

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Delaware Avenue Hamlet Enhancement Study

Streetscape and Hamlet Design Standards and Guidelines



Final Report – October 26, 2010
For The Town of Bethlehem & Capital District
Transportation Committee

By River Street Planning & Development,
Nelson\Nygaard, and CLA SITE Landscape Architecture

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Acknowledgements

Study Advisory Committee Members

- Virginia Acquario, Resident
- Steve Bolduc, Keystone Builders
- Dianne Barber Kansas, Resident
- Bob Horn, Resident
- Mark Kelly, Resident
- Barbara Ostroff, Delmar Florist
- Henry Peyrebrune, Resident

Organizational Support - Town of Bethlehem

- Sam Messina, Supervisor Town of Bethlehem
- Michael Morelli, Asst. Director Economic Development and Planning, Town of Bethlehem
- Robert F. Leslie, AICP, Senior Planner, Town of Bethlehem

Planning Partners

- Leslie Lombardo, Senior Planner, Albany County Department of Economic Development, Conservation and Planning
- Carrie Ward, Travel Demand Management Specialist, CDTA
- Todd Fabozzi, Program Manager/GIS, CDRPC
- Michael Wyatt, Rob Cherry, Susan Olson, NYSDOT, Region 1

Project Sponsor – Capital District Transportation Committee

- David Jukins, Deputy Director, CDTC
- Anne Benware, Senior Transportation Planner, CDTC
- Jennifer Ceponis, Transportation Planner, CDTC

Consulting Team

- Margaret Irwin and Leila Jabour - River Street Planning & Development, LLC.
- David Fields and Amy Pfeiffer - Nelson/Nygaard Consulting Associates, Inc.
- Peter Loyola and Bill Sprengnether - CLA SITE Landscape Architecture

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Purpose.....	5
Background and Findings.....	6
Hamlet Standards and Guidelines.....	14
I. Hamlet Character	16
A. General Standards	16
C. Neighborhood Scale	19
E. Noise	20
II. Building Relationship To The Street	21
A. Front Building Setbacks	21
B. Entrance Orientation	22
C. Streetscape Transition	23
D. Service Alleys and Service/Refuse Areas	23
III. Walkability	25
A. General Standards	25
B. Sidewalks	26
C. Curbs	27
D. Curb Cuts	28
E. Drive-through Facilities	28
F. Pedestrian Network	29
H. Existing Shopping Plazas	31
IV. Architectural Design	32
A. Facades	32
B. Roofs	34
C. Materials	35
D. Storefronts	36
E. Awnings and Canopies	38
F. Windows	39
G. Doors and Entrances	41
V. Signage.....	43
A. General Regulations	43
B. General Standards	43
C. Signs in the Hamlet and Commercial Hamlet Districts	45
D. Nonconforming Signs	46
E. Prohibitions	47
F. Quality and Legibility	48
VI. Landscaping	50
A. General Standards	50
B. Minimum planting requirements.	52
C. Existing Landscape	52
D. Plant Selection	52
E. Screening	53
F. Streetscape Planting	54
VII. Lighting	55
A. General Requirements	55
B. General Standards	56
C. Glare	57
D. Hamlet and Commercial Hamlet District Lighting	57

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

VIII. Multi-Modal Transportation and Parking.....	59
A. Bicycle Parking	59
B. Transit Stops	60
C. Parking	60
D. Off-street Parking	61
E. Parking and Loading	65
F. Addressing Stormwater Impacts of Parking Areas	67
G. Parking Lots	68
H. Parking Lot Pedestrian Linkages	69
IX. Utilities.....	70

Appendices

Appendix A. Hamlet Boundary.....	74
Appendix B. Bicycle Parking Guidelines.....	76
Appendix C. Tree Selection Guide.....	85
Appendix D. Glossary of Design Terms.....	89
Appendix E. Sample Agreements.....	102
Appendix F: Figures/Sources.....	107
Appendix E. Disclosures.....	116

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Purpose

The purpose of the Delaware Avenue Hamlet Enhancement Study is to identify transportation and land use design treatments that will help strengthen Delaware Avenue's main street character, consistent with principles outlined in the 2005 Town Comprehensive Plan and the Capital District Transportation Committee's New Visions Plan. This document contains recommendations that describe the Town's design and development expectations for the Delmar Hamlet that respect its inherent character, foster a sense of place, and encourage a positive pedestrian experience in accordance with the Town's existing zoning code (See Town of Bethlehem Zoning Code at <http://ecode360.com/?custId=BE1011>). In addition to these standards the overall study has also developed typical street cross sections, parking and circulation plan for vehicles and bicycles, and detailed transportation improvements.

These standards will help to create a lively mixed-use Hamlet, where people will both live and work. The Hamlet will continue to provide Bethlehem residents with essentials. Shoppers and workers arriving by car will find parking readily accessible, and an attractive and safe walk to a number of destinations, not just one. Bicyclists will find safe and convenient through routes and linkages between different Hamlet areas. The standards seek to improve the quality of life and property values in the adjoining residential neighborhoods. The standards will:

- Celebrate community identity and the inherent character of the Delmar Hamlet
- Establish attractive and consistent building façades and storefronts
- Encourage better signage, lighting and landscaping
- Enhance neighborhood vitality and commercial success
- Improve the area's pedestrian experience and bicycle user amenities
- Reinforce and enhance the architectural style, pedestrian scale and aesthetics
- Respect and strengthen the surrounding residential neighborhoods along the corridor
- Provide safe and convenient travel and access for walkers, bicyclists and transit users

In terms of new commercial development projects, the standards offer designers and developers flexibility in meeting the requirements of The Town of Bethlehem's land use regulations, while designing high quality new buildings and landscapes. The standards are tools which:

- Give a chance to plan for development versus reacting to development pressure
- Encourage more sensitive design while recognizing market and site realities
- Help developers visualize how their projects can work toward the Town's goals
- Coordinate projects so that they help each other succeed
- Respond to retail franchises and chains
- Provide guidance and flexibility to municipal boards

The standards will help developers to respond to local development patterns through the use of consistent scale, image, functionality and integration to the surrounding areas, including historic elements of the Hamlet's design, but they do not recommend that new development replicate historic architecture or design character. Rather, new buildings shall function as examples of good contemporary design, with projects planned and built to be long-term, high-quality additions to the community in accordance with the Zoning Code.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

These standards are organized under existing code §128 and provide supplemental recommendations that focus on solutions to specific issues identified by the study advisory committee and public workshop. Existing standards include the section number from the Town of Bethlehem zoning code, followed by bulleted recommendations. The recommendations are intended to be more specific and supplement the existing regulations that address some of these issues at the general level.

Implementation

The Town also hopes that these standards can assist NYSDOT as they design improvements for Delaware Avenue, which is a State Highway. The recommendations detailed in this guideline manual can be added to the existing district regulations as applicable code, serve as the basis for a study area overlay district, or be used for distribution to development applicants prior to site plan submittal. The choice of an overlay district would help the Planning Board to focus on the unique strengths of this hamlet. To implement a district a new zoning district would be developed with applicable requirements, presented for public comment, SEQRA review and adoption by the Town Board.

Background and Findings

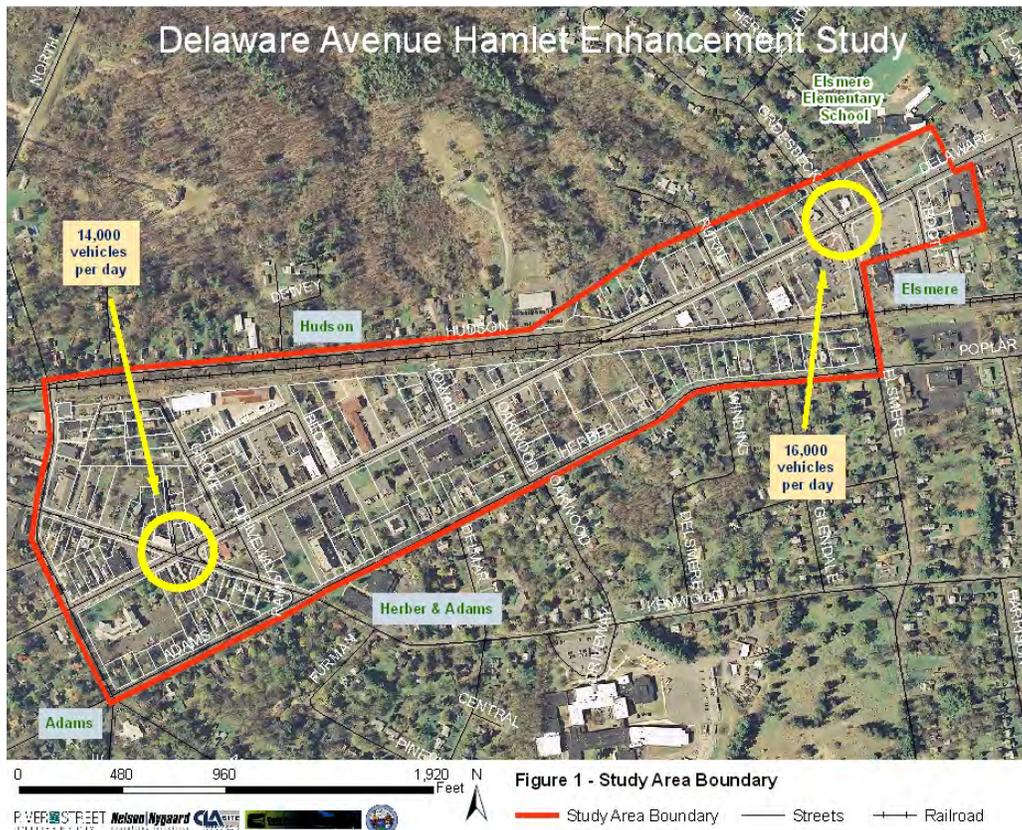


Figure 1: A larger illustration of the study area can be found in Appendix A.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

These standards apply to the Delaware Avenue Hamlet area that is bounded by Delaware Avenue (State Highway 443) from the Elsmere School from the east to Adams Street to the west and following Hudson Avenue to the north and Adams Place and Herber Avenue to the south. (A larger version of this map can be found in Appendix A). This length of Delaware Avenue area is divided into three districts, based on existing streetscape and architectural features.

- Four Corners district: Adams Street to Grove Street along Delaware Avenue. Adams Street to Adams Place along Kenwood Avenue. Streetscape elements found here help define Hamlet and serve as template for corridor improvements.
- Central Delaware Avenue district: This area covers the area from Grove Street to the Railway Bridge. It is currently characterized by poor pedestrian elements, variable building setbacks, lack of road edge definition and excessive patchwork pavement.
- Elsmere District: This area covers the area from the Railway Bridge to mid-block between Booth Road and Lincoln Avenue, including the intersection with Hudson Avenue. The area is a transition space from four lanes to two with variable building setbacks.

The Delaware Avenue Hamlet study area encompasses both Hamlet and Commercial Hamlet District land use zones. The Town currently has design standards for both districts, §128-33 (Hamlet District) and §128-34 (Commercial Hamlet District) of the Town code, respectively.



Figure 2: These four corner buildings define the character of the hamlet but their construction would probably not be permitted under current zoning.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010



These, combined with related standards and guidelines from the supplementary regulations §128-47 (addressing fences, lighting, off street parking, and signs) through §128-62, including site plan design criteria §128-71 E (1-13), encourage (re)development in general sympathy with the comments from the community workshop. The following standards offer recommendations and supplementary regulations for the study area related to:

Relationship of Buildings to Streets – The setbacks of existing buildings within the study area are in some instances highly variable, even within the same zoning district. Current district regulations require minimum front setbacks of 10 feet from the right-of-way and 35 feet from the street centerline (whichever is greater) in the Hamlet district, and 30 feet from the right-of-way and 55 feet from the street centerline in the

Commercial Hamlet district (whichever is greater). Currently, an area variance from the Zoning Board of Appeals is required if a building is proposed to be located in the 10-foot front yard setback. This may result in a delay to the project for the property owner.

These setbacks may be excessive and shall be changed so that new buildings can be built consistently closer to the street, especially in the Commercial Hamlet. In fact, some buildings at the Four Corners area that help define the desired character of the Hamlet would be illegal if current zoning applied to their construction.

Supporting Walkability & Pedestrian Circulation – The streetscape environment along Delaware Avenue varies from very friendly in the Four Corners area to unfriendly in other segments of the corridor.

The existence of sidewalks and curbs is inconsistent and they are often poorly articulated or not ADA accessible. There are numerous conflicts with motor vehicles, pedestrians and bicyclists at crosswalks and at the matrix between weakly defined sidewalks and ambiguous parallel parking spaces. Vehicles do not always stop for pedestrians in crosswalks and the general impression is that crossing Delaware Avenue is unfriendly.

Pedestrian connections

and concerns are a priority when considering plans for development. Encouragement of mixed-



Figure 3: The railway underpass is a potentially strong gateway into the Delmar Hamlet neighborhood. The pocket park and clock serve as a community focal point at the Four Corners.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

use development is seen as necessary to support a walkable Hamlet and improve safety. Existing informal connections across the future rail trail between Hudson Avenue and the Hamlet proper shall be formalized with paving and landscaping. Curb-cuts shall be reduced or eliminated where feasible to reduce conflicts with motor vehicles.

Creating Neighborhood Scale – Residents enjoy having a Town “center” with character. They feel the Hamlet area has an identity but could be enhanced, building on Delmar’s established brand as a suburban Hamlet. The Railway underpass is a strong gateway to the Hamlet neighborhood that shall be celebrated while preserving surrounding greenspace. The vintage clock and pocket park are a community focal point. Residents would like additional public gathering spaces as well as public art.



Encouraging Mixed-use Development – The establishment of mixed-use multistory dwellings is the preferred form of use in the Hamlet District. The Block including Grove Street, Hallwood Street, and Becker Street was identified as a location for new mixed-use units that would bring people to the area, increase the residential base, support area

businesses, increase walkability, justify public transportation improvements and benefit from the future Albany County Rail Trail. The current residential density in the area is low and there is potential to develop at the higher density (8 Dwelling Units per acre) allowed in the Hamlet District.

Multi-modal Site Access – Residents support residential and mixed use development that will support public transportation. Some transit stops offer amenities while others lack definition and could use infrastructure improvements including better signage and benches where appropriate.



Figure 4: Transit stops shall offer weather protection and other amenities whenever possible.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

The future Albany County Rail Trail is seen as an asset to improve pedestrian and bicyclist connectivity to other Hamlet resources. Bicycle routes shall be identified and encouraged and bike parking/racks shall be available at the Four Corners, Stewarts and at the Rail Trail connections as they are defined.

The Association of Pedestrian and Bicycle Professionals (APBP) has established a series of standards for bicycle parking (see Appendix B). Additionally, the Town, not-for-profits and businesses shall take advantage of the CDTA/CDTC Bicycle Rack Program, which provides 100% of the cost to public/not-for-profit entities, and 50% of the cost to private businesses for the purchase of bicycle racks.

Architectural Features/Characteristics – Storefront facades, building massing, materials and design styles are highly variable throughout the study area. Town zoning code currently provides limited general standards regarding building design. There is strong support for establishing supplementary design standards to address specific features and characteristics for a more consistent, cohesive and unified Hamlet architecture. The green and white awnings used for the storefronts at 395 Kenwood Avenue were cited at the workshop as a good example of a unifying architectural feature. Any redevelopment of the southeast corner of Delaware and Elsmere Intersection shall comply with the new design standards. Consideration shall be given to rezone the northeast and northwest corners of Delaware Avenue and Grosbeck Place from Commercial Hamlet to Hamlet.

Parking & Motor Vehicle Circulation – A review of existing parking availability and utilization indicates that there is sufficient on-street and off-street parking within the study area. Consensus among the advisory committee members and findings from the workshop indicate that on-street parking is not a priority, and suggest that the Town might explore offering incentives to encourage shared access parking such as providing density bonuses or waiver of parking standards.

Conflicts between bicyclists, pedestrians and motor vehicles need to be reduced. On-street parking functions well where clearly defined such as west of the Four Corners in front of the Reformed Church and I Love Books store, but functions poorly east of the four corners (such as



Figure 5: In some sections of Delaware Avenue cars regularly park on the pavement, leaving little safe pedestrian space.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

in front of the Post Office) where cars parked on the pavement challenge pedestrians using the crosswalk located there.

Signage – Existing sign regulations are comprehensive with regards to number of signs, locations and sizing. However, little detail is given to signage craftsmanship and aesthetics. Some signs along the corridor are attractive and others too modern for the hamlet area.



Figure 6: Signage varies considerably from these signs that distinguish the unique character of Delmar to others at the edge of the study area that convey “everywhere USA”.

Landscaping – The use of landscape plantings and furnishings varies by property throughout the study area. The Site Plan Design Criteria §128-71E of the Town regulations provides general guidelines concerning landscape, plant material, screening, etc.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010



Figure 7: The businesses at 316 Delaware Avenue used the front setback area for welcoming landscape plantings, walkways and benches.

Four Corners Area Streetscape

The look and feel of the Four Corners area as expressed through specialty and historic paving, vintage bollards and light standards, furnishings, raised planters, landscape planting, banners and the clock focal point are generally aesthetically satisfying and help to define a sense of place for the Hamlet. These design elements shall be used to extend this look and feel throughout the Hamlet as improvements are made to the central Delaware Avenue and the Elsmere districts.



Figure 8: Well defined sidewalks, bollards, awnings and benches define the streetscape.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Street Trees – There is a strong desire to narrow the perception of the Delaware Avenue corridor through the use of street trees to provide visual interest, shade, and to slow traffic. Species selection and placement shall be carefully considered to avoid potential conflicts with utilities, motor vehicles, landowners, and business proprietors.



Figure 9: Large shade trees along the streetscape corridor provide relative scale to the roadway. However, conflicts with utilities often force drastic pruning measures, resulting in a contorted and sickly appearance.

Furnishings – The use of streetscape furnishings is limited in the Four Corners district and virtually nonexistent elsewhere in the study area. There are a few benches at the east and west corners of the Four Corners, but nowhere else, even at transit bus stops. There is an immediate need for both trash receptacles and dog waste receptacles. There is a general lack of common areas where furnishings could be utilized.

Property Lighting – Existing lighting regulations are comprehensive in terms of general requirements and standards such as fixture height, illumination at the property line, cutoff etc. Included recommendations will address lighting effects that encourage nighttime patronage of businesses and use of outdoor spaces.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Hamlet Standards and Guidelines

Note: The user will find that these guidelines include those already provided in the Town Zoning Code 128 (identifying the section, number and letter), as well as new guidelines.

Application of Standards and Guidelines

These standards apply to the following properties and development actions:

- All newly constructed buildings, including multi-family buildings of more than three units
- All conversions from residential to commercial
- Any substantial rehabilitation of existing structures, including additions or landscapes, where the cost of improvements, as verified by the Building Department, exceeds 50% of the assessed value
- Improvements to existing properties where the cost of improvements is less than 50% of assessed value shall comply with the applicable standards related to the specific improvement. For example, all new or reconstructed parking areas shall be in compliance with the standards even if the cost of improvements does not exceed the threshold for whole property compliance.

The standards do not apply to existing residential structures of three or fewer units. Any building, parking area or sign that lawfully exists as of the date of adoption which would not otherwise be permitted under these standards may be continued as legal non-conforming in the same manner as existed before the effective date of the standards. For the purpose of this report the following definitions apply:

- **Standard** – A standard is a level that requires conformity and uses the term "shall or must". A standard deals with a specific subject and is a requirement. The Planning Board may waive a standard to the extent it deems necessary. In such case, the applicant must establish that there are no practical alternatives to the proposed waiver that would conform to the standard, and the Planning Board shall issue a written finding stating the extent of and justification for the waiver, within the site plan resolution. Where the Zoning Board of Appeals is specifically identified, relief shall be pursued through the Zoning Board of Appeals."
- **Guideline** - A guideline is a level that is highly recommended, and uses the term "should or may". A guideline deals with a specific subject and is highly recommended, but may not be required as determined by the Planning Board during special permit and/or site plan review.

Administration

Administration of these standards is the responsibility of the Town of Bethlehem Planning Board in accordance with the Zoning Code 128-85. As part of these standards, the Planning Board is granted authority to retain, at the developer's and/or the owner's expense, design professionals

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

and other consultants to assist with project review and to ensure effective implementation of these standards.

Authority

These standards help to achieve goals identified in the Town's 2005 Comprehensive Plan and work in concert with the Town's land use and zoning regulations by building upon the underlying zoning by establishing additional standards. Shall a conflict or discrepancy arise between these standards and Town zoning regulations (§128-89E) or other adopted Town ordinance, the most restrictive standard will apply. Resolution of conflicts will be determined by the Planning Board.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

I. Hamlet Character

A. General Standards

Guidelines

1. In the site plan design, consideration should be given to the use of existing building forms and layouts which are evidence of the distinctive historic development of the area and, in particular, of any specially designated or recognized scenic and historic districts within the vicinity of the proposed development. The importance of local historic, architectural, environmental and other features of significance to the property and of nearby properties should be recognized as an integral element in the review process. §128-71 E (1) a
2. New or in-fill construction should be designed so as to be compatible with the general character of buildings on the street frontage and harmonize with the proportions, details and styles of nearby buildings. The setback, height, bulk, gable and pitch of roofs, use of porches, shutters and other exterior design elements should result in an overall design that complements the existing character of the streetscape. §128-33 E (4) and §128-34 E (2)
3. Adaptive reuse of existing structures is encouraged and should be implemented in such a way so that the new use complements the character of the existing Hamlet. §128-33 E (7).
4. Where practicable, new buildings adjacent to existing structures should be designed in a manner consistent with the general architectural features of such existing structures in terms of form, materials, and fenestration and roof shape. §128-33 E (10) & §128-34 E (7)
5. Proposed building design should recognize compatible building forms indigenous to the community and neighborhood. In particular, building design should consider the existing and historic character of the surrounding neighborhood. §128-71 E (4) A
6. The Planning Board should encourage the use of a combination of common materials, landscaping, buffers, screens and visual changes outlined in these standards to create attractive transitions between buildings of different architectural styles. §128-71 E (1) f
7. Building components such as windows, rooflines, doors, eaves, and parapets should have well-designed proportions and relationships to one another and be compatible with the existing and historic character of the surrounding neighborhood. §128-71 E (4) C
8. The establishment of mixed-use, multistory dwellings is preferred. §128-33 E (2)

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010



- Strong Cornice
- Trade Signage
- Porches Vary the Plane
- Weather Protection
- Vertical Pilaster
- Window
- Transparency
- Low window sill
- Base Panels

Figure 10 and 11: 4 Corners Streetscape, Delaware Avenue 1950's (above) and 2009 (above) and currently (below)



- Traffic signals dominate
- New window matches adjacent
- New building preserves street wall and roof pitch
- Tasteful new signage
- Signage and canopy too modern
- Some buildings maintain transparency
- Higher sill and reduced transparency

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Residential properties adjacent to or in neighborhoods nearby new commercial development should be protected. These properties should be screened from view by landscaping or fencing. Grade changes should be used to buffer residential interiors visually and acoustically. Overspill of light at all boundaries should be limited in accordance with Zoning Code 128-52 E/F.

10. Trees that mature to 30 feet or more should be provided between taller commercial or multi-unit residential structures and adjoining residences or neighborhoods. (A reference list of trees that mature to 30-feet or more is attached in Appendix D).

B. Gateways and Gathering Areas

Guidelines

1. The development of other gathering areas is encouraged including plazas and outdoor dining areas.



Figure 12: A few improvements will strengthen this important Hamlet gateway and reinforce a sense of arrival.



Figure 13: Arches and public art can help define hamlet gateways.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

C. Neighborhood Scale

Standards

1. No single building shall have a building footprint exceeding 5,000 square feet. Exceptions may be made only if the facades of larger buildings are articulated to appear as multiple buildings, each part of which does not exceed a maximum building footprint of 5,000 square feet. §128-33 D (1)

Guidelines

1. The concentration of multifamily dwelling units should be encouraged at or near the Hamlet boundary to provide a graduation of density from the outer boundaries of the district. §128-33 E (3)
2. Without restricting the permissible limits of the applicable zoning district, the height (maximum 35 feet) and scale of each building should be compatible with its site and the existing, or anticipated, adjoining buildings. The Planning Board should determine the visual compatibility of a proposed use or site plan change, including concerns for the proportion of the front facade, proportion and arrangement of windows and other openings within the facade (i.e., fenestration), roof shape, and the rhythm and spacing of structures along the street front or roadway, including consideration of setbacks and the treatment of yards. §128-71 E (1) e.



Figure 14: Mixed use still reflects neighborhood character.

D.



Figure 15: Rear property uses such as well designed parking and outdoor dining make great use of limited hamlet space.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010



Figure 16: Rear dining areas can create usable space in a dense hamlet.

Property Maintenance

Standards

1. Property owners shall maintain landscaping on their property including all landscaping up to the sidewalks.
2. Specific issues noted in the Hamlet shall be addressed including:
 - a. Crumbling masonry shall be repaired and repointed.
 - b. Significantly faded or peeling paint shall be sanded, primed and repainted.
 - c. Windows shall be kept clean and replaced when cracked or missing.
 - d. Landscaping shall be kept shaped, pruned and orderly.
 - e. Drainage issues and ponding shall be resolved.

E. Noise

Standards

1. All uses shall comply with all aspects of the Town of Bethlehem Noise Abatement and Containment Ordinance.

Guidelines

1. Noise-producing activities such as trash compaction, dumpster location, drive-up windows, vehicle idling areas, etc, should be located away from residential properties where practical. Sound-dampening or sound-absorbing equipment or devices should be used on-site to minimize the impact of these activities to the extent possible.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

II. Building Relationship To The Street

A. Front Building Setbacks

Standards

1. There shall be no minimum setback (front setback= 0). Maximum setback shall be the average of the prevailing setbacks within 200 ft on either side. The prevailing setback shall be computed averaging the setbacks on improved lots with setback differentials of no more than ten (10) feet. This is intended to eliminate instances where adjacent buildings with excessive setbacks could create a new building with excessive setback.
2. Place buildings at the front of the site, parallel to the street, to maintain a consistent setback and create a traditional street and sidewalk frontage. Some variation may be allowed for the creation of a wider, landscaped sidewalk, outdoor café space, or an entry courtyard.

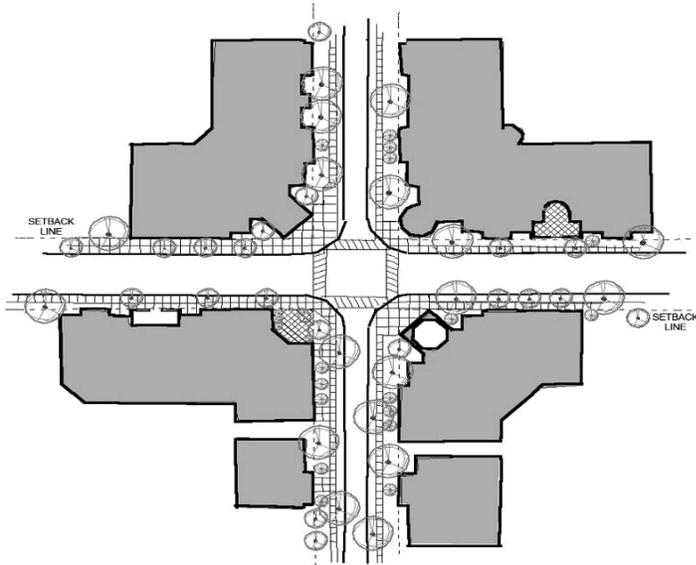


Figure 17: Place buildings at the front of the site, parallel to the street, to maintain a consistent setback. Some variation may be allowed for the creation of a wider, landscaped sidewalk, outdoor café space, or an entry courtyard.

3. Buildings on corner lots shall continue the established setback along both street frontages.
4. Off-street parking is not allowed in front of buildings; small, landscaped front yards shall be provided to help enhance the building façade and strengthen the visual corridor to the extent possible.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

5. The addition of landscaping and/or a low wall to restore the street setback line where existing buildings are set further back on the lot is required.

B. Entrance Orientation

Standards

1. The primary entrances to any building shall be oriented to the lot frontage. Secondary entrances shall be oriented to parking, plazas or parks. §128-33 E (19) and §128-34 E (15)
2. Primary and secondary building and site entry points shall be easily recognizable from parking areas and from the street.



Figure 18: Clearly defined entry with landscaping



Figure 19: Rear property uses such as well designed parking and outdoor dining make great use of limited hamlet space.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

C. Streetscape Transition

Guidelines

1. Sites should be planned to accomplish a desirable transition with the streetscape to provide for adequate planting, safety and economy of pedestrian movement, and safe ingress and egress and parking for vehicles. §128-71 E (1) b

D. Service Alleys and Service/Refuse Areas

Standards

1. All refuse shall be stored in an enclosure. The storage of refuse shall be provided inside the building(s) or within an outdoor area enclosed by either walls or opaque fencing. Any refuse area outside of the building shall be sited in the following manner:
 - a. Refuse areas including dumpsters and garbage cans shall be located behind and adjacent to the principal building.
 - b. Refuse areas including dumpsters and garbage cans shall be set back a minimum of 10 feet from any residential structure or residential zone except as otherwise approved by the Planning Board in cases of property constraints.
 - c. Refuse areas shall be entirely screened by a fence or enclosure of six feet high on all 4 sides.
 - d. Refuse areas shall be designed to be architecturally compatible with the principal building and made of masonry, wooden fencing or other material approved by the Planning Board.
 - e. All receptacles must be kept closed and locked.



Figure 20: Some refuse areas along the corridor are already screened by a fence or enclosure.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Guidelines

1. Where practicable, service alleys for deliveries and utility access should be established along rear property lines. §128-33 E (2)
2. Service areas should be shared between multiple users whenever possible.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

III. Walkability

A. General Standards

Standards

1. Pedestrian circulation shall be separated from motor vehicle circulation. Appropriate walkways shall be provided on the site and its approaches as determined by the Planning Board. §128-71 E (11)

Guidelines

1. Grades of walks, parking spaces, terraces, and other paved areas should provide an inviting appearance and should be of such width, as determined by the planning board, to easily accommodate pedestrian movement. §128-71 E (3) b
2. Provide safety, weather protection (awnings and canopies), and interest to pedestrians through, attractive pavements, street trees and landscaping, and street furnishings such as benches, trash receptacles, planters, clocks and art.

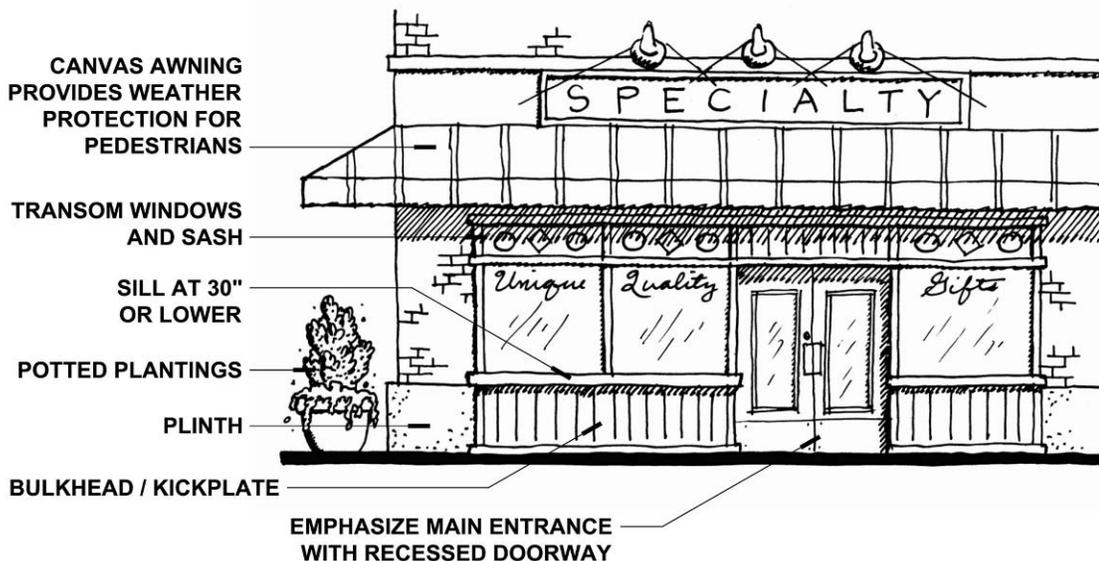


Figure 21: Carefully designed buildings can enhance pedestrian comfort and safety.

3. Protect pedestrians from vehicle traffic at the street edge by using street trees, bollards, landscaping, etc.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

B. Sidewalks

Standards

1. Require the installation of sidewalks, in locations as determined by the Planning Board. §128-33 E (1) and §128-34 E (1)
2. All sidewalks shall be built and/or repaired to Town Standards. All existing asphalt sidewalks shall be replaced with concrete sidewalks whenever possible.
3. Sidewalks shall be provided for the full length of all public street frontages on a property.
4. Concrete sidewalks, pavers, stamped concrete or other approved materials are required and nonslip surfaces or surface treatments shall be provided.
5. To ensure a consistent sidewalk system, new sidewalk construction shall match existing concrete sidewalk in terms of color, scoring and finish type. If repaving roadway or repairing utilities where sidewalks will need to be rehabilitated, contractors shall use same materials in repairing sidewalks.
6. Expand existing sidewalks to a minimum of 60 inches wide wherever possible.
7. Design sidewalks and locations where sidewalks will be constructed to include opportunities for street crossings, consistent with Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities (ADAAG) including maintenance of a 36 inch through-passage and curb ramps with detectable warnings (See Chapter 18, Pedestrian Facility Design, NYSDOT Highway Design Manual).
8. Continue sidewalk paving material and pattern across driveway access points associated with curb cuts to emphasize pedestrian use of the space.



Figure 22: Sidewalk material and crosswalk bars are carried across the driveway ramp.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Guidelines

1. Incorporate sidewalk treatments used in the Four Corners area and decorative, colored, and stamped concrete paving as necessary between curb and sidewalk to highlight crosswalks and/or where pedestrian traffic dictates. Encourage mimicking the “yellow brick” of the original Delaware Avenue turnpike for stamped concrete elements to match historical pavement color and enhance the Hamlet.



Figure 23: This streetscape design concept for 340 Delaware Avenue illustrates improvements that enhance the pedestrian experience and add defining character to Hamlet businesses.

C. Curbs

Standards

1. Driveway ramps, if necessary, shall be located within the area between the curb and sidewalk, so as to avoid ramping the sidewalk to the driveway.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

D. Curb Cuts

Standards

1. Minimize curb cuts, width of driveways, and share entrances to minimize conflicts with bicyclists and pedestrians. Curb cut radii for most driveways shall not exceed 10 feet, and radii for two-way driveways serving businesses shall not exceed 15 feet, unless otherwise determined by the Planning Board.
2. Drive connections between nearby parking areas are required whenever possible in order to reduce the number of curb cuts onto the public street and facilitate shared parking use.
3. Define curb cut width as the width of the motor vehicle access lanes perpendicular to the direction of travel along the abutting roadway. Do not include flared curb radii at the roadway edge
4. Excessive or undefined curb cuts shall be narrowed to the reasonable maximum widths as follows:
 - a. Residential districts - 10 feet
 - b. Hamlet/Commercial Hamlet one-way - 16 feet
 - c. Hamlet/Commercial Hamlet two-way - 30 feet



Figure 24: An excessive number of curb cuts create safety concerns for pedestrians, bicyclists and motorists.

Guidelines

1. Obtain access from side streets rather than arterials, when possible, to maintain mobility and minimize conflict points.

E. Drive-through Facilities

Standards

1. Drive-through facilities shall be located at the side or rear of buildings, out of view from public streets. Landscaping shall be used to further reduce the visibility of drive-through facilities. Pedestrian safety and internal vehicular circulation shall be considered in the design of any drive-through facilities. §128-33 D (3) and §128-34 E
2. Locate and design drive up windows to minimize impacts on adjoining residences.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

3. Allow adequate length (20 feet min per vehicle) to accommodate a reasonable expectation of stacked automobiles utilizing drive through service so that on or off site circulation is not impeded.



Figure 25: A prototype convenience store and the Magnolia State Bank in Greenville Mississippi demonstrate that drive up windows can be attractive building elements.

Guidelines

1. Incorporate an architectural canopy and/or screening that is visually linked to the building.

F. Pedestrian Network

Standards

1. Provide attractive pedestrian routes between building entrances, pedestrian areas, and public transit stops. Clearly defined and marked sidewalks or pedestrian pathways shall be required and distinguished from driving surfaces through the use of special pavers (bricks, scored concrete or other similar materials) and other distinctive colors.

Guidelines

1. Cooperate with adjoining properties in creating a pedestrian network with mid-block connections, public courtyards and small plazas.
2. Maintain visibility and clear sightlines from vehicles to pedestrian and bicycle crossings.



Figure 26: Existing greenspaces help define the hamlet character.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

G. Service Stations

Standards

(Applies to convenience stores that include the sale of gasoline. Also applies to new service stations)

1. Service stations shall meet setback requirements for the underlying zoning district.
2. Canopies and parking shall be placed at the rear or side of the lot.



Figure 27: Attractive hamlet-style Hemming Service Station, Bennington, Vermont.

3. Maximum canopy height, as measured from the finished grade to the lowest point on the canopy fascia, shall not exceed 14'-7". The clearance height of canopies shall be clearly indicated on the structure or through use of a headache bar.
4. Canopies should comply with the design standards for buildings, and be consistent in style and materials with the main building, and where possible, physically tied to it.

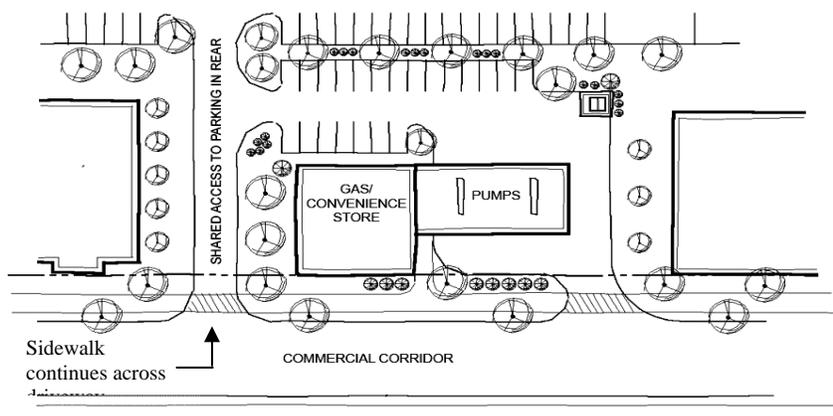


Figure 28: Service station prototype design.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

5. Particular attention shall be given to the design and construction of canopy, cornice, drip edge, fascia, and soffit detailing relative to the main building. Plain monolithic canopy detailing is prohibited.

H. Existing Shopping Plazas

Standards

1. Where possible, existing buildings set back from the street with parking in front will be improved by providing landscaping or screen walls around the parking and planting islands within the parking lot.



Figure 29: Modern shopping plaza is heavily screened with greenspace and large parking islands.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

IV. Architectural Design

A. Facades

Standards

1. Any large building facade and the sides visible from the street shall incorporate changes in plane and architectural features that give the appearance of several common-wall buildings. §128-33 E (15) and §128-34 E (12)

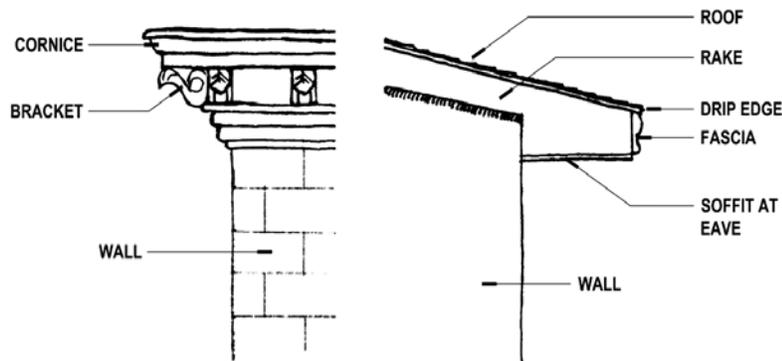


Figure 30: Facade Components - See Appendix A for a full glossary of terms.

2. Nonresidential and mixed use buildings shall have at least a 3- to 5-foot break in depth in all street façades for every 50 feet of continuous façade, although 30 feet or less is preferred. Such breaks may be met through the use of bay windows, porches, porticos, building extensions, towers, recessed doorways, and other architectural treatments.
3. Buildings shall be similar in height and size or articulated and subdivided into massing that is more or less proportional to adjacent structures and maintains the existing architectural rhythm.
4. Any new infill development, addition or alteration shall retain the established architectural rhythm of building openings of the block on which it is located. This shall be achieved by maintaining the horizontal rhythm of the block by using a similar alignment of windows, floor spacing, cornices and awnings as well as other elements. This rhythm shall be achieved by aligning the top, middle and base floors. Buildings shall have a distinct base at ground level using articulation or materials such as stone, masonry or decorative concrete. The top level shall be treated with a distinct outline with elements such as projecting parapet, cornice or other projection.
5. Keep proportions of design elements such as windows, building bays and columns consistent.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010



Figure 31: Architectural Building Component Names

6. Buildings that derive their image solely from applied treatments that express corporate or franchise identity are not permitted.
7. Vary the plane of the façade using recesses, openings, and columns to create interest.

Guidelines

1. Facades should relate to their surroundings and provide a sense of cohesiveness in the Hamlet without strict uniformity.



Figure 32: Break up large facades by varying the building plane and emphasizing differences and differentiate the base, middle and top of the building.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

2. Renovated facades shall present a visually balanced composition according to the original architectural intent.
3. Colors of exterior materials, signs, window frames, cornices, storefronts and other building features should be coordinated. Choice of colors should be determined by the nature of the building. The exterior colors of historic buildings should be chosen with their traditional character in mind. More contemporary designs may allow for a larger range of colors.

B. Roofs

Standards

1. New buildings shall have a roof shape similar in proportion, form and character to that which is present on the majority of the existing structures having frontage on the same corridor. Dead-flat roofs are generally inconsistent with the existing character of the Town and should be avoided, except where the size or type of the building requires a flat roof and facade variations and other architectural features can disguise the flatness of the roof. §128-33 E (14), §128-34 E (11)
2. Design roofs to direct runoff from snow and rain away from sidewalks and pedestrians.



Figure 33: Roofline is varied, yet pitch maintains an attractive street wall.

3. Roof-mounted HVAC and other equipment shall not be visible from the street in any direction.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Guidelines

1. Keep the roof mass proportional to the rest of the building. Ornamental walls are preferred.
2. Sloped/pitched roofs with dormers or gables are preferred to mansard or shed roofs.
3. Vary the roofline to emphasize important areas of the building such as the primary entry.

C. Materials

Standards

1. Except when wholly impractical, smaller, human scaled and natural materials such as wood and masonry (brick) shall be used. Natural materials are wood, stone, terra cotta, glass and metal. High quality imitation materials such as cultured stone or decorative pavers are allowed as long as they appear natural. The use of highly reflective or glossy materials shall be used sparingly.

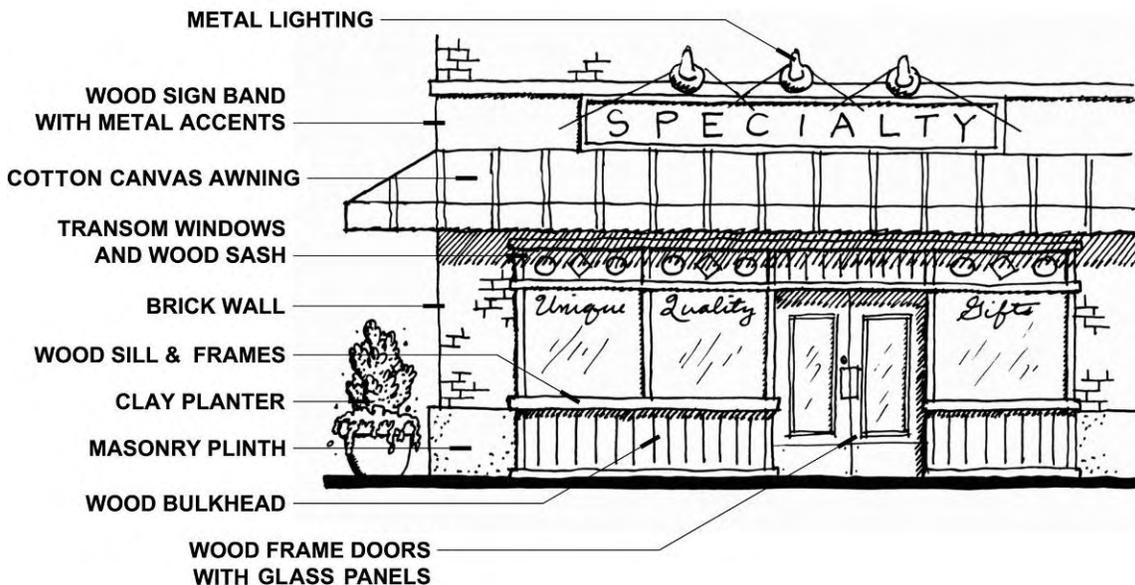


Figure 34: A variety of complimentary materials create visual interest.

Guidelines

1. Materials proposed for new structures and the rehabilitation/redesign of existing structures should have good architectural character and should be selected for harmony with traditional building materials. §128-71 E (4) B

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010



Figure 35: Use of natural materials such as brick, brick veneer, masonry, wood and high quality vinyl with iron railings creates a natural appearance for this new building (left) and façade improvement project (right).

2. Additions to existing buildings should use materials and details complementary to those incorporated in the parent structure. §128-33 E (9) and §128-34 E (6)
3. High-quality materials should be used in order to convey substance and integrity.
4. Building elevations should include detail sheets of architectural features which identify building material, color, dimensions, and size.
5. Use of decorative concrete block, applied false-brick veneer, vinyl or aluminum siding is discouraged. The use of other materials made to either imitate exterior finish materials or used to cover original architectural features is discouraged.
6. Materials should be varied for interest, but within a harmonious and limited number of different materials.
7. Create a hierarchy of materials and colors, using a primary material and color, and subordinate complementary or accent materials and colors. The Planning Board may request that a property owner present their color samples for Board approval.
8. Muted and traditional colors are generally preferred, with contrasting textures and tones used to add interest. Building colors should emphasize earth tones and colors common to traditional/natural building materials.

D. Storefronts

Guidelines

1. Storefront design shall be in keeping with the overall building design. Storefront elements such as windows, entrances and signage shall be designed to provide clarity and lend interest to the facades. The distinction between individual storefronts, the entire building facade, and adjacent properties shall be maintained by architectural treatment and materials selection.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010



Figure 36: Elements of an effective storefront façade.

2. A horizontal band at the top of each storefront can serve as an appropriate location for business signage.
3. Storefront windows and doors should be consistent in height and design to create a cohesive appearance.
4. Storefront windows should not be obscured with display cases that prevent customers and pedestrians from seeing inside.

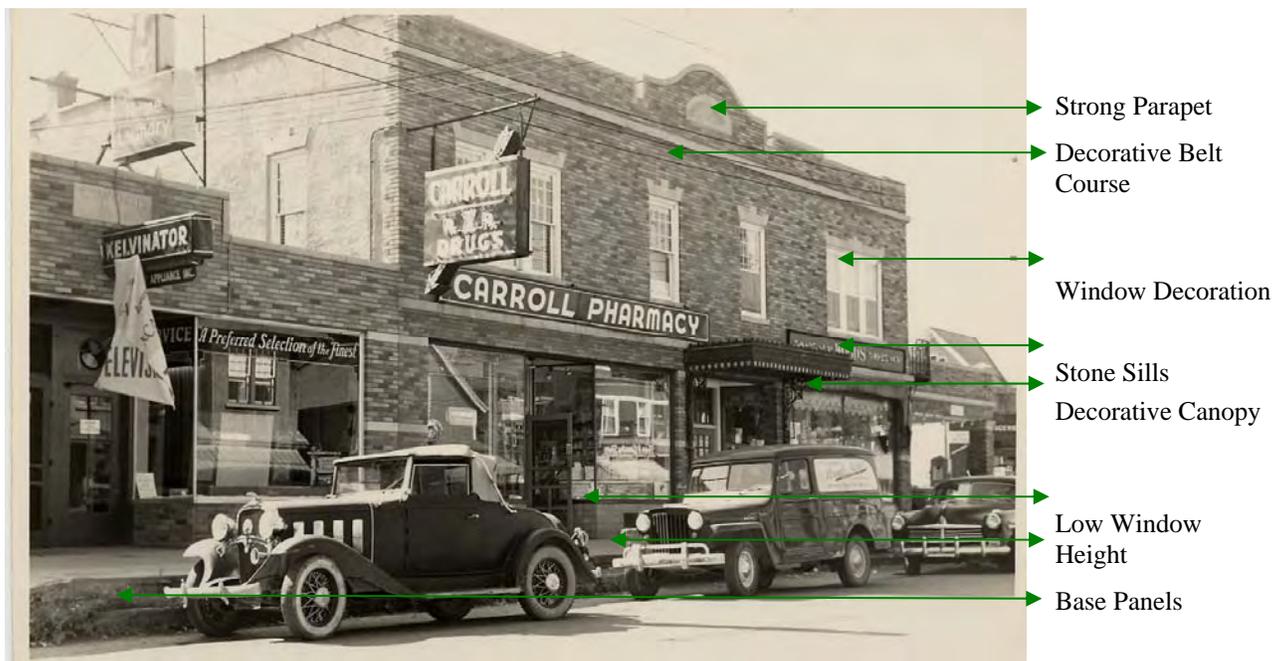


Figure 37: Delaware Avenue, 1950's demonstrates important building features.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010



Figure 38: Delaware Avenue today shows maintained building features.

E. Awnings and Canopies

Guidelines

1. Mount an awning or canopy in a manner that accentuates character-defining features of the building. Highlight moldings that may be found above the storefront. Awnings which conceal character-defining architectural features should be avoided.



Figure 39: Kenwood Avenue building façade and awnings.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

- Awnings for upper story windows should be coordinated with and complement pedestrian level awnings and canopies.
- Awning and canopy colors should be compatible with the overall color scheme of the building façade. Solid colors or simple, muted-stripe patterns are more appropriate. Consider color schemes that will be in harmony with neighboring façades.

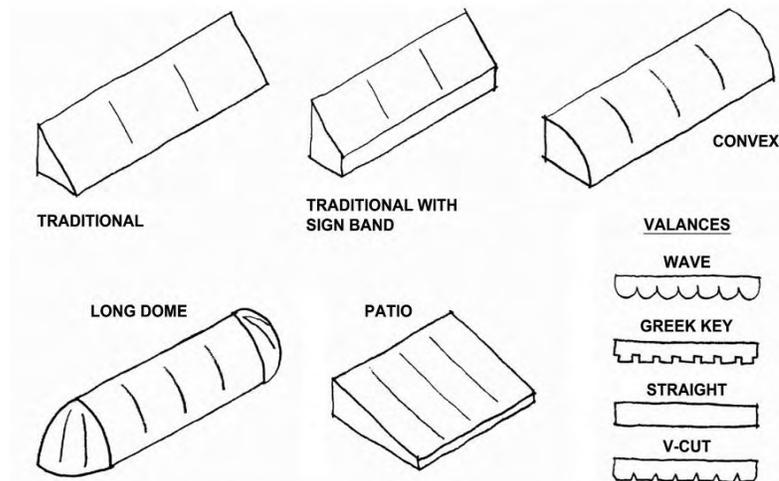


Figure 40: Canopy Styles

- High-quality cotton or acrylic canvasses (such as Weathertyte brand fabric) with durable color fastness are preferred. Fiberglass, plastic and vinyl are not considered high-quality awning material and are discouraged.
- Internal illumination of an awning or canopy is not allowed. However, downward facing lights may be concealed in the underside that illuminates the sidewalk or façade beneath the awning.
- Maintain awnings and canopies regularly. Replace worn fabric awnings or damaged metal canopies, and hardware. Wash fabric awnings regularly. Paint metal canopies regularly to reduce the potential for rust.



Figure 41: Top photo shows historic window with hood and cornice and bottom shows new window with decorative hood & keystone.

F. Windows

Standards

- The construction of any blank, windowless facade facing a corridor that provides

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

frontage for the lot on which the building is located shall be avoided. §128-33 E (12) and §128-34 E (9)

2. The utilization of ribbon or continuous strip glazing in any building facade shall be avoided. §128-33 E (13) and §128-34 E (10)
3. Replace broken windows immediately. When necessary repair or replacement of windows is required, replacement windows shall match the original window in style, configuration and size.
4. Street level windowsills shall be placed no higher than 30 inches above finished grade at the building line.
5. Windows shall be recessed a minimum of 2 inches from the façade on all newly constructed buildings.
6. If ceilings shall be lowered below the height of storefront windows, provide an interior, full-height space immediately adjacent to the window before the drop in the ceiling to let more light into the storefront and retain larger windows.



Figure 42: Shows 70% window transparency on 1st floor and approximately 30% on the second floor.



Figure 43: Window Components and Styles

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

7. On the first floor, window openings shall be large enough to make the building appear transparent, open and inviting. No less than 70% of the ground floor façade shall be clear glass on each side of the building that adjoins a public right of way.
8. Upper floors and ground floor building facades which do not adjoin a public right of way may have a smaller proportion of window opening to solid wall, but no less than 30%.
9. Traditional window elements commonly found in the target area such as arched or other window hoods, keystones, stone sills and lintels shall be required whenever possible.

Guidelines

1. New buildings, or additions to existing buildings, should reflect any discernible pattern of window and door openings that is established among adjacent structures or is present in the existing building. §128-33 E (11) and §128-34 E (8)
2. Clear, colorless glass without tinting is preferred for all display windows. Stained glass, colored or translucent glass should be used only for design accents. Do not use Plexiglas or other replacement materials instead of glass. Avoid installing opaque panels, such as metal, wood, and/or other materials, to replace clear glass in windows.
3. Windows with multiple, small-paned windows should be avoided unless they are historically appropriate to the building style, or integrate well into the overall design.
4. Historic window elements should be maintained whenever possible. Elements including lattice work in windows, keystones, stone lintels and sills, flat or semi-circular stone or brick arches above windows and doors, fanlights and sidelights around doors, transom lights in storefronts, stone and stained glass windows all help to define the character of the hamlet. Replacement windows should match original in style and character.

G. Doors and Entrances

Standards

1. Primary entrances shall be clearly marked and provide a sense of welcome and easy passage from exterior to interior. They shall be located on the front of buildings whenever possible.
2. By federal law, new store entrances shall be accessible to the physically disabled. Renovation of existing entrances is encouraged.

Guidelines

1. Doors should be inviting and have a high percentage of glass paneling to improve visibility into the building for safety.
2. Side entrances should be located as close to the street front as possible.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

3. Recessed doorways are encouraged since they provide cover for pedestrians and customers in bad weather and help identify the location of store entrances. They also provide a clear area for out-swinging doors and offer the opportunity for interesting paving patterns, signage, and displays.
4. Loading and service entrances should be located on the side or rear of buildings, whenever possible. They should be screened from public ways and adjacent properties to the greatest extent possible.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

V. Signage

A. General Regulations

Guidelines

1. No person, firm or corporation should hereafter erect, re-erect, construct or structurally alter a sign or sign structure without first obtaining a permit issued by the Building Inspector. §128-59 B (1)
2. Every application for a sign permit should be accompanied by plans to scale showing the area of the sign; the position of the sign in relation to nearby buildings or structures; the location of the building, structure or lot to which or upon which the sign is to be attached or erected; the method of illumination, if any; and statements indicating compliance with appropriate construction standards. §128-59 B (2)
3. No sign should be erected which, in the opinion of the Building Inspector, may cause hazardous or unsafe conditions. If such signs exist, they should be removed upon direction of the Building Inspector following notification to the owner. §128-59 B (3)
4. No sign, other than an official traffic sign, should be erected within the right-of-way of any public street or highway. §128-59 B (4)

B. General Standards

Standards

1. Unless otherwise provided for in this section, no sign shall have more than two sides. The maximum allowable square footage of a two-sided sign shall be the sum of both sides, unless otherwise specified. §128-59 C (1)
2. All illuminated signs shall bear the Underwriters' Laboratories, Inc., seal in conformance with U.S. 48 or be inspected and certified by a Town-authorized electrical inspection company. §128-59 C (2)
3. All freestanding signs shall be designed and constructed to withstand a wind pressure of not less than 30 pounds per square foot of surface area. §128-59 C (3)
4. All signs, including wall signs and projecting signs, shall be securely anchored and shall not swing or move in any manner. §128-59 C (4)
5. All signs shall be constructed of durable materials and shall be maintained in a good condition. §128-59 C (5)
6. Except for the Hamlet (H), Commercial Hamlet (CH) and Rural Hamlet (RH) Districts, no sign shall project beyond property lines or over public sidewalk areas. §128-59 C (6)

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010



Figure 44: The Hughes Optical sign before and after. Current sign is a good example of trade signage.

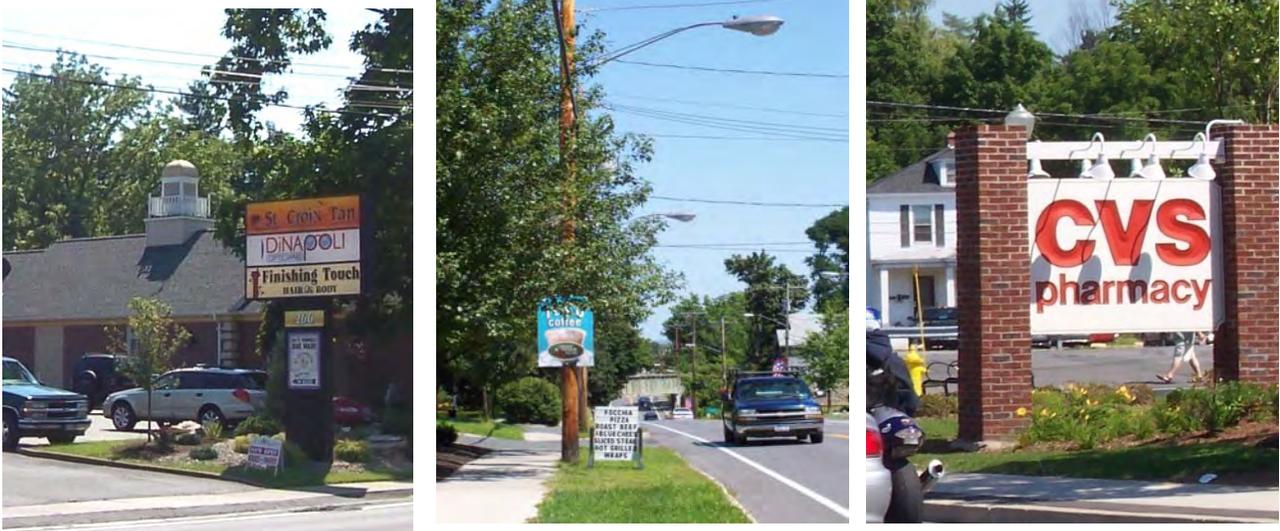


Figure 45: Sign style, size and scale vary widely along Delaware Avenue.

7. Projecting signs should have no more than two faces. Projecting signs should have no more than two faces. The exterior edge of a projecting sign shall extend not more than five feet from the building face or 1/3 the width of the sidewalk over which it is suspended, whichever is less. No part of a projecting sign shall extend into a vehicular traffic area. A projecting sign suspended over a pedestrian traffic area shall have a clearance of not less than seven feet six inches. No sign shall project from an awning. §128-59 C (7)

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

8. On multistory buildings, projecting signs shall be attached to the building above first-story windows and below second-story windowsills. On one-story buildings, projecting signs shall be attached above first-story windows and below the roofline. The size and location of a projecting sign shall complement neighboring signs. §128-59 C (8)
9. No wall sign shall be higher than the building to which it is attached. §128-59 C (9)
10. Illumination of any sign shall not produce a direct glare beyond the limits of the property. Ground-mounted spotlights used to illuminate a sign shall be shielded. §128-59 C (10)
11. All wiring to a freestanding sign shall be underground and/or concealed within the sign structure. §128-59 C (12)
12. A mounted sign shall extend not more than five feet from the building face or 1/3 the width of the sidewalk over which it is suspended, whichever is less. No part of a projecting sign shall extend into a vehicular traffic area. A projecting sign suspended over a pedestrian traffic area shall have a clearance of not less than seven feet six inches. No sign shall project from an awning.

C. Signs in the Hamlet and Commercial Hamlet Districts

Standards

1. On all nonresidential and mixed-use premises, wall signs with a maximum total area of one square foot per linear foot of building facade are permitted. The maximum length of a wall sign shall be 2/3 of the width of the face of the building on which the sign is located. In addition, in H Districts, one freestanding sign is permitted which shall not exceed 20 square feet in area per side or 10 feet in height. In CH and RH Districts, one freestanding sign is permitted which shall not exceed 32 square feet in area per side or 10 feet in height. Freestanding signs shall be set back not less than 10 feet from the highway right-of-way or 35 feet from the highway center line, whichever is greater. §128-59 D (1)
2. The Zoning Board of Appeals may issue a variance for the 10 foot setback requirement and allow signs to be located up to the right of way if appropriate in the Hamlet and Commercial Hamlet Districts. §128-59 D (5)
3. On home occupation premises, one freestanding or wall sign is permitted, the total area of which shall not exceed four square feet. Freestanding signs shall be set back not less than 10 feet from the highway right-of-way or 35 feet from the highway center line, whichever is greater. The Zoning Board of Appeals may waive the setback requirement if appropriate. The height of the freestanding sign shall not exceed six feet above the finished grade. §128-59 D (2)
4. On multifamily premises, one freestanding and one wall sign are permitted. Wall signs shall have a maximum area of 20 square feet. Freestanding signs shall have maximum area of 15 square feet per side and a maximum height of six feet. Freestanding signs shall be set back a minimum of 10 feet from any highway right-of-way or 35 feet from

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

any highway center line, whichever is greater. The Zoning Board of Appeals may waive the setback requirement if appropriate. §128-59 D (3)

5. One sandwich/sidewalk sign of eight square feet or less per side is permitted, provided that such signage is not placed so as to impede, restrict or otherwise interfere with pedestrian or vehicular traffic. Such signs shall not be permanently affixed to any structure, shall be displayed only during hours of operation, and shall be located between the building facade and the street. All other portable signs are prohibited. §128-59 D (4)
6. Signs in these districts may be lit by external means only. Exemption may be granted for internally lit signs in a shopping plaza. §128-59 D (6)

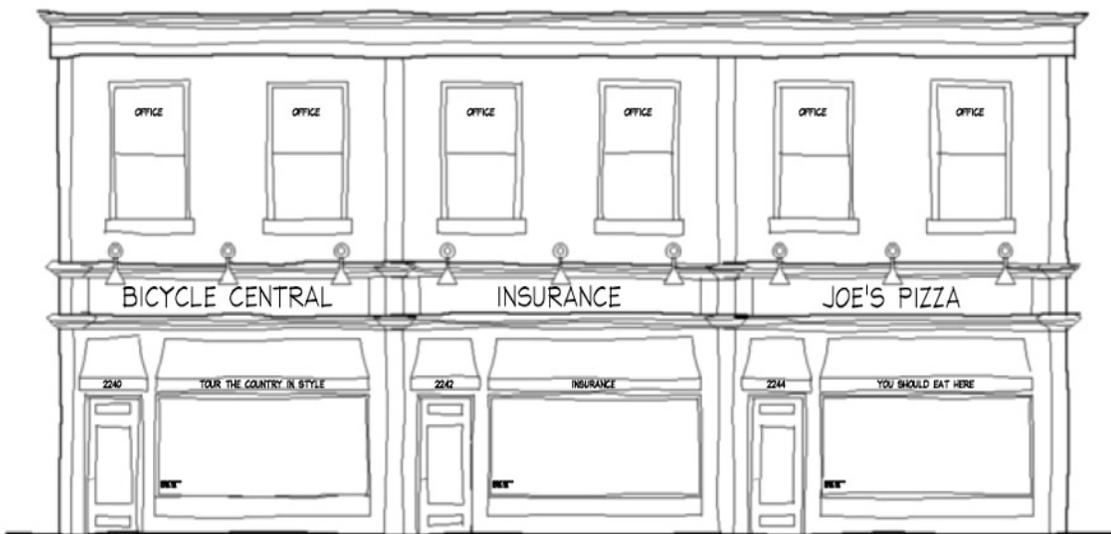


Figure 46: Size and placement of signage for different tenants within one building or common-wall buildings shall be coordinated and consistent.

D. Nonconforming Signs

Standards

1. Wall and freestanding signs in existence on the date of enactment of this chapter that do not conform to the dimensions or placement of this section may continue to be used as legal nonconforming signs. A legal nonconforming sign shall not be enlarged, and if it is removed from its location for other than routine cleaning, maintenance or repainting, it shall be made to conform to this section. §128-59 K
2. Substitution Clause - Any sign authorized pursuant to this chapter may contain a noncommercial message constituting a form of expression in lieu of other copy. §128-59 N.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

3. On premises signs legally erected before the adoption of this chapter which do not conform to the provision of the chapter may continue to be maintained, provided however, that no such sign shall be permitted if it is, enlarged, reworded (other than in the case of existing shopping plazas, theater or cinema signs or signs with automatic or manually changing messages) redesigned or altered in any way excluding repainting in a different color, except to conform to the requirements of the Town code.



Figure 47: Modern signs do not blend well with historic character.

E. Prohibitions

Standards

1. No off-premises signs shall be allowed other than as permitted for agricultural premises and as stated in the exempt signs provisions of this section. Editor's Note: See Subsection M, Exempt signs. §128-59 L (1)
2. No sign shall be illuminated by or contain flashing, intermittent, rotating or moving lights, except to show time, date and/or temperature. §128-59 L (2)
3. No sign shall contain any moving parts. §128-59 L (3)
4. No sign shall impair or cause confusion of vehicular or pedestrian traffic in its design, color or placement. §128-59 L (4)
5. No sign shall be mounted on the roof of any building or structure. Temporary advertising banners shall be prohibited. [Added 10-8-2008 by L.L. No. 3-2008] §128-59 L (5) and (6)
6. No pole signs or signs shall be erected on trees, utility poles or painted or otherwise affixed to any rock, ledge or other natural feature.



Figure 48: Well crafted signs add visual interest.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

7. No pennants, flags, streamers, tinsel, balloons, strings of lights on commercial properties or fluttering devices are allowed except as part of a grand opening, not to exceed 30 days.

F. Quality and Legibility

Standards

1. All signage shall be of professional quality design and craftsmanship, and shall complement the overall design of the building and storefront.
2. Whenever a business changes use or requires site plan review all non-conforming signage shall be brought into compliance with code standards.
3. Sign copy shall only include the logo, name, address and function and web address of the establishment, and shall only refer to the establishment located within the building where the sign is located.
5. Clearly readable street numbers a minimum 4" in height and coordinated in appearance, above or immediately to the side of all public entrances on buildings shall be provided.
6. Signs made of wood and metal are preferred. Signs made of composite material (sign foam, PolyCarve) are allowed as long as they are harmonious with signage in the area.
7. External sign lighting shall be no brighter than needed to read the sign, and shall not spill over onto other areas. Bulbs shall not be visible from the street.
8. Signs that move, change, pulsate or flash are not allowed.
9. Roof signs are not allowed. Box signs are strongly discouraged.
10. Painted or decal signs on first-floor windows may not cover more than one-third of the window area.
11. Neon or comparable LED signs are allowed inside first-floor windows only.
12. Signs identifying second story commercial tenants are allowed, but shall be limited to a small area of lettering on window surface that does not exceed 10% of the window area.



Figure 49: Service station and other small franchise retail signs shall be monument mounted

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Guidelines

1. Signage should be highly legible; light lettering on a dark background provides preferred contrast and is easiest to read.
2. The size and placement of signage for different tenants within one building should be coordinated.
3. Style, colors and materials used on signage should complement the style, colors and materials of the building itself.
4. The use of trade images within sign design, such as bread for a bakery, and coffee mug for a café/coffee shop are encouraged. An example of a trade image sign is the eye chart sign for Hughes Optical on Kenwood Avenue.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

VI. Landscaping

A. General Standards

Standards

1. The incorporation of small, landscape front yards is encouraged with any new residential or commercial use (if building is not built to the sidewalk edge). §128-33 E (5) and §128-34 E (3)



Figure 50: Veterans Park provides a beautiful greenspace along Delaware Avenue and can play an even bigger role as a community gathering space with addition of additional street furniture.

2. Landscape treatment shall be provided to enhance architectural features, strengthen vistas and visual corridors and provide shade as described in the following sections. §128-71 E (3) C
3. Landscaping shall be designed and maintained so as not to create hazardous conditions. §128-71 E (3) I
4. Landscaping shall be maintained to preserve its original integrity and intended purpose during the life of the proposed use or project. All approvals granted under this section are expressly conditioned on the maintenance of the approved landscaping during the life of the proposed use or project. §128-71 E (3) J
5. The Board may, at its discretion, consult with one or more persons or firms having experience in landscape architecture and landscape planting as to the appropriate design of lawns and open spaces around proposed buildings and uses and the appropriate species, size and number of plants to be installed. The reasonable cost of any landscaping review shall be borne by the applicant. §128-71 E (3)
6. Shade trees shall be provided in parking lots and along pedestrian routes to reduce heat and glare.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

7. Parking areas and trafficways shall be enhanced with landscaped islands containing trees and tree groupings. The interior (i.e., nonperimeter) areas of a proposed parking area shall be appropriately landscaped, and such landscaping shall comprise not less than 10% of the land area of the proposed parking facility. §128-71 E (3) G
8. The addition of landscaping and/or a low wall to restore the street setback line where existing buildings are set further back on the lot is required when parking is located in the front yard.

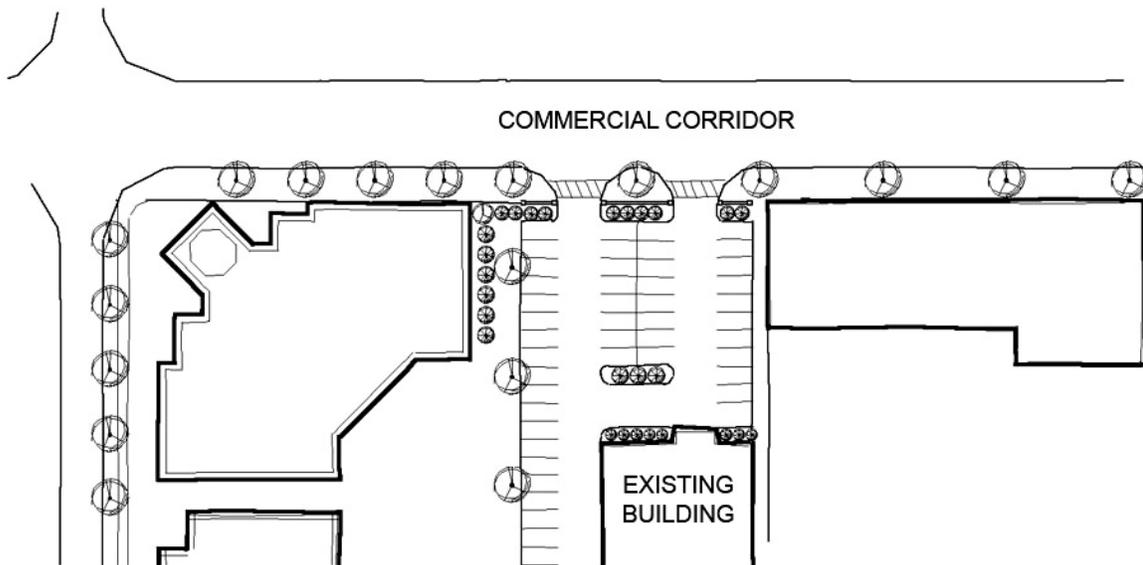


Figure 51: Architectural use of plantings can reestablish the street wall on lots with deeper existing setbacks.

Guidelines

1. Grades of walks, parking spaces, terraces, and other paved areas should provide an inviting appearance and should be of such width, as determined by the Planning Board, to easily accommodate pedestrian movement. §128-71 E (3)
2. Unity of design should be achieved by repetition of certain plant varieties and other materials and by coordination with adjacent developments. §128-71 E (3) D
3. Landscaping should be designed in such a way as to discourage heat island effect by using lawns and landscaping instead of impervious pavements wherever possible
4. Well maintained window box planters can provide attractive seasonal color and interest. If exterior box or urn planters are to be used, high-quality fixtures that complement the building façade or storefront should be selected.
5. Planting schemes that require excessive amounts of irrigation or mechanical maintenance should be avoided.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

6. All areas for planting should have the soil cultivated and enrichment added as needed to promote healthy root systems and plant longevity. Soil compaction that leads to plant mortality should be avoided.

B. Minimum planting requirements.

Standards

1. To provide a proper planting area, the minimum dimension of any required planting area must be no less than ten feet in width. Trees, at planting, must be at least 3 inches in caliper, and coniferous trees must be at least six feet in height. Shrubs must be at least 18 inches in height at time of planting. Shrubs and groundcover shall be planted within 12 months of approved landscaping plan and shall attain coverage of at least 75% of the planting area within four years.
2. Any planting of grass or sod shall be established by using a turf grass developed for conditions of the northeast.
3. Perimeter landscaping shall be provided to offer a very dense sight and physical barrier to significantly separate abutting incompatible zones.

C. Existing Landscape

Guidelines

1. Where practicable, existing tree rows and hedgerows, stone walls, and similar features shall be retained in the development of any new use or the expansion of any existing use. §128-33 E (8) and §128-34 E (5)
2. Where possible, natural or existing topographic features and patterns that contribute to the beauty and character of a site or neighborhood should be preserved. §128-71 E (3) A
3. Major modifications to the existing landscape, such as extensive grading, clear-cutting of trees, or other similar activities, should be avoided to the extent possible. §128-33 E (16) and §128-34 E (13)



Figure 52: The historic clock helps to define the Four Corners.

D. Plant Selection

Standards

1. Fruiting trees shall not be located next to and over walkways, building entrances or parking areas. Dropped fruit can be a slipping/tripping hazard, can stain many surfaces and can smell offensive when rotting.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

2. Aggressive invasive landscape plants shall not be used. An updated list of species to be avoided is available through Cornell University cooperative extension.
3. Plants that produce poisonous berries (yew, privet) or exude toxic or irritating oils (poison ivy) shall be avoided.
4. Street trees shall be species tolerant of urban conditions. Refer to Cornell University's Urban Horticulture Institute's "Recommended Urban Trees" species, planting and maintenance guidelines. Consider the selection of species that will enhance the streetscape. Access information at: <http://www.hort.cornell.edu/uhi/outreach/recurbtree>.



Figure 53: Poor tree choice results in too low of a canopy that intrudes on the sidewalk and obscures store fronts.

Guidelines

1. Plant material should be selected for interest in its structure, texture and color and in consideration of its ultimate growth pattern. Vegetation indigenous to the area and others that will be harmonious with the design and exhibit a good appearance should be used. §128-71 E (3) E
2. Avoid the use of trees and shrubs with thorns near common areas or walkways. Their use may be appropriate in some instances to discourage trespassing.
3. Consider safety and visibility when placing plants. Shade trees, with open views under the canopy, in combination with perennials, groundcovers and shrubs kept below 3' in height are generally preferred to large shrubs.
4. Avoid the use of screening plants and shrubs that are not deer resistant. See listing of deer resistance for regional species from the Rutgers New Jersey Agricultural Experiment Station (NJAES) at <http://njaes.rutgers.edu/deerresistance/default.asp>

E. Screening

Standards

1. Off-street parking lots and loading areas, accessory use structures or storage other than sheds should be screened from walkways and streets utilizing appropriate vegetation and/or fencing. §128-33 D (24) and §128-34 E (22)
2. Screening of service yards, commercial vehicles, commercial trailers, passenger vehicles, parking areas, refuse containers, and other places that tend to be unsightly should be accomplished by use of walls, fencing, planting, or combinations of these with all such enclosures being compatible in material, texture, and color with the principal building or buildings on the site. §128-71 E (3) H

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

3. Parking lots should be screened with 36" to 44" high walls, solid fences and or landscaping and street trees when adjacent to a public highway. Parking lot landscape requirements follow in Section VIII, Subsection C, Items 14 and 15.
4. Provide landscaping to screen utility areas and to protect adjoining residences.

F. Streetscape Planting

1. In locations where plants will be susceptible to injury by pedestrian or motor traffic, appropriate curbs, tree guards, or other devices shall be installed and maintained. The Planning Board may require the use of markers to delineate curbing and other sensitive features to alert snowplow operators of the existence of such features and curbing. §128-71 E (3)
2. Planting islands in parking lots shall be a minimum of 10 feet in width
3. Shade trees shall be a minimum of 3" in caliper when planted.
4. Plant beds shall provide a minimum depth of 6" of high-quality planting soil for annuals and groundcovers, and 12" for perennials and shrubs.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

VII. Lighting

A. General Requirements

1. No artificial lighting shall shine directly upon any neighboring residential property located in a residential district or be so established that it shall shine directly upon any residential property or shall shine directly on or into any room or rooms, porches or patios of any residential property, nor shall any artificial lighting be maintained or operated from any structure or land in such a manner as to be a nuisance or an annoyance to neighboring residential properties or as to interfere with the physical comfort of the occupants of residential properties. §128-52 A (1)



Figure 54: Traditional acorn style lights are preferred over modern cobra style lights.

2. Vegetation screens shall not be employed to serve as the primary means for controlling glare. Rather, glare control shall be achieved primarily through the use of such means as cutoff fixtures, shields and baffles, and appropriate application of fixture mounting height, wattage, aiming angle and fixture placement. §128-52 A (2)
3. Security lighting shall use the lowest possible illumination to effectively allow surveillance. §128-52 A (4)
4. Under-canopy lighting for such uses as gasoline service stations shall be recessed so that the lens cover is recessed or flush with the bottom surface (ceiling) of the canopy or shielded by the fixture or the edge of the canopy so that light is restrained to 85° or less from vertical. §128-52 A (5)
5. Luminaires used for playing fields and outdoor recreational uses shall be exempt from the height restriction, provided that all other provisions of this section are met and the light is used only while the field is in use. §128-52 A (6)

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Guidelines

1. Exterior lighting should enhance the building design and the adjoining landscape. Lighting standards and building fixtures should be of a design and size compatible with the building and adjacent areas, as determined by the Planning Board. §128-52 A (3)

B. General Standards

Standards

1. Exterior lighting installations shall be designed to avoid harsh contrasts in lighting levels. §128-52 B (2)
2. Fixtures and lighting systems used for safety and security shall be in good working order and shall be maintained in a manner that serves the original design intent of the system. §128-52 B (3)
3. Vegetation and landscaping shall be maintained in a manner that does not obstruct security lighting. §128-52 B (4)
4. Flashing sources of illumination are prohibited. §128-52 B (5)
5. Site lighting shall minimize light spill into the dark night sky. §128-52 B (6)

Guidelines

1. Where practical, exterior lighting installations should include timers, dimmers, sensors, or photocell controllers that turn the lights off during daylight hours or hours when lighting is not needed, to reduce overall energy consumption and eliminate unneeded lighting. §128-52 B (1)
2. Building and landscape lighting should be used to illuminate signage, façade architectural features, storefront window displays, outdoor sitting areas, walkways and accent plantings as part of a comprehensive lighting plan.
3. Lighting fixtures should be appropriate to the architectural style of the building and of high-quality, and should not call attention to them.
4. Uplighting, moonlighting, spread lighting, silhouette lighting and spotlighting are effective techniques that can create a dramatic nighttime presence. They are encouraged so long as they conform to local zoning regulations.
5. A night presence for the Hamlet can be encouraged through the illumination of building facades, storefronts and window displays until midnight or later as determined to be appropriate.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

6. The creative use of neon in individual circumstances is encouraged. However, the use of nationally distributed neon signs that promote brand name goods and services is generally discouraged.
7. Traditional/acorn type fixtures are preferred over box-like street lights.

C. Glare

Guidelines

1. To assure that site lighting does not adversely affect neighboring properties, the Building Inspector should have the authority to require changes to the on-site lighting fixtures to reduce and minimize glare and the splaying of light at the property lines and to assure continuous compliance with this section. Such changes may include, but are not limited to, lower wattage bulbs, the addition of shields to deflect light, and changes to the angle of the fixtures or shields. Failure to implement the changes as directed by the Building Inspector should be a violation of any permit or approval granted under this section. §128-52 C

D. Hamlet and Commercial Hamlet District Lighting

Standards

1. Within a commercial and mixed-use district, all parking lot lighting and site lighting shall be designed in consideration of the following: §128-52 F
2. Illumination at the property line shall not exceed 0.2 footcandles. §128-52 F (1)
3. Luminaires may be full cutoff or semicutoff as determined by the Planning Board. §128-52 F (2)
4. Freestanding lights shall be appropriate to the design of the structures and shall not have a mounting height greater than 24 feet in height. Wall-mounted light fixtures shall not be mounted higher than 15 feet above the ground level immediately below the location of the light fixture. Both freestanding and wall-mounted fixtures shall be fitted with movable shields to allow for the redirection of light, to avoid glare and the splaying of light to off-site locations. §128-52 F (3)
5. Wall pack outdoor light fixtures oriented toward an abutting residential district shall be full cutoff. §128-52 F (4)
6. Noncutoff outdoor light fixtures shall be limited to walkways, outdoor seating areas or other areas approved for such fixtures as part of a development plan. §128-52 F (5)
7. For exterior lighting installations and fixtures within 50 feet of a residential district, freestanding lighting fixtures shall be no higher than 15 feet above grade. §128-52 F (6)
8. All outdoor light fixtures on a single-use site, shopping center, integrated center, business park or industrial park, including those on freestanding light poles and those

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

attached to buildings, security lights, and architectural lights, shall be of consistent or compatible style, pole height, mounting height, color, intensity, design and materials with other outdoor light fixtures within the lot, out lot, single-use site, integrated center, business park or industrial park. §128-52 F (7)

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

VIII. Multi-Modal Transportation and Parking

A. Bicycle Parking

Guidelines

1. Commercial and mixed-use properties with five or more dedicated off-street motor vehicle parking spaces should provide a bicycle rack. Bicycle racks should have a minimum safe storage capacity of two bicycles.
2. Bicycle parking facilities should be located in a clearly designated safe and convenient location. The facility location should be at least as convenient as most of motor vehicle parking spaces provided. Bicycle parking spaces shall be at least 2 feet 6 inches by 6 feet with a vertical clearance of at least 6 feet, and an access aisle of at least 5 feet from the rack to roadway or auto parking area.



Figure 55: Without continuous sidewalks or marked bicycle lanes Delaware Avenue is not friendly to bicycles.



Figure 56: Many attractive bicycle parking racks are available that can help define the hamlet character.

3. Bicycle racks that support the bike frame in two or more locations and provide for the use of a U-lock are recommended. Racks that do not support the frame, are placed too close to obstructions, and are not securely anchored are not allowed.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

4. Bicycle racks should accommodate user-supplied U-shaped locking devices. All racks should be securely anchored to the ground or the building structure. Bicycle facilities will meet the standards set by the Association of Pedestrian and Bicycle Professionals at: http://www.apbp.org/resource/resmgr/publications/bicycle_parking_guidelines.pdf

B. Transit Stops

Guidelines

1. Provide sheltered, readily overseen waiting areas at public transportation stops, and attractive pedestrian routes between them and building entrances.
2. Coordinate with CDTA to enhance infrastructure improvements related to public transportation stops.

C. Parking

Standards

1. Parking in the front yard is prohibited. Off-street parking shall be located at the side or rear of buildings. §128-33 D (2)
2. Off-street parking lots and loading areas, accessory use structures or storage other than sheds shall be screened from walkways and streets utilizing appropriate vegetation and/or fencing. §128-33 D (24) and §128-34 E (22)
3. Parking areas shall meet Americans with Disabilities Act standards as described at www.usdoj.gov/ert/ada
4. Parking garages that front the commercial corridor shall have commercial space on the first floor along street frontages or a comparable design that creates a lively and appealing streetscape.
5. Any parking facility for more than 12 cars shall provide landscaped areas wholly contained within the parking area equal to at least 15% of the gross parking lot area. Each parking island shall be a minimum of 9 x 18 feet in size and shall be planted with at least one shade tree with a minimum mature height of at least 30 feet selected from the Species List provided or as otherwise approved by the Planning Board. The use of a single tree species throughout the parking area is not allowed.
9. A four foot landscape strip shall be provided between the parking lot and the right of way. The landscaped strip shall not contain any paved area except pedestrian sidewalks or trails which cross the landscape strip. Shrubs in the landscape strip must be maintained at a maximum height of 36 inches. The strip shall contain one shade tree and ten shrubs per 35 linear feet of frontage, excluding driveway openings. Any wall constructed must be adjacent to the planting strip but entirely outside of the 4 foot landscaped strip.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Guidelines

1. Service alleys should access practicable, off-street parking spaces for residential uses. §128-33 D (22) and §128-34 E (20)
2. Cross-easements should be used to provide shared access to parking whenever possible. §128-33 D (23) and §128-34 E (21)
3. Vegetation and fencing provide desirable separation between off-street parking lots and the pedestrian streetscape, as well as connecting the street wall between neighboring storefronts.



Figure 57: Current parking islands in some Delaware Avenue parking lots are undersized with inadequate landscaping. Landscaped islands shall be located at the end and within the parking aisle.

D. Off-street Parking

Standards

1. Off-street parking spaces shall be required for all structures and uses that are established constructed or rebuilt after the effective date of this chapter, except that: [Amended 10-8-2008 by L.L. No. 3-2008]. §128-56 A (1)
 - a. Parking spaces shall not be required for structures and uses in existence on the effective date hereof that are rebuilt or repaired as a result of damage or destruction by causes beyond the control of the owner or lessee. This exception shall not permit the rebuilding or repair of a building having a greater number of stories or square feet of ground space than the building damaged or destroyed unless provision is made for off-street parking as provided in this chapter. §128-56 A (1)
 - b. Notwithstanding the above provisions of Subsection A, structures that are existing on the effective date of this Chapter and located on a lot in a Hamlet District shall be

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

exempt from the off-street parking requirements relating to the number of required parking spaces, as such are found in the "Schedule of Off-Street Parking", provided that there is no increase in the floor area of the building(s) on the lot, and further provided that there is no reduction in the number of parking spaces located on the lot, as each existed on the effective date of this chapter. Off-street parking space shall be provided for all dwellings. No portion of the right-of-way of an existing or proposed street or highway shall be used for parking space(s) for a residential use. A parking space may be fully enclosed (as a garage), covered (as a carport) or open. An open parking space shall have a minimum length of 20 feet and minimum width of nine feet, not including the access drive or maneuvering space. §128-56 A (2)



Figure 58: Parking is haphazard along Delaware Avenue with cars parked on yards and on the shoulder.

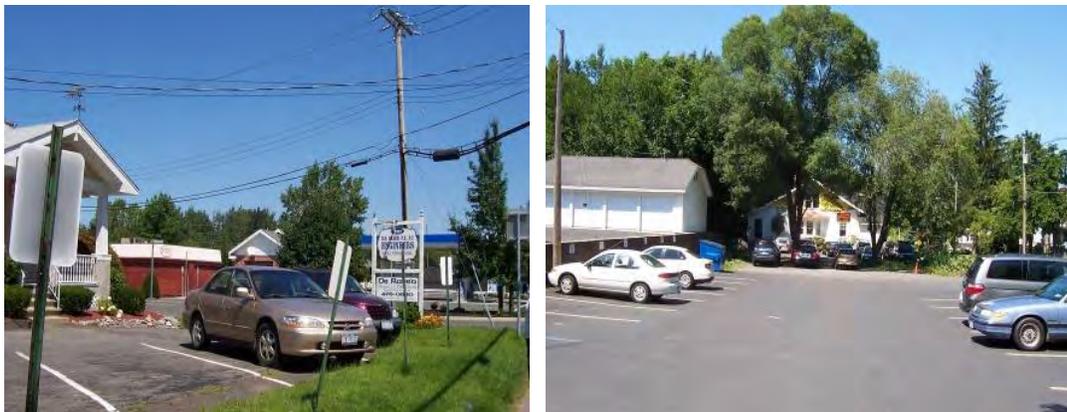


Figure 59: Some parking lots appear to be very tight while others appear to have excessive impervious material.

2. Parking Space Sizes - The following minimum standards shall apply to the width and length of required parking spaces.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

- a. Standard Perpendicular Parking Spaces
 - Length – 18 feet
 - Width – 9 feet
 - b. Compact Parking Spaces
 - Length – 16 feet
 - Width – 8 feet
 - c. Handicapped Parking Spaces
 - Length – 20 feet
 - Width – 16 feet
 - d. Parallel parking spaces shall add 4 feet in length.
3. The number, size and dimensions of parking spaces suitable for use by the physically handicapped shall comply with the requirements set forth in the New York State Uniform Fire Prevention and Building Code. Each area reserved for handicapped off-street parking shall have a minimum length of 18 feet and a minimum width of 16 feet. Spaces in a lot shall have a minimum clear width of eight feet and an adjoining access aisle having a minimum clear width of eight feet. Two accessible parking spaces are permitted to share a common access aisle. §128-56 C (2)
 4. In any commercial district, no vehicles, trailers, portable signs, or any device capable of being or designed to be towed by a vehicle shall be parked on a lawn or landscaped area in a front or side yard, unless specifically approved by the Planning Board, Town Board, or Zoning Board of Appeals. (Also see Subsection B of § 128-75, Junkyards, regarding the parking of unregistered vehicles.) [Amended 10-8-2008 by L.L. No. 3-2008] §128-56 D
 5. No more than two commercial vehicles per dwelling unit may be parked overnight on a single lot in a residential area §128-56 E (1)
 6. In no instance shall a commercial vehicle in excess of 23 feet in length or 8,000 pounds in curb weight be parked overnight on a single lot without first obtaining a special use permit. §128-56 E (1)
 7. Parking and storage of boats, trailers and recreational vehicles in the front yard as defined in § 128-22 is prohibited. §128-56 E (2)
 8. If the Planning Board finds that compliance with the off-street parking requirements herein would have an adverse impact upon the physical environment or visual character of the area, and if the Board also finds that all of the parking required in the Schedule of Off-Street Parking will not be necessary for the anticipated use of the site, the Planning Board may reduce the amount of parking required to be constructed, provided that sufficient usable land is set aside to satisfy the parking requirements in the future shall the need for such additional parking arise. The Planning Board shall, as a condition of any approval granted, retain the right to require the owner of the property to construct such additional parking whenever it finds that such parking is needed. If a proposed use is not listed in the Schedule of Off-Street Parking, the Planning Board shall use its

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

discretion to determine the amount of parking to be required. [Amended 10-8-2008 by L.L. No. 3-2008] §128-56 H (1)

10. For any buildings having multiple uses, parking space shall be required for each use. §128-56 I (1)
11. Nothing anything contained in this chapter shall be interpreted to prevent, in any Hamlet or commercial district, the provision of joint parking lots for one or more uses located on separate lots or on common lots. Parking spaces located in a joint parking lot or public parking facility may be used to satisfy the off-street parking requirements of this article, provided that said spaces are located within 600 feet walking distance of the lot containing the land use they are intended to serve, as measured along the public right-of-way, and further provided that said spaces shall be subject to appropriate deed restrictions (or other legal instrument), as approved by the Planning Board Attorney, binding the owner of the parking spaces and his/her heirs and assigns to provide and maintain the required number of spaces for the land use that they are intended to serve, either throughout the existence of such land use or until such spaces are provided elsewhere. In no instance shall parking spaces in a joint parking lot that are devoted to meeting the parking requirements of one land use be used to meet the parking requirements of another land use. [Amended 10-8-2008 by L.L. No. 3-2008] §128-56 J (1)
12. Loading facilities. Off-street loading facilities, appropriate for intended use, shall be provided for each nonresidential use and shall be so arranged as not to interfere with pedestrian or motor traffic on the public highway or any adjacent residential area. Such off-street loading facilities shall be confined to the side or rear yard, and screening shall be provided to minimize the view of any off-street loading or commercial use from any point along a property line common to any residential use or from any street. The number and dimension of the off-street loading spaces shall be determined by the Planning Board. §128-56 L (1)
13. The Planning Board may, in its sole discretion, approve the shared use of a parking facility where it is clearly demonstrated that the reduction in spaces and shared use of the parking facility will substantially meet the intent of the requirements due to variation in the time of peak demand and the lack of reserved parking limiting effective shared use. The Planning Board is under no obligation to approve shared parking unless it finds that the shared parking scheme is in the best interests of this ordinance and the welfare of the Town and its residents. In such cases, off-street parking requirements of a given use may be met with off-site, shared off-street parking or on-site parking shared by more than one tenant. A shared parking plan will be enforced through written agreement among all owners of record. Sample Shared Parking and Shared Driveway Agreements are attached in Appendix H.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Schedule of Off-Street Parking	
Uses	Spaces Required
Residential Uses	
1,2,3,4 -family dwelling	2 for each dwelling unit
Multifamily dwelling	1.5 for each dwelling unit
Multifamily dwelling, senior, subsidized	1.1 for each dwelling unit
Bed-and-breakfast, inn, motel, hotel	1 for each guest room
Nonresidential Uses	
Bank, financial business	1 for each 400 square feet of office space and customer area
Bowling alley	5 for each alley
Church or temple	1 for each 5 seating spaces in main assembly room
Funeral home	5 for each 1,000 square feet of gross floor area
Industrial or manufacturing	1 for each 2 employees on maximum working shift
Medical office	1 for each 200 square feet of gross floor area
Motor vehicle repair	1 for each 3 repair bays
Nightclub (including with restaurant)	1 for each 50 square feet of gross floor area
Nursing or convalescent home	1 for each 4 beds
General Office	1 for each 300 square feet of gross floor area
Restaurant, no drive-through	1 for each 3 seats or 1 for each 75 square feet of gross floor area, whichever is greater
Restaurant, with drive-through	1 per 60 square feet of gross floor area plus 4 stacking spaces per drive-up window
Shopping center, retail use, service	1 for each 250 square feet of gross floor area
School	2 for each classroom
Theater and other place of public assembly	1 for each 3 seating spaces
Wholesale, storage, freight terminal	1 for each 1,000 square feet of gross floor area

Guidelines

1. Additional reductions in required parking may be granted by the Planning Board for spaces using dimensions for compact cars, provided that such parking spaces are clearly designated as compact car spaces.

E. Parking and Loading

Standards

1. Parking shall not be located within a minimum front, side or rear yard setback. The Planning Board may allow parking spaces within a yard setback line if it finds that such parking will not detract from the aesthetic character of the area and is otherwise consistent with the purposes of this section. §128-71 E (6)

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

2. The Planning Board shall determine the dimensional requirements for access and internal driveways for the particular use proposed and may require larger dimensions for site driveways and access roads than the minimum dimensions for site driveways and access roads stated elsewhere in this chapter. Driveways for nonresidential uses shall, as much as practicable, be located so that they are aligned with a street or driveway opposite the proposed use.
3. The design of each parking area and access driveway shall provide adequate room for snow storage, or the applicant must identify the procedure to be followed for snow removal from site to maintain available parking area.
4. Parking stalls and access driveways shall be oriented, arranged and/or screened such that headlights from parking vehicles and those traversing the site do not shine directly or cause undue glare upon adjoining residential structures. [Added 10-8-2008 by L.L. No. 3-2008]
5. Parking shall, wherever feasible, be located to the rear or sides of buildings, so as not to interfere with the front landscape treatment. §128-71 E (1) D
6. Sidewalks shall continue across driveways in addition to crosswalk markings.



Figure 60: Sidewalks marking and paving shall extend across driveway openings to increase pedestrian safety.

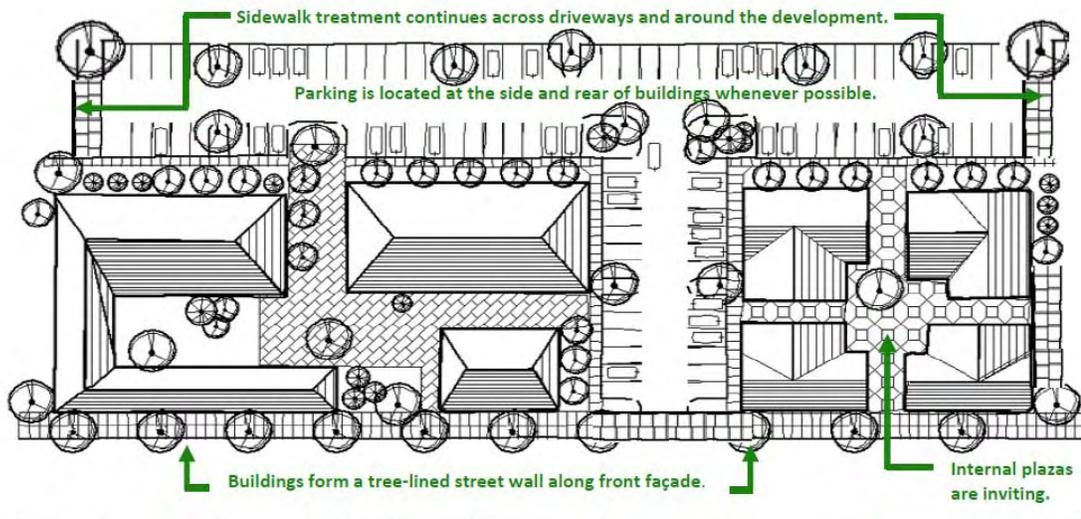


Figure 61: Locate parking at the side and rear of building. Parking between the main building and the primary street is not allowed.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Guidelines

1. Notwithstanding the requirements for off-street loading spaces as specified in §128-56 of this chapter, the Planning Board may require additional space(s) for delivery vehicle loading, may require larger dimensions for each loading space, may require additional setback from adjacent buildings and structures, and may require larger dimensions and means of access for vehicles to such loading spaces than may be stated elsewhere in this chapter.

F. Addressing Stormwater Impacts of Parking Areas

Standards

1. All projects within the study area shall be designed to the latest NYSDEC stormwater design standards.

Guidelines

1. Parking areas should drain into vegetative or grassy swales that are incorporated into large common landscaped areas. Driveways, where possible, should drain into adjacent on-site landscaped areas. Bioswales should be constructed next to parking lots and walkways to collect stormwater to minimize dependency on storm sewers. Bioswales should be planted with salt tolerant shrubs and grasses to filter water with winter road runoff before it percolates into the ground. They should be graded to direct water away from paved areas. Drainage basins should be located throughout parking lots to collect stormwater. A well drained snow storage area should be provided in a location that allows melting snow to leach into drainage courses rather than into streams.

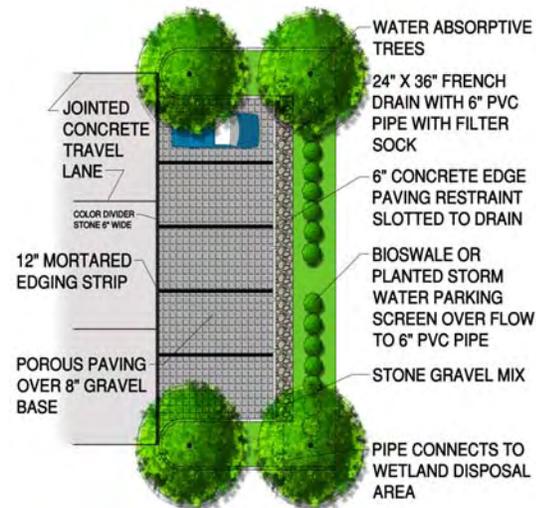


Figure 62: Example of Bioswale incorporated in multi-use district to filter on-site rainwater and environmentally sensitive parking lot design using porous surfaces.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

G. Parking Lots

Standards

1. To the extent practicable, parking lots shall not be located at intersections.
2. Parking lot entrances and exits for off-street parking with more than four (4) spaces shall not be located within 50 feet of street intersections, nor exceed a grade of 6% within 25 feet of any street line nor 10% percent at any other point. All points of ingress and egress shall be appropriately signed unless deemed unnecessary by the Planning Board.



Figure 63: Kenwood Avenue Municipal Lot – Opportunities exist for lot expansion and for linkages between parking lots and to Paddock Place businesses.

3. Wherever possible, access to parking lots shall be from secondary streets.
4. Where warranted by site topography, barriers or other safety devices shall be incorporated into the design of the parking area.
5. Parking lots shall meet the landscaping and buffering standards described under landscaping and screening standards.

Guidelines

1. Where appropriate, the Planning Board may encourage paved connections between abutting parking areas under different ownerships to facilitate traffic flow.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

H. Parking Lot Pedestrian Linkages

Standards

1. Clearly defined and marked sidewalks within a minimum width of 5 feet shall be required within parking lots and be provided for the length of the parking to the entrances of establishments.
2. In all parking lots with more than 12 spaces, clearly defined and marked sidewalks or pedestrian pathways shall be required and distinguished from driving surfaces through the use of special pavers (bricks, scored concrete or other similar materials) and other distinctive colors. As appropriate internal sidewalks or paths may be replaced with marked crosswalks.
3. Orientation and Entrance
 - a. Buildings shall be parallel to the street frontage property line.
 - b. Primary building entrances shall be oriented toward the primary public street or right-of-way with respect to architecture and detailing.
 - c. All entrances shall be accentuated. Permitted accents include: recessed, protruding, canopy, portico or overhang.
 - d. Pedestrian entrances shall be provided on all street frontages.
 - e. All entrances shall be illuminated.
 - f. Where rear parking is provided, a secondary rear entrance is encouraged. The design of the rear entrance and façade shall not compete with the main entrance but shall complement the main entrance and be appropriately signed and marked to indicate a rear entrance.
 - g. Vehicle entrances shall not be on the primary street frontage. (Redundant from H.1.Parking lots)
 - h. Existing and proposed site perimeter sidewalks shall be connected to the building and parking area whenever possible.

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

IX. Utilities

Standards

1. Newly installed and renovated utility services, and service revisions necessitated by exterior alterations, shall be underground unless otherwise allowed by the Planning Board. §128-71 E (1) g

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Appendices

Study Area Boundary Map	Appendix A	Page 74
Bicycle Parking Guidelines	Appendix B	Page 76
Parcel Profiles	Appendix C	Page 85
Tree Selection Guide	Appendix D	Page 89
Glossary of Terms	Appendix E	Page 102
Sample Agreements	Appendix F	Page 107
Figures/Sources	Appendix G	Page 116

Appendices

DELAWARE AVENUE HAMLET ENHANCEMENT STUDY

Hamlet Design Standards & Guidelines – October 26, 2010

Appendices

Study Area Boundary Map	Appendix A	Page 74
Bicycle Parking Guidelines	Appendix B	Page 76
Parcel Profiles	Appendix C	Page 85
Tree Selection Guide	Appendix D	Page 89
Glossary of Terms	Appendix E	Page 102
Sample Agreements	Appendix F	Page 107
Figures/Sources	Appendix G	Page 112
Disclosures	Appendix H	Page 116

Appendix A

Study Area Boundary Map

Delaware Avenue Hamlet Enhancement Study

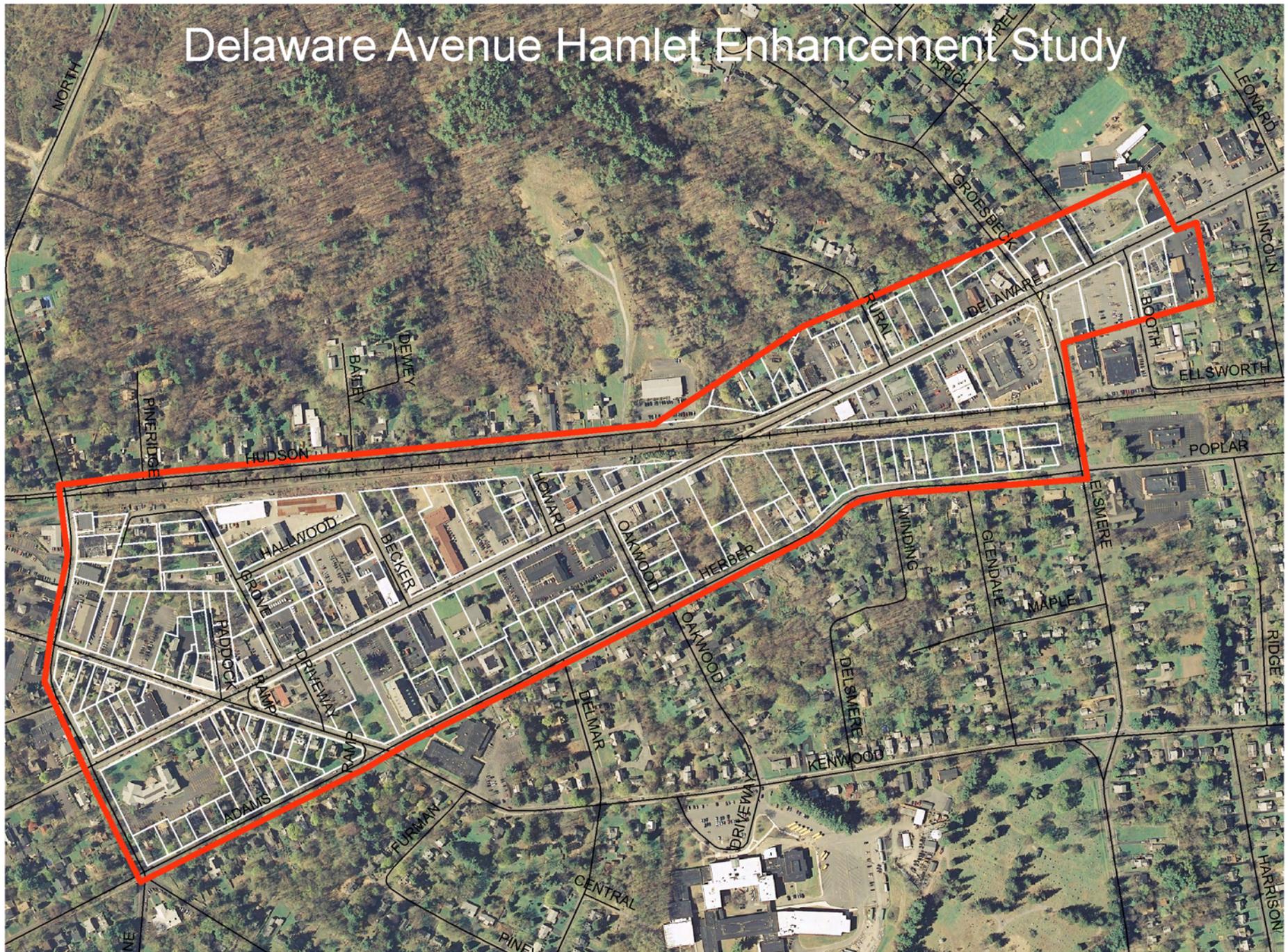


Figure 1 - Study Area Boundary

- Study Area Boundary
- Streets
- Railroad 75

Appendix B

Bicycle Parking Guidelines

BICYCLE PARKING



GUIDELINES

A set of recommendations from the Association of Pedestrian and Bicycle Professionals [apbp]



“I would ride to work if there was a safe place to lock my bike.”

INTRODUCTION

The lack of a secure parking space keeps many people from using their bikes for basic transportation. Leaving a bicycle unattended, even for short periods, can easily result in damage or theft. Finding a bike rack that doesn't work or isn't conveniently located makes for a frustrating experience.

The purpose of this document is to assist with the selection and placement of appropriate bicycle racks for short-term parking. Four major components will be discussed.

1. The rack element. This device supports the bicycle.
2. The rack. It is important to understand how bikes interact with each other when rack elements are assembled together.
3. Combining of multiple racks into a bicycle parking lot.
4. Locating the rack, and the relationship of the rack to the building entrance it serves and the cyclists' approach to that entrance.

The discussion will focus on outdoor installations. The racks are intended to accommodate conventional, upright, single-rider bicycles. It is assumed the cyclist will use a solid, U-shaped lock, or a cable lock, or a combination of the two.

The apbp Task Force that developed this guide is also developing recommendations for other important bicycle parking-related issues including:



- a. Assessing the appropriate number of bicycle parking spaces for different buildings and land uses, including the use of bicycle parking ordinances.
- b. Long-term bicycle storage facilities such as lockers and bicycle parking garages.
- c. Indoor bicycle parking and the carriage of bicycles in transit vehicles.

1. THE RACK ELEMENT

Definition: the rack element is the part of the bike rack that supports one bicycle.

The rack element should:

- Support the bicycle upright by its frame in two places
- Prevent the wheel of the bicycle from tipping over
- Enable the frame and one or both wheels to be secured
- Support bicycles without a diamond-shaped frame with a horizontal top tube (e.g. a mixte frame)
- Allow front-in parking: a U-lock should be able to lock the front wheel and the down tube of an upright bicycle
- Allow back-in parking: a U-lock should be able to lock the rear wheel and seat tube of the bicycle



Comb, toast, school-yard, and other wheel-bending racks that provide no support for the bicycle frame are NOT recommended.

The rack element should resist being cut or detached using common hand tools, especially those that can be concealed in a backpack. Such tools include bolt cutters, pipe cutters, wrenches, and pry bars.



INVERTED "U"

One rack element supports two bikes.



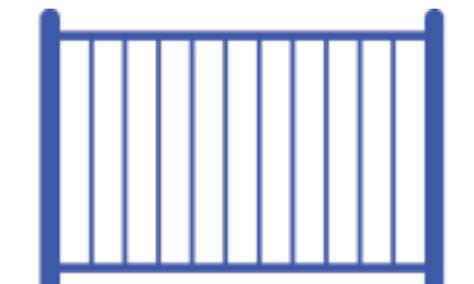
"A"

One rack element supports two bikes.



POST AND LOOP

One rack element supports two bikes.



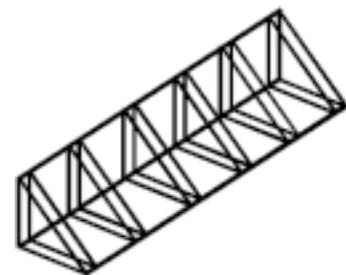
COMB

One rack element is a vertical segment of the rack.



WAVE

One rack element is a vertical segment of the rack.



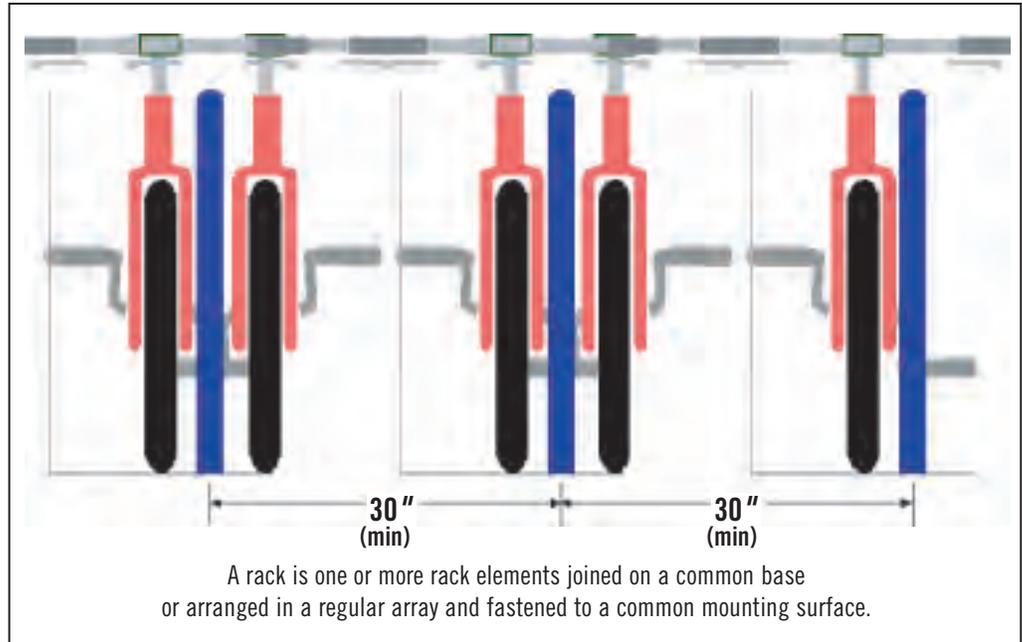
TOAST

One rack element holds one wheel of a bike.

2. THE RACK

Definition: a rack is one or more rack elements joined on any common base or arranged in a regular array and fastened to a common mounting surface.

The rack should consist of a grouping of rack element. The rack elements may be attached to a single frame or remain single elements mounted within close proximity to each other. The rack elements should not be easily detachable from the rack frame or easily removed from the mounting surface. The rack should be anchored so that it cannot be stolen with the bikes attached—vandal-resistant fasteners can



be used to anchor a rack in the ground. An exception is a rack that is so large and heavy that it cannot be easily moved or lifted with the bicycles attached.

The rack should provide easy, independent bike access. Inverted “U” rack elements mounted in a row should be placed on 30” centers. This allows enough room for two bicycles to be secured to each rack element. Normally, the handlebar and seat heights will allow two bicycles to line up side-by-side if one of them is reversed. When there is a conflict, the bikes can be placed slightly offset from one another as shown. If the elements are placed too close together, it becomes difficult to attach two bikes to the same element. If it is too inconvenient and time consuming to squeeze the bikes into the space and attach a lock, cyclists will look for an alternative place to park or use one rack element per bike and reduce the projected parking capacity by 50 percent.

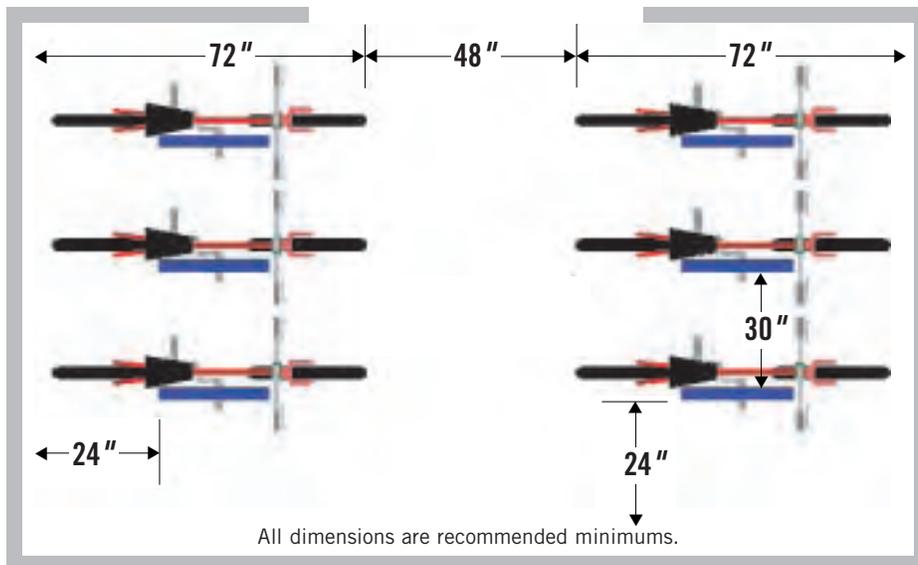


Wave style racks are not recommended. Bicyclists commonly use a “wave” rack as if it were a single inverted “U.” This limits the actual capacity of the rack to two bikes regardless of the potential or stated capacity. Bicycles parked perpendicular to a wave rack (as intended by the manufacturer) are not supported in two places and are more likely to fall over in the rack. The advertised capacity of a wave rack is usually much higher than the practical capacity.

An empty rack should not create a tripping hazard for visually impaired individuals.

3. THE RACK AREA

Definition: the rack area is a bicycle parking lot where racks are separated by aisles.



A rack area or “bicycle parking lot” is an area where more than one rack is installed. Aisles separate the racks. The aisle is measured from tip to tip of bike tires across the space between racks. The minimum separation between aisles should be 48 inches. This provides enough space for one person to walk one bike. In high traffic areas where many users park or retrieve bikes at the same time, such as a college classroom, the recommended minimum aisle width is 72 inches.

The rack area is a bicycle parking lot where racks are separated by aisles.

72 inches (six feet) of depth should be allowed for each row of parked bicycles. Conventional upright bicycles are just less than 72 inches long and can easily be accommodated in that space. Some rack types will allow the racks to be mounted closer to the wall. This will not change the space required by the bicycles or the aisles.

Large rack areas with a high turnover rate should have more than one entrance. This will help facilitate the arriving and departing of cyclists and pedestrians.

If possible, the rack area should be protected from the elements. Racks along building walls can be sheltered by an awning. Even though cyclists are exposed to sun, rain, and snow while en route, covering the rack area keeps the cyclist more comfortable while parking, locking the bike, and loading or unloading cargo. An awning will also help keep the bicycle dry, especially the saddle.



4. THE RACK AREA SITE

Definition: the rack area site is the relationship of the rack area to a building entrance and approach.

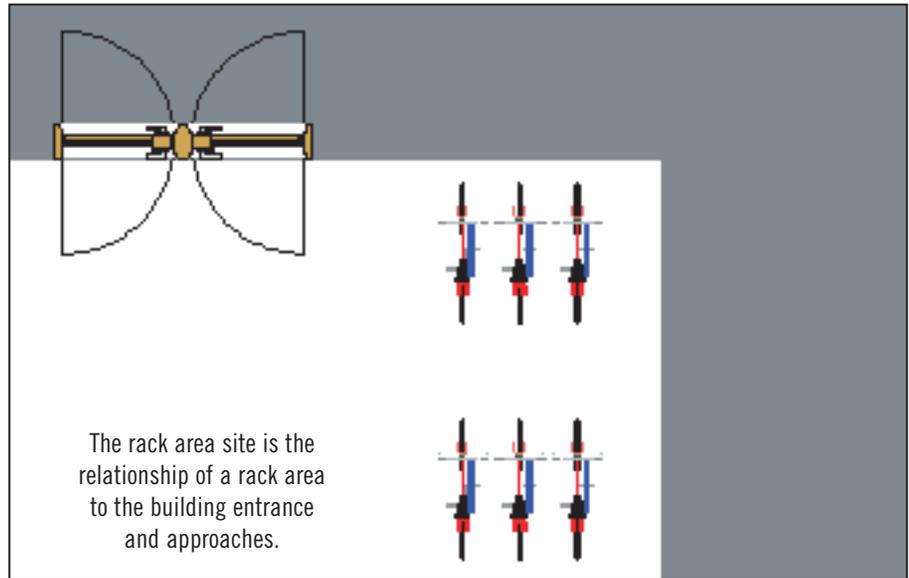
The location of a rack area in relationship to the building it serves is very important. The best location for a rack area is immediately adjacent to the entrance it serves. Racks should not be placed so that they block the entrance or inhibit pedestrian flow in or out of the building. Racks that are far from the entrance, hard to find, or perceived to be vulnerable to vandalism will not be used by most cyclists.

It is important to understand the transition a cyclist makes from vehicle to pedestrian. The cyclist approaches the building mounted on the bicycle. At some point, the cyclist stops, dismounts, and walks the bike to a rack.

The bicycle is attached to the rack and any cargo is removed. The cyclist now walks into the building carrying the cargo. Adequate space must be provided to allow for this transition.

The rack area should be located along a major building approach line and clearly visible from the approach. The rack area should be no more than a 30-second walk (120 feet) from the entrance it serves and should preferably be within 50 feet.

A rack area should be as close or closer than the nearest car parking space. A rack area should be clearly visible from the entrance it serves. A rack area should be provided near each actively used entrance. In general, multiple buildings should not be served with a combined, distant rack area. It is preferred to place smaller rack areas in locations that are more convenient.



5. CREATIVE DESIGNS



The recommended practices above are not intended to stifle creativity. There are many creative, three-dimensional bicycle parking racks that work very well. Whether the rack is a type of “hanger”, “helix” or another

configuration, the critical issue is that the rack element supports the bike in two places and allows the bicycle to be securely locked.

Creative designs should carefully balance form with function. For example, the distinctive “croquet

set” rack shown here likely has a smaller effective capacity than might be immediately apparent because one or more of the rack elements is not accessible. Similarly, the “hanger” racks shown below must be carefully manufactured and maintained to prevent weaknesses at the joints of the hanger and rack—such weakness might compromise the security of bicycles locked to the rack. In addition, the “coat hanger” elements should be spaced at least 30” apart.

CONCLUSION

More information about bicycle parking is available from a wide variety of sources. Visit www.bicyclinginfo.org to access many of those sources, and to find a list of bicycle parking manufacturers.

More information about the Association of Pedestrian and Bicycle Professionals is available at www.apbp.org.



BICYCLE PARKING GUIDELINES

Adopted by the Association of Pedestrian and Bicycle Professionals
Spring 2002

ACKNOWLEDGMENTS

apbp wishes to acknowledge and thank Reed Kempton, Bicycle/Multi-modal Planner with the Maricopa County Department of Transportation, for his work as the primary author of the recommended practice. Members of the Best Practices Task Force ably assisted Reed in this task.

John Ciccarelli, Bicycle Facilities Consultant
TransSight LLC/Bicycle Solutions

Michelle DeRobertis, P.E. Assistant Traffic engineer
City of Alameda, CA

Joe Gallagher, Transportation Planner

Daphne Hope, Program Manager—Cycling/Walking
City of Ottawa, Canada

Christopher Johnson, Assistant Deputy Secretary
Pennsylvania Department of Transportation

Jim Lazar
Microdesign Northwest

James Mackay, P.E. Bicycle Planner
City of Denver, CO

Heath Maddox, Transportation Planner
Santa Cruz County Regional Transportation Commission

Arthur Ross, Pedestrian/Bicycle Coordinator
City of Madison, WI

Timothy Witten, Transportation Planner

For additional information contact:

Andy Clarke
Executive Director, apbp
P.O. Box 23576
Washington, DC 20026
pedbike@aol.com



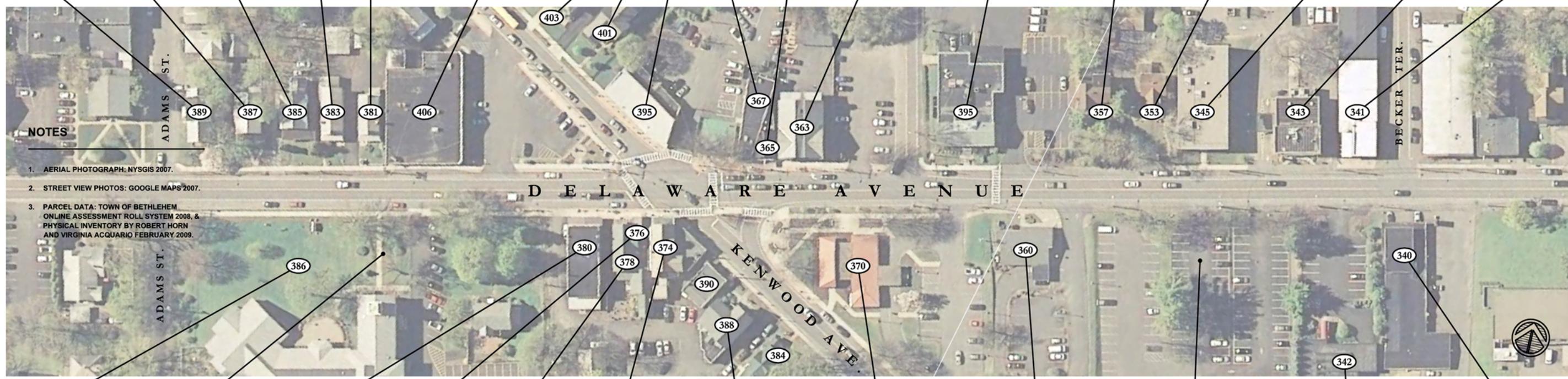
ASSOCIATION OF PEDESTRIAN
AND BICYCLE PROFESSIONALS

Appendix C

Parcel Profiles

STREET ADDRESS	TAX MAP ID NO.	CURRENT USE	ASS'D. VALUE	BLDG. S.F.	CURRENT OWNER	PROPERTY OBSERVATIONS	FRONT-AGE	ON-STRT. PARKING	OFF-STRT. PARKING	CONC. WALK	SIDEWALK TO EDGE	CURB TYPE	CURB CUT(S)	CUT W (ft)
389 Delaware Ave.	85.16-1-27	Sm. Retail / Apartments	\$285,000	3,627			50	No	Yes	Yes	Lawn	None	1	10
387 Delaware Ave.	85.16-1-26	3-Family Residential	\$170,500	2,181			50	No	Yes	Yes	Lawn	None	1	10
385 Delaware Ave.	85.16-1-25	5-1 BR Apartments	\$165,000	2,771	385 LLC	Replace walk, prune or replace overgrown shrubs, remove vines	50	No	Yes	Yes	Lawn	None	1	12
383 Delaware Ave.	85.16-1-24	3-Family Residential	\$220,000	2,784	Gerald Stern		38	No	Yes	Yes	Lawn	None	1 shared	14
381 Delaware Ave.	85.16-1-23	Walk-up Office	\$120,000	1,710	Donna Heinrichs	Replace planters, shrubs + drive	38	No	Yes	Yes	Lawn	None	1 shared	14
406 Kenwood Ave.	85.16-1-22	Small Retail	\$550,000	9,258			258	7	Yes	Yes	Dec. Conc.	Granite	1	26
403 Kenwood Ave.	85.12-3-24	Funeral Home	\$320,000	4,840			104	No	Yes	Yes	Lawn	Granite	1 shared	16
401 Kenwood Ave.	85.12-3-25	2-Family Residential	\$184,300	2,623			56	No	Yes	Yes	Lawn	Granite	1 shared	16
395 Kenwood Ave.	85.12-3-26	Retail / Apt. / Storage	\$310,000	6,012			90	No	Yes	Yes	Dec. Conc.	Granite	0	-
371 Delaware Ave.	85.12-3-32	Parking Lot	\$55,000	-			69	No	Yes	Yes	Dec. Conc.	Granite	-	-

STREET ADDRESS	TAX MAP ID NO.	CURRENT USE	ASS'D. VALUE	BLDG. S.F.	CURRENT OWNER	PROPERTY OBSERVATIONS	FRONT-AGE	ON-STRT. PARKING	OFF-STRT. PARKING	CONC. WALK	SIDEWALK TO EDGE	CURB TYPE	CURB CUT(S)	CUT W (ft)
367 Delaware Ave.	85.12-3-33	Restaurant	\$179,400	2,242			16	No	Yes	Yes	Dec. Conc.	Granite	0	-
365 Delaware Ave.	85.12-3-34	Diner / Lunch	\$59,000	737			24	No	Yes	Yes	Dec. Conc.	Granite	1	6
361(3) Delaware Ave.	85.12-3-35	Retail / Apartment	\$295,200	7,960			120	No	Yes	Yes	Dec. Conc.	Granite	2	12, 22
357 Delaware Ave.	85.12-4-11	Post Office	\$866,900	6,453	US Government	Refresh sign	113	2	Yes	Yes	-	Granite	0	-
355 Delaware Ave.	85.12-4-12	Parking Lot	\$61,800	-			54	1	Yes	None	Macadam	None	1	24
353 Delaware Ave.	85.12-4-13	2-Family Residential	\$181,500	2,928	Barbara Patterson	Replace ret. wall, remove fence, landscape planting improvements	50	2	Yes	None	Macadam	None	1 shared	10
351 Delaware Ave.	85.12-4-14	Specialty Shop	\$134,000	1,808	Gerald L. Winn	Add shrubs and tree	50	1	Yes	None	Macadam	None	1 shared	10
343(5) Delaware Ave.	85.12-4-16	Bank North	\$1,353,000	16,344	Clavins Holding	Lower sign, add woody ornaments and trees, reduce macadam	182	5	Yes	Some	Macadam	None	2	28, 20
341 Delaware Ave.	85.12-4-17	Sm. Retail / Wrhs. / Off.	\$316,100	7,808	Hallwood Del. Corp.	Reduce macadam in front, add trees, repair drive curbs, new lawn	42	1	Yes	None	Macadam	None	0	-



NOTES

1. AERIAL PHOTOGRAPH: NYSGIS 2007.
2. STREET VIEW PHOTOS: GOOGLE MAPS 2007.
3. PARCEL DATA: TOWN OF BETHLEHEM ONLINE ASSESSMENT ROLL SYSTEM 2008, & PHYSICAL INVENTORY BY ROBERT HORN AND VIRGINIA ACQUARIO FEBRUARY 2009.



STREET ADDRESS	TAX MAP ID NO.	CURRENT USE	ASS'D. VALUE	BLDG. S.F.	CURRENT OWNER	PROPERTY OBSERVATIONS	FRONT-AGE	ON-STRT. PARKING	OFF-STRT. PARKING	CONC. WALK	SIDEWALK TO EDGE	CURB TYPE	CURB CUT(S)	CUT W (ft)
386 Delaware Ave.	85.16-4-1	Reformed Church	\$1,238,001	19,315	Delmar Ref. Church	Oppty. for front gathering space	401	15	Yes	Yes	Lawn	Granite	1	24
380 Delaware Ave.	85.16-4-2	Book Store	\$347,800	5,738	Ipek Properties	Freshen façade	62	2	Yes	Yes	Dec. Conc.	Granite	1	16
376(8) Delaware Ave.	85.16-4-3	Cookies/Coffee Shop	\$220,000	3,661	Gall Sundling	No Comment	50	2	Yes	Yes	Dec. Conc.	Granite	0	-
374 Delaware Ave.	85.16-4-4	Pizza Parlor	\$255,000	3,792	Tom Corrigan	Paint upper story	17, 65	1	Yes	Yes	Dec. Conc.	Granite	0	-
390 Kenwood Ave.	85.16-4-20	Small Retail	\$80,500	1,120			40	2	Yes	Yes	Dec. Conc.	Granite	0	-
388 Kenwood Ave.	85.16-4-21	Sm. Retail / Off. / Apt.	\$162,500	3,605			60	2	Yes	Yes	Dec. Conc.	Granite	1 shared	±14
384 Kenwood Ave.	85.16-4-22	Conv. Resid. - Retail	\$150,000	1,372			60	2	Yes	Yes	Dec. Conc.	Granite	1 shared	±14
370 Delaware Ave.	85.16-4-5	Branch Bank	\$610,000	2,944	Key Bank	Exterior renovations planned	214	No	Yes	Yes	Turf	Granite	1	26

STREET ADDRESS	TAX MAP ID NO.	CURRENT USE	ASS'D. VALUE	BLDG. S.F.	CURRENT OWNER	PROPERTY OBSERVATIONS	FRONT-AGE	ON-STRT. PARKING	OFF-STRT. PARKING	CONC. WALK	SIDEWALK TO EDGE	CURB TYPE	CURB CUT(S)	CUT W (ft)
360 Delaware Ave.	85.16-4-6	Branch Bank	\$340,000	2,052	Bank of America	Reduce & plant berm on east side of driveway with trees and shrubs	111	No	Yes	Yes	Macadam	None	1	22
45 Adams Pl.	85.16-4-7	Parking Lot	\$245,200	-			83	No	Yes	None	Macadam	None	0	-
39 Adams Pl.	85.16-4-18	Catholic Church	\$1,456,000	11,732	St. Thomas Church	Add shrubs at sign and benches	135	No	Yes	None	Macadam	None	2	20, 20
342(4) Delaware Ave.	85.16-4-8	Dental Office	\$420,000	4,185	Thomas Abele	Rehab shrubs and add tree	97	No	Yes	None	Macadam	Asphalt	1	20
340 Delaware Ave.	85.16-4-9	Sm. Retail / Walk-up Off.	\$418,000	8,829			103	No	Yes	None	Macadam	None	1	36

STREET ADDRESS	TAX MAP ID NO.	CURRENT USE	ASS'D. VALUE	BLDG. S.F.	CURRENT OWNER	PROPERTY OBSERVATIONS	FRONT-AGE	ON-STRT. PARKING	OFF-STRT. PARKING	CONC. WALK	SIDEWALK TO EDGE	CURB TYPE	CURB CUT(S)	CUT W (ft)
279 Delaware Ave.	86.09 - 1 - 42	Professional Office	\$290,000	2,858	Decker & Sbuttoni	Shrub rehab, reduce curb cut	74	No	Yes	Concrete	Macadam	Conc.	1 shared	36
277 Delaware Ave	86.09 - 1 - 41	Parking Lot	\$66,600	-			49	No	Yes	Concrete	Macadam	Conc.	1 shared	36
275 Delaware Ave	86.09 - 1 - 40	Apt. / Walk-up Office	\$212,300	2,760			60	No	No	Concrete	Macadam	Conc.	0	-
273 Delaware Ave.	86.09 - 1 - 24	Walk-up Office	\$159,400	1,568	Lake Property Part.	Sign too tall, shrubs + trees need rehab., replace sidewalk	60	No	Yes	Concrete	Macadam	Conc.	0	-
271 Delaware Ave.	86.09 - 1 - 23	Church	\$102,000	1,444	First Century Church	Sign too tall, shrubs + trees need rehab., replace sidewalk	60	No	Yes	Concrete	Macadam	Conc.	1	10
269 Delaware Ave.	86.09 - 1 - 22	Delmar Villa (Residential)	\$170,000	1,703	Plots Holdings	Lawn + shrub rehab, add tree(s)	60	No	Yes	Concrete	Macadam	Conc.	1	10
267 Delaware Ave	86.09 - 1 - 21	Walk-up Office	\$312,000	4,440			74	No	Yes	Concrete	Macadam	Conc.	1	10
265 Delaware Ave.	86.09 - 1 - 20	DeAngelis Office Bldg.	\$24,700	-		Lawn needs rehab., sign too high	56	No	-	Concrete	Macadam	Conc.	-	-

STREET ADDRESS	TAX MAP ID NO.	CURRENT USE	ASS'D. VALUE	BLDG. S.F.	CURRENT OWNER	PROPERTY OBSERVATIONS	FRONT-AGE	ON-STRT. PARKING	OFF-STRT. PARKING	CONC. WALK	SIDEWALK TO EDGE	CURB TYPE	CURB CUT(S)	CUT W (ft)
261 Delaware Ave.	86.09 - 1 - 19	Bethlehem Foot Care	\$205,000	2,034	Joe Manzi	Needs sidewalk repair, shrubs need rehab., add a tree	129	No	Yes	Concrete	Macadam	Conc.	2	18, 26
257 Delaware Ave.	86.09 - 1 - 18	Florist	\$262,000	3,729			120	No	Yes	Concrete	Macadam	Conc.	2	30, 40
255 Delaware Ave.	86.09 - 2 - 11	Small Retail	\$203,000	3,839			100	No	Yes	Concrete	Macadam	Conc.	1	30
251 Delaware Ave.	86.09 - 2 - 12	Vacant Commercial	\$58,100	-			101	No	-	Concrete	Macadam	Conc.	0	-
247 Delaware Ave.	86.09 - 2 - 13	School	\$2,791,000	39,923			209	No	Yes	Concrete	Macadam	Conc.	0	-
243 Delaware Ave.	86.09 - 2 - 14	Small Retail	\$244,300	4,530			101	No	Yes	Concrete	Macadam	Conc.	1	14
241 Delaware Ave.	86.09 - 2 - 15	Restaurant	\$163,700	3,072			184	No	Yes	Concrete	Macadam	Conc.	2	40, 28



- NOTES**
1. AERIAL PHOTOGRAPH: NYSGIS 2007.
 2. STREET VIEW PHOTOS: GOOGLE MAPS 2007.
 3. PARCEL DATA: TOWN OF BETHLEHEM ONLINE ASSESSMENT ROLL SYSTEM 2008, & PHYSICAL INVENTORY BY ROBERT HORN AND VIRGINIA ACQUARIO FEBRUARY 2009.



STREET ADDRESS	TAX MAP ID NO.	CURRENT USE	ASS'D. VALUE	BLDG. S.F.	CURRENT OWNER	PROPERTY OBSERVATIONS	FRONT-AGE	ON-STRT. PARKING	OFF-STRT. PARKING	CONC. WALK	SIDEWALK TO EDGE	CURB TYPE	CURB CUT(S)	CUT W (ft)
282 Delaware Ave.	86.09 - 4 - 1	Sm. Retail / Walk-up Off.	\$215,000	3,600	Expanco, Inc.	Adjust sign, add shrubs + tree	325	No	Yes	Concrete	Macadam	Conc.	2, 1 shrd.	50, 42
278 Delaware Ave.	86.09 - 4 - 2	Sm. Retail / Walk-up Off.	\$140,000	2,736	Delaware Town Center Properties	Reduce macadam, add trees + shrubs, refurb./rem. window box	102	No	Yes	Concrete	Macadam	Conc.	2, 1 shrd.	42, 42
274(6) Delaware Ave.	86.09 - 4 - 3	Walk-up Off. / Apartment	\$530,000	8,928	Del. TC Properties	Adjust sign, add trees + shrubs	110	No	Yes	Concrete	Macadam	Conc.	1, pull-off	40
270 Delaware Ave.	86.09 - 4 - 4	Restaurant	\$315,800	2,256	Friendly's	Trees, benches + shrubs, adj. sk	110	No	Yes	Concrete	Macadam	Conc.	1	34
266 Delaware Ave.	86.09 - 4 - 5	Small Ret. / Offices	\$650,000	11,680	DAC Realty Assoc.	Reduce macadam, add trees, shrubs and bench, remove dead trees on border with CVS	110	No	Yes	Concrete	Macadam	Conc.	1	32

STREET ADDRESS	TAX MAP ID NO.	CURRENT USE	ASS'D. VALUE	BLDG. S.F.	CURRENT OWNER	PROPERTY OBSERVATIONS	FRONT-AGE	ON-STRT. PARKING	OFF-STRT. PARKING	CONC. WALK	SIDEWALK TO EDGE	CURB TYPE	CURB CUT(S)	CUT W (ft)
260 Delaware Ave.	86.09 - 4 - 8	Small Retail	\$2,900,000	14,700	CVS Pharmacy	Replace broken trees and shrubs	294	No	Yes	Concrete	Macadam	Conc.	2	26, 16
254(6) Delaware Ave.	86.09 - 4 - 11	Small Retail	\$650,700	10,489			116	No	Yes	Concrete	Macadam	Conc.	1	48
250 Delaware Ave.	86.09 - 4 - 12	Professional Office	\$1,400,000	13,980			146	No	Yes	Concrete	Macadam	Conc.	2	40, 38
246 Delaware Ave.	86.09 - 4 - 13	Small Retail	\$136,700	2,248			33	No	Yes	Concrete	Macadam	Conc.	1 shared	46
244 Delaware Ave.	86.09 - 4 - 14	Walk-up Off. / Apartment	\$207,500	4,900			80	No	Yes	Concrete	Macadam	Conc.	1 shared	46
242 Delaware Ave.	86.09 - 4 - 15.1/2	Sm. Retail / Cold Strg.	\$297,000	7,500			146 (shared)	No	Yes	Concrete	Macadam	Conc.	1	44
240 Delaware Ave.	86.09 - 4 - 15.2	Small Retail	\$147,700	2,604			146 (shared)	No	Yes	Concrete	Macadam	Conc.	1	44

STREET ADDRESS	TAX MAP ID NO.	CURRENT USE	ASS'D. VALUE	BLDG. S.F.	CURRENT OWNER	PROPERTY OBSERVATIONS	FRONT-AGE	ON-STRT. PARKING	OFF-STRT. PARKING	CONC. WALK	SIDEWALK TO EDGE	CURB TYPE	CURB CUT(S)	CUT W (ft)
Delaware Ave.	85.16 - 4 - 10	Verizon					103	4	No	None	Macadam	None	0	-
Delaware Ave.	85.16 - 4 - 11	Verizon					167	2	Yes	None	Macadam	None	1	16
Delaware Ave.	85.16 - 4 - 12	Parking Lot					65	No	Yes	None	Macadam	Conc.	1	24
316(8) Delaware Ave.	85.16 - 4 - 48	Nbhd. Shopping Center	\$2,500,000	26,372			372	12	Yes	None	Macadam	Conc.	1	20
308 Delaware Ave.	85.12 - 4 - 37	Getty Gas Station	\$268,800	384		Lower sign, add shrubs, reduce curb cuts	177	No	Yes	None	Macadam	None	2	38, 38

STREET ADDRESS	TAX MAP ID NO.	CURRENT USE	ASS'D. VALUE	BLDG. S.F.	CURRENT OWNER	PROPERTY OBSERVATIONS	FRONT-AGE	ON-STRT. PARKING	OFF-STRT. PARKING	CONC. WALK	SIDEWALK TO EDGE	CURB TYPE	CURB CUT(S)	CUT W (ft)
306 Delaware Ave.	85.12 - 4 - 36	Walk-Up Office	\$88,000	1,396	Kleinke Assoc.	Green up border btwn properties remove tree at bldg. corner	35	No	Yes	Yes	-	Conc.	1	10
300 Delaware Ave.	85.12 - 4 - 35	Vacant Commercial	\$109,400	-	Dampf Property	Prop. development stalled in PB	100	No	Yes	Yes	-	Conc.	1	80
298 Delaware Ave.	86.09 - 6 - 1	2-Family Residential	\$222,300	1,810	Pastures of Albany	Restore façade, add green space	150	No	Yes	Yes	-	Conc.	1	16
Herber Ave.	86.09 - 6 - 2	Vacant Residential	\$12,400	-			10	No	No	Yes	-	Conc.	0	-



NOTES

1. AERIAL PHOTOGRAPH: NYSGIS 2007.
2. STREET VIEW PHOTOS: GOOGLE MAPS 2007.
3. PARCEL DATA: TOWN OF BETHLEHEM ONLINE ASSESSMENT ROLL SYSTEM 2008, & PHYSICAL INVENTORY BY ROBERT HORN AND VIRGINIA ACQUARIO FEBRUARY 2009.



STREET ADDRESS	TAX MAP ID NO.	CURRENT USE	ASS'D. VALUE	BLDG. S.F.	CURRENT OWNER	PROPERTY OBSERVATIONS	FRONT-AGE	ON-STRT. PARKING	OFF-STRT. PARKING	CONC. WALK	SIDEWALK TO EDGE	CURB TYPE	CURB CUT(S)	CUT W (ft)
339 Delaware Ave.	85.12 - 4 - 20	Sm. Retail / Walk-up Off.	\$365,000	7,280	Del. Ave., Inc.	Remove macadam, add planting	56	2	No	Yes	Macadam	None	0	-
337 Delaware Ave.	85.12 - 4 - 21	Sm. Retail / Apartment	\$294,900	5,268	Fay T. Wolf	Remove macadam, add planting	56	2	Yes	Yes	Macadam	None	1	10
335 Delaware Ave.	85.12 - 4 - 22	3-Family Residential	\$216,700	1,922		Repair driveway	56	1	Yes	Yes	Macadam	None	1	16
333 Delaware Ave.	85.12 - 4 - 23	Ret. / Off. / Diner / Rm.	\$743,800	14,952	Hadi Ipek	Prune or remove large unhealthy tree, add trees and shrubs in park-area + reduce macadam in front	132	3	Yes	Yes	Macadam	None	1	
329 Delaware Ave.	85.12 - 4 - 25	Auto Body	\$610,000	10,297	Goochies Auto	Remove tall sign, narrow entry, add trees + shrubs, elim. W drive	150	No	Yes	None	Macadam	None	3	8, 10, 95

STREET ADDRESS	TAX MAP ID NO.	CURRENT USE	ASS'D. VALUE	BLDG. S.F.	CURRENT OWNER	PROPERTY OBSERVATIONS	FRONT-AGE	ON-STRT. PARKING	OFF-STRT. PARKING	CONC. WALK	SIDEWALK TO EDGE	CURB TYPE	CURB CUT(S)	CUT W (ft)
323 Delaware Ave.	85.12 - 4 - 26	Main Square, Office	\$147,400	1,944	S & B Realty	Good appearance	50	1	Yes	None	Macadam	None	1 shared	1210
321 Delaware Ave.	85.12 - 4 - 27	Walk-up Office	\$128,300	1,546	Susan N. Green	Replace shrubs in front, remove parking signs + iron pipe by sign	58	2	Yes	None	Macadam	None	1 shared	10
317 Delaware Ave.	85.12 - 4 - 31	Mobil Station	\$450,000	1,998	Alfa East, Inc.	Diversify shrubs in front	180	No	Yes	Yes	Lawn	Conc.	1	42
Delaware Ave.	85.12 - 4 - 32	Vacant Commercial	\$5,000	-			51	No	Yes	None	-	None	1	-
309 Delaware Ave.	85.12 - 4 - 33	Sm Food Mkt. / Gas	\$500,000	2,457	Stewarts Shop	Redo shrubs, narrow entrance, replenish green space	123	No	Yes	Yes	Lawn	Conc.	2	51, 30
299 Delaware Ave.	85.12 - 4 - 34	Veterans Memorial Park	\$58,900	-			186	No	Yes	Yes	Macadam	Conc.	0	-

Appendix D

Tree Selection Guide

Scientific Name: *Amelanchier* spp. (*A. arborea*, *A. canadensis*, *A. laevis*, and *A. x grandiflora*)

Common Name: Serviceberry Species and Hybrids, Tree Forms

Environmental Conditions:

Hardiness Zone: 4 (3b)

Soil Moisture:

VERY WET			VERY DRY								
occasionally saturated or very wet soil			consistently moist, well drained soil			occasional periods of dry soil			prolonged periods of dry soil		
1	2	3	4	5	6	7	8	9	10	11	12

Sun/Shade: prefers full sun, tolerates partial shade

Salt: sensitive

pH: ≤ 7.5

Other: poor heat tolerance

Insect/Disease Factors: none limiting, foliage diseases can be a problem but are very rarely fatal, fireblight, mites, scales can be serious problems if site requirements not met, ‘**Autumn Brilliance**’ and ‘**Princess Diana**’ resistant to leaf spot, ‘**Autumn Brilliance**’ reportedly somewhat fireblight tolerant

Growth Characteristics:

Height: 20’-30’

Width: 15’-25’

Form/Habit: oval, multi-stem or single-stem forms available, must specify tree form as *Amelanchier* is also grown as a large shrub

Rate: medium

Ornamental Characteristics:

Flower: white erect or pendulous clusters (depending on species or hybrid), in spring as leaves emerge or after (depending on species or hybrid), almost always showy

Fruit: edible reddish-purple to black berries

Seasonal Foliage Color: varies with cultivar, gray-green to dark green in summer, yellow to red in fall, reliably good fall color regardless of cultivar

Bark: attractive, smooth gray streaked with darker longitudinal fissures, becoming ridged, furrowed and scaly with extreme age

Transplant Issues: easy to transplant B&B or ≤ 2 ” caliper bare root

Management Issues: rootstock suckering possible on some cultivars, typically *Sorbus* is used for rootstock, although **Tradition**® has *Crateagus* rootstock which could produce thorny suckers

Suggested Uses: narrow or wide street tree lawns/pits, parks

Cultivars (Tree forms only): see chart on following page



‘Cumulus’

***Amelanchier* spp. (Serviceberry Species and Hybrids) Tree Form Cultivars :**

Cultivar	Growth Characteristics	Ornamental Characteristics	Other
<i>if differs from previous page</i>			
‘Autumn Brilliance’		heavy flowering, lustrous dark green summer foliage, bright orange to red in fall	excellent heat and drought tolerance for species
‘Cole’s Select’	15’ wide	thicker and glossier small green foliage, orange-red to red in fall	
‘Cumulus’	12’-18’ wide, faster growing	yellow to orange-scarlet fall color	may sucker at root collar
Forest Prince		heavy flowering, leathery dark green foliage, orange-red fall color	
Lustre® ‘Rogers’	upright, open form	flower clusters droop, leaves emerge purplish-bronze in color, orange-red fall color	
‘Princess Diana’		green foliage, bright red in fall, reportedly early and long lasting fall color	may be difficult to find in tree form
‘Robin Hill’	12’-15’ wide	pink buds, early bloomer, bronze-tinged green foliage, yellow to red in fall	
‘Snowcloud’	15’ wide, open habit	foliage reportedly emerges with red tint, blue-green to dark green in summer, copper-orange to scarlet in fall	
Spring Flurry® ‘JFS-Arb’	35’ tall, upright oval, strong central leader	green foliage in summer, orange fall color	
Spring Glory® ‘Spirzam’	10’-15’ tall, 8-10’ wide	gray-green foliage, amber-orange fall color	
Tradition® ‘Trazam’	strong central leader, good branching habit	heavy fruiting, gray-green foliage, orange and red fall color	

Scientific Name: *Carpinus caroliniana*

Common Name: Ironwood, Musclewood, or American Hornbeam

Environmental Conditions:

Hardiness Zone: 3b

Soil Moisture:

VERY WET			VERY DRY								
occasionally saturated or very wet soil			consistently moist, well drained soil			occasional periods of dry soil			prolonged periods of dry soil		
1	2	3	4	5	6	7	8	9	10	11	12

Sun/Shade: prefers partial shade, tolerates full shade

Salt: sensitive

pH: ≤ 7.5

Insect/Disease Factors: relatively pest free

Growth Characteristics:

Height: 30'

Width: 25'

Form/Habit: rounded, spreading, sometimes more flat-topped, often irregular, clump or single stem forms available

Rate: slow

Ornamental Characteristics:

Flower: 2"-4" long pendulous clusters of green leafy bracts

Fruit: small nutlets partly enclosed by green leafy flower bracts

Seasonal Foliage Color: dark green, often lustrous in summer, yellow to orange-red in fall

Bark: attractive, smooth gray, irregularly fluted "muscled" look

Transplant Issues: difficult to transplant B&B or bare root, somewhat slow to establish

Management Issues: none of significance

Suggested Uses: narrow or wide street tree lawns/pits, parks

Cultivars: none available commercially



Clump Form

Scientific Name: *Cercis canadensis*

Common Name: Eastern Redbud

Environmental Conditions:

Hardiness Zone: 5b (use in 4b and 5a is dependent on a cold hardy seed source)

Soil Moisture:

VERY WET												VERY DRY		
occasionally saturated or very wet soil			consistently moist, well drained soil			occasional periods of dry soil			prolonged periods of dry soil					
1	2	3	4	5	6	7	8	9	10	11	12			

*western seed sources are thought to be more drought tolerant than eastern sources

Sun/Shade: prefers full sun, tolerates partial shade

Salt: some observed tolerance

pH: ≤ 8.2

Insect/Disease Factors: none limiting, cankers can occasionally be a serious problem

Growth Characteristics:

Height: 20'-30'

Width: 25'-35'

Form/Habit: open, spreading and somewhat flat-topped, typically multi-stemmed or low branching tree, multi-stem and single-stem forms available

Rate: medium

Ornamental Characteristics:

Flower: very showy, purplish-pink, early spring before leaves emerge, edible

Fruit: 2"-3" pod, changes from light green to brown

Seasonal Foliage Color: new growth emerge glossy reddish-purple, medium to dark green in summer, greenish-yellow to golden yellow in fall

Bark: dark gray-brown in youth, attractive with age, trunk and branches become scaly and expose cinnamon colored inner bark

Other: attractive heart-shaped foliage

Transplant Issues: easy to transplant B&B, moderately difficult to transplant bare root, better success in transplanting bare root in fall, do not attempt to transplant > 2" caliper trees bare root

Management Issues: none of significance

Suggested Uses: wide street tree lawns/pits preferred if using multi-stemmed form, narrