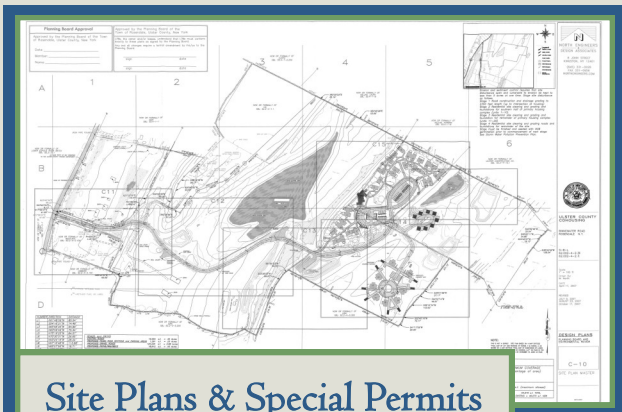
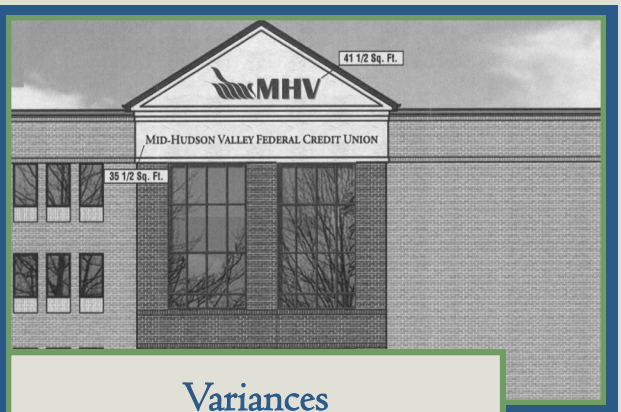
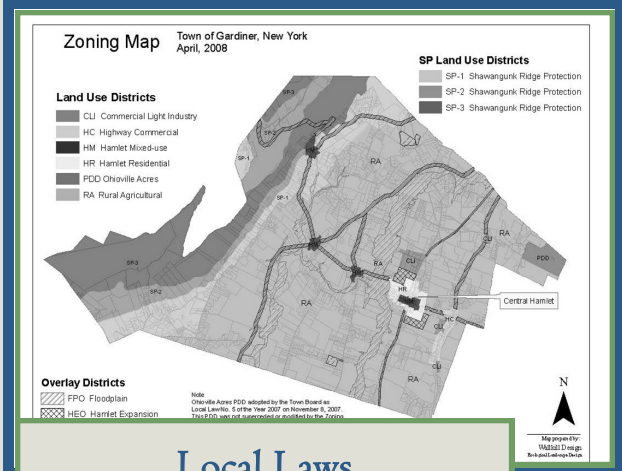
Land Use Referral Guide



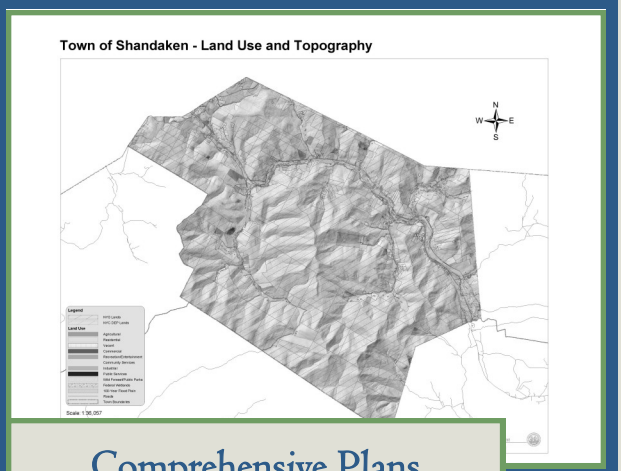
Site Plans & Special Permits



Variances



Local Laws



Comprehensive Plans

Ulster County Planning Board

November 2008

Acknowledgements

The Ulster County Planning Board's Referral Guide was developed by staff with the input of the Referral Guide Subcommittee and the Planning Board itself. We gratefully acknowledge all those who participated in the creation of this guide.

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The Ulster County Planning Board Referral Guide was approved by the Ulster County Planning Board on November 5th, 2008.

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Ulster County Department of Highway and Bridges: Subdivision Requirements
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Goals of this Guide

The Ulster County Planning Board (UCPB) **Land Use Referral Guide** provides information on the General Municipal Law 239 –l, -m, & -n Referral Process that governs reviews by UCPB. This guide contains policies and procedures that should be utilized at the earliest stages of the land use approval process.

The Guide is designed to meet three goals:

- To inform municipalities, applicants, and others of the UCPB's administrative procedures regarding areas of jurisdiction of the UCPB, the manner in which a proposed action is to be referred, and the interaction of the UCPB with applicants and the public.

- To lay out in a concise fashion the policies, standards, guides and criteria used by the UCPB in conducting mandated review of various local land use actions as provided for in state law and the Ulster County Charter.

- To promote sound planning practices that improve the quality of life for residents, protect the environment, and attract businesses and visitors to Ulster County.

Referral Process Basics:

Why and What Actions Must Be Referred

Actions Subject to Referral

The establishment of the UCPB and its authority to review land use actions is found in the recently adopted County Charter, Ulster County Code (UCC) §C-51.

