



**Niagara River Greenway Commission  
Greenway Related Projects and Programs**

**INSTRUCTIONS**

**PROJECT CONSULTATION and PROJECT REVIEW**

**Effective October 2021**

## Table of Contents

1. General Information on Consultation and Review Procedures .....	Pages 3 - 4
a. Introduction	
b. Review Process	
c. Niagara River Greenway Principles, Goals and Criteria	
2. General Instructions .....	Pages 5 - 6
a. Instructions for Project Review Form	
3. Frequently Asked Questions .....	Page 7
4. Consultation and Project Review Form .....	Pages 8 - 10

## **Niagara River Greenway Vision**

*The Niagara River Greenway aspires to be a world-class corridor of places, parks and landscapes that celebrates and interprets our unique natural, cultural, recreational, scenic and heritage resources and provides access to and connections between these important resources while giving rise to economic opportunities for the region.*

### **Introduction**

Approval of the Niagara River Greenway Plan on May 17, 2007 marked the beginning of a new era for the Niagara River and surrounding communities. The plan defines the vision that will guide the future of this internationally renowned water resource and the principles, goals and criteria that will serve to define this vision. The Niagara River Greenway Commission is responsible for the implementation of this plan and will work toward its achievement by carrying out its duties and responsibilities as defined in Chapter 460 of the Laws of New York 2004. The guiding blueprint is the Niagara River Greenway Plan which developed as a grassroots effort in cooperation with state agencies, municipal governments, stakeholder groups and the general public. The Niagara River Greenway Plan can be viewed at [www.niagararivergreenway.com](http://www.niagararivergreenway.com)

Proposals brought before the Niagara River Greenway Commission include projects for funding under the various settlement agreements through the four standing committees that were established during the relicensing of the New York Power Authority Project. In addition, other projects not seeking Relicensing Greenway funds may be brought before the Commission when the sponsor is seeking review and endorsement in conjunction with their application for various grants or approvals other than Greenway funds.

### **Review Process**

The Niagara River Greenway Commission is responsible for stewardship of the Niagara River Greenway Plan that will define the future of the Niagara River corridor. In this regard, the Commission will review projects in terms of its operative principles, goals and criteria. Project proponents are expected to provide sufficient documentation so that members of the Commission will be able to determine if a specific project is consistent with the Niagara River Greenway Plan.

It is not the intent of the Commission to duplicate the technical review procedures that may be employed by other government agencies with regulatory or advisory authority over projects within the Niagara River Greenway. However, the Commission reserves the right to assess any project element and specification that will have an impact on the Niagara River Greenway vision.

### **Niagara River Greenway Principles, Goals and Criteria**

The Niagara River Greenway vision, mission with its corresponding principles, goals and criteria are the standard upon which all projects brought before the Niagara River Greenway Commission are judged. The principles, goals and criteria along with the corresponding page numbers from the approved Niagara River Greenway Plan is as follows:

#### **Principles** (pages 19 – 22 of the Niagara River Greenway Plan)

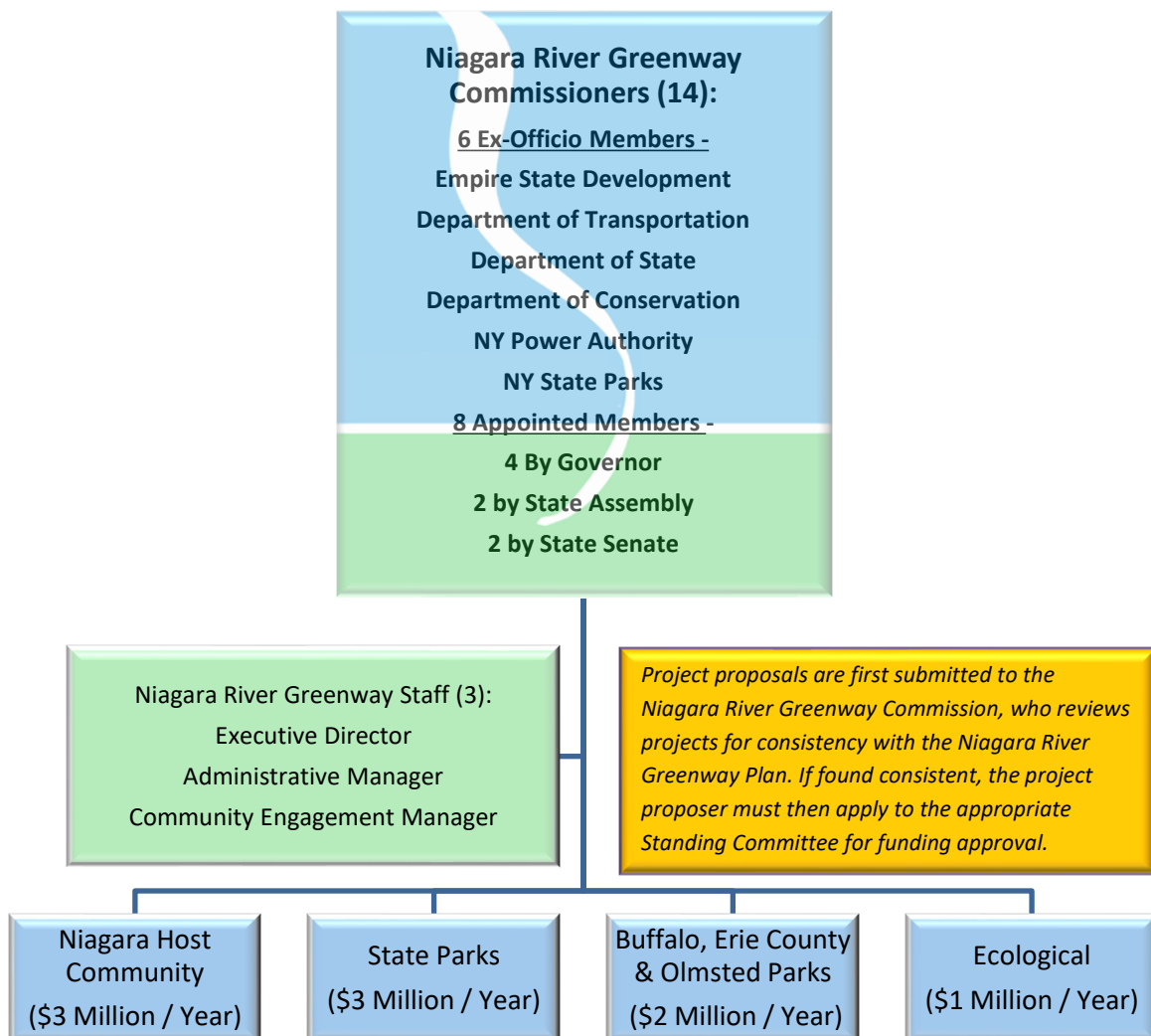
Excellence	Restoration
Sustainability	Authenticity
Accessibility	Celebration
Ecological Integrity	Partnerships
Public Well-Being	Community Based
Connectivity	

**Goals** (pages 23 – 25 of the Niagara River Greenway Plan)

Improve Access	Promote Long Term Sustainability
Make Connections	Extend the Legacy of Fredrick Law Olmsted
Protect and Restore Environmental Systems	Celebrate History and Heritage
Spark Revitalization and Renewal	

**Criteria** (pages 27 – 35 of the Niagara River Greenway Plan)

Consistency with Greenway Principles	Economic Viability
Priority Status	Availability of Local Sponsor or Partner
Focus Area	Ability to Match or Leverage Funds
Environmental Soundness	Consideration of Other Planning Efforts
Implementable	Clear Benefits



## General Instructions

**PROJECT REVIEW CONTENT AND FORMAT:** Project information shall include all necessary information and project documentation and shall follow the order set forth above for Principles, Goals and Criteria that encompass the Niagara River Greenway Vision. Request for consultation or review will not be considered until all necessary materials have been provided.

**PROJECT SPONSORS WHO ARE NOT-FOR-PROFIT CORPORATIONS:** These sponsors must provide proof of their tax exempt status pursuant to the United States Internal Revenue Code.

**PROJECT NAME:** The project name shall be clear and concise.

**PROJECT LOCATION:** Provide the specific address for the proposed project. If the project is a State Landmark site or National Landmark site, use the full, official name of the property as it is listed in the appropriate State or National Register. The unofficial or popular name may be shown in parentheses after the official name. List the local historic designation, if applicable.

**MINOR CIVIL DIVISION:** A minor civil division is the incorporated boundary of a village, city or town in which a project is taking place. Some projects may involve more than one political boundary and if so, information shall be provided for each one.

**OWNERSHIP INFORMATION:** If the applicant is not the owner of the property on which the project will be located a letter or resolutions of support must be provided from the responsible property owner.

**AUTHORIZED OFFICIAL:** This is the designated person who will receive official notifications from the Niagara River Greenway Commission about the project.

**POINT OF CONTACT:** The person who will act on behalf of the project sponsor, provide additional project information and participate in the consultation process. In some instances the Point of Contact may also be the Authorized Official. If that is the case a notation should be made on the project review form.

**BUDGET SUMMARY:** Provide all of the information that is required on the project review form and be sure to include the **required operations and maintenance plan**.

**PROJECT NARRATIVE:** A succinct project narrative shall be prepared following the order shown in the project review form. It shall be limited to a brief paragraph describing the project and its purpose, how it will be accomplished and why it is important.

**PROJECT SCHEDULE:** The anticipated project schedule must be defined. Include the project planning steps, project start date, duration of construction and completion date. In addition, a list of the required regulatory permits needed for the project must be provided.

**MAPS AND PHOTOGRAPHS:** **Submit an original, 1:24,000 scale USGS or DOT planimetric map** with the proposed project site identified. To obtain maps, project sponsors may visit <https://gis.ny.gov/>. Photographic prints showing the planned project area and existing site conditions shall be provided. If appropriate, include aerial photographs.

**REQUIRED ATTACHMENTS:** The project review form shall include conceptual plans and drawings that depict the existing site conditions and the same site with the proposed project. Highlighted sections of local planning documents and/or **a copy of a resolution adopting or reaffirming the local plan within the last five years** shall be

included with the application. If the proposed project is not specifically identified in a formally adopted local land use plan an approval or endorsement must accompany the profile. The final attachment will be a brief description of the applicability of the State Environmental Review Act to the proposed project.

***PUBLIC PRESENTATION:*** Sponsors may be asked to present their project profile in a public forum at a meeting of the Niagara River Greenway Commission. Comments received on specific project proposals from the public will be fully considered during the deliberations of the Niagara River Greenway Commission.

***DOCUMENT SUBMISSION:*** One hard copy of completed document shall be submitted to **Niagara River Greenway Commission, PO Box 1132, Niagara Falls NY 14303**. In addition, one PDF file (no larger than 7 MB) of the completed document shall be emailed to [lisa.vitello@parks.ny.gov](mailto:lisa.vitello@parks.ny.gov). Upon receipt the Executive Director shall review the documents to determine that they are complete, and if necessary, the sponsor will be promptly informed of items missing in order to complete the submission.

***In addition, it is the applicant's responsibility to submit the proposal to the relevant standing committee following consistency review from the Commission. Each associated Standing Committee has a separate proposal application. Review Greenway Standing Committee websites for additional information.***

Niagara Host Community: <http://www.niagarapowercoalition.com/hcsc/index.php>

State Parks: same application as Greenway Commission - <http://www.niagararivergreenway.com>

Buffalo and Erie County Greenway Standing Committee:  
<http://niagara.nypa.gov/RelicensingGreenwayFunds/BuffaloErieGreenway/BEdefault.htm>

Greenway Ecological Standing Committee:  
<http://niagara.nypa.gov/RelicensingGreenwayFunds/EcologicalGreenway/EcolDefault.htm>

## Frequently Asked Questions

### ***WHO CAN SUBMIT PROJECTS OR PROPOSALS FOR REVIEW?***

Municipalities, municipal entities, state agencies, public benefit corporations, public authorities, not-for-profit corporations, non-governmental organizations and members of the public with an interest in projects that will advance the vision of the Niagara River Greenway.

### ***WHY SHOULD MY PROJECT OR PROPOSAL BE REVIEWED?***

Project sponsors seeking funding from any of the New York Power Authority Relicensing Settlement Agreements must submit a project review form and show evidence of consultation with the Niagara River Greenway Commission. Others not seeking these funds who are considering filing a grant application for project funding may accrue additional competitive benefits by receiving a finding of consistency and endorsement from the Niagara River Greenway Commission.

### ***WHAT HAPPENS IF THE DOCUMENTATION IS FOUND TO BE INCOMPLETE?***

Failure to do so will delay the process until all necessary materials have been provided.

### ***WHAT ABOUT ENVIRONMENTAL AND REGULATORY REQUIREMENTS?***

The review and consultation procedures employed by the Niagara River Greenway Commission only consider how the project will advance the vision of the Niagara River Greenway. These procedures are not a substitute for the requirements of State Environmental Quality Review Act. Furthermore, applicants are responsible for coordinating with those State agencies that have regulatory or advisory authority over the proposed project. A finding of consistency or endorsement from the Niagara River Greenway Commission in and of itself does not give any project sponsor the right to proceed absent compliance with the requirements of Federal, State and Local law.

### ***IS TECHNICAL ASSISTANCE AVAILABLE?***

Yes, Commission staff, subject to the availability of time and resources, will provide guidance and assistance to prospective applicants. All such assistance will be limited to normal business hours.

### ***WHEN CAN I SUBMIT MY REQUEST FOR PROJECT OR PROGRAM REVIEW?***

A Review or Consultation request may be submitted at any time.

### ***HOW LONG WILL IT TAKE FOR MY PROJECT OR PROGRAM TO BE REVIEWED?***

To a large extent that will depend on the complexity of the proposal and funding cycles. Generally, Project Sponsors will be notified within fifteen working days of submittal that their documentation is complete. The Commission will review completed submittals as expeditiously as possible subject to the availability of time and resources.

## **Niagara River Greenway Commission Consultation and Review Form**

Date of Submittal: 09/17/2024      Project Registration Number (*office use only*):

Type of Review Required (please check one):

- Mandatory Consultation for proposals seeking Greenway Funding**  
 **Voluntary Review and/or Endorsement for proposals not seeking Greenway Funding**

**PROJECT SPONSOR INFORMATION**

Name:	Buffalo Naval Park Committee, Inc. (Buffalo and Erie County Naval and Military Park)
Mailing Address:	1 Naval Park Cove
State:	Buffalo, NY
Zip Code:	14202
Federal ID#:	16-1133535
Charities Registration #:	04-70-62

**PROJECT TYPE** (Please check only ONE)

- Trail Development / Improvement                       Interpretation / Cultural Monuments  
 Ecosystem / Riparian Habitat Restoration                       Stewardship  
 Niagara River Greenway Placemaking / Public Access / Wayfinding

**FUNDING COMMITTEE**

- Host Community Standing Committee                       Ecological Standing Committee  
 Buffalo and Erie County Standing Committee                       State Parks Standing Committee  
 Unsure at this time / N/A

**TOTAL AMOUNT REQUESTED**      \$ 180,000

**ADDITIONAL FUNDING FROM OTHER SOURCES**

Source	Amount
Buffalo Naval Park operating revenue	\$20,000



**PROJECT INFORMATION**

Project Name:	<u>Buffalo Naval Park Master Plan</u>
Location (include GPS coordinates if possible):	1 Naval Park Cove, Buffalo, NY 14202
Project Site Address:	1 Naval Park Cove
State:	Buffalo, NY
Zip Code:	14202
Minor Civil Division(s):	
County:	Erie
Project Proponent Property Interest (own, lease, easement or other):	Lease/steward for the City of Buffalo

**AUTHORIZED OFFICIAL**

Name:	<u>Paul Marzello</u>
Title:	President and CEO
Business Address:	1 Naval Park Cove
State:	Buffalo, NY
Zip Code:	14202
Work Number:	716-847-1773 x14
Cell Number:	716-207-3992
E-Mail Address:	paul@buffalonaivalpark.org

**PROJECT POINT OF CONTACT**

Name:	<u>Paul Marzello</u>
Title:	President and CEO
Organization / Firm:	Buffalo Naval Park Committee
Business Address:	1 Naval Park Cove
State:	Buffalo, NY
Zip Code:	14202
Work Number:	716-847-1773, x14
Cell Number:	
E-Mail Address:	paul@buffalonaivalpark.org

## PROJECT NARRATIVE

Please attach material which responds to the following six items in the order that they are presented.

1. **In a brief paragraph, describe the project and its purpose, how and when it will be accomplished, and why it is important.**

The Naval Park faced a crisis in April 2022 when the Naval Destroyer USS The Sullivans, one of the ships in our care, took on water and faced several weeks of imminent danger of sinking. Once the immediate risk was stabilized, long-term recovery/repair plans have been the obvious focus of Naval Park attention for the past two years. This past summer, we secured full funding to enact a full-scale repair project, including transport to drydock, for the Sullivans as well and the USS Croaker, which will see the repaired ships return to the Naval Park, target date Spring 2026. The Naval Park secured more than \$21 million in federal, state, regional, local and private funds to support this project. With this crisis averted, the Naval Park turns to the need for the development of a timely and focused Master Plan to make best use of the funds raised, assess the Naval Park's overall situation, challenges and opportunities, and to chart our course as a primary tourist attraction, educational destination and, most importantly, venue of memorial to veterans and members of the United States Armed Forces.

The project proposed here will partner the Naval Park with VernerJohnson PLLC, Museum Architects and Planners, for the development of a comprehensive Master Plan. VernerJohnson has worked with over 200 museums, cultural sites and diverse institutions around the world for the past forty years. They are uniquely qualified to guide the Naval Park through a comprehensive Master Planning process to produce a roadmap for the Park's future.

VernerJohnson's proposal includes an initial Site and Area Evaluation and Market Analysis, to familiarize the consultants with existing conditions and operations, as well as with the Western New York cultural, tourism and financial landscape. These studies will be followed by a Visioning and Feasibility Study, designed to identify issues and opportunities, and engaging Naval Park stakeholders in analyzing market data to create a realistic projection of financial factors in play.

Conceptual Design phases, incorporating a diversity of elements including the Naval Park's prominent role as an anchor site on the Buffalo Waterfront and our strategic location on the Greenway Trail, will produce recommendations for possible site development, program and program space designs, stakeholder engagement and cost estimates. The final product will be a comprehensive Master Plan. The Master Plan will direct development of Naval Park facilities, programming, collections, visitor engagement, stakeholder outreach and regional partnerships for the next five years and on into the future.

2. **Referring to the Niagara River Greenway Plan, clearly document and describe how the proposed project will advance the Niagara River Greenway vision including the goals, principles, and criteria that define that vision.**

**Principles:** The Master Plan project embodies all of the Niagara River Greenway principles. The Master Plan will provide a framework for the Naval Park's Excellence in operation over the next five years and into the future. The Plan will build the organization's Sustainability through development of Partnerships with local and regional authorities, stakeholders, funding sources, educational partners and public attractions. It will provide steps to expand the Park's Accessibility and Connectivity with our Community-Based visitors, Veterans groups, students and researchers, and other present and potential Park attendees and patrons. The Master Plan will incorporate recommendations for facility development that will promote Accessibility and Ecological Integrity by collaborating with the Niagara River Greenway Commission, the City of Buffalo, the Department of Parks and other partners to ensure that projects are consistent with regional plans and priorities.

The Naval Park’s proposed Master Plan project aligns with several Niagara River Greenway **project types**, namely:

**\*Trail Development/Improvement:** The renovations guided by the Master Plan will ensure that the Greenway Shoreline Trail is prominently connected through Canalside and converges in a Trailhead, potentially at the Naval Park’s main entrance. This Trailhead can be designed to incorporate signage, maps and other features that will guide bikers, walkers and visitors in accessing the Trails and in exploring other venues and attractions at Canalside. In addition, the Master Plan may recommend the inclusion of eco-friendly transportation solutions (e-bikes, bike repair stations) at the new Trailhead. The Naval Park may work with Go-Bike for additional trail enhancements.

**\*Ecosystem/Riparian Habitat Restoration:** While not a driving factor to our organization’s mission, the Naval Park is a conscientious partner in preserving our environment. Through the Master Plan, we will explore all aspects of our project where habitat could be enhanced through partnership with Buffalo Niagara Waterkeeper, or through collaboration with Niagara River Greenway. The Naval Park’s exhibits and attractions will incorporate the story of the amazing Great Lakes and the freshwater ecology thriving in the waters that surround our ships.

**\*Niagara River Greenway Placemaking/Public Access/Wayfinding:** The proposed Master Plan will re-envision the Naval Park’s currently uninspired main entrance, transforming it into a Greenway Trailhead with robust wayfinding, place-making resources, eco-friendly transportation options, signage for visitors, and public access points for people of all abilities. The Naval Park will work closely with Niagara River Greenway during the planning and especially during the implementation process of these aspects of the Plan, to enable discussion and common purpose to drive improvements and create a Trailhead that enhances the Naval Park, while incorporating all elements and aspects of Canalside, the Greenway Shoreline Trail and other involved parties.

**\*Interpretation/Cultural Monuments:** Our project will partner the Naval Park with VernerJohnson to produce a Master Plan that fosters Restoration of the Naval Park’s attractions and collections, promotes Authenticity in our educational mission to present the history of the United States Armed Forces and their contributions to our country, and builds Celebration among our visitors throughout the years. The Plan will guide development of cultural exhibits that are housed on board the ships, in any present or future on-shore structures, and those displayed in the parks, gardens and monuments that make up the Naval Park’s grounds, and which connect us to the greater Shoreline trail area.

**\*Stewardship:** The Master Plan will guide the Naval Park in working with Niagara River Greenway and other partners to seek opportunities to maintain, improve and connect the diverse ecological systems that exist in harmony with the waterborne artifacts in our care, and to preserve the environment where our Park operates.

**3. Define the budget for the total proposed project and include costs for the following:**

Planning	\$180,000
Construction	\$
Acquisition	\$
Administration	\$
Operation and Maintenance / Year	\$
<b>TOTAL PROJECT COST</b>	<b>\$180,000</b>

Identify all sources of funding and the amount of funding expected from each source. Identify and quantify funds that are already on hand or have been allocated for the proposed project. Explain how the project will be operated and maintained.

With the approval of this committee's review, the Buffalo Naval Park Committee plans to submit a request to the Buffalo and Erie County Greenway Standing Committee for a grant to fund a major portion of the Master Plan project.

- 4. Describe the measures taken at the local level to gain community and government support for this project (hearings, petitions, public surveys, resolutions of support or other methods). If this project has been cited or described in a local planning document or some equivalent thereof, attach copies of that documentation highlighting the sections that are relevant to the proposed project. Describe the role of municipal agencies, stakeholder groups, consultants, volunteers or others who will be involved in the proposed project.**

The proposed project is a Master Plan, and as such, will produce recommendations and guidelines for future projects that will require hearings, petitions, surveys, and other elements of collaboration with municipal agencies, consultants, and other stakeholders. At this stage, the Buffalo Naval Park Committee is seeking completion of this process. We will collaborate closely with the City of Buffalo, the County of Erie and other partners to review and discuss recommendations made in the Master Plan. Any implementation of projects recommended by the Master Plan will be undertaken only after full involvement of our stakeholders and partners, and with proper resolutions of support, hearings, or other appropriate protocols and procedures.

- 5. Describe and document the environmental setting and existing conditions at the proposed project site. If you are not the owner of the property include a letter(s) or resolution(s) evidencing support for the project by the owner. Provide photographs, conceptual plans and drawings that show the site as it presently exists and how the site will change with the addition of the proposed project. Describe how your project will comply with the State Environmental Quality Review Act (SEQRA). The existence of wetlands, significant upland and aquatic habitats, and plant or animal species that are classified as rare, threatened, or endangered should be noted. Explain how such natural resources will be protected and/or enhanced. Cite any relevant project-related studies.**

As with the response to Item #4, the Master Plan project proposed in this application does not, at this stage, involve any physical site or facility-related changes that would require a SEQRA review or that would have any impact on the natural environment. The Buffalo Naval Park Committee will follow all proper procedures for any projects recommended in the Master Plan that involve the site or the flora and fauna on or adjacent to the Naval Park's site.

- 6. Please attach the proposed project timeline, identify any relevant milestones, and provide an estimated date for project completion/opening. If funded, it is expected that the project sponsor or point of contact will notify the Commission of the project opening date as it nears completion. (Note: This addition to the application was made September 2018.)**

The Naval Park has received a project proposal from VernerJohnson, which includes a timeline. Phase I can commence as soon as funding is secured; assuming a response from the Buffalo and Erie County Greenway Standing Committee in spring 2025, the Naval Park could initiate the project on 5/1/2025. VernerJohnson projects a 30-week timeline for the Master Plan process, which would set a completion date at late 11/2025.

Project Phases include:

- Phase I- Vision/Feasibility Study- Weeks 1-3, including identification of issues, with a Summary Report prepared for the Naval Park team; together with an ongoing market/financial analysis, elements of which will continue throughout the course of the partnership
- Phase II- Conceptual Design- Weeks 3-25, including Visioning Workshops (in-person and virtual), recommendations, site development options, program/space designs and diagrams and concept development
- Phase III- Master Planning- Weeks 25-30- incorporation of earlier Phases into drafting, refinement and completion of a Comprehensive Master Plan, which will direct development of Naval Park facilities, programming, collections, visitor engagement, stakeholder outreach and regional partnerships for the next five years and on into the future