

INTRODUCTION

The Wayne County Planning Department provides a variety of services, which result in a positive impact on the quality of life of the residents of the County. Recognizing that the return of tax dollars to the County is a priority, the staff of the Planning Office makes every attempt to remain informed about and to apply for relevant grants to improve the physical appearance of the County, repair and replace aging infrastructure, improve housing stock and provide greater recreational choices and social opportunities for our residents. Although our most visible efforts involve the preparation and administration of grants, the staff also attends local meetings, provides technical assistance and supports communities with their planning and improvement initiatives. A synopsis of our activities for 2003 follows.

GRANT APPLICATIONS

- Hazard Mitigation Grant Application for the Town of Marion in the amount of \$419,700. (Sharon Lilla)
- Land and Water Conservation Fund Application in the amount of \$190,000 for the Sodus Point Park. (Sharon Lilla)
- Community Development Block Grant Technical Assistance Applications for the Villages of Sodus and Red Creek in the amount of \$25,000 each (Sharon Lilla)
- Snowmobile Trails Grant in the amount of \$25,808.63. (Peg Churchill)
- Together with the Bishop Sheen Ecumenical Housing Foundation, a HOME Program Housing Rehabilitation grant application in the amount of \$400,000. (Sharon Lilla)
- Cluster development feasibility grant application to the Genesee Transportation Council Unified Planning Work Program in the amount of \$20,000. (Ora Rothfuss)
- In partnership with 12 farm markets, submitted an application to the Pride of New York grant program in the amount of \$3,000 to pay for the preparation of a Wayne County Farm Markets Map. (Ora Rothfuss)
- Submitted a purchase of development rights application for funding to the NYS Department of Agriculture and Markets for 2 farms and 313 acres in the Town of Macedon in the amount of \$619,580, 2 farms and 254 acres in the Town of Walworth in the amount of \$354,859 and 1 farm of 252 acres in the Town of Ontario in the amount of \$554,159. (Ora Rothfuss)

- Provided draft grant proposal to Macedon for submission to USDA NRCS farm and ranch lands protection program. The Town completed, submitted and received \$295,000 for approximately 460 acres. (Ora Rothfuss)
- Under WECHCPC was able to assist in the submission of requests for funding to Senator Clinton and Congressman Walsh for development of a National visitor and interpretive center at ECCC and to fund rehabilitation of the Layton/Water Street intersection. Also helped the National Erie Canalways Commission with the submission of similar requests. (Peg Churchill)

GRANT ADMINISTRATION

- Completed the River Road reconstruction project and closed out the Disaster Recovery Grant in the amount of \$105,018. (Sharon Lilla)
- Submitted permit applications to the Army Corps of Engineers and the NYS Canal Corporation for the Clyde River Dredging Project, which was awarded a grant from Senator Nozzolio in the amount of \$40,000. Also worked with Fisher Associates to design a culvert replacement as part of the project. Although we have permission from the Canal Corporation, we are still awaiting a permit from the Army Corps. (Sharon Lilla)
- Together with the County's engineering consultant, Barton and Loguidice, submitted the final report for the Schoepfel Remediation project to the NYS Department of Environmental Conservation. (Sharon Lilla)
- Received the completed Hotchkiss Building conditions report and closed out the \$12,000 grant from the Preservation League of New York. (Sharon Lilla)
- Received the completed Ridership Research Survey for the Amtrak Station and closed out the \$20,000 grant received from Senator Nozzolio for this project. (Sharon Lilla)
- Submitted all required paperwork for the Town of Marion to receive a reimbursement of \$25,000 for its Main Street grant. (Sharon Lilla)
- Completed the final drawdown for the Lyons CDBG Route 21 Sewer project grant of \$238,140 after finishing all low income residential sewer connections. Final close out of this grant will occur in 2004. (Sharon Lilla)
- Distributed \$37,283 in grant funds to four snowmobile clubs in Wayne County for trail maintenance and development. (Peg Churchill)
- On behalf of the Towns of Sodus and Huron and the Village of Sodus Point, began administration of the \$30,000 Sodus Bay Harbor Management Plan grant,

developed an RFP to obtain a design consultant and coordinated all activities with the Sodus Bay Intermunicipal Committee. (Bret DeRoo)

