

**County of Jefferson**  
**Office of the County Administrator**



**Historic Courthouse**  
195 Arsenal Street, 2<sup>nd</sup> Floor  
Watertown, NY 13601-2567  
Phone: (315) 785-3075 Fax: (315) 785-5070

---

July 12, 2013

**TO:** Members of Planning & Development Committee  
**FROM:** Robert F. Hagemann, County Administrator   
**SUBJECT:** Planning & Development Committee Meeting

Please let this correspondence serve as notification that the **Planning and Development Committee meeting for July has been cancelled** for lack of agenda items.

Enclosed are Planning Department and Sportfish Advisory Board reports and an informational item for your review.

If you have any questions, please feel free to contact this office or Committee Chairman Ormsby.

RFH:tlr

Enc.

cc: Airport  
Code Enforcement  
Employment and Training  
Planning

## **Department of Planning May/June 2013 Summary**

The overall service objective of the Department of Planning is the provision of quality technical assistance to the County and its local municipalities within the Department's four established work plan areas: County Planning and Economic Development, Community Planning and Development, Resource and Environmental Management, and Information, Demographic, and Data Services. (Note: GIS tasks are now listed under the appropriate workplan heading.)

**May/June 2013** activities and highlights within these major categories were as follows:

### COUNTY PLANNING AND ECONOMIC DEVELOPMENT

#### Community Development Block Grant (CDBG) Program

- Continued administration for the County's \$600,000 2011 CDBG Housing Rehabilitation award from the NYS Office of Community Renewal (OCR). Over \$585,000 has been expended to date.
- Began administration for the County's \$750,000 2012 CDBG Housing Rehabilitation award from the NYS Office of Community Renewal (OCR). Held two meetings with the Project Review Committee and approved two projects for the 2012 award. The projects are in the Village of Evans Mills, and the Village of Adams Center.
- Continued preparation steps to position the County to file a 2013 CDBG application funding request later in the year.
- Continued NYS OCR administration tasks for the \$255,000 CDBG award to assist Florelle Paper, Inc., through the provision of a machinery and equipment loan from the Jefferson County Local Development Corp.

#### North County HOME Consortium (NCHC)

- Completed Federal drawdowns, project set-ups, and completion reports using the Federal IDIS data entry system for HOME projects in the three county Consortium.
- Continued work on grant administration tasks for the 2013 HOME grant year such as the Annual Action Plan and Environmental Review process. The Action Plan was submitted to HUD on May 13, 2013.
- Received preliminary information from HUD detailing the 2013 annual allocation, which will total \$749,290.

#### County Planning Board

- Prepared materials for the May and June County Planning Board meetings.
- Assisted the County Planning Board and local municipalities through staff reviews of six NYS General Municipal Law, Section 239m referrals in May and four in June. May projects included: Town of Clayton - Zoning text amendments; Village of Clayton – Special Use Permit for a wireless antenna; Town of Ellisburg – Use Variance for a cell tower; Town of Hounsfield – Site Plan Review for auto repair shop; Town of Orleans – Special Use Permit for an off-premise sign; Town of Watertown – Site Plan Review for an autobody shop. June projects included a site plan review for a boat storage building and truck trailer storage facility in the Town of Alexandria; a site plan review for an auto repair shop in the Town of Champion; a use variance for storage containers in the Village of Evans Mills; and a site plan review to amend an approved site plan at Creekwood Phase II in the City of Watertown.

#### Jefferson County - Fort Drum Growth Issues

- Staff continued to assist the FDRLO to refine the Fort Drum Regional Economic Model to more accurately portray indirect and induced economic impacts from Fort Drum spending and operations. Continued coordination with the consultant and local agency staff.
- Staff attended two meetings with the FDRLO Housing Task Force.
- Continued editing and compiling materials to expand a set of Jefferson County Planning Primers for training and educational purposes.

#### Comprehensive Economic Development Strategy (CEDS) Committee

- Continued to plan for a series of mid-year committee activities to complete the first annual update of strategies contained in the 2012 CEDS plan.

#### Urbanized Area Designation

- Continued evaluation of anticipated impacts of the Census Bureau's Urbanized Area designation for a portion of central Jefferson County. Continued analysis of Metropolitan Planning Organization (MPO) transportation planning aspects and the Metropolitan Statistical Area (MSA) designation.
- Continued coordination with Jefferson County SWCD on evaluating MS4 Stormwater regulations and overall applicability and impacts in the County.
- Staff participated in a conference call hosted by NYSDOT about anticipated changes in transit funding in the state.

#### Miscellaneous

- Staff participated in meetings of the Cooperative Extension's Program Advisory Board and Adopting Healthy Habits Advisory Board, Jefferson County Water Quality Coordinating Committee, and Tree Watertown Committee.
- Staff attended the 3<sup>rd</sup> annual Black River Watershed Conference in Lowville, sponsored by the Tug Hill Commission.
- Staff attended an informational workshop on the current Consolidated Funding Application opportunities.
- Staff coordinated the County Office Building's coordination in the 2013 North Country Community Cup activities.

