

PLANNING NEWS



New York Planning Federation

279 River Street, Suite 302, Troy, NY 12180

Summer 2006

Planning for a great conference

Inside this issue of “*Planning News*” is the preliminary schedule of the 68th annual New York Planning Federation Planning and Zoning Conference, as well as hotel and conference registration information.

We are honored this year to have two internationally renowned speakers among our list of presenters. On Monday, October 9th the plenary session will feature **Edward T. McMahon**, discussing “The Dollars and Sense of Protecting Community Character.” At 9:00 a.m. on Tuesday the 10th the renowned biologist, **Dr. Michael Klemens** will discuss “Nature in Fragments: Confronting Sprawl through Enlightened Land Use Planning.”

Our keynote speaker Ed McMahon is vice president and director of Land Use Programs at The Conservation Fund. He is also the co-founder and former president of Scenic America, a national non-profit organization devoted to protecting America’s scenic landscapes. In 1990, he served as visiting scholar at the Environmental Law Institute and was named a fellow in residence by the Kellogg Foundation in 1996. Mr. McMahon has appeared on numerous national news programs and serves on many advisory boards and commissions, including the National Trust for Historic Preservation and the Maryland Greenways Commission. He is the author of several books, the latest of which is “*Green Infrastructure: Connecting Landscapes and Communities*,” published by Island Press.

Michael W. Klemens received his doctorate in conservation biology and ecology at the University of Kent in the United Kingdom. He is a Senior Conservationist at the Wildlife Conservation Society (WCS) and has been on the scientific staff of the American Museum

of Natural History since 1979. His nearly three decades of research in both the United States and Africa has led Dr. Klemens to conclude that, in order to bring about tangible conservation results, scientific research cannot be conducted in a vacuum. Accordingly, he founded the Metropolitan Conservation Alliance (MCA), a WCS program that bridges the gap between conservation science and land use planning.

Specifically, the MCA has created six multi-town conservation planning compacts in New York, New Jersey and Connecticut. These compacts seek to improve biodiversity conservation at the intermunicipal level by intelligently planning for the needs of both wildlife and people.

Dr. Klemens strongly advocates that scientists have a responsibility to actively engage in conservation efforts and, to this end, serves on local, regional and national steering committees and technical advisory boards. He has also authored numerous papers and books on the effects of suburban sprawl on wildlife and ecosystems. His most recent book is “*Nature in Fragments: The Legacy of Sprawl*.”

The Planning Federation is delighted to welcome Mr. McMahon and Dr. Klemens to Saratoga Springs this fall, along with nearly three dozen other skilled and knowledgeable presenters, for what we anticipate will be the best conference yet!

Please read the enclosed information carefully, send in your conference and hotel registrations, and feel free to contact us with any questions or concerns you may have. Email Lael Locke at llocke@nypf.org or call 528 270 9855. ❖

PLANNING NEWS

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The New York Planning Federation also maintains a toll-free number for members. Call (800) 366-NYPF

THE NEW YORK PLANNING FEDERATION is a non-profit membership organization established in 1937. Our mission is to promote sound planning and zoning practice throughout New York State.

Membership, which currently includes nearly 10,000 individuals, is open and welcome to anyone supporting this mission. Membership categories include municipalities, counties, public organizations, private businesses, individuals and libraries.

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PLANNING NEWS welcomes responses from its readers. Manuscripts may be submitted for possible publication. Call the newsletter editor, Lael Locke, to discuss your article ideas. If published, such articles or letters become the property of PLANNING NEWS and may be edited to conform with format requirements. The opinions and views expressed in PLANNING NEWS are those of the authors and do not necessarily represent those of the Planning Federation.

Training Standards Approved for Local Planning Officials

The New York State Legislature has approved a bill (S.6316/A.9259) sponsored by Sen. George H. Winner, Jr. (R-C, Elmira) and Assemblywoman Sandy Galef (D-Ossining) to establish minimum training requirements for municipal planning and zoning officials. The new legislation proposes a minimum training standard of four hours annually for members of local planning boards, ZBAs and county planning boards.