- On behalf of the Town of Lyons, administered their \$30,000 Community Projects Appropriation grant, which funded renovations to their new Town Hall. (Sharon Lilla)
- Continued activities on the development of the Amtrak Station, including the preparation of a preliminary track design, coordination with Amtrak Washington and Congressman Walsh's office seeking a final decision on the whether Amtrak will stop and what the actual design requirements are. (Sharon Lilla)
- Purchased equipment for the Town of Sodus for use by the Brantling Ski Patrol and administered all aspects of the \$5,000 grant received from Senator Nozzolio for this project. (Sharon Lilla)
- Assisted the Department of Buildings and Grounds with the administration of a \$20,000 grant to replace the heating, ventilation and air conditioning system at the Wayne County Museum. (Peg Churchill)
- Facilitated purchase of Lock E-53 by Wayne County as designated by resolution and the grant program through HUD CCI. Initiated discussions regarding sale of a portion of the acquired property to Finger Lakes Construction. This sale should be concluded in next sixty days. (Peg Churchill)
- Worked with New York State Office of Parks, Recreation and Historic Preservation on Conservation Easement issues related to ownership of the ECCC property. (HUD required title to be in Wayne County's name.)

Worked with Senator Nozzolio and Assemblyman Oaks to write and pass legislation allowing the ECCC, Inc. to transfer title of the property to Wayne County.

Worked with ECCC, Inc. and Dan Wyner on agreements to transfer property to Wayne County, allow ECCC, Inc. to lease space at ECCC and to possibly manage portions of facility.

Worked with Dan Wyner, Dave Sloane and Jim Durfee to finalize ECCC specifications and bid documents. (Peg Churchill)

- Together with the Wayne Economic Development Corporation, Cornell Cooperative Extension, NY Farm Net and Farm Credit, continued to administer the \$600,000 Agricultural Microenterprise Loan Program for Wayne County. The program began initially with classroom training in Business Plan development by Cornell Cooperative Extension of Wayne County in March of 2002. To date, the program has been successfully progressing toward its stated

goals for maintaining agricultural jobs in the County. In October of 2003, a seminar was held with businesses representing 9 fulltime, 7 part-time, 3 seasonal and 23 migrant workers. The program is scheduling a business planning workshop for landscapers in January 2004, with a “Transferring the Farm” workshop in February.

The loan portion of the program has been less successful. There are three major reasons for this. First, the County did not receive notice of approval for release of funds until April 4, 2002. Second, most farmers have their financing in place for the upcoming year before April and after the spring work starts, most farmers are going full speed until November. Third, very few farmers have existing business plans, so anyone interested in applying for a loan probably needs to stop and develop a business plan.

In an effort to increase loan participation, the criteria are changing to allow qualifying non-farm businesses to receive program benefits. For farms, the loan cap was raised from \$40,000 to \$60,000 and stock closing documents were developed for small loans.

In the first half of 2003 the program received 16 calls requesting technical assistance and loan applications. Only 4 loan applications were received as of 12-31-2003, and two of those were not approved. At least four farms are currently in the process of developing a business plan with the intention of applying for a loan.