### COMMUNITY PLANNING AND DEVELOPMENT

#### Municipal Project Assistance

- Alexandria (T) - Staff met with Town officials and the Economic Development Committee to continue discussions regarding a Comprehensive Plan and potential zoning revisions. Conducted a Strengths, Weaknesses, Opportunities, Threats brainstorming session with the committee. Created a town locator map for inclusion in the Comprehensive Plan.
- Henderson (T) – Met with the Zoning Committee to continue discussion and finalize review of draft edits regarding definitions and other related Town zoning amendment changes. Compiled edits discussed to date, and draft additions to the zoning law.
- Philadelphia (V) – Staff continued meeting with the Zoning Revision Committee to develop updates to their law. Staff also attended a meeting with the Revitalization Committee for continued work on their Gateway Island Park project and other revitalization efforts.
- Clayton (V) – Staff worked on final edits to the Village Zoning Law.

- LeRay (T) – Met with the Zoning Committee discuss draft edits to the Zoning Law, public input, and related zoning map amendments. Provided zoning-related GIS data to LeRay’s consultant.
- Philadelphia (T) – Staff met with Planning Board to continue work on updating the Town Zoning Law. Created a 2012 Land Use by Assessment map and a land use with zoning districts map as part of the zoning review process.
- Champion (T) – Created a zoning reference map for the Town.
- Cape Vincent (V) – Updated zoning map with 2012 parcels and edited symbolization.

#### Municipal Land Use Training

- Staff coordinated and held a Land Use training workshop on May 29th at JCC, with two local attorneys as presenters. The topic was “Common Real Estate Procedure Transactions” and the workshop was attended by over 40 local officials.

### RESOURCE AND ENVIRONMENTAL MANAGEMENT

#### Agriculture and Agricultural Districts

- Staff began the 2013 Annual Agricultural Individual Inclusion Process by providing information for the Cornell Cooperative Extension of Jefferson County June Newsletter, posting the annual inclusion information to the department’s website, and provided news releases to area media.
- Staff received 10 requests to add land through the 2013 Inclusion process and prepared proposed Agricultural District Inclusion parcel locator maps.
- On May 25<sup>th</sup>, staff submitted a final funding application to update the County’s Agricultural and Farmland Protection Plan to NYS Department of Agriculture and Markets.

#### Snowmobile Grant-in Aid Program

- Compiled, verified and submitted Phase III documentation of all maintenance and grooming activities for the Snowmobile Clubs to NYS OPRHP.
- Compiled a Phase I new trail request for one Snowmobile Club to request adding 8.49 miles to the NYS Statewide Corridor Trail System.
- Coordinated the initial 70% payments to two out of the four County snowmobile clubs that have executed their contracts.

#### NYSDEC Region 6 Open Space Committee

- Attended the third meeting of this committee to continue development of narrative amendments pertaining to regional open space issues and projects contained in the current NYS Open Space Plan.

#### Emerald Ash Borer Training

- At the request of NYSDEC, staff planned and scheduled a training session on Emerald Ash Borer awareness and preparedness. Highway Superintendents and other local officials that deal with tree maintenance were invited to learn about identification and management of this invasive species. The training was conducted on May 8<sup>th</sup> at Cornell Cooperative Extension of Jefferson County. Over 30 local officials attended.

#### Black River Initiative Advisory Committee

- Staff attended the Black River Initiative Advisory Committee meeting in May to discuss updates to the BlackRiverNY.com website and potential Consolidated Funding Applications.

### INFORMATION, DEMOGRAPHIC, AND DATA SERVICES

#### General Technical Assistance

- Responded to callers, emails, and walk-ins with requests concerning municipal zoning maps, parcels, FEMA flood zones, agricultural districts, school districts, and demographic data.
- Compiled County building permit information for various agencies and requests.
- Completed compilation of 4<sup>th</sup> quarter housing indicators survey results.

#### Census

- Staff began a process of offering local municipalities the option of the Planning Dept. handling the annual US Census Bureau's Boundary and Annexation Survey. The Department's mapping software allows for digital submissions of any municipal boundary changes in order to provide the Census Bureau with the most up to date information.

#### Other Geographic Information System (GIS) Tasks (not listed in above workplan areas).

- Continued grant tasks in conjunction with DANC, Lewis County, St. Lawrence County, the City of Watertown, and the Tug Hill Commission for the GIS Local Government Efficiency project. Participated in conference call about possible discussion points with consultant. With other County Department representatives, participated in a Jefferson County meeting with AppGeo, Inc to discuss purpose of the LGE project; questions about the County's GIS program, staff, and equipment; and anticipated GIS needs. Staff took part in GIS Analyst conference call to consider how to set a baseline of task types and man hours for any return on investment calculations.
- Composed aerial map of Watertown International Airport for airport development plan.
- Provided Jefferson County Real Property Tax Services Office with list of Agricultural District parcels in Cape Vincent, at office's request. Provided second list of all Agricultural District parcels in Jefferson County by municipality.
- Completed digitizing the Black River in Jefferson County at 1:1000 scale from aerial imagery.
- Participated in webinars on *Geospatial Metadata*, *ArcGIS for Land Records: Parcel Management*, and *U.S. Census Bureau: American Fact Finder Data Access*.
- Digitized scenic byways and wine tour in Jefferson County. Digitized winery and agricultural tour points of interest.
- Began formatting 2013 parcel data received from the Department of Real Property Tax Services for GIS use.
- Amended municipal GIS data layers to reflect the Town of Wilna's annexation of Village of Carthage parcels.
- Coordinated with Fountains Spatial, Inc on updates to on-line County Map Viewer.



# JEFFERSON CO. SPORTFISH ADVISORY BOARD

May 20, 2013

## JCSFAB

Meeting started at 7:00PM

### Members Present:

- Mitch Franz
- Diane Gamble
- Burnie Haney
- Hal Horton
- Bob Savage
- Dean Meckes
- Larry Rogers

Motion to accept minutes as recorded.

April meeting minutes accepted motion to accept by Hal Horton and 2<sup>nd</sup> by Mitch Frantz.

Treasurer's reported accepted as stated.

April treasurer report accepted motion to accept by Mitch Frantz and 2<sup>nd</sup> by Larry Rogers.

### Old Business:

Performing Arts kids' day motion was made to give captains gas money for a total of \$500.00 by Mitch Frantz and 2<sup>nd</sup> by Larry Rogers.

Bob Dick wrote article for fish cap on fishing around eastern end for Don Miser.

Burnie has some emails into Steve Lapan at Cape Vincent.

### New Business:

Walleye fishing is off this year compared to last year. St. Lawrence River Ogdensburg fishing is down.

Apr. 27 take a soldier fishing, bass pro shop funded 50 %.

Find some worthy programs for kid's education of fishing; they are the next generation of fishing people.

Motion was made by Burnie Haney and 2<sup>nd</sup> by Bob Savage to send a letter to Ken Blackenbush, Addie Jenne-Russell to support the 3 fish rod bill 6354 and pass it for permanent status and to send a letter to Patty Richie on the 3 fishing rods senate bill 4195 to pass that for permanent status also.

Bonus steelhead stocked in the Black River and Stony Creek.

40,000 brown trout high rocks and Stony Point.

80,000 Lake trout 40,000 from Vermont 40,000 Alleghany Seneca strain

# **JEFFERSON CO. SPORTFISH ADVISORY BOARD**

**April 15, 2013**

**Fish ladder in Dexter has not been open in the last 2 year. It was built for Atlantic Salmon see Russ and Frank DEC.**

**Next year 2014 Mark Hopkins will sponsor bass derby- Bass Federation tournament.**

**Look into Stony Creek is a good launch but no maintained to markers in channel.**

**Will have annual dinner in July this year.**

**Motion made to adjourn Mitch Frantz and 2<sup>nd</sup> by Dean Meckes.  
Meeting adjourned at 8:30**

**Next meeting will be June 17, 2013 at 7:00 PM at the Human Services Building on Arsenal Street, Watertown.**

**Respectfully submitted,**

*Diane Gamble*

**Diane Gamble,Sec**



## New York The Bass Federation (NYTBF)

Bobby Williams  
Vice President  
PO Box 185  
La Fargeville, NY 13656  
315-408-8472  
[labob1995@gmail.com](mailto:labob1995@gmail.com)

NY Department of Environmental Conservation  
Region 6 Director  
317 Washington St.  
Watertown, NY 13601

July 5, 2013

Ms. Drabicki,

We're contacting your office to request implementation of the statewide Catch and Release season for Black Bass for the inland waters of Region 6.

We have members that frequent the inland waters of Region 6 all summer during the open season and we believe the fisheries would not be adversely affected if the statewide C&R season for black bass were implemented. Doing this will also provide bass anglers an additional 90-100 angling days (depending on ice up and ice out dates) to pursue our favorite fish.

### **Proposed Fishing Regulation Change:**

Region 6 adopt the current statewide Catch and Immediate Release season (artificial lures only) for Black Bass (December 1 - Friday preceding the 3rd Saturday in June) excluding Lake Ontario and the St Lawrence River.

We look forward to your response.

Respectfully,

Bobby Williams  
Vice President  
NYTBF

### Courtesy Copy

Jefferson County Board of Legislators  
Jefferson County Sport Fish Advisory Board  
Assemblywoman Addie J Russell  
DEC Fishing Regulations (Mr. Shaun Keeler)