Municipalities are provided with the flexibility to structure the training requirement in a variety of ways and through a wide range of resources, including the New York Planning Federation, which offers both on-line training and live workshops at both our summer schools and annual conference. The Department of State, NYCOM and Association of Towns also offer numerous training opportunities.

The bill's sponsors cited a growing consensus among planning federations, local governments, builders' institutes, insurance companies, economic development corporations, land trusts, environmental groups and others that well-trained municipal planning and zoning board members are essential to maintaining and enhancing quality communities. The need to provide training was also consistently highlighted by participants at a series of eleven regional "listening sessions" sponsored by the Rural Resources Commission and Cornell University and Cooperative Extension service throughout the State earlier this year.

Bob Elliott, Executive Director of the NYPF, concurs. "The importance of training for local planning and zoning officials cannot be underestimated. The volunteers who serve on planning and zoning boards in New York provide valuable service and, although many already seek training, for others there is abundant – frequently at no cost – and readily available training to enhance their ability to make sound decisions. Training is a necessary component of the job of these public servants whose actions affect not only their own communities, but often the surrounding areas, as well. This legislation goes a long way toward assuring communities that the best practices available will become the foundation of their actions." ❖

Got questions?

www.nypf.org has the answers

Case Law Update

By David R. Everett, Esq. & James A. Boglioli, Esq.

Late last year, New York State Courts decided a number of land use and environmental cases, the most interesting and important of which are summarized below.

Special Permits

In *Pine Knolls Alliance Church v. Zoning Board of Appeals*, 5 N.Y. 3d 407 (2005), the Court of Appeals was faced with a case in which a zoning board had granted a church a special permit allowing it to expand. As part of its approval, the church sought to construct an additional entrance to address increased congestion expected as part of the expansion. In granting the special permit, the zoning board rejected the additional entrance, finding that the expansion could be undertaken with fewer negative consequences if the existing entrance was simply expanded.

The church sued the zoning board, claiming that the board had impermissibly required the church to show a "need" for the second entrance, in contravention of prior decisions of the Court. The Court upheld the zoning board's determination and held that the zoning board may grant the church's expansion and impose conditions that will mitigate the negative consequences of such an expansion.

Area Variances

In *Mattiaccio v. Zoning Board of Appeals*, 22 A.D. 3d 758 (2d Dept. 2005), the applicants owned two adjoining lots which comprised a total of 24,119 square feet. They sought to subdivide the property into two lots, making each lot smaller than the 21,780 square feet required by the local zoning code. The zoning board denied their request for an area variance and the applicants sued the board. The Appellate Division, in upholding the zoning board's decision, noted that the variance would result in the creation of two lots that were substantially smaller than the minimum required lot size in the Town's zoning code and that the hardship had been self-created.

In *Conroy v. Woodbury Zoning Board of Appeals*, 21 A.D. 3d 957 (2d Dept. 2005), the Appellate Division reviewed a condition imposed by a zoning board in

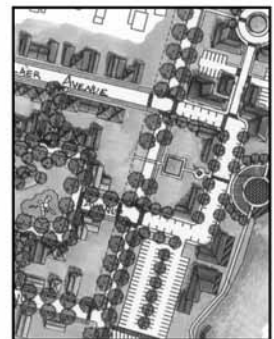
connection with the approval of a side-yard area variance. In approving the variance, the zoning board determined that the variance would not have an undesirable effect on the character of the neighborhood including the physical or environmental conditions. However, as a condition of approval, the board required the applicant to plant a number of evergreen trees in order to provide screening for an adjacent property. The applicant challenged the condition in court. In striking the condition, the Appellate Court found it to be arbitrary and capricious based on the fact that the board had determined that there would be no adverse impact in granting the variance which would justify the imposition of such a condition.

continued on page 4

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Case Law Update (continued from page 3)

Use Variances

In *Basic v. Young*, 22 A.D. 3d 448 (2d Dept. 2005), the applicant filed an application with the zoning board of the Town of Babylon for permission to store equipment on a vacant parcel of land used in connection with an existing business. The board treated the application as a use variance and denied it. The applicant challenged the denial in court. The supreme court annulled the denial and remitted the matter to the board for a new determination, ordering the board to treat the application as an area variance.

The Appellate Court, in overturning the lower court's decision, determined that the application for a variance to store equipment on a vacant parcel of land was properly considered as a use variance. Nevertheless, the zoning board's determination was annulled because it failed to comply with New York State Town Law §267-a (5) (a) which required that the variance denial be filed with the town clerk's office "within five business days from the day it is rendered." In fact, the denial was not filed with the town clerk's office until 27 months after it was rendered. The board offered no explanation for the delay.



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SEQRA

In *Pyramid Company of Watertown and Salmon Run Shopping Center v. Planning Board of Town of Watertown*, 2005 WL 3516633 (4th Dept. 2005), the petitioner sued seeking to annul the determination of the planning board for failing to comply with the State Environmental Quality Review Act (SEQRA) issuing site plan approval for a shopping center. The proposed shopping center was located within 300 feet of Pyramid's existing shopping center. The board did not issue a positive declaration or engage in scoping, but instead opted to rely solely on the applicant's Draft Environmental Impact Statement to identify any environmentally significant impact resulting from the project.

The Court concluded that the board failed to identify the relevant areas of environmental concern, failed to take a hard look at them, and failed to provide a reasoned elaboration of the basis for its determination. In coming to these conclusions, the Court noted that the DEIS prepared by the applicant failed to contain expert reports addressing wetlands and endangered species, failed to include data supporting its conclusions with respect to community character and archeological impacts, and relied on tentative mitigation plans which were deemed to be insufficient by the Court.

Administrative Decisions

In *Rinaldi v. Zoning Board of Appeals*, 23 A.D. 3d 810 (3d Dept. 2005), the respondent received a letter from the Town's code enforcement officer informing him that his newly constructed shed violated the town's zoning ordinance. At the outset, the letter advised the respondent to apply for a building permit, wait for a denial, and then seek a variance. However, in conclusion, the letter stated that it served as denial for a building permit for the shed. The respondent immediately applied for the variance, which was granted. Neighboring property owners sued to annul the variance. The supreme court annulled the variance, finding that the zoning board lacked jurisdiction to grant it because the respondent had not obtained denial from the code enforcement officer. The Appellate Division held that the board had jurisdiction to grant the denial because New York State Town Law §267-a (4) allowed the board to hear an appeal from a "determination made by the administrative official charged with the enforcement of any ordinance or local law," and that the letter constituted such a decision. ❖

The authors are attorneys with the law firm of Whiteman, Osterman & Hanna.

NYPF Conference Registration

Please complete the form below and return it with your registration fee or voucher to the New York Planning Federation, 279 River Street, Suite 302, Troy, NY 12180. Please contact Lael Locke at 518 270 9855 or by email at llocke@nypf.org with any questions.

NOTE: meals are not included with conference registration. They are part of the hotel package plan on a separate registration sheet. Meals may be purchased, when available, for an additional fee of \$17.00 breakfast (available Monday-Wednesday), \$22.00 lunch (available Monday-Tuesday) and \$35.00 dinner (available Sunday and Tuesday). *Indicate on the form below if you are choosing this option and for which day(s).*

► **Full Registration (received by September 15th)**

NYPF Members: \$100.00 Non-Members: \$125.00

I am not a hotel guest but would like to buy ___ breakfasts, ___ lunches, ___ dinners at the above rate.

Please check the day(s) for which meals are requested: ___ Sun. ___ Mon. ___ Tues. ___ Wed.

► **Late or On-Site Full Registration**

NYPF Members: \$140.00 Non-Members: \$175.00

I am not a hotel guest but would like to buy ___ breakfasts, ___ lunches, ___ dinners at the above rate.

Please check the day(s) for which meals are requested: ___ Sun. ___ Mon. ___ Tues. ___ Wed.