The program is quickly reaching its goals for impacting low to moderate income job retention. One of the surprises has been the significant “new farmer” interest in the program. Of the 55 people representing business enterprises, twenty-nine have either been planning a new farm business, or designing an inter-generational transfer of the existing business. (Ora Rothfuss)

GEOGRAPHIC INFORMATION SYSTEM AND OTHER COMPUTER RELATED TASKS (Bret DeRoo)

- Completed and printed maps for several departments and groups including: Planning, Real Property Tax Department, Tourism (farm stand maps), Buildings and Grounds, Economic Development Corporation (including Empire Zone application), E911 (emergency service zone and fire district maps), Crowfield Farm, the Town of Rose (zoning map), Trail Works, Town of Savannah (wetland maps), Town of Sodus (wetland maps), Town of Walworth (zoning maps), Town of Williamson Open Space Committee, Village of Clyde (zoning maps) and Town of Arcadia and Village of Newark (Comprehensive Plan).
- Examined current costs, expenses and future plans for existing county web pages and researched other web page development in Cayuga, Livingston, Ontario and

Monroe Counties and the Genesee Finger Lakes Regional Planning Council. The information was assembled in a Word Document and an Excel spreadsheet and distributed to Dan Kane and others involved in the County's development of a presence on the internet.

- Developed an Ag Development web page for the County website.

WAYNE COUNTY PLANNING BOARD (Bret DeRoo and Sue Pullen)

- The Wayne County Planning Board reviewed 160 zoning and subdivision referrals in 2003 over the course of 11 evening meetings.
- Facilitated a Stormwater and Erosion and Sediment Control Conference sponsored in partnership with the Soil and Water Conservation District Office. The workshop was held at the Cooperative Extension Office on January 9, 2003. This workshop was developed in direct response to the modification of regulations governing stormwater management and the impact of these regulations on zoning and subdivision referrals submitted for review to the County Planning Board.

AGRICULTURAL DISTRICT REVIEW (Bret DeRoo and Sue Pullen)

- The Consolidated Ag District Program (CAD) was initiated to meet new NYS Department of Agriculture and Markets requirements, create a more accurate "agricultural" district and to reduce administrative costs (as the result of reducing the mailing to residential properties). We can now efficiently combine the digital tax map data and the Real Property Tax Service database to create the required mailings and maps (with support from the Real Property Tax and Data Processing Departments). We have gathered the mapping and database information needed to complete the CAD No. 1 (Towns of Ontario, Walworth and Macedon) review and begin the CAD No. 2 (Towns of Williamson, Marion and Palmyra) review.
- Our department also spearheaded the establishment of the Annual Agricultural District Review Period (January 1st –January 31st), which required endorsements from the Board of Supervisors and review by the WCAFPB.

TRAIL DEVELOPMENT (Peg Churchill)

Snowmobile Trail System

- Oversee all paperwork for mileage reimbursement from New York State for approximately 150 miles of snowmobile trails in Wayne County.
- Liaison between residents and municipalities and the four snowmobile clubs and New York State Snowmobile Council.

- Liaison between four clubs and New York State Office of Parks, Recreation and Historic Preservation. State requires the sponsor (Wayne County) to be the contact and will not directly deal with clubs.
- New requirements from the State that will eventually lead to streamlining the program have required attendance at State sessions as well as providing local meetings for clubs.
- Working with clubs to develop new alternate trails and connections for next season; also developing long-term plan for snowmobile trail system.

ISTEA Projects through Genesee Transportation Council & DOT

- Continued processing Edgett Street Bridge project; expect project concluded during 2003. (\$40,320 Grant)
- Continued processing Seaway Trail Bike Route including meetings with TrailWorks and DOT to review concerns. Expect project completed 2004. (\$128,000 grant)
- Initiated discussion and informal agreement between NYS DOT, Canal Corporation and Wayne County to use Harrison Spillway Bridge County ISTEA dollars towards Canal Corp overseeing and completing that project.

Regional Trails Initiative through Genesee Transportation Council

- Member steering committee for both Phase I and Phase II.
- Attend meetings, regional presentations and seek feedback from local trail organizations. Phase I was adopted during 2003 and Phase II should be adopted by summer 2004.

Recreational Trails Program through Office of Parks, Recreation and Historic Preservation

- Coordinate all paperwork, vouchers, contracts for \$70,000 grant to develop trail between Wallington and Sodus Point and rehabilitate Red Creek abandoned railroad bridge. Grant was awarded in 2003, meetings with OPRHP in autumn, meetings with Dave Sloane, Kevin Scott and Dan Wyner to aid in developing scope.

Canalway Trail

- Participated in design development for the section from Division Street in Palmyra to the Town of Arcadia western boundary.
- Requested to and met with Canalway Trail lead John DiMura to advise Village of Newark on section of trail from Route 88 to Lock 28B.
- Member of Canalway Trail Association of New York board of directors; lead regional CTANY organization in Wayne County, meeting four times per year to discuss trail development, promote trail development and projects and to promote adopt-a-trail program.

General Trails

- As requested, work with TrailWorks on Walkable Communities, Town of Williamson on trail opportunities that these or other groups would like to pursue.

WAYNE COUNTY MASTER PLAN (all staff members)

- Work on the master plan was temporarily suspended in September when the County chose to escape from the contract with its consultant. The final report is under review and a new Request for Proposals is being prepared. It is expected work on the master plan will resume in mid-2004.

SEQR REVIEWS (Sharon Lilla)

- Completed the following reviews to fulfill Wayne County's requirements under SEQR:
 - 1) Sodus Point Park Improvement Project
 - 2) Amtrak Station
 - 3) Sale of Portion of E-53 Lock Property to Finger Lakes Construction
 - 4) Empire Zone Boundary Amendment
 - 5) Widewaters and Aqueduct Park Privies
 - 6) Wayne CAP Expansion Project
 - 7) Sale of County Surplus Properties in Palmyra and Lyons
 - 8) WATS Bus Wash Facility
 - 9) River Road Improvement Project (This also included an environmental review under NEPA, which is the National Environmental Policy Act)

INCOME SURVEYS (Sharon Lilla and Sue Pullen)

- Income surveys to determine eligibility for CDBG grants were conducted on behalf of the Town of Palmyra for a joint application with the Town of Arcadia and the Town of Marion for a comprehensive application, which will be submitted in 2004.

JOINT MUNICIPAL IMPROVEMENT FUND (Sharon Lilla and Sue Pullen)

- On behalf of Wayne County, the Planning Department administers the Joint Municipal Improvement Project Fund, which was established to encourage retail development in central business districts. The following awards were granted by Wayne County in 2003:
 - 1) \$3,666 to the Town of Arcadia for drainage improvement to mitigate persistent flooding experienced by businesses located on the east end of the Village of Newark along Route 31.
 - 2) \$30,000 to the Village of Newark for drainage improvements at the Harrison Street-West Shore Boulevard intersection.
 - 3) \$8,333 to the Village of Sodus to demolish a blighted structure located in the central business district.

- 4) \$21,500 to the Village of Wolcott to replace sidewalks in the central business district.
- 5) \$16,666 to the Village of Wolcott to subsidize the cost of moving the historic Northup Carriage House to a parcel located just adjacent to the central business district.

GENERAL TECHNICAL ASSISTANCE

- **Sodus Bay Intermunicipal Committee.** Bret DeRoo serves as chairman of the committee and has been involved with obtaining and distributing information, guiding the monthly meetings and working on the first components of the Harbor Management Plan. (Bret DeRoo)
- **Williamson–Sodus Airport:** Prepared a draft Airport Overlay District for the facility. The draft has been reviewed by a number of agencies including the FAA, NYSDOS, NYSDOT-Aviation Services Bureau, US Auxiliary Coast Guard, Sodus Planning Board and the AOPA. The Sodus Town Attorney is also reviewing the draft. His comments will be incorporated into a modified document. (Bret DeRoo)
- **Data/Technical Requests:** Respond to tax parcel map and data base, flood zone, census, agricultural district, wetland, zoning and other miscellaneous (scans, copies, downloads) requests from consultants/engineers, planning departments, board members, appraisers, non-profits and county constituents on a daily basis. (Bret, Peg, Sue, Ora)
- **Aldrich Change Bridge.** Served as facilitator for this project and a liaison with the New York State Canal Corporation, Wayne County Departments and the volunteer Bridge Builders in obtaining permits, finding abutment stone and working with engineering team. The Bridge has been successfully reconstructed and placed on new abutments of historic stone. Deck, railings and approaches are underway. The dedication of bridge is scheduled for July 10, 2004. HUD project funds have been expended and the Village of Palmyra has closed out accounts. (Peg Churchill)
- **Arcadia Widewaters Trail and Spillway Bridge.** Liaison with NYS Canal Corps, Town, engineering firm, DEC, OPRHP and USACOE to clear all issues and acquire permits. Awaiting clearance from Army Corps before Canals issues permit. (Peg Churchill)
- **General Ag Economic Development (Ora Rothfuss)**
 - i) Assisted Cliff DeMay and US Grown.
 - ii) Spoke with Lagoner about zoning issues related to farm markets.

