflect the current condition of the County's recreation areas. In connection with this effort the staff:

- Attended the Pultneyville to Marion Trail Advisory Committee and informational meeting
- Attended the Ontario to Sodus 104 trail meeting.

**Training** - The Planning Department provided three professional training sessions for local officials. Topics included Planning and Zoning Board Basics, Historic Preservation and Recreation Planning. We also provided support for the NYS Department of State (DOS) who provided trainings on Rural Planning and Wind Energy at the Seneca County Office Building. Additionally, the Department provided customized training events for the Town of Savannah Planning Board and Zoning Board of Appeals.

**SEQR Reviews** – In addition to providing general technical assistance for SEQR reviews to County agencies and various municipalities, the annual Agricultural District Open Enrollment Period underwent a SEQR review in compliance with the law.

**General Agricultural Activities** – Following is a list of general agricultural activities undertaken by the staff:

- Worked with Wayne County IDA/EDC on agriculture-related projects.
- Assisted Tourism Department with Apple Tasting Map
- Helped coordinate the annual Wayne County Farm Bus Tour with the Ag Development Board.
- Worked with Pathstone to replicate a Farmworker Housing Rehab Project run by counties in the Hudson Valley.
- Attended 4-Bay Community Advisory Panel meetings, helped develop broad strategies for farming in the 4-Bay Community
- Attended Farmworker forum about ICE and Border Patrol

## **GENERAL TECHNICAL ASSISTANCE:**

**Information Sharing** – Responded to over 350 inquiries on a variety of issues including: tax map parcels, flood zones, census, the agricultural district, wetlands, zoning and other miscellaneous requests. These generally come from consultants/engineers, county departments, realtors, regional agencies, appraisers, housing organizations and county constituents.

**Ginna Drills** - Members of the Planning Staff participated in required emergency preparedness exercises related to the Ginna Nuclear Power Station.

**Norfolk Southern Railroad** – Authored the County’s initial environmental review response to Norfolk Southern Railroad’s abandonment process for the Corning Secondary Rail Line.

## **ORGANIZATIONAL REPRESENTATION:**

Following are some of the organizations that the Planning Staff is represented on:

- Great Sodus Bay Watershed Intermunicipal Committee
- Wayne County IDA/EDC and their Loan Committees
- Genesee Finger Lakes Regional Planning Council
- Finger Lakes Regional Sustainability Consortium and Stakeholder Groups
- Finger Lakes Regional Economic Development Council Workgroups
- Foreign Trade Zone Advisory Board
- Regional Open Space Planning Committee
- Genesee Finger Lakes Regional Planning Council Planning Coordination Committee
- Genesee Transportation Council UPWP (Unified Planning Work Program Development Committee) Grant Committee
- Wayne County EDC Microenterprise Loan Review Committee
- Wayne County Agricultural Development Board
- NY Farm Net Board of Directors
- Regional GIS/SIG Board of Directors
- NYS Department of Agriculture and Markets Specialty Crops Grant Program Advisory and Review Committee
- Wayne County Soil and Water Ag Advisory Committee
- Wayne County Water Quality Coordinating Committee
- Lake Ontario Regional Dredging Plan Committee
- GIS/SIG (Geographic Information Sharing/Special Interest Group)
- Western Erie Canal Alliance Board and Main Street Grant Advisory Committee