► **One-Day Registration**

NYPF Members: \$85.00 Non-Members: \$115.00

Circle day you are registering for: Monday Tuesday Wednesday

I am not a hotel guest but would like to buy lunch on _____ (indicate day desired)

Return this form with payment or voucher to: New York Planning Federation, 279 River Street, Suite 302, Troy, NY 12180. Please use a separate form for each person registering.

Name _____

Title _____

Municipality/Organization _____

Address _____

Daytime Phone _____ Email _____

Payment is by (circle one) check voucher in the amount of \$ _____

*Don't forget to include payment for desired meals if you are not staying at the conference hotel. Please note that your registration fee is **NON-REFUNDABLE** unless cancellation notice is received by September 30th.*

NOTE TO ATTORNEYS: Through an agreement with Albany Law School, an accredited provider of Continuing Legal Education in New York State, the Planning Federation is able to offer Municipal Attorney CLE accredited courses. Attorneys planning to take advantage of this opportunity must pre-register for BOTH the conference AND for separate CLE credits. All NYPF CLE courses offered at this conference contain new content for 2006 and are not repeat courses for purposes of the NYS CLE Boards "no repeat" rule. Please call 518 270 9855 or email Lael Locke at llocke@nypf.org to request CLE information.

Preliminary Conference Schedule

SUNDAY, OCTOBER 8th

3:00 REGISTRATION DESK OPENS
5:00: RECEPTION AT THE HOTEL 6:30: DINNER AT THE HOTEL

MONDAY, OCTOBER 9th

REGISTRATION & EXHIBITOR AREA OPEN, 8:00 am

9:00 to 10:15	WELCOME & PLENARY The Dollars and Sense of Protecting Community Character – EDWARD MCMAHON
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15-MINUTE COFFEE BREAK

10:30 to 11:50	Maps, Plans & Plats	Design Review Guidelines	The Comprehensive Plan is Done... or is it? CLE	Unraveling the Mystery of the Use Variance CEO
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12:00 LUNCHEON

1:30 to 2:45	Stormwater Regulations Seminar	Records, Findings & Decisions CLE	Revitalizing Commercial Corridors	Site Plan Review & Special Use Permits CLE & CEO
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15-MINUTE BREAK

3:00 to 4:30	Conducting Effective Meetings & Hearings (runs till 5:00) CLE & CEO	From Cartography to Crystal Ball...Using GIS	How to Avoid an Article 78 CLE	Basic SEQR
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5:00-6:30: RECEPTION AT THE SARATOGA ASSOCIATES, 443 BROADWAY
DINE AROUND ON YOUR OWN IN SARATOGA SPRINGS

TUESDAY, OCTOBER 10th

REGISTRATION AND EXHIBITOR AREAS OPEN AT 8:00 am

9:00 to 10:15	The Great Adirondack Planning Experiment CLE & CEO	Fostering Working Relationships with Developers	Ethical Issues in Planning & Zoning CLE	NATURE IN FRAGMENTS DR. MICHAEL KLEMENS	County Planners' Meeting
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15-MINUTE COFFEE BREAK

10:30 to 11:50	Effective Enforcement CLE & CEO	Intermunicipal & Interregional Cooperation	How Local Governments. can Protect Water Quality	Common Mistakes in the Land Use & SEQR Process CLE	County Planners' Meeting continues
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NOON: LUNCHEON & NYPF AWARDS PRESENTATION

1:30 to 3:00	Planning & Zoning Case Law CLE & CEO	Protecting The Working Landscape	Hot Button Issues CLE	County Planners' Meeting concludes
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3:00 to 4:30	Regulation of Outdoor Wood Boilers CEO	Session TBA	Advanced SEQR: Assessing & Mitigating Visual Impacts
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5:00: RECEPTION AT THE HOTEL 6:30: BANQUET

WEDNESDAY, OCTOBER 11th

9:00 to 11:30	Mock Open Meetings & Hearings Session
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New York Planning Federation 2006 Conference
ARRIVAL Sunday, October 8th 2006 DEPARTURE: Wednesday, October 11th 2006

LODGING RESERVATION FORM

Package Rates are Quoted Per Person Per Stay

SINGLE	DOUBLE	TRIPLE
\$635.10	\$429.95	\$361.56

Above rate includes 3 night's lodging, **Sunday** reception and dinner; **Monday** breakfast and lunch; **Tuesday** breakfast, lunch, reception and dinner; **Wednesday** breakfast. Room rates are subject to combined taxes of 13% unless tax exempt status has been approved – see **Tax Exempt Information**. Taxes are subject to change without notice.

Rates for guests staying 2 nights are as follows:

SINGLE	DOUBLE	TRIPLE
\$464.23	\$327.46	\$281.87

Sunday/Monday stay includes 2 night's lodging, **Sunday** reception & dinner; **Monday** breakfast & lunch; **Tuesday** breakfast & lunch
Monday/Tuesday stay includes 2 night's lodging, **Monday** lunch; **Tuesday**, breakfast, lunch, reception & dinner; **Wednesday** breakfast

IF STAYING 2 NIGHTS, BE SURE TO INDICATE WHICH 2 NIGHTS ON YOUR REGISTRATION FORM

- **CUT-OFF DATE** for guaranteed reservations is **Friday September 15th**. Reservations received after that date will be accepted subject to availability. To reserve, mail or fax the form below to the address at the bottom of this page.
- All reservations must be guaranteed using a credit card or advance deposit. Please send check or money order in the amount of one night's stay or indicate the appropriate credit card information in the space on this form. We accept American Express, Master Card, Visa, Diner's Club or Carte Blanche.
- Check-in Time is 3:00 pm. Check-Out Time is 11:00 am.
- All reservations must be guaranteed for the entire stay. Guests will be penalized for early departure. Unless a reservation is changed prior to check-in, guests having an early departure will be charged the full room rate for their entire scheduled stay.
- **CANCELLATION POLICY:** Cancellation less than 48 hours prior to a scheduled arrival date will result in forfeiture of a deposit. If a credit card was used, a charge equal to one night's stay will be applied to the above credit card.
- **TAX EXEMPT INFORMATION:** If your tax exempt organization is paying for your stay, the following information applies – A completed ST 119.1 form, as well as a copy of your form of payment. A company check or company credit card must be received with this form. If paying by personal check, credit card or cash, the following information applies – A completed AC-946 form must be received with your reservation. Proper identification will also need to be shown on check-in.
- For directions visit the Hotel's website; www.TheSaratogaHotel.com. No reservations via the Internet.

Name: _____

Municipality/Organization _____

Address _____

Telephone: _____ Fax: _____

Email _____

Arrival Date: _____ Departure Date: _____ # Nights _____ # Adults _____ *

* List all Roommates on this Form _____

Smoking Room _____ Non-Smoking _____ King-Size Bed _____ 2 Doubles _____ (First-Come, First-Served Basis)

Credit Card Co. _____ Credit Card # _____ Exp. Date _____

Cardholder's Name (Printed) & Signature _____

Group Code: 000058

RETURN FORM TO:

The Saratoga Hotel & Conference Center Reservations Dept. 534 Broadway, Saratoga Springs, NY 12866
518-584-4000 or 1-888-999-4711 / Reservations Fax 518-584-7430

What the Comprehensive Plan is and isn't!

By Joel S. Russell, Esq.

A comprehensive plan is a statement of a community's goals and a conceptual road map for how to achieve these goals. Its purpose is to present, in an easily accessible and readable format, a guide to decision making on important land use issues.

The main principles guiding the plan should be that it clearly articulates the community's goals and strategies for achieving them; that the goals and strategies reflect common agreement among the local population; and that clear and concise recommendations for implementation show how to fulfill the plan's goals and assign responsibility for their fulfillment.

A comprehensive plan is not a detailed instruction manual that tells exactly what to do or what will happen. It does not predict the future, though it does look ahead and express the community's goals. It does not prescribe exact courses of action, because these must be developed with care in response to a wide variety of situations that may arise. It would be short-sighted to mandate only one way to accomplish a community's goals in its comprehensive plan, when creativity and responsiveness to public input and evolving community needs may result in better solutions.