As of January 1, 2009, UCC §C-51 grants the UCPB authority to review land use actions as enumerated under Article 12-B of New York State General Municipal Law (GML). This authority now includes review of subdivisions, per GML 239-n, which were not previously subject to referral. In addition the UCC §C-51 gives the UCPB "...the authority to review, with the right to render advisory reports only, other land use and land subdivision elsewhere in Ulster County in accordance with General Municipal Law Article 12-B." This extends the UCPB review authority beyond the 500-foot jurisdiction found in GML 239 -m and -n to all locations within Ulster County. In response, the UCPB has developed a two-tiered approach for referrals based on project location either within or outside the 500 foot jurisdiction.

The key sections of Article 12-B of New York State GML cited by the Ulster County Charter that pertain to the referral process are 239 -l, -m, & -n. These sections provide for actions and materials that must be submitted, time frames for review, and the consideration and response of the UCPB. Table 2 provides a summary of the actions subject to referral and the types of response that may be rendered by the UCPB.

Referral Review Considerations

General Municipal Law 239-l "*…authorizes the County Planning Board to review proposed actions for inter-community or county-wide considerations...*" These considerations are outlined in Table 1 below.

Table 1: Review Considerations

- Compatibility of various land uses with one another
- Traffic generating characteristics of various land uses in relation to the effect of such traffic on other land uses and to the adequacy of existing and proposed thoroughfare facilities
- Impact of proposed land uses on existing and proposed county or state institutional or other uses
- Protection of community character as regards to predominant land uses, population density and relation between residential and non-residential areas
- Community appearance
- Drainage
- Community facilities
- Official development policies, municipal and county, as may be expressed through their comprehensive plans, capital programs or regulatory measures
- Such other matters as may relate to the public convenience, to governmental efficiency and to the achieving and maintaining of a satisfactory community environment

Table 2: Summary of UCPB Land Use Referral Authority		
Actions Subject to Referral	**In accordance to NYS General Municipal Law Sections 239-m and –n and In accordance to Ulster County Charter Section C-51 A.**	**In accordance to Ulster County Charter Section C-51 B.**
Municipal Comprehensive Plans **Zoning Code or Map Enactment or Amendments** **Site Plan Review** **Subdivisions** **Special Permits** **Area Variances** **Use Variances** **Other Special Authorizations**	**<u>The UCPB has the authority to render the following recommendations:</u>** • No County Impact • Approve • Required Modifications • Disapprove **<u>Within Five Hundred Feet of:</u>** • Village, City, Town boundary* • Boundary of county or state park or other recreation area* • Right-of-Way of county or state road* • Right-of-Way of stream or drainage channel owned by the County or within established channel lines; • Boundary of county or state owned land on which public buildings or institutions reside* • Boundary of a farm operation located in an Agricultural District per Article 25-AA of Ag and Markets Law **Existing or Proposed*	**<u>The UCPB has the authority to render the following recommendations:</u>** Advisory Opinions Only **<u>Outside Five Hundred Feet of GML Designated Boundaries:</u>** Same as for GML 239-m and –n

Referral Exceptions for Land Use Actions Deemed Not to Have a County-Wide Impact by the UCPB

General Municipal Law allows the UCPB to enter into agreements with municipalities to exempt certain actions from the referral process. Currently, the UCPB has existing agreements that exempt residential side-yard and rear-year set back area variances as well as front-yard residential fence height area variances from being referred.

After review of its referral recommendations over the last 5 years the UCPB has concluded that additional local zoning actions are not likely to have a county-wide impact and should also be exempt from review. **Table 3** is a Referral Submittal Reference Matrix of actions that the UCPB has deemed not required to be referred.

To utilize Table 3 a community **<u>must</u>** enter into an agreement with the UCPB to do so. A sample resolution and agreement can be found in the appendices of this guide.

Table 3: Referral Submittal Reference Matrix	
Type of Referral	**Referral Requirements**
Site Plans and Special Permits	**Within 500 Feet Referral Required - Except For:**
	Re-occupancy or reuse of existing structures meet one or both of the following conditions:
	~ An increase in parking spaces is not required by local statute and channelized access to state or county road exists or is proposed
	~ New site lighting, if proposed utilizes full cut off luminaires and does not exceed IESNA lighting levels
	Erection of signs that meet zoning requirements
	Accessory apartments
	Outside 500 Feet Referral Required - Only For:
	Buildings with gross floor area > = 4,000 square feet
	Projects With land disturbance > = 1 acre
	Adult uses
	Mining operations
	Structures greater than 100' in height
	SEQRA Type 1 actions
	Structures located within the 100-year Flood Plain
Area Variances	**Within 500' Referral Required - Except For:**
	Residential rear yard
	Residential side yard
	Residential fence height - not in front yard
	Residential minimum lot size - If central water or sewer is available
	Outside 500 Feet Referral Not Required.
Use Variances	**Within 500 Feet Referral Required - Only For:**
	Physical expansions of existing structures/utilities/facilities and/or new uses established on vacant sites.
	Outside 500 Feet Referral Not Required.
Subdivisions	**Within 500 Feet Referral Required - Except For:**
	Total number of lots created less than 5 and no lots located in the 100-year floodplain.
	Outside 500 Feet Referral Required - Only For:
	SEQRA Type 1 actions or where land disturbance is greater than 5 acres and/or lots located in the 100-year floodplain.
Adoptions and/or Amendments to: • Zoning Statutes, Zoning Maps, • Comprehensive Plans, • Moratoriums • Other Land Use Related Authorizations	**All are required.**