- iii) Presented to Tioga County Agriculture and Farmland Protection Board about Purchase of Development Rights.
 - iv) Worked on Consolidated Ag District #1- maps, survey data, reports
 - v) Had 16 general meetings with farmers.
 - vi) Attended 13 Town Board meetings.
 - vii) Attended 4 Wayne County Farm markets meetings.
- **Organizing for Main Street Power Point Presentation.** Developed a presentation for communities, which provides information and guidance about the revitalization of central business districts. This presentation was given to several business and civic organizations and village boards across Wayne County in 2003. The demand for the program continues to grow as citizens become more involved in the future planning and development of their communities. (Sharon Lilla)
 - **Wolcott Carriage House.** Working within a very short timeframe, coordinated efforts between the Wolcott Historical Society, the Village of Wolcott, Wayne County, local attorneys and Congressman Walsh's office to move the Wolcott Carriage House to a location on Jefferson Street so it would not be demolished. Wayne County appropriated funds from its joint municipal improvement project, the Verizon Foundation provided a grant for the movement of utilities in the amount of \$25,000 and Congressman Walsh provided a grant for \$80,000 to save this significant historic building. (Sharon Lilla)
 - **Regional Dredging Plan.** Met with representatives from Monroe, Wayne and Oswego Counties to finalize the regional dredging management plan as a long term solution to the silting problems that are plaguing access to inland harbors from Lake Ontario. (Sharon Lilla)
 - **Sanford Creek Dredging Project.** Coordinated efforts between the Town of Wolcott and the residents of Sanford Creek for the establishment of a special dredging district to clean out Sanford Creek. (Sharon Lilla)

ORGANIZATIONAL REPRESENTATION

The Planning Staff is represented on the following public and non-profit Boards and organizations:

- Western Erie Canal Heritage Corridor Commission
- The Empire Zone Administrative Board and the Planning and Strategy Committee
- Canal Trail Association of New York
- Canal Society of New York
- NYS Association for Solid Waste Management Board of Directors
- Federation of NY Solid Waste Management Associations Board of Directors
- Sodus Bay Intermunicipal Committee

- Montezuma Audubon Conservation Center Committee
- Friends of Montezuma
- Wayne County Water Quality Coordinating Committee
- The Sodus Bay Historical Society, Inc.
- Genesee Transportation Council Regional Trails Initiative
- Genesee Transportation Council Planning Committee
- Genesee Finger Lakes Regional Planning Council
- Genesee Finger Lakes Regional Planning Council Planning Coordination Committee
- Common Good Planning Center Professional Planners Advisory Council
- Rochester Renaissance 2010 Stewardship Committee
- Finger Lakes Culinary Bounty
- Wayne County Industrial Development Agency
- WEDC Microenterprise Loan Review Committee
- Wayne County Agricultural and Farmland Protection Board
- NY Farm Net Board of Directors
- Lake Plains Resource Conservation and Development Council
- Growing New Farmers Consortium professional development committee
- Cornell Program Work Team for Agricultural Community Economic Development

MEETING ATTENDANCE

The staff of the Wayne County Planning Department attended nearly 400 meetings, which included Town and Village Boards, local planning boards, civic and business organizations, non-profit organizations and related professional organizations in 2003.