A comprehensive plan is not the law. It is an understandable and common mistake for citizens to confuse a plan with the zoning code that implements it, but these are two different things. The comprehensive plan sets the directions and goals for a community and recommends in a general way how these can be accomplished. In contrast, the zoning code is a detailed document that translates the goals into law. All too often, communities think they have gained control over their future by adopting a comprehensive plan; although they have taken

a major step in the right direction, the adoption of a plan doesn't change anything.



Putting the plan into action

To have effect, the recommendations of a comprehensive plan must be translated into zoning laws, budget allocations, public investments and other actions that have the force of law. This is why it is so important that a plan accurately reflect community consensus – without strong local support a municipal board will be reluctant to pass implementing legislation.

While changes to the law must be consistent with the guidance provided by the plan, ***the plan is not, by itself, a legally enforceable document.*** Citizens and public officials also need to be aware that whatever they adopt in their implementing laws must not only be consistent with the comprehensive plan, but also with the requirements of state and federal law.

The "implementation" section of a comprehensive plan is different from the actual implementation documents and process that make things happen. ***The plan provides guideposts to observe as the community conducts the complex process of implementation, but it does not provide details of the implementation process.*** The plan is similar to a sketch of what a house will look like when built, not the house itself or the blueprints that tell the builder what to build. ***The zoning code is the document that actually says what is and is not allowed*** – it is the day-to-day decisions of local boards, officials and citizens that determine what is actually built and what land is preserved. Zoning should reflect the guidance in the plan but should not be confused with the plan itself.

Continued on page 6

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<p>Wendy E. Weber Salvati, AICP</p>		

Comprehensive Plan, continued from page 5

A comprehensive plan must leave flexibility for those who will be doing the implementation, rather than locking them into only one way of accomplishing the plan's goals. If a plan recommends certain types of zoning changes, then the details of those changes must be worked out in the process of writing and reviewing the zoning amendments. Such amendments require significant give-and-take among various stakeholders, as well as public input and public hearings at several stages throughout the process.

A comprehensive plan is "comprehensive" in its scope, not its detail. It is intended to integrate many related issues so that their connections are clear and understandable. The community should have realistic expectations of what a plan can and cannot accomplish. It *can* guide the future but *cannot* determine it. It *can* recommend actions but *cannot* ensure that they will occur. The success of any comprehensive plan depends on the citizens of a municipality to work together and see that it happens. ❖

The above article was adapted from the introduction to the Town of Philipstown Comprehensive Plan written by Mr. Russell. The author is a land use attorney and planner with a national practice specializing in New Urbanism, traditional neighborhood design and the protection of open space and community character. His session at the upcoming NYPF conference is titled, "The Comprehensive Plan is Done...or is it?" It will be presented at 10:30 am on Monday October 9th.

Praiseworthy

There's still time to nominate someone in your community for one of five NYPF annual awards. These awards are given to outstanding planning and zoning board chairs, as well as to a volunteer member of a municipal board, and for outstanding contributions to both the zoning field and planning fields.

The awards will be presented at our conference in Saratoga Springs at a luncheon on Tuesday, October 10th. The process of applying is an easy one – contact Lael Locke at 518 270 9855 to request a nomination form, or email llocke@nypf.org. Nomination forms are due back in our office by August 31st. ❖



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New Guide to Diesel Idling Reduction

Have you noticed the “please do not idle your engine” signs at some local schools and elsewhere lately? There is a growing recognition – especially in this time of rising fuel prices – of the unnecessary waste of fuel in idling, not to mention the increase in air pollution and noise. Heavy-duty trucks, in particular, can idle for many hours at a stretch on a daily basis to provide in-cab heating and cooling.

The solution to this is right on the horizon and local officials will play an important role in its implementation. Late last year, the NYS Energy Research and Development Authority (NYSERDA) asked the Planning Federation to help them spread the news about technological advances that are now providing effective alternatives to diesel engine idling.

The result is *A Municipal Official’s Guide to Diesel Idling Reduction*, which goes to press later this month and will be available at the Planning Federation’s fall conference in Saratoga Springs. Diesel idling reduction will also be discussed in a “Hot Button” session on Tuesday, October 10th.

The new guide is intended to assist local officials in understanding diesel idling reduction alternatives and making local land use decisions that will promote and enhance their use. Also included is a model local diesel idling reduction ordinance that communities may use as is or tailor to their own needs.

While New York State has an existing law limiting heavy-duty truck idling to five minutes, the law has been difficult to enforce because of the lack, to date, of alternatives to idling for long-haul truckers. Most of us may think of truck stops as the primary locations for idling but, in fact, big box outlets and distribution centers have become the primary idling locations. These sites may be near residential neighborhoods, thereby raising air quality and noise concerns. Communities need effective standards for new and expanded uses to ensure that the best available technology is being employed.

The trucking industry itself embraces the new technology, as it is cost-effective and a benefit to the health of truck drivers. Unlike many problems faced by local governments, the solution to diesel idling is a win-win one for all parties involved – for truckers, the environment, neighborhoods and municipalities. ❖

Empowering Communities Grant

Last month, the Schenectady Foundation announced its support of the new “Empowering Communities” program created in partnership between the NYPF and the Community Foundation for the Capital Region. The \$25,000 grant will be used to assist the Town of Glenville and Village of Scotia in developing a joint modified Transfer of Development Rights (TDR) program, the first TDR program in the Capital Region. The Planning Federation anticipates that the joint TDR program will serve as a model and prototype for other municipalities throughout the State. ❖

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✓ **The Short Course: A Basic Guide for Planning**

Boards and Zoning Boards of Appeals in NYS by Harry J. Willis, David Church, and James W. Hotaling (83 pg). Updated in 2006. A review of the full range of knowledge and skills needed by planning or zoning officials. Awarded the 1996 Public Education Award by the American Planning Association Upstate New York Chapter. \$18.00 (M) / \$20.00 (NM) + \$3.00 s/h. Bulk rates for 5+ copies.

✓ **A Practical Guide to Comprehensive Planning**

David Church & Cori Traub. Updated 2002. (88 pg. illustrated). An overview of the importance of planning and the steps involved in preparing a comprehensive plan. Includes case studies. \$16.00 (M) / \$18.00 (NM) + \$3 s/h. Bulk rates for 5+ copies.

✓ **Rural Development Guidelines, Hamlet Design Guidelines, & Building Form Guidelines**

3-volume set by Joel Russell, Anne Tate w/ Dutchess Co. Dept. of Planning, et.al., 1994. Helpful principles and numerous illustrations demonstrate better design in development. \$15.00 for 3-volume set, +\$3.00 s/h. Single volumes available for \$6.00 + \$1.50 s/h.

✓ **Model Cell Tower Ordinance** by Federation staff. A short article and model ordinance. Free to members, \$5.00 non-member. May be downloaded from www.nypf.org.

✓ **Adult Entertainment Tech Memo** a 12-page brochure prepared by Lydia R. Marola, Esq. Village of Scotia attorney, and Rebecca Lubin, AICP. Free to members, \$5.00 non-members. May be downloaded from www.nypf.org.

✓ **Software Provider Directory** by Federation staff. 6-pg. brochure describing companies that sell planning and zoning board software. Free to members, \$2.00 non-members

✓ **The Interaction of Commercial Forestry with Town Government in New York State** NYS Forest Resources Development Council, 1995. Results and analysis of a survey on local attitudes and regulations addressing timber harvesting. \$6.00 + \$3.00 s/h

✓ **A Municipal Official's Guide to Forestry in New York State** by Katherine H. Daniels, AICP (28 pg. illustrated). A joint publication of NYPF, NYS Dept. of Environmental Conservation and Empire State Forest Products Assn. A guide to planning and zoning that promotes multiple forestry uses, and best management practices. Free with \$3.00 s/h.

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