The following are further explanations of the referral matrix in Table 3:

Site Plans and Special Permits Within 500'

Internal Modifications: Site plans and special permits for applications for re-occupancies or reuses of existing structures are in many instances "internal modifications" to the structure with little to no external changes. These actions do not rise to the level of "county-wide impact." Referral is **required** in instances where the above meets any of the following conditions:

- ***Increase in parking spaces*** *is required by local statute*
- ***Un-channelized access*** *to the existing structure is to remain*
- ***New lighting is proposed*** *that is not glare shielded and has not been developed in accordance with Illuminating Engineering Society of North America's lighting standards.*

Signage: The UPCB reviews site plans and special permits for signage. As long as a proposed sign meets the standards of the local statute, then it does not rise to the level of "county-wide impact".

Site Plans and Special Permits Outside 500'

Only Projects having the following characteristics are required to be referred:

- Buildings with a gross floor area greater than or equal to 4,000 square feet. In other words, those that exceed a Type II action under SEQRA in terms of gross square footage.
- Land disturbance greater than or equal to one acre
- Adult Uses
- Mining Operations
- Structures greater than or equal to 100 feet in height
- SEQRA Type I Actions
- Structures located within the 100-year floodplain

Area Variances Within 500'

Residential Rear Yard and Side Yard: Do not rise to the level of county-wide impact and are not required to be referred.

- **Residential Fence Height:** Fences in front yards are **required** to be reviewed. However, variances in the side and/or rear of residential lots **do not** rise to the level of county-wide impact and do not require referral.
- **Residential Minimum Lot Size:** In cases where residential lots have either central water or central sewer available to them, this type of variance does not rise to the level of County-wide impact and is excepted from the referral process.

Use Variances Within 500'

As long as a use variance ***does not*** involve the physical expansion of an existing structure and/or its associated facilities and utilities, it does not to rise to the level of county-wide impact and is therefore excepted from the referral process.

Subdivisions Within 500'

Subdivision activities involving five or less lots (non-realty subdivisions) and with no lots located in the 100-year floodplain do not constitute a county-wide impact and are excepted from the referral process

Subdivisions Outside 500'

Only subdivision activities that are Type 1 actions under SEQRA or where land disturbance is greater than five acres, or where the subdivision activity contains located within the 100-year floodplain are required to be referred.

Referral Process Basics:

Administrative Procedures and Policies

Pre-Referral Submittal Meeting

Communities are encouraged to direct applicants to contact the UCPB staff and participate in a pre-referral meeting as early as possible in a project's planning stages. The staff will coordinate these meetings with the referring agency as well as other involved or interested agencies at the county level including Public Works and/or the Health Department. We also can coordinate with NYSDOT and other state agencies where necessary or requested.

Areas where assistance can be offered include:

- Review concept plans for particular sites
- Identify potential issues and solutions/mediations
- Technical assistance with local laws, plans, and comprehensive plans
- Technical assistance with NYS laws and processes
- Technical assistance with GIS mapping

These meetings will provide a better understanding for all parties of the responsibilities and policies of the reviewing agencies, allow the applicant the opportunity to explain a projects design philosophy, site restrictions, alternatives considered and other issues associated with the proposal. It is never too soon for these initial discussions and staff will meet with applicants numerous times as requested.

Referral Submittal Procedures, Deadlines, and Time Frames

Submitting a Referral

Local Board Responsibilities: Referrals must be reviewed by the local board responsible for the action's approval prior to submittal. The referring body should by formal action determine the completeness of an application. **A signature by the Chairperson of the referring body certifying that a formal action of completeness is required .**

The UCPB cautions against a policy of having the referring board's secretary, zoning enforcement officer, or attorney submit applications without prior local board review. See GML "full statement" requirements below.

Applicants **are not permitted** to make direct referrals to the Board; they must come from the referring body. Supplemental material may be submitted to the UCPB providing the same material will or has been submitted to the referring body, and it has been informed that the UCPB has been sent materials.

Submittals must be accompanied by the proper UCPB form and paper copies of all materials that meet the "full statement requirements" must be included. Digital copies of materials should also be submitted if available.

Referrals **must** be submitted by mail or hand delivered by the board responsible for approving the action. Fax and email submittals are only permitted **with prior approval of the referral officer** and are limited to supplementary information/amendments to the original referral.

Full Statement Requirements

GML requires that the UCPB receive a "full statement" of the action being referred. The Board has developed a checklist to guide local boards on the materials that should be included based on the type of approval being requested (see appendix). The UCPB is entitled to **all** of the material submitted to the referring body required in its local statute. Full statements, by their nature, require deliberation and a decision on completeness by the referring body prior to referral. All materials requested, used, or developed by the referring body to make its determination under SEQRA are required to be submitted and an environmental assessment form (EAF) must be submitted. Where a DEIS is required referrals should include it.

Deadlines for Submittal

In accordance with General Municipal Law 239-m,1(d) the UCPB will require receipt (date of delivery) of referral materials **12 calendar days** prior to its monthly meeting in order for a referral to be placed on its agenda. The Board is also requesting that it be permitted additional time to review certain actions. (See Table 4).

These deadlines represent the minimum submittal requirements. NYS law also sets deadlines for submittals that may differ from these minimums that are dependent on local actions, i.e., site plans and special permits must be submitted to a county planning board 10 days prior to any public hearing on the application.

Requests for waivers from the deadlines may be made, but are at the discretion of the referral officer.

UCPB Response Timeframe

Once a referral has been received and deemed to constitute a "full statement" by the referral officer, the UCPB has thirty (30)calendar days to issue its recommendations. Should the UCPB not respond within 30 days, the referring body may take final action. A UCPB response received 2 days or more prior to the referring board taking its final action is considered to have met 30 day requirement under GML. Local approvals should only be taken after 30 days of submittal if no response has been received from the UCPB. Actions taken in advance of 30 days have been deemed by the courts to be null and void. Furthermore, failing to consider the recommendation of the UCPB in the decision by the referring body may also render a decision null and void.

Table 4: Referral Deadlines by Type

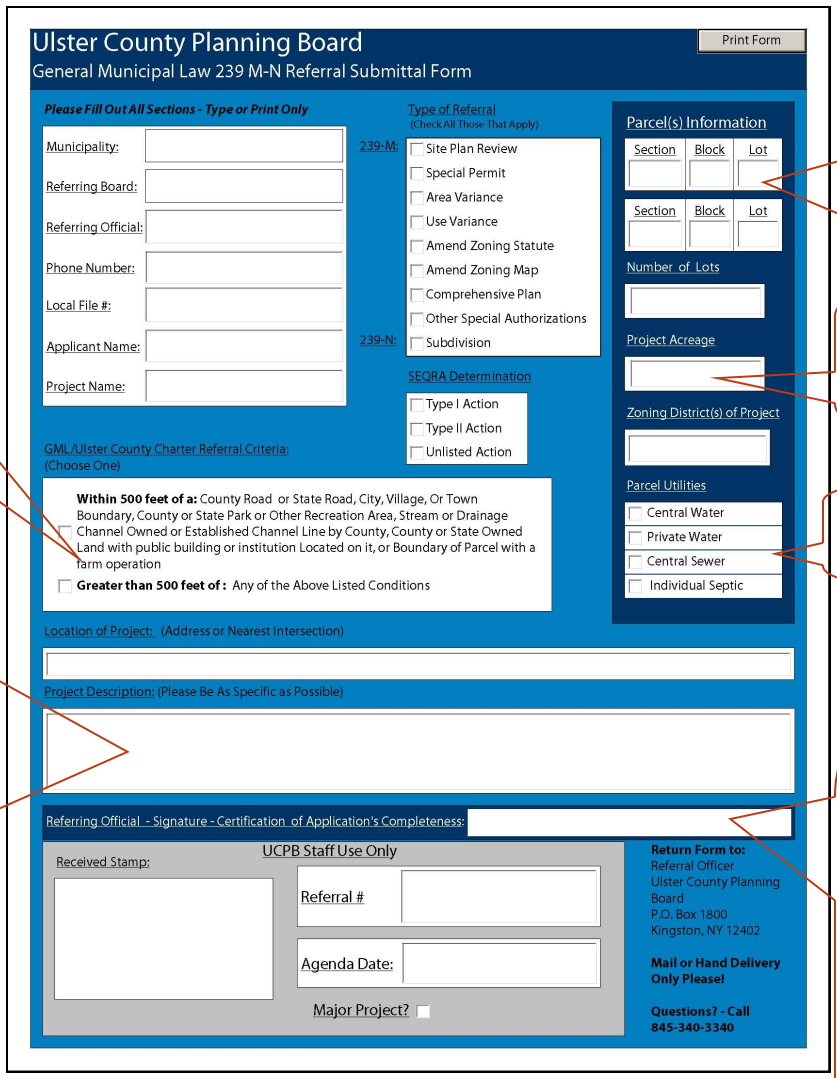
Days Receipt Before UCPB Meeting	Type of Action
12 Calendar Days (Required)	• All Variances • Site Plan Review
30 Calendar Days (Requested)	• Comprehensive Plans • Zoning Statute and Map Amendments

Final Action Reports

The referring body has 30 days to issue a final action report to UCPB. Actions contrary to a county planning board's recommendation for approval, required modification or disapproval shall state the reasons for such contrary action. Such contrary final actions require a majority plus one vote of all members of a local board.

The Referral Submittal Form

The referral submittal form must be used for all submittals. A full size copy of the form is available in the appendices. A PDF version of this form that allows you to type in information directly is available online at http://www.co.ulster.ny.us/planning.



Ulster County Planning Board

Print Form

General Municipal Law 239 M-N Referral Submittal Form

Please Fill Out All Sections - Type or Print Only

Municipality:

Referring Board:

Referring Official:

Phone Number:

Local File #:

Applicant Name:

Project Name:

Type of Referral (Check All Those That Apply)

239-M:
- Site Plan Review
- Special Permit
- Area Variance
- Use Variance
- Amend Zoning Statute
- Amend Zoning Map
- Comprehensive Plan
- Other Special Authorizations

239-N:
- Subdivision

SEQRA Determination
- Type I Action
- Type II Action
- Unlisted Action

GML/Ulster County Charter Referral Criteria: (Choose One)

Within 500 feet of a: County Road or State Road, City, Village, Or Town Boundary, County or State Park or Other Recreation Area, Stream or Drainage Channel Owned or Established Channel Line by County, County or State Owned Land with public building or institution Located on it, or Boundary of Parcel with a farm operation

Greater than 500 feet of: Any of the Above Listed Conditions

Parcel(s) Information

Section	Block	Lot

Number of Lots

Project Acreage

Zoning District(s) of Project

Parcel Utilities
- Central Water
- Private Water
- Central Sewer
- Individual Septic

Location of Project: (Address or Nearest Intersection)

Project Description: (Please Be As Specific as Possible)

Referring Official - Signature - Certification of Application's Completeness:

UCPB Staff Use Only

Received Stamp:

Referral #

Agenda Date:

Major Project?

Return Form to:
Referral Officer
Ulster County Planning Board
P.O. Box 1800
Kingston, NY 12402

Mail or Hand Delivery Only Please!

Questions? - Call 845-340-3340

If more than two parcels are included, note them in the project description

Total acreage to be disturbed

Choose the two that apply.

Application will not be accepted without signature of the local referring official, typically the chairperson.

One of these two options must be selected.

Please be as specific as possible. For example, indicate the type of proposed or existing use. Also, indicate the gross floor area to be constructed or the amount of a

Referral Process Basics:

UCPB Recommendations and Local Approving Board Requirements

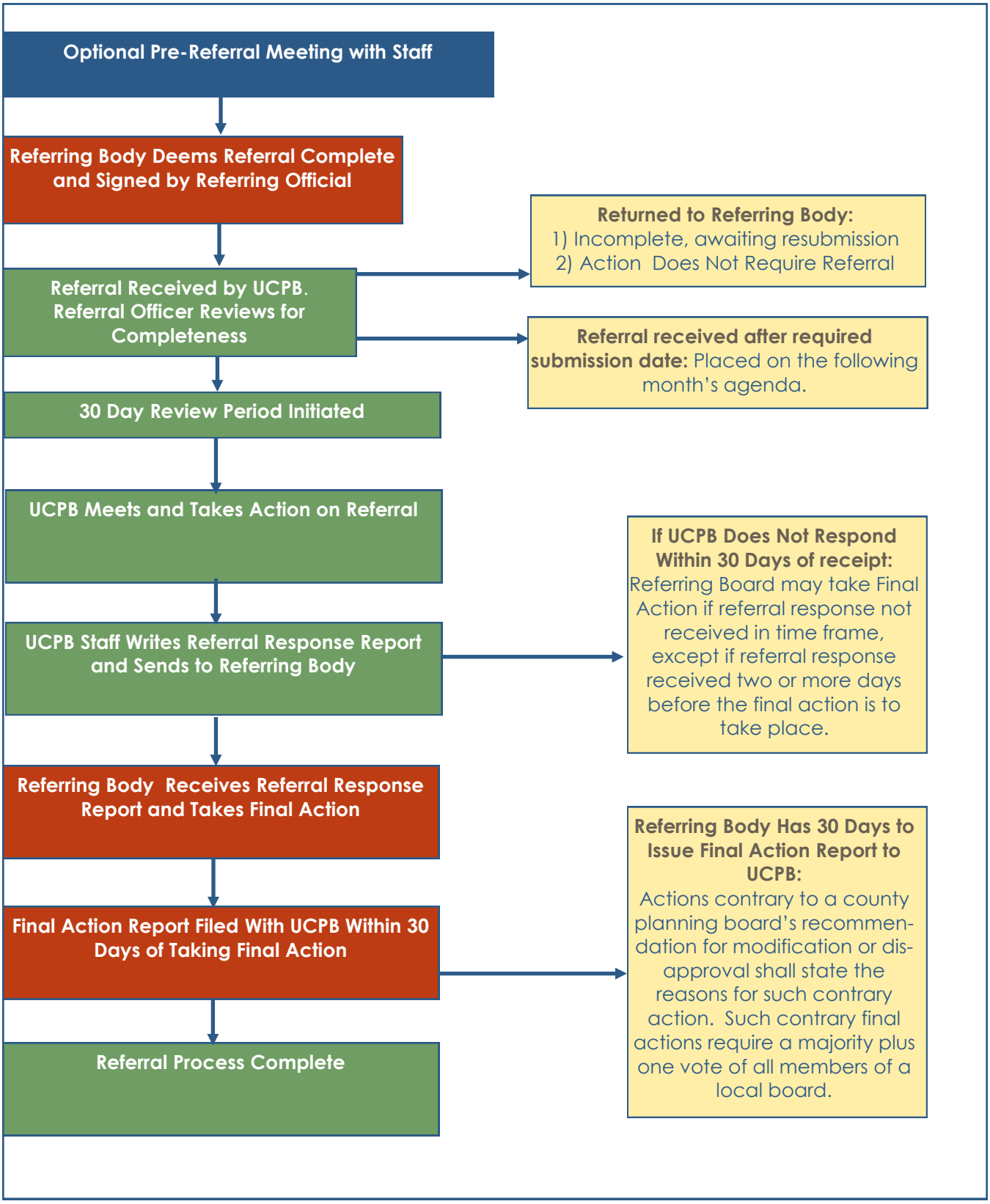
Table 5 summarizes the types of recommendations issued by the UCPB and their impacts.

Table 5: Recommendations of the Ulster County Planning Board

Recommendation	Explanation	Vote Impact on Referring Body
No County Impact	The matter is primarily of local concern and involves no countywide or inter-municipal issues or concerns.	**None**—Simple Majority Vote
Advisory Comments (Within 500ft)	County-wide concerns are not raised. Comments are provided for guidance and technical assistance.	**None**—Simple Majority Vote
Advisory Comments (Outside 500ft.)	The UCPB can only make advisory comments on these referrals. Comments will reflect the UCPB's concerns and recommendations.	**None**—Simple Majority Vote
Approve	The matter is consistent with all the goals and objectives of the County Land Use Plan and provides a clear betterment for the community.	**None—Simple Majority Vote** is required to approve this recommendation.
		A **Majority Plus One** is required should the referring board take an action **contrary** to this recommendation.
Required Modifications	The matter contains some significant aspects that are in conflict with County Planning Board policy, County land use plans, state enabling legislation, or local plans. These aspects can be addressed by imposing certain conditions or by altering the proposal.	**None—Simple Majority Vote** is required to approve this recommendation if the *modifications are followed.*
		A **Majority Plus One** is required if the referring board seeks to approve without following the modifications.
Disapprove	The matter will have a significant countywide or inter-community impact and is in direct conflict with the goals and policies of the Board, the local comprehensive plan, or sound planning principals.	**None—Simple Majority Vote** is required to approve this recommendation if *followed*.
		A **Majority Plus One** is required should the referring board take an action **contrary** to this recommendation.
Incomplete	Local Boards must submit "full statement" materials. No action may be taken. This response is reserved for submittals that do not contain the necessary "full statement" materials.	Sent back and await re-referral.

Referral Process Basics:

Referral Process Flowchart



Meeting Policies and Procedures

The UCPB's Monthly Meeting

Time, Date, and Location

The UCPB meets the first Wednesday of every month at 7:30 PM in the Surrogate's Court, located on the third floor of the Ulster County Office Building located at 244 Fair Street in Kingston unless otherwise noted. Refer to our website http://www.co.ulster.ny.us/planning.

The Agenda

The agenda usually consists of 9 areas as follows:

- **Roll Call**
- **Previous Minutes**, approval
- **Financial Report:** An update on the budget
- **Public Comment:** This is the opportunity for members of the public to comment on topics of County-wide planning concern. The public is welcome to offer comment with an amount of time set at the discretion of the UCPB chairperson. Sign-in as a guest is requested.
- **Community Reports**: Opportunity for the members of the UCPB to offer reports from their individual municipalities.
- **Communications**: Materials received by the UCPB staff that need to be brought to the attention of the Board or the municipalities they represent. These typically consist of, but are not limited to, grant opportunities and award announcements, educational opportunities, and SEQRA actions.
- **Old Business:** Previous business of the UCPB is reported and discussed.
- **New Business:** New business of the UCPB is reported and discussed.
- **Environmental Notice Bulletins:** Staff compiles a report of notices which is made available at the night of the meeting.
- **Referrals:** This is the exercise of the UCPB's project review responsibilities under the GML and the Ulster County Charter. A final agenda of specific referrals is made available to the Board at the meeting. **Applicants may address the Board and respond to questions**. Time limits are at the Chair's discretion.
- **Adjournment**

ULSTER COUNTY PLANNING BOARD

Agenda –August 6, 2008

The Ulster County Planning Board Meeting
7:30 p.m. – Surrogate Courtroom, 3rd Floor
County Office Building

The Referral Guide Committee Will Meet at 6:30 PM

Mr. Pritchard, Ms. Hokanson, Mr. Praetorius – Everyone is welcome to attend!

Please contact your alternate as soon as you know you won't be attending a meeting

1. **ROLL CALL**
2. **PREVIOUS MINUTES**
3. **FINANCIAL REPORT**

Account	Budgeted	Expended	Balance
Payroll	$ 511,344	$ 272,128	$ 239,256
Office Equipment	$ 1,660	$ 537	$ 1,123
Supplies, Travel Exp. & Fees for Professional Svc.	$ 1,178,591	$ 415,090	$ 763,501
Totals	***$1,691,595***	***$ 687,755***	***$1,003,880***

Revenue Report - 2008

Account	Total Actuals
Transportation	$ 137,645
Planning	$ 35

4. **PUBLIC COMMENT**
5. **COMMUNITY REPORT**
6. **COMMUNICATIONS**
   a. NYS Assembly – An Act to amend Ag & Markets Law in relation to providing state assistance payments to not-for-profit conservation organizations.
   b. Recusal & Abstention From Voting – published by NYS Bar Association (f)
   c. Town of Wawarsing Planning Board – Mahamudra Buddhist Hermitage – SEQR findings
   d. DEIS for Sailor's Cove on the Hudson Received - 76 acres - located north of Delaware Ave and Willow St (200 North Street)Mixed use residential, office, retail, and restaurant with public access to waterfront and on-site recreational amenities
   e. NYSDOT – Re: HWP Application Crossroads at New Paltz – request for information/documentation
   f. NYS Dept of Environmental Conservation – Div of Water – concurs with Reconnaissance Study recommendation that the study proceed into feasibility stage – Rondout Creek & Wallkill River Watersheds and Esopus Creek Watershed. (f)
   g. Rosendale - Lead Agency Designation - Wild Rose Subdivision - 22 lot subdivision on Bruceville Road 80 acres in the "A" Zoning District. - 21 single family homes and one existing/remaining commercial structure.
   h. City of Kingston - Lead Agency Designation - CVS Pharmacy - 416 Washington Avenue - Demolish Existing and Construct 12,900 SF retail pharmacy.
   i. Alexander Grannis, Commissioner–NYSDEC – Commissioner's Determination for Lead Agency for proposed Hudson River Valley Resort, Town of Rosendale (a/k/a: William's Lake, Canopy Development) – Designation of NYSDEC through its Region 3 office is most appropriate lead agency. (f)
7. **OLD BUSINESS**
   a. 2009 Budget (f)
   b. Ulster Tomorrow Public Information Meetings (m)
8. **NEW BUSINESS**
   a. Environmental Notice Bulletin – *See Separate Agenda*
   b. Zoning Referrals – *See Separate Zoning Agenda*
9. **ADJOURNMENT**

KEY: (f) = handout will be in folder at meeting
(m) = handout included in the mailing

Ulster County Comprehensive Planning

How UCPB Policies Relate to Referrals

The UCPB comprehensive planning efforts have resulted in the creation and adoption of plans that address housing, economic development, agriculture, open space, transportation, etc. The plans contain policies, goals and objectives that the UCPB utilizes in the referral process.

Recent plans include:

- Ulster County Long Range Transportation Plan (adopted by UC Transportation Council in September 2005),
- Ulster County Housing Strategies Report (adopted by UC Legislature in July 2008),
- Ulster County Open Space Plan (adopted by UC Legislature in December 2007),
- Ulster Tomorrow Sustainable Economic Development Plan, and
- UCPB's current initiative to integrate all these plans into a comprehensive plan and Greenway Compact for the county.

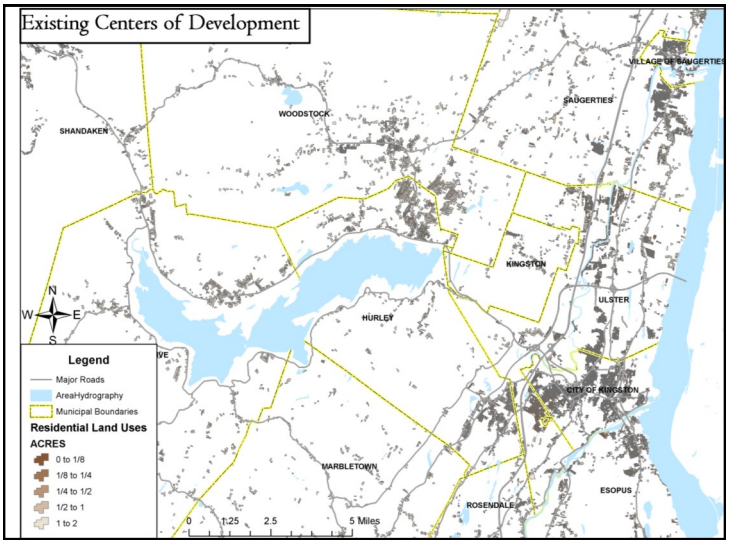
Consistency with these planning documents and the policies they contain often form the basis of UCPB recommendations. The general principles of these plans as they relate to municipal referrals are in the "Policy Guides" in the pages that follow.

The diagram below shows the major components of UCPB's planning and programmatic work, which establishes county policies, informs the referrals process, and provides a basis for technical assistance to communities and UCPB's work with county departments, legislators and programs. Details on each of these planning areas and documents for download are available at the Ulster County Planning website: www.co.ulster.ny.us/planning.

Policy Guides

Guidance for UCPB Referral Recommendations

Guide #1: Concentrate development in and around existing centers



- Create a pattern of development that is sustainable and reduces sprawl by establishing priority areas for growth.
- Provide for appropriate density and uses to reduce the financial costs and environmental impacts associated with expansion of infrastructure (roads, water, sewer, etc.) and take advantage of public investment in this infrastructure.
- Create additional opportunities for residences and commercial development through adaptive re-uses, infill development, and mixed use.
- Develop corridors at depth rather than along their length and maintain a sense of transition from forest, farm, field, hamlet, village, city to create a sense of arrival.
- Move development toward the street and provide appropriate height allowances.
- Reduce the number of persons requiring automobile commutes and increase the opportunities for transit and other alternative transportation methods.

Guide #2: Foster protection and preservation of the County's environmental resources

- Ensure that development does not impact public drinking water supplies, and protect the quality of ground water and surface water.
- Preserve existing farms and encourage new farming activities through use of cluster development, and purchase of development rights.
- Encourage the formation and continuation of state certified Agricultural Districts, and local land use controls that provide value added non-farm uses with agricultural operations consistent with community goals.
- Ensure that development does not disrupt the county's drainage systems, both natural and man made.
- Avoid or minimize disturbance of wetlands and the impacts of development upon them and encourage communities to address the gaps in federal and state wetland regulations through local controls.
- Restrict development in floodplains to appropriate uses and ensure that all development meets or exceeds the National Floodplain Protection Act requirements.
- Preserve and enhance open space, park systems and neighborhood recreation by developing and maintaining a regional trails network, providing public access along all of the county's waterways, and including considerations and connections to these in development decisions.
- Protect sensitive environmental areas such as habitats, aquifers, and stream corridors.
- Protect important vistas by minimizing the visual impacts associated with development. Including such uses as cellular telecommunication facilities, and consideration of lighting and landscaping,
- Regulate clearing and grading.

Guide #3: Provide for a safe, efficient, and diverse transportation system consistent with the Ulster County Transportation Council's Long Range Transportation Plan

- Ensure the safe movement of vehicles on the regional road network and provide for connections between modes of transportation.

- Improve traffic safety and preserve road capacity by reducing the number of curb cuts, spacing driveways adequately, combining access points, connecting developments, restricting turning movements, and establishing mitigation measures that exceed those acceptable statewide.
- Avoid placement of curb cuts near intersections and remove existing curb cuts near intersections, when possible.
- Create interconnections via cross access easements and reverse frontage roads wherever possible to reduce the amount of traffic and turning movements on major roadways. Include pedestrian interconnection as well.
- Avoid the use of cul de sacs and where possible require interconnections to adjoining properties, subdivisions, etc.

- Where signalized intersections are needed to serve a private development require a site layout that allows for interconnections to regional or local systems as a condition for signalized access.
- Channelize, curb and pave driveway access to reduce conflicts, improve way finding, and avoid unsafe backing movements.
- Coordinate with local and regional highway agencies to conform to their standards.
- Design access drives so that stacking and queuing occurs on the site and reactions times for entering vehicles are adequate.
- Where appropriate, and especially in neighborhoods and sensitive uses such as schools, utilize traffic calming techniques to slow traffic to speeds that accommodate pedestrians and improve safety.
- Develop master sidewalk plans and sidewalk standards at the local level and require commercial and residential development to link into it.
- Require sidewalks or paths for all residential lot size is less than 1 acre.
- Provide for bike racks and bike storage opportunities.
- Provide transit shelters and pull-offs.
- Require adequate turning radii for transit and delivery vehicles.

- Connect development to open spaces with trails and walkways.

Guide #4: Preserve and protect the County's cultural and historical resources by considering these resources when making land use decisions

- Encourage the use of design guidelines generally, and specifically for historic districts.
- Recognize the role SHPO plays in the land use approval process and coordinate recommendations to ensure their participation.
- Encourage the use of gateway zoning and other land use tools

as it relates to cultural and historic areas.

•Encourage the formation of historic review commissions advisory to local planning boards.

Guide #5: Development should be designed to fit the character of the surrounding area with the natural topography and other features of the landscape

•Minimize clearing and grading and use of fill. Structures should fit in with the topography and locations on ridge tops and steep hillsides should be avoided,

•Minimize removal of existing landscaping and vegetation, and preserve significant trees in context with individual species and local importance,

•Neighborhoods should be created and linked and isolated subdivisions should be avoided,

•Cluster and/or conservation subdivisions should be encouraged and mandated where sensitive natural resources are present or community goals are in effect.

•Amenities such as sidewalks, street trees, trails, and parklands should be integrated into new development as appropriate to the setting and needs of the community.

•Areas of transition or buffers (walls, fencing, combined with landscaping) should be established between commercial and non-commercial uses and between differing intensities of residential development,

•Signage restrictions should be appropriate to the place,

•Design guidelines should be established along major corridors, main streets, and for major developments

Guide #6: Housing opportunities for all should be provided, including workforce "affordable" housing

•Require new residential development to set aside a portion of the proposed units as affordable and these should be integrated into the fabric of the developments (inclusionary zoning).

•Permit accessory housing units in all districts where single family units are permitted.

•Give multifamily housing special consideration with greater ranges of choice where permitted, appropriate density allowances, predictable approval process, and well articulated design guidelines.

•Require communities to meet their fair share housing needs.

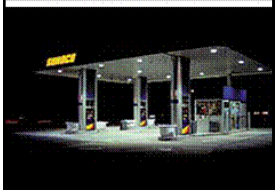
Guide #7: Site development should follow well established planning principles

•Landscaping should use native species where appropriate and be designed to accomplish multiple objectives of screening, shade, edge definition, and aesthetics.

•Drainage structures and designs should not only conform with water quality mandates but also add value and aesthetics to the site,

•Structure placement should define edges and compliment both internal and external land uses.

•Design guidelines should be put in place to address not only the context of the built environment but also a site's natural environment.



•Lighting should be in conformance with IESNA standards and utilize full cut-off luminaires.

- Sustainable building materials should be utilized and energy efficiency should be part of the details.

Guide #8 Variances should be granted in accordance with the criteria established through state enabling legislation and through judicial decisions.

- Area variances should be limited to the minimum variance necessary.
- Use variances must meet the significant economic hardship test.

Ulster County Planning Board

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