

# Livingston County Planning Department 2022 Annual Report



# Livingston County Planning Department

## 2022 Annual Report

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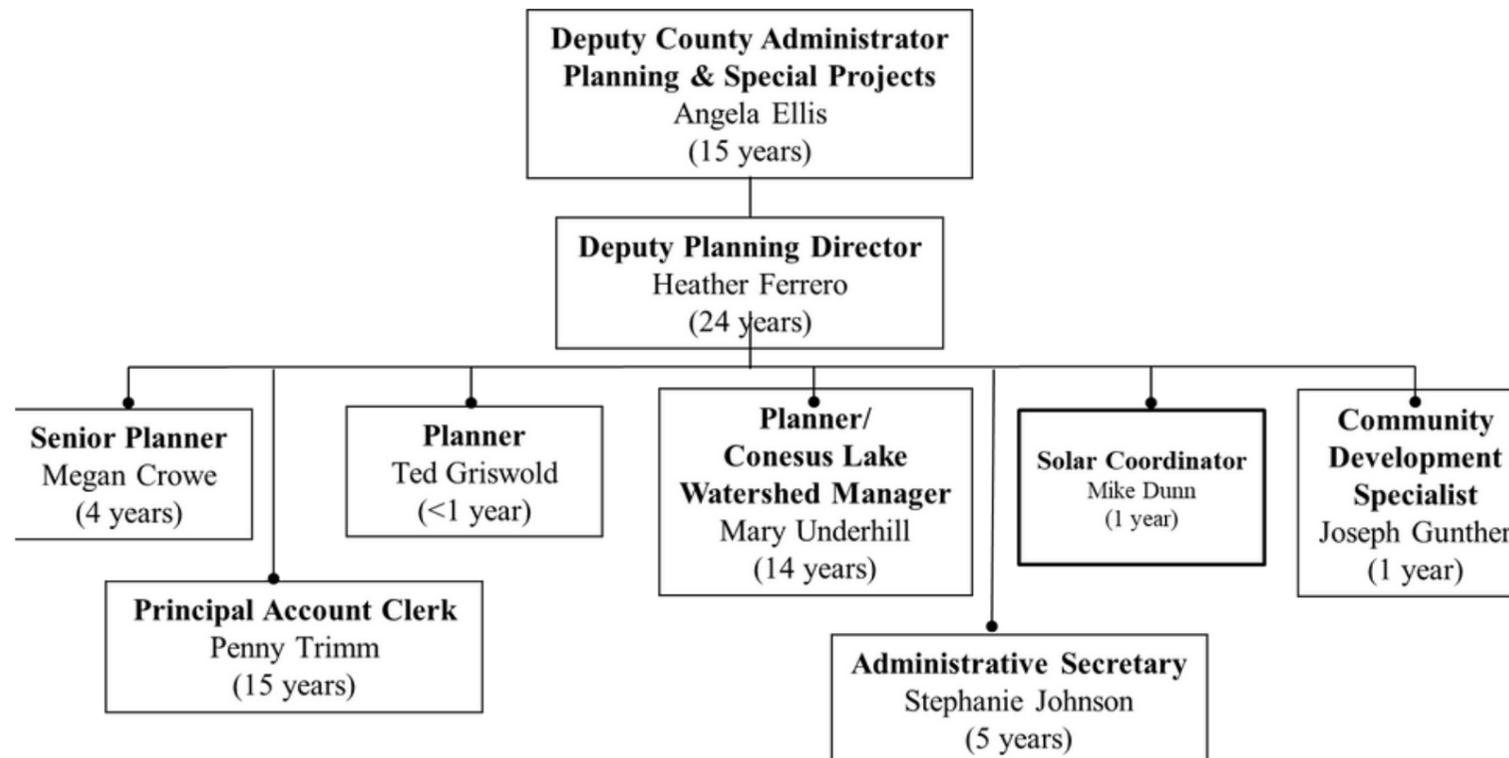
# About Us and Our Team

## Department, Staff & Services

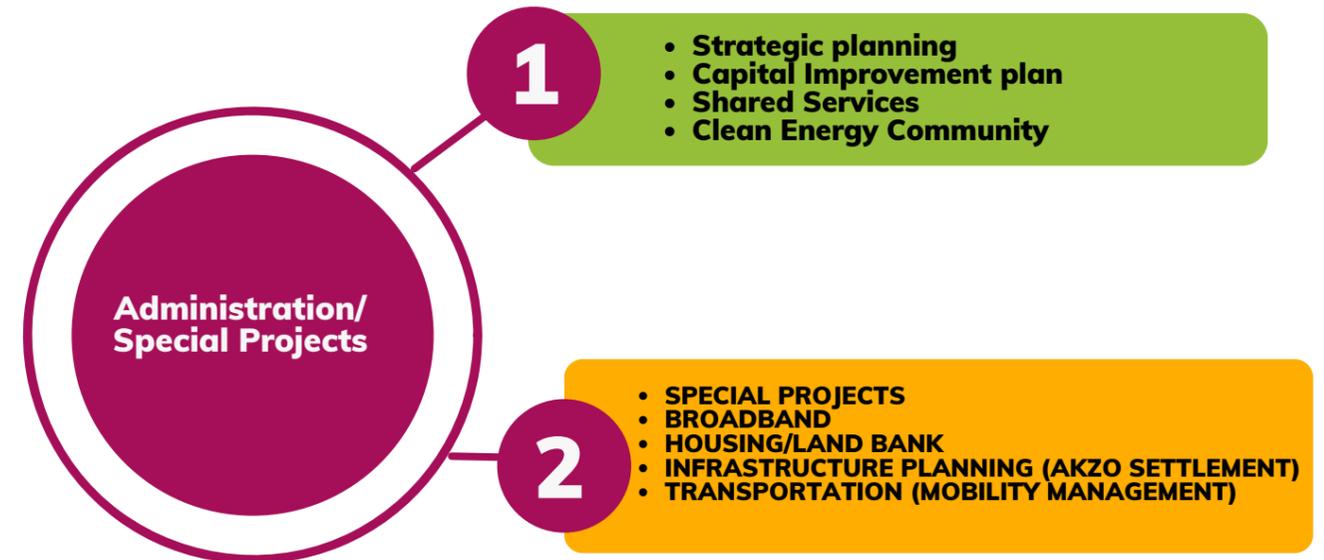
### Mission Statement

The Livingston County Planning Department serves to promote the sound and orderly physical growth of Livingston County and its constituent municipalities. The Department provides technical planning guidance and assistance to the County Administrator and County Board of Supervisors and implements projects and programs designed to improve the built and natural environment, economy, and physical infrastructure. The Department extends professional services to local municipalities and other public and private entities in the areas of land use planning and zoning, grants, community development, GIS mapping, research and data development, and infrastructure development.

The Planning Department has eight employees managed by the Deputy County Administrator for Planning and Special Projects. The following organizational chart shows staff distribution and their years of service with the County.



# Our Services



# Capital Improvement Plan

## 2022 Achievements

- Conducted the 2022-2026 Capital Improvement Program planning process with the County Department Heads.
- Prepared a Progress Summary Chart for County Administrator and Board of Supervisors
- Initiated discussion with ClearGov regarding use of the platform for developing and tracking county capital projects

## 2023 Goals

- Implement new system for developing and tracking County capital projects
- Conduct the 2023-2027 Capital Improvement Program planning process with County Department Heads

# Strategic Plan

## 2022 Achievements

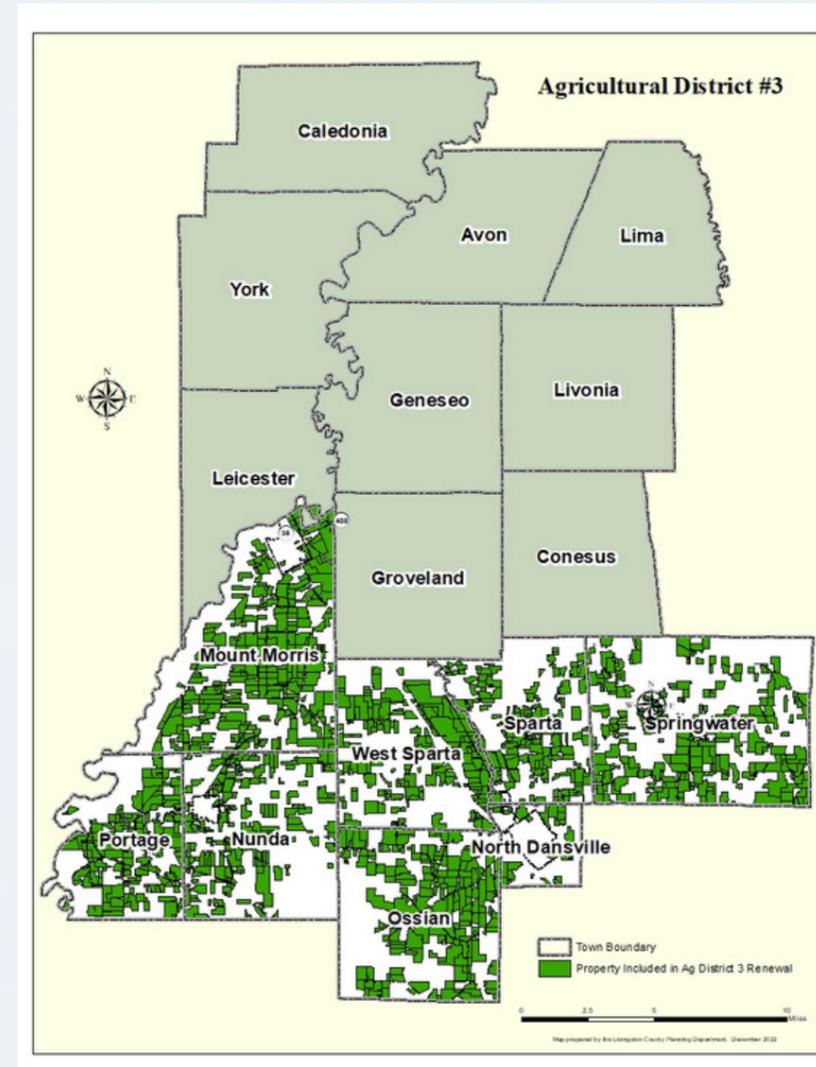
- Assisted the County Administrator and Board of Supervisors with a strategic planning workshop held on February 11, 2022, to report on 2021 activities and determine 2022 priorities
- Drafted strategic planning priorities for 2022-2023
- Presented at the Fall 2022 NYSAC Conference on the County's process for strategic planning

## 2023 Goals

- Assist County Administrator and Board of Supervisors with the development of the 2023-2024 Strategic Plan.
- Prepare status report on activities completed in 2023

# Agricultural & Farmland Protection Board (AFPB)

Member	Year Appointed	Category
Dwight Knapp	2021	Active Farmer
Christopher Cicero	1998	LC Farm Bureau
Les Cole	1993	Agribusiness
Robert Sturm	2000	Active Farmer
Jack Klapper	2022	Active Farmer
Angela Ellis	2008	Director, Planning Department
William Fuller	2016	Director, Real Property Tax Office
Mark Schuster	2006	Representative, Board of Supervisors
Kenneth Estes	2021	Cornell Cooperative Extension
Jon White-Chairman	1993	LC Soil & Water Conservation



## Ag District Program:

- 113.44 Acres were added to Ag District #2 through 303b
- 76,493 Acres were renewed into Ag District #3 (changed of -10,503 acres since 2014)
- 1 NOI reviewed for the Jaycox Creek solar project in the Town of Geneseo
- 68,854 acres were accepted by the Department of Ag & Markets into Ag District #2



## 2023 Goals:

- Apply to NYS Ag & Markets for funding to update Ag Plan
- Conduct 303-b
- Continue to review NOI's
- Assist the Genesee Valley Conservancy with PDR
- Review NYS scoping document for impacts to agriculture and generate recommendations to the Board of Supervisors

