

**RESOLUTION ADOPTING COMMERCIAL ACCESS PERMIT
APPLICATION PROCESS AND PROCEDURE**

WHEREAS, clarity and consistency should be the hallmark of any successful permitting process; and

WHEREAS, it is important that an applicant can quickly reference and understand the criteria which will be applied by the Regulating District as part of any commercial access permit application process; and

WHEREAS, the Regulating District’s permitting staff, in consultation with the Regulating District’s counsel, has memorialized the attached list of requirements for a commercial/association access permit, a commercial dock, or any modification to a commercial dock; and

WHEREAS, staff’s adherence to this process will ensure clarity and consistency for applicants seeking a commercial access permit; including a new or modified commercial dock permit; and

WHEREAS, staff will post the application process checklist to the Regulating District’s website.

NOW THEREFORE BE IT RESOLVED, that the Board of the Hudson River-Black River Regulating District adopts the attached checklist and directs that staff adhere to same to process any forthcoming Commercial/Association Access Permit, Commercial Dock, or Commercial Dock Modification application; and

BE IT FURTHER RESOLVED, that staff shall post the checklist among the guidance documents upon the Access Permit pages upon the Regulating District’s website.

Approved as to form:



Robert P. Leslie
General Counsel

Motion was made by Ms. Allen and seconded by Mr. Hayes that the Resolution be approved.

Present and voting:

<u>MEMBER</u>	<u>AYE</u>	<u>NOE</u>	<u>ABSTAIN</u>
Mr. Finkle.....	<u> X </u>	<u> </u>	<u> </u>
Mr. Hayes.....	<u> X </u>	<u> </u>	<u> </u>
Mr. DeWitt.....	<u> </u>	<u> </u>	<u> </u>
Mr. Bird.....	<u> </u>	<u> </u>	<u> </u>
Mr. Candido.....	<u> X </u>	<u> </u>	<u> </u>
Mr. Reagan.....	<u> X </u>	<u> </u>	<u> </u>
Ms. Allen.....	<u> X </u>	<u> </u>	<u> </u>



Hudson River - Black River Regulating District

To: Board Members
From: John C. Callaghan, Executive Director
Date: March 12, 2024
Subject: Update of Commercial Permit Application Process and Procedures

In light of several high-profile commercial development proposals on and around Great Sacandaga Lake in recent years, staff has undertaken a review, led by General Counsel Rob Leslie, of the procedure followed for accepting, reviewing, and processing commercial access permit applications. As a result of that review, Mr. Leslie, Field Supervisor Dan Kiskis, and Senior Field Assistant Danielle Thorne have updated the process for processing commercial access permit applications and developed a checklist submitted for the Board's approval.

Clarity and consistency should be the hallmark of any successful permitting process and the Board has shown leadership in recent years in updating the access permit fees and improving customer service through the development on the online permit system, and initiating credit card payments.

Just as the regulatory process to garner APA, DEC, or USACE approval is clearly delineated for any potential applicant, it is important that an applicant can quickly reference and understand the criteria which will be applied by the Regulating District as part of any commercial access permit application process. This updated process will ensure that is the case, with the commercial access permit application checklist available on the Regulating District's website.

I commend Mr. Leslie, Mr. Kiskis, and Ms. Thorne for working together to develop this enhancement of the Regulating District's procedures. I believe it will lead to greater clarity for applicants and, importantly, inoculate the Regulating District against any criticisms to, or challenges of, its process for processing these commercial applications.

I'd ask the Board to join me in congratulating the team on developing this product, and I would ask the Board's support in adopting the resolution.