

**REGISTRATION FORM****SEND THIS COPY IN WITH PAYMENT**

JANUARY 29, 2014
SARATOGA SPRINGS CITY CENTER



Name: _____ Municipality: _____
 Village _____ Town _____ City (Check One) _____ County _____

Mailing Address: _____ (Street) _____ (Town/City)

Phone # _____ (H) or (W) E-mail (**REQUIRED**): _____

Board Member of: Planning _____ Zoning _____ Date of Initial Appt. _____ (Needed For Name Tag)

Committee Member of _____ Other _____



I will most likely attend the following four course offerings (check only one choice per time slot).
Course topics and time offerings may be subject to change. Suggested course level is noted in parentheses.

*** **SEE NEW COURSE OFFERINGS** ***



<p>8:30-10:00 <i>NEW!</i> Why Do You Need a TDE (Town Designated Engineer), Planner, Planning Board or Zoning Board Attorney (2,3,4) <i>NEW!</i> Historic Preservation (2,3,4) <i>P,Z</i> Planning Board Overview (1) <i>P</i> Case Law Update for Planning Board and Zoning Board (1,2,3) <i>P,Z</i></p>	<p>10:30-12:00 <i>NEW!</i> Mock-How Not to Run a Planning or Zoning Board Meeting (1,2,3) <i>P,Z</i> <i>NEW!</i> Planners Tool Box-ABC's of the New SEQRA Forms (2,3) <i>P,Z</i> Zoning Board of Appeals Overview (1,2) <i>Z</i> <i>NEW!</i> You Can't Buy What's Not for Sale-The Right of Way (1,2,3) <i>P</i></p>
<p>1:30-2:30 <i>NEW!</i> Planning and Zoning Board Decision Making Criteria and Motion Making (2,3,4) <i>P,Z</i> Unraveling the Use Variance (2,3,4) <i>Z</i> What are Traffic Levels of Service (1,2,3,4) <i>P</i> Ethics: Conflicts in Interest and the General Municipal Law (1,2,3,4) <i>P,Z</i></p>	<p>3:00-4:30 <i>NEW!</i> Stormwater and Green Infrastructure: Strategies, Application and Performance (2,3) <i>P,Z</i> <i>NEW!</i> Comprehensive Planning-Recognizing the Need to Review and Update your Community's Comprehensive Plan (1,2,3,4) <i>P</i> <i>NEW!</i> Make Our County a Great Place for Walking, Bicycling and Trails (2,3,4) <i>NEW!</i> Form Based Zoning Code (2,3,4) <i>P,Z</i></p>

P-PLANNING Z-ZONING 1-LEVEL ONE 2-LEVEL TWO 3-LEVEL THREE 4-LEVEL FOUR

RETURN THIS REGISTRATION FORM WITH PAYMENT BY WEDNESDAY, JANUARY 15, 2014

Advanced Registration is \$60.00 for Saratoga County Attendees
Advanced Registration for Attendees from Outside Saratoga County is \$70.00
All Registrations Received after January 15th are \$80.00

REGISTRATION IS NOT RESERVED UNTIL PAYMENT OR MUNICIPAL VOUCHER IS RECEIVED

PHONE: 518-884-4705 FAX: 518-884-4780 E-MAIL: mvalentine@saratogacountyny.gov

Payment enclosed Municipal voucher to be sent (No credit card payments accepted)

Checks should be made payable to Saratoga County Treasurer but mailed to the Planning Department at address noted.

To register by mail, send registration form with payment to:

Saratoga County Planning Board, Attention: Michael Valentine, 50 West High Street, Ballston Spa, NY 12020

REGISTRATION FEE IS DUE UPON EARLY REGISTRATION. Fee includes mid morning and afternoon breaks, lunch and all training sessions.

CANCELLATIONS MUST BE RECEIVED BEFORE MONDAY JANUARY 27TH

This allows us to adjust our food order, or to offer your place to someone else if we have a waiting list. Of course, someone may substitute for you at any time.

For additional parking area please visit our website, www.saratogacountyny.gov Planning Department downloads.

<< **SEE COURSE DESCRIPTIONS ON BACK** >>

2014 PB & ZONING CONFERENCE COURSE DESCRIPTIONS

NEW! Why Does Your Town Need a TDE (Town Designated Engineer), Planner, Planning Board or Zoning Board Attorney

Concerned about poorly designed projects, developer's compliance with your town's vision or costly litigation over zoning, planning or town board actions? Learn to protect your town by utilizing skilled professionals to augment the expertise of your volunteer boards. This course will show you the benefits of using engineers, planners and attorneys, the pitfalls of not integrating these professionals into your land use decisions and will include a discussion of methods to pay for them.

Chris Round, AICP The Chazen Companies; Stephanie Ferradino, Esq. Couch White, LLP; Joe Grasso, P.E. CHA

NEW! Historic Preservation

Historic districts contribute to economic vitality, through heritage tourism and by providing the authentic spaces valued by creative economy businesses as offices. By protecting and preserving these buildings and districts, and encouraging compatible in-fill development, we enhance the value of a community as a place to live, work, and play. Our speakers will discuss the tools available to planners to protect historic buildings and districts, and encourage compatible in-fill.

Carrie Woerner, Former Executive Director of the Saratoga Springs Preservation Foundation; Rich Martin, City of Saratoga Springs Design Review Commission; John Muse, Architect; Geoff Bornemann, Former City of Saratoga Springs Planner

Planning Board Overview

Address the authority, responsibilities, and duties of local planning boards. Discuss the administrative and regulatory roles of the planning board, including comprehensive planning, site plan review, special use permits and subdivision review.

New York Department of State

2013 Case Law Update

It was another dynamic year for New York courts reviewing and issuing decisions on a wide variety of land use approvals and denials. If you are looking for insight into how courts thought about and assessed local planning and zoning decisions in 2013, the Case Law Update will provide you a close look at the laws and standards applied to approvals and denials by your board. The class highlights teachable cases from across the state which aim to provide a framework of land use law useable by a planning or zoning board member in the coming year.

M. Elizabeth "Libby" Coreno, Esq. The Jones Firm, Attorneys at Law

NEW! Mock Proceeding: How Not to Run a Planning/ZBA Meeting

This years "mock" proceeding was inspired by an actual ZBA meeting where the Board, and especially its Chairperson made numerous mistakes. The ZBA determination was nullified as a result of successful Court challenge and we thought it could be educational to stage a mock proceeding in which similar mistakes (and others) are made and used as learning tools.

Mark Schachner, Esq.; Miller, Mannix, Schachner & Hafner LLC

NEW! Planners Toolbox: The ABC's Of The New SEQRA Forms

The long awaited SEQRA forms are here! Come learn all about the "short" and the "long" of these updated forms. This session will discuss the differences between the old and the new forms, as well as present ways to help you and your board use the SEQRA Workbooks to undertake your environmental review.

Benjamin Syden, AICP The Laberge Group

Zoning Board of Appeals Overview

This introductory course to the zoning board of appeals focuses on the statutory tests boards must follow to grant use and area variances and proper handling of zoning interpretations. Meeting procedures and notice requirements will also be discussed, along with the ZBA's relationship with enforcement officials and the planning board, and the importance of making good findings.

New York Department of State

NEW! You Can't Buy What's Not For Sale – The Right of Way

Planning boards often require applicants to mitigate their transportation impacts through off-site improvements. This mitigation is commonly the construction of turn lanes, sidewalks and other infrastructure. Unfortunately, these improvements do not always fit within the existing highway boundary and assuming that the necessary right-of-way can be obtained by an applicant is a risky endeavor. This seminar will discuss the issues associated with providing approvals contingent upon transportation improvements that require right-of-way acquisition.

Steve Godlewski, P.E., Creighton Manning Engineering

NEW! Motion Making and Decision Making Criteria

After reviewing and considering applications, Planning Boards and ZBAs come to "decision time". In light of increasing complexity and controversy in planning and zoning matters, the informal days of the decision consisting of the Board Members saying "sounds good to me" are long gone. This discussion will focus on the criteria for proper decision-making and the "mechanics" of getting there.

Mark Schachner, Esq.; Miller, Mannix, Schachner & Hafner LLC

Unraveling the Use Variance

This course will review each of the criteria that must be satisfied in order for a ZBA to grant a use variance. It will discuss the type and quality of evidence needed. Finally, it will discuss potential alternatives to use variances (e.g. rezoning).

Robert Feller, Esq. Bond, Shoeneck & King

What is the Meaning of Traffic Levels of Service?

Mr. Jacquemart, a principal of BfJ Planning in NYC, will explain the different steps that are typically part of a traffic Impact Study (TIS). He will describe the critical assumptions that enter into the calculations and how we can verify these assumptions. Some major considerations to be discussed will be: How can we express the results of a TIS? Are the traffic levels of service (LOS) the only way to quantify traffic impacts? What is the meaning of the traffic LOS? What are reasonable and effective mitigation measures? Mr. Jacquemart, who has worked on TIS's for more than 35 years, will discuss some challenging examples and conduct a question and answer session.

Georges Jacquemart, P.E., AICP, Buckhurst, Fish & Jacquemart Inc.

Ethics: Conflicts of Interest and the General Municipal Law

Municipal Board members are obligated by the General Municipal Law and by local ethics codes to ensure that their judgment in a particular application is not affected by their personal financial interest. Moreover, State and local ethics codes often require a board member to evaluate whether an appearance of impropriety may be created. This presentation will discuss conflicts of interest and how to appropriately address such conflicts including but not limited to disclosure and recusal.

Terresa Bakner, Esq., Whiteman, Osterman & Hanna, LLP

NEW! Stormwater and Green Infrastructure: Strategies, Application, and Performance

Stormwater Management now requires the use of "Green" as well as traditional "Grey" infrastructure. Stormwater Green Infrastructure is the use of policy & planning, ("soft" practices), and civil engineering "hard" practices to achieve a net reduction of runoff and pollutants from new land-development. But, will these practices work effectively in a cold climate? Or, will they become a municipal liability?

Blue Neils, Saratoga County Stormwater Management Coordinator

NEW! Comprehensive Planning – Recognizing The Need to Review and Update your Community's Comprehensive plan

(How to establish and accomplish new goals for the next five years). Is the comprehensive plan for your municipality quickly approaching its five-year review mark? Chances are that some of the goals listed in the Plan have now been achieved; however, during this time there may have been changes in demographics, community goals, and overall planning trends. Now may be the time to address these important trends and changes in an updated Plan. This course will discuss how to effectively and efficiently adjust the Plan to your community's vision without rewriting the entire Plan.

Jaclyn S. Hakes, AICP is the Director of Planning Services at MJ Engineering and Land Surveying, P.C.; Jim Martin, AICP The LA Group

NEW! Make Our County a Great Place for Walking, Bicycling and Trails

This session will highlight ongoing efforts to make our county a great place for walking, bicycling and trails. Featured projects will include the Saratoga County Trails System, the Greenbelt Trail, and others. Active mobility will provide health, economic and quality of life benefits for local communities, businesses and visitors. Attend this session and learn how you can get involved in these important projects.

Jeff Olson and Lindsey Zetting, Alta Planning & Design; Todd Shimkus, Saratoga County Chamber of Commerce; Julia Stokes, Saratoga PLAN; Matthew Veitch, Supervisor City of Saratoga Springs

NEW! Form-Based Zoning Code

Is there a new kind of zoning that can define the kind of development your community wants that is also appealing to developers? Learn about experiences to date on Malta's Form-based Code from planners, lawyers and developers, and learn what Clifton Park is thinking about doing.

Toni Tozzi, Building and Planning Coordinator, Town of Malta; Leah Everhart, Esq. Miller, Mannix, Schachner & Hafner LLC; John Scavo, Director of Planning Town of Clifton Park; Bruce Schnitz, Albany Partners Gregg Ursprung, Bergmann & Associates