## Purchase of Development Rights:

The AFPB ranked 7 farms through the PDR pre-application process

# THRIVE

## 2022 Achievements

- Received the ICMA award for THRIVE
- Participated in a NYSAC podcast on the THRIVE initiative

## 2023 Goals

- Work on updating the THRIVE document



# Emergency Communications

## 2022 Achievements

- Livingston County agencies continued work on activities to modernize its 911 emergency communications system
- The Planning Department continued to provide technical, fiscal and grant management assistance to the project as a member of the Project Management Team
- The Planning Department assisted in administration of two NYS Division of Homeland Security and Emergency Services grants - NYS FY20 & FY21 Statewide Interoperable Communications Formula Grant.
- Continued work on the planning, engineering and design for a new tower located at the County's Emergency Operation Center (EOC) at Hampton Corners.



## 2023 Goals

- Finalize construction of the EOC tower site
- Complete work and close out the NYS FY21 Statewide Interoperable Communications Formula Grant
- Work on a project to upgrade the 911 Center phone system
- Apply for additional funds to continue emergency communication system upgrade efforts, as appropriate

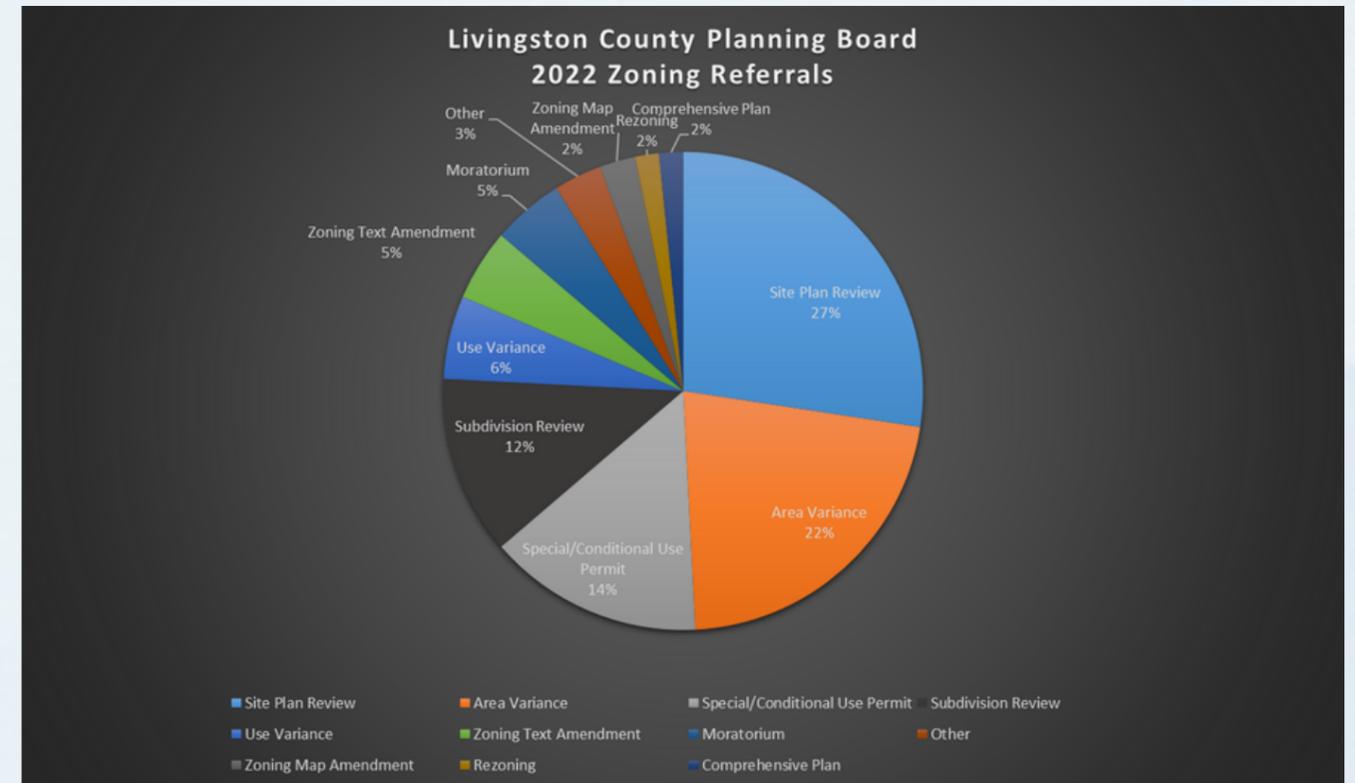
# Livingston County Planning Board

Member	Year Appointed	Municipality
Clara Mulligan	2018	Town of Avon
Robert Hayes	2019	Village of Avon
Keith Stein	2023	Town of Caledonia
Sarah Santora	2020	Village of Caledonia
Donald Wester	2023	Town of Conesus
Jared Radesi	2019	Town of Geneseo
Aprile Mack	2019	Village of Geneseo
Don Kane	2016	Town of Leicester
Karen Roffe	2003	Village of Leicester
Dennis Neenan	1990	Town of Lima
Theresa Gleason	2023	Village of Lima
Dawn Andersen	2021	Town of Livonia
Joanne Palmer	1990	Village of Livonia
Cathie Gehrig	2006	Town of Mt. Morris
Kevin Fahey	2006	Village of Mt. Morris
Tim Brinduse	2002	Village of Dansville
Alex Pierce	2016	Town of Nunda
John Van Heusen	2017	Town of Ossian
Jacob Calabrese	2022	Town of Sparta
John Yunker	2021	Alternate #1
Vacant		Town of Groveland
Vacant		Town of N. Dansville
Vacant		Village of Nunda
Vacant		Town of Portage
Vacant		Town of Springwater
Vacant		Town of West Sparta
Vacant		Town of York
Vacant		Alternate #2
Vacant		Alternate #3
Vacant		Alternate #4

## 2022 Activities

### "Let's Plan!" Training Series

- 13 training sessions were provided (2 land use training sessions in partnership with NYS Dept of State, 2 in-service training for County Planning Board members, 3 "Evenings with the County Planning Board, a Solar tour with NYSERDA and 5 G/FLRPC trainings)
- 469 Training hours total



## 2023 Goals

- Solar Tour
- 2 training sessions with NYS Dept of State
- Continue to offer "Evenings with the County Planning Board"
- In-house training for County Planning Board on Standard Advisory Comments for Energy Storage Projects



# NYS Snowmobile Trail Grant Program

## 2022 Program Summary

- Livingston County Program was awarded \$25,728.00 NYS Snowmobile 2022-2023 Grant-in-Aid for maintenance of 67 miles of snowmobile trails
- Contracted with two snowmobile clubs - Caledonia Trailblazers Snowmobile Club and Hill & Valley Riders Snowmobile Club- for maintenance of the snowmobile trail network in nthe Towns of Caledonia, Leicester, Livonia, Springwater, & York.
- Administered and completed 2021-2022 NYS Snowmobile Grant-in-Aid contract (\$22,176.00), in partnership with the Clubs.

## 2023 Project Program Summary

- Administer and complete 2022-2023 NYS Snowmobile Grant-in-Aid Contract.
- Apply for 2023-2024 NYS Snowmobile Grant-in-Aid program for maintenance of at least 67 miles of snowmobile trails in partnership with the Caledonia Trailblazers and Hill & Valley Snowmobile Clubs.
- Contract with Caledonia Trailblazers Snowmobile Clun and Hill & Valley Riders Snowmobile Club for maintenance of the snowmobile trail network.

# Technical Assistance

The Planning Department provided technical assistance to the Emergency Management Office for the Livingston County All Hazard Mitigation Plan.

# Transportation

## 2022 Program Summary

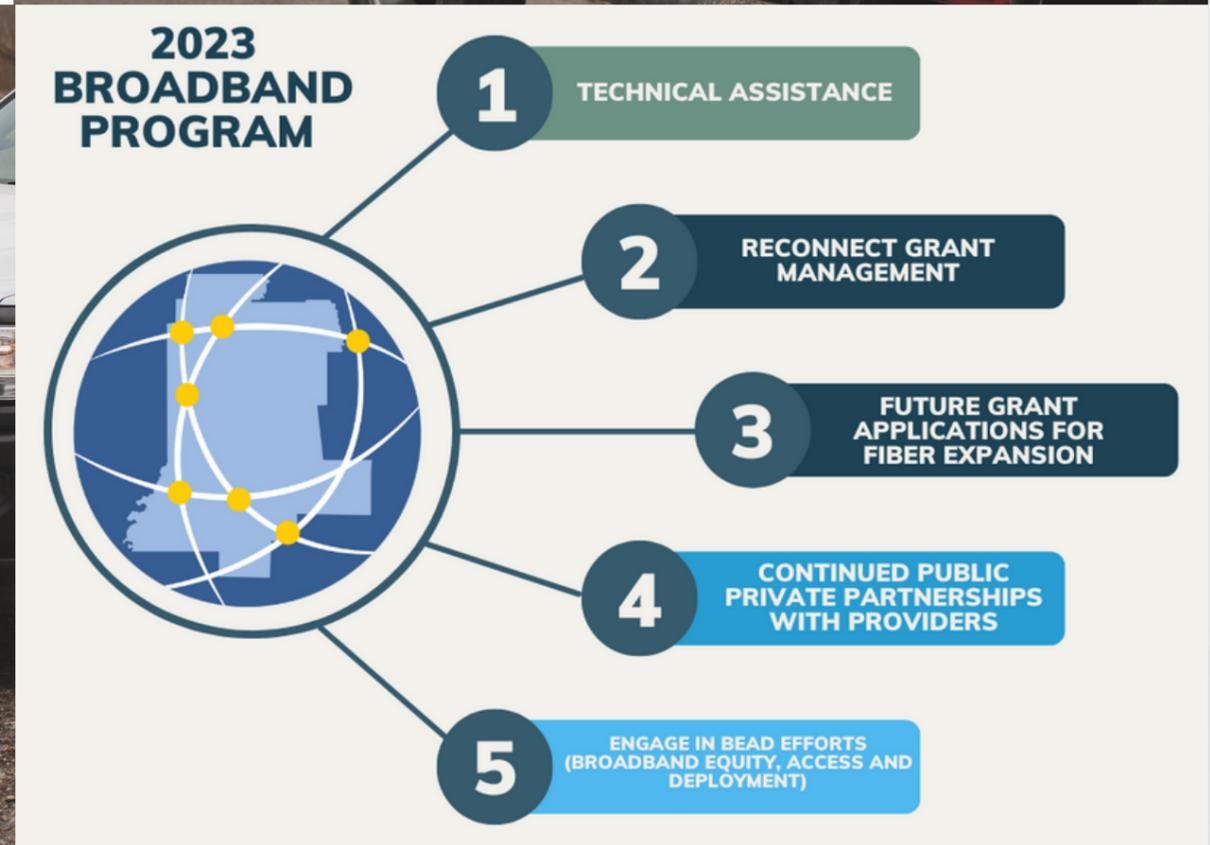
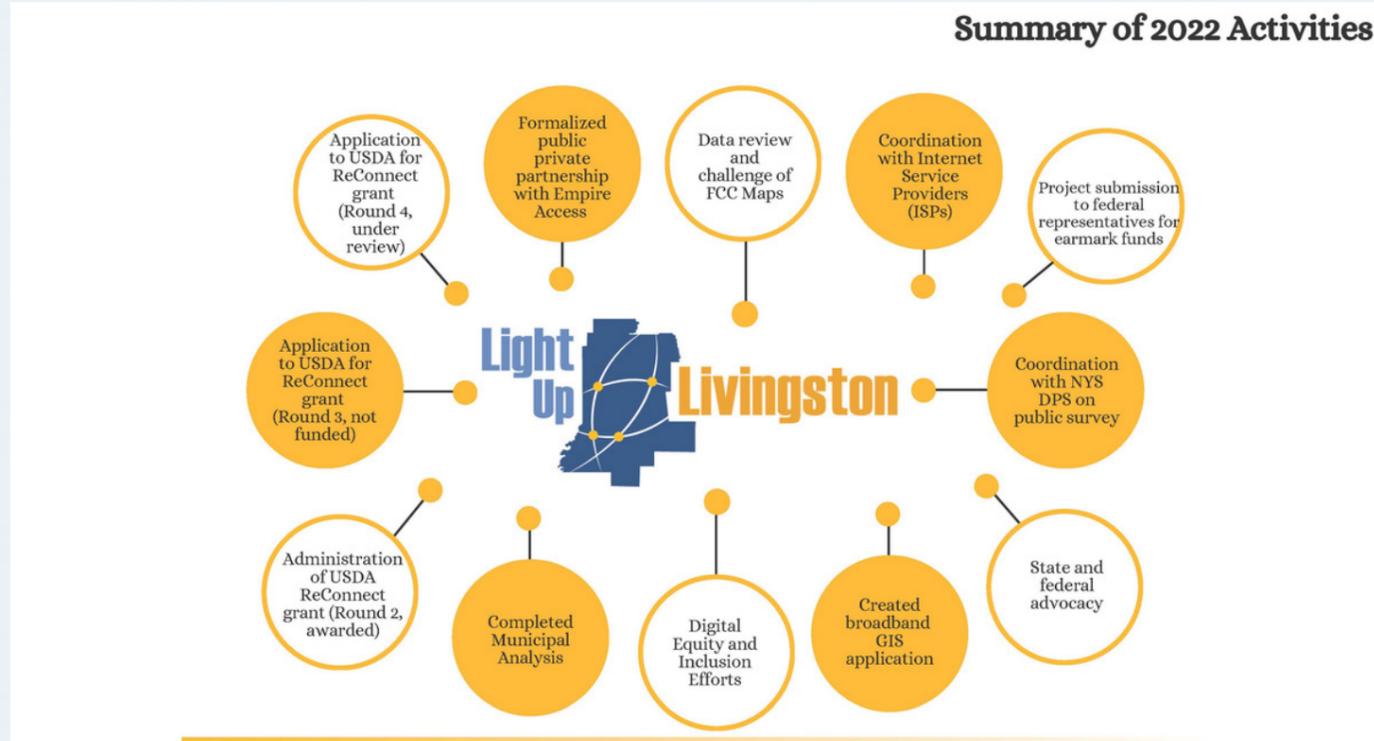
- Continued implementation of the Livingston County Comprehensive Mobility Management Strategy
  - o Program management of the mobility management in Livingston County in coordination with representatives from the Department of Social Services and Office for the Aging. The Arc GLOW continues as contractor for services. The Arc GLOW has one full time mobility manager for human service agencies to utilize for trip booking, payments, citizen outreach and vendor coordination.
  - o Mobility Management Successes: Improved communication with clients, reduced no show rates for riders, cost savings to county, increased awareness of transportation system and nuances
  - o Applied for NYSDOT Formula Grants for Rural Areas Program (5311) to sustain mobility management program.
  - o Began work on the regional mobility management portal with representatives from Monroe and Ontario counties and Lifespan. Livingston County is the lead agency with the contractor Cambridge Systematics.
  - o Lifespan awarded Innovative Coordinated Access and Mobility grant to expand functionality of regional mobility management portal to include booking and payments for trips and the hire of one full time regional mobility management director. County participates in local match for these federal funds and as part of the Regional Consortium guiding this effort.
  - o Ride LivINgston trip planning website (<http://www.ridelivingston.com/>) continual maintenance and technological updates for user effectiveness.
- Began the Lakeville Corridor Strategic Plan with Town of Livonia and the Genesee Transportation Council.
- Facilitate the Public Transportation Work Group of county and local stakeholders as recommended in the Transportation Connectivity Plan to collaborate on county-wide transportation related matters.
- Continually coordination with communities to identify implementation funding from recently completed transportation plans and studies

## 2023 Goals

- Mobility Management
  - o Continual implementation of mobility management services with human service agencies in Livingston County. The Planning Department serves as project manager and a transition to another department or agency may be fitting at this time.
  - o Formalize grant funds and contracts to continue mobility management services.
  - o Continue developing the regional mobility management portal with partners at Monroe and Ontario Counties with Lifespan. Livingston County is the lead agency with the contractor Cambridge Systematics.
- Facilitate the Public Transportation Work Group of county and local stakeholders as recommended in the Transportation Connectivity Plan.
- Continue to support municipalities and county efforts in applications for funding for project transportation infrastructure, as grant opportunities become available.



# Broadband



# Livingston County Comprehensive Water Supply Study

## 2022 Program Accomplishments

- Livingston County was awarded \$270,000 through the NYS Department of State Local Government Efficiency Program to update the 1991 Comprehensive Water Supply Study as a collaborative process involving all 26 municipalities, Livingston County Water Sewer Authority (LCWSA), and other public water suppliers. This project was an opportunity to develop a collective vision between all municipalities in Livingston County moving forward.
  - The Department of State approved a major budget amendment for the project to move funds from equipment purchase to contractual services to complete a leak detection survey county-wide of all municipal water systems. This lengthy review period significantly slowed our progress of equipment purchase.
  - A contractor was hired through a public bidding process to complete the county-wide leak detection survey. This was completed in the fall of 2022 with the final report released early 2023.

## 2023 Goals

- The County received approval for a budget revision through the NYS Department of State and now expect to close out the project in 2023.
- Livingston County will finalize a Memorandum of Agreement with the Livingston County Water and Sewer Authority (LCWSA) to spend the remaining grant funds on a portion of the purchase of a THM Analyzer. The purchase of a THM analyzer will be available to all communities in the County and would greatly offset costs related to water quality surveillance testing LCWSA and many communities are now conducting. It is anticipated LCWSA will formalize inter-municipal agreements with each community for use of this equipment.
- Continue to support municipalities and county efforts in applications for funding for project water infrastructure, as grant opportunities become available.

# Special Projects

## 2022 Program Accomplishments

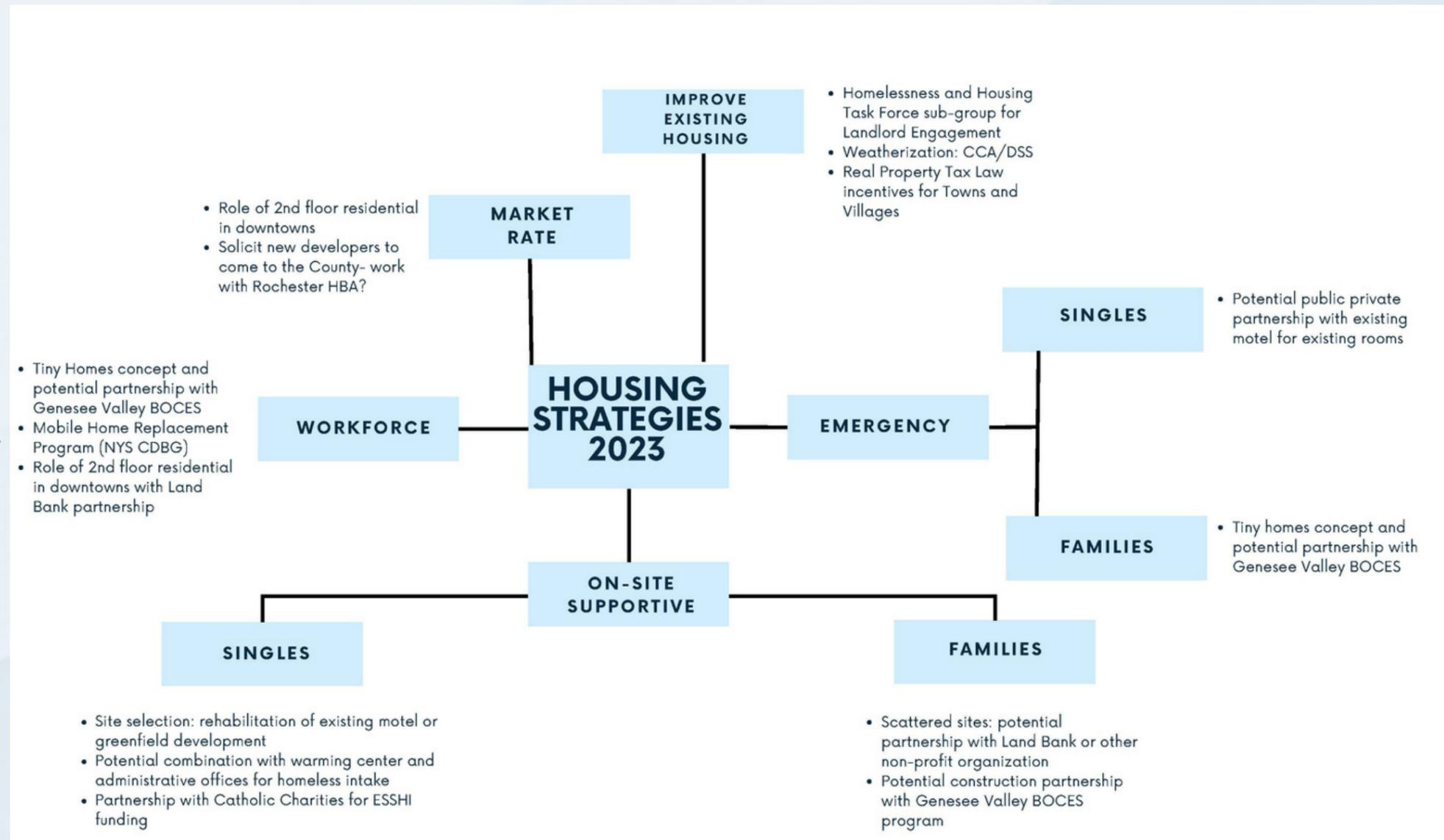
- Homelessness and Housing Task Force continues to meet to collaborate on housing related matters.
- Partnership meetings continued with Livingston County Land Bank, Department of Social Services and Catholic Charities of Steuben/Livingston to explore the feasibility of a supportive housing project to address homelessness in Livingston County.
- Site selection process underway for property acquisition to utilize for the supportive housing project.

# Housing

In November 2022, Livingston County was awarded \$550,000.00 in Community Development Block Grant (CDBG) funding from NYS Homes and Community Renewal (HCR) to fund a Mobile Home Replacement Project in partnership with Cattaraugus Community Action, Inc. (CCA) and the Livingston County Land Bank. The project will fund the removal of up to four dilapidated mobile home units in some of the most rural reaches of the County and their replacement with new units at no cost to property owners. During the application phase, the County put together a wait list of potentially eligible properties. Final selection will be made via a lottery from that wait list. As part of the partnership, CCA will manage the program delivery and the County and Land Bank will oversee grant administration and HCR reporting requirements. The funding award is for two years, expiring in November of 2024 and work is expected to commence later in 2023.

## 2023 Goals

- Continued implementation of the Livingston County Housing Needs Assessment and Market Analysis. Implementation programs anticipated for: rehabilitation and demolition of single family residential properties, mobile and manufactured home replacement program, and supportive housing project to address homelessness.
- Continual involvement and implementation anticipated by the Homelessness and Housing Task force members, including the sub-group for Landlord Engagement.



# Livingston County Land Bank

## 2022 Program Summary

The Livingston County Land Bank continues to work toward its mission of fighting neighborhood blight and returning vacant, tax-delinquent and under-utilized properties to stable use through completion of residential rehabilitation and demolition projects. The Land Bank and County Chapter of Habitat for Humanity completed rehabilitation work at 140 Lima Road in the Village of Geneseo. Habitat is currently looking for a qualified family to purchase the home and move in. Additionally, the Land Bank completed a residential demolition at 32 Jefferson Street in the Village of Dansville Once remaining site work is done there, the Land Bank is currently exploring feasibility of building a house on the property. The Land Bank continued its membership on and participation in the Livingston County Homelessness and Housing Task Force and has been an important early partner on various County housing projects including the Mobile Home Replacement project and Supportive Housing Development.



7 Grove St. Mount Morris-Before Demolition



7 Grove St. Mount Morris- After Demolition



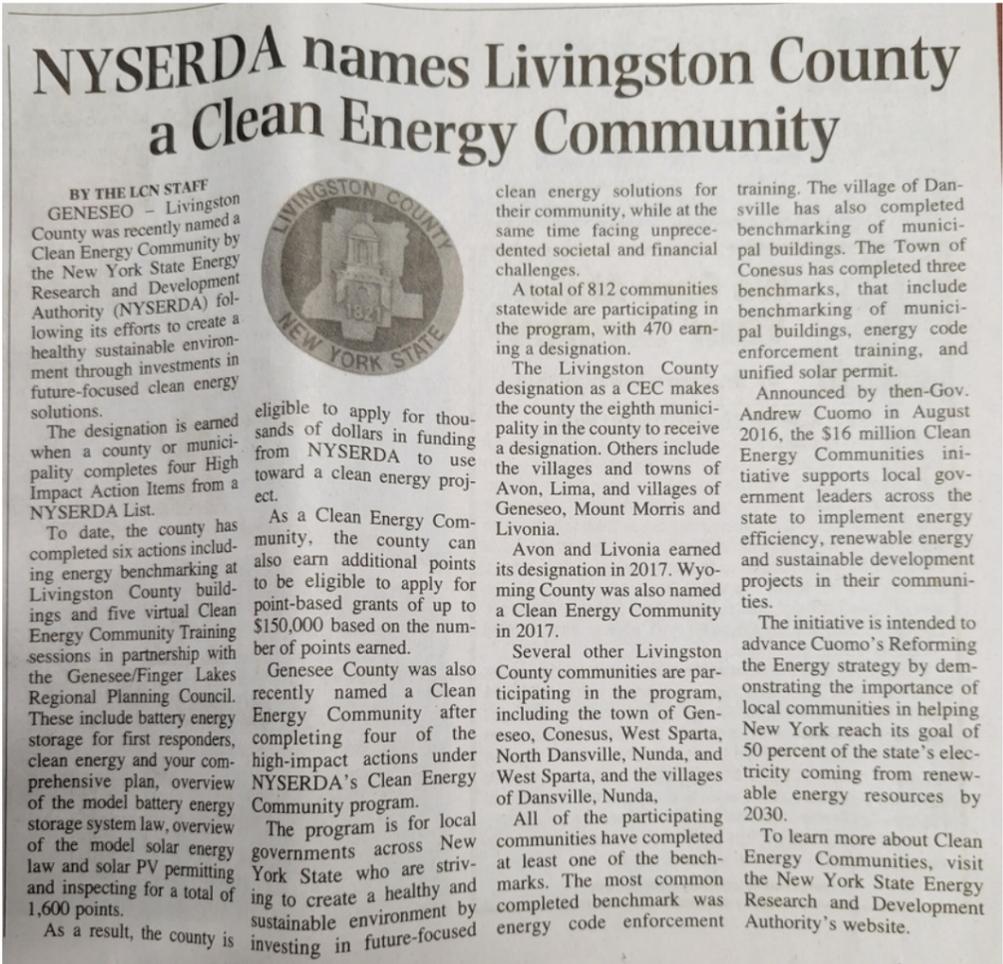
140 Lima Rd. Geneseo-Before Renovation



140 Lima Rd. Geneseo-After Renovation

# Clean Energy Community

In October and November, Livingston County partnered with the Genesee/Finger Lakes Regional Planning Council and regional Planning Departments to host five NYSERDA Clean Energy Community Training Events focusing on solar, battery energy storage and other clean energy topics. Local municipal officials, planning board members and code enforcement officers from all municipalities in Livingston County were invited to and did attend all five training events. Upon completion of the training sessions, Livingston County had completed enough High Impact Action Items to be designated a Clean Energy Community by NYSERDA. This designation, along with completion of other High Impact Action Items, will open up hundreds of thousands of dollars in new grant funding opportunities for clean energy projects and energy efficient building upgrades.



# Shared Services

In December, Livingston County's Shared Services Panel approved the 2022 Countywide Shared Services Plan. With a projected cost avoidance and savings of over \$1 million at full implementation, the 2022 Plan is the largest submitted by Livingston County to date. Initiatives highlighted in the plan include the regional mobility management project, the regional water supply expansion project and many other initiatives supported by the Board of Supervisors.

Additionally in 2022, the County submitted its annual application for and received a Shared Services Match Savings Grant from the NYS Department of State. The grant provides funding in the amount of actual money saved or costs avoided by the County for implementations in previous years' Countywide Shared Services Plans. In 2022, Livingston County received a match savings grant of over \$300,000.00

# Environmental Management Council (EMC)

## 2022 Accomplishments

- Implemented the EMC goal and task-specific Annual Work Progra, including a Work Plan, SWOT Analysis and Annual Report
- Awarded the 2022 Livingston County Environmental Management Council Earth Day Award to Richard Thomas for 32 years of service in environmental law enforcement with the NYSDEC, and his personal endeavor of land preservation, conservation and public education.
- Created EMC flyer for membership recruitment.
- EMC (co) sponsored three programs reaching 41 people, providing 82 hours of education
  1. NYS DEC 4-Hr Sediment & Erosion Control Workshop (80 training hours)
  2. SUNY Brockport, SUNY Geneseo, & Livonia High School Student Research Presentations (213 education hours)
  3. American Chestnut Trees (67 training hours)
- Retiring long term member, Bill McCleary,, , recognized by the EMC for 23 years of exemplary service on the Council.
- Continued dialogue with the Livingston County Board of Supervisors through the Public Services Committee. In April, EMC Chairperson Patti LaVigne presented to the Livingston County Public Services Committee.
- Distributed information to municipalities regarding State and Federal Proposed Regulations, DEC Environmental Notice Bulletins and aquatic & terrestrial invasive species.
- Updated the Planning Department's EMC website.
- Maintained ongoing communication with neighboring Monroe and Steuben County EMCs.



## 2023 Goals

- Conduct Annual SWOT analysis.
- Select and honor the 2023 Livingston County EMC Earth Day Award recipient.
- Ongoing membership recruitment from all three broad categories of agriculture, industry-commerce, and general citizenry.
- Participate in and promote the Livingston County Community Clean-Up event.
- Participate in the NYS DEC/PRISM Invasive Species Awareness Week.
- Organize environmental education walks that benefit the general public and highlight our local and State Parks.
- Co-sponsor environmental education at the WEC. EMC members with dual membership on the WEC Education Committee assist in coordination of and participate in programming.
- Continue dialogue with the Livingston County Board of Supervisors Public Services Committee.
- Continue to act as a County resource providing educational and environmental communications, support for grants, and by participating on county and regional committees.
- Continue updating the EMC webpage to promote awareness of the EMC and provide access to local and regional environmental resources.
- Continue support of neighboring EMCs through communications and information exchange.



# Conesus Lake Watershed Council

## 2022 Accomplishments

- Conducted 4 Council meetings and 5 Technical Committee meetings
- Participated in 5 calls and attended 3 meetings with PRISM (Partnership for Regional Invasive Species Management)
- Issued the 2021 Annual Report card
- Conducted 3 Aquatic Invasive Species Subcommittee meetings and 3 field sampling events in support of monitoring and eradicating Starry Stonewort
- Participated on the WEC Education Committee and presented 3 educational programs at the Watershed Education Center
- Co-developed and planned a Landowners' Workshop Series for the 2023 WEC program
- Conducted annual report meetings with the Towns of Conesus, Geneseo and Livonia
- Coordinated 1 Livingston County Clean Up event in the Watershed
- Awarded \$60,000 from the NYS Dept of State to update the Conesus Lake Watershed Management Plan
- Awarded \$973,335 from the NYS DEC for roadside ditch remediation in the the Towns of Conesus (Jones Hill Road), Geneseo (Long Point Road), and Sparta (Story Road)
- Completed the annual water quality monitoring program in partnership with SUNY Geneseo and SUNY Brockport
- Supported the Livingston County Soil & Water Conservation District to complete agricultural best management practices on two farms in the Town of Livonia and in the Conesus Lake Watershed.
- Continued support activities for the Town of Livonia old outlet project and the Vitale Park Natural Shoreline Restoration project, including 2 meetings and 3 site visits
- Partnered with CPL and Town of Geneseo to complete a Long Point Road stormwater feasibility study

## 2022 Annual Report

## 2023 Work Plan

- Create the 2022 Annual Report Card
- Initiate the Conesus Lake Watershed Management Plan & Green Infrastructure Zoning Update
- Conduct the 2023 Annual Water Quality Monitoring Program
- Continue providing support to the Town of Livonia old outlet project and the Vitale Park Natural Shoreline Restoration Project
- Continue supporting educational programming at the WEC
- Conduct stormwater management workshops as needed
- Continue to provide technical assistance to the municipalities in the watershed on issues related to land use and zoning
- Explore funding opportunities for the Wilkins Creek Subwatershed Study
- Support implementation of agricultural best management practices in the watershed
- Support implementation of the NYS DEC Water Quality Improvement Program roadside ditch improvement grant for roads in the Towns of Conesus, Geneseo, and Sparta
- Implement the Conesus Lake Safe Yield Analysis by seeking funding for installation of a streamgauge in the watershed
- Investigate and implement effective methods to control the spread of non-native, invasive organisms. Revisit and update the Harmful Algal Bloom Response and Fish Kill Contingency Plans
- Continue to develop and support watershed partnerships in the implementation of the Conesus Lake Watershed Management Plan recommendations



# Solar

## 2022 Solar Accomplishments

- Launched a new Renewable/Alternative Energy resource website:  
<https://www.livingstoncounty.us/938/Renewable-Alternative-Energy>
- Created Standard Advisory Comments for the County Planning Board on Solar Laws and Solar Projects to streamline County Planning Board review
- Conducted County Planning Board reviews for Solar/Battery Energy Storage System laws and moratoria for 8 towns.
- Conducted County Planning Board reviews for Solar/BESS projects in 5 Towns and 1 Village
- Conducted AFPB Notice of Intent reviews for the following Solar/BESS projects
- Conducted the 1st Annual Livingston County Solar Tour on September 13, 2022
  - o 49 attendees visited 7 solar sites
  - o Attendees came from 18 municipalities in Livingston County
  - o 5 County Staff, 2 municipal attorneys, 3 NYSERDA representatives, and 2 technical consultants attended
- Provided Visual Impact Study comments on 1 solar project
- Hosted a SUNY Geneseo Geography student for a two-semester solar internship
- Participated on the NYS Farmland Protection Working Group
- Created Solar Analysis and Solar Potential maps for municipalities
- Promoted regional trainings and webinars for municipal land use officials
- Attended 6 Town meetings to provide solar law technical assistance



## 2023 Work Plan

- Hold the 2nd Annual Livingston County Solar Tour
- Assist municipalities with local law development
- Expand the technical assistance team to include Genesee/Finger Lakes Regional Planning Council
- Review projects and laws/moratorium at County Planning Board, where applicable
- Review NOIs at the Agricultural & Farmland Protection Board, where applicable
- Assist Code Enforcement Officers with project development review through the Solar Coordinator
- Present the Livingston County solar coordination program at a G/FLRPC Regional Local Government Workshop
- Update the Livingston County Public Services Committee and Board of Supervisors on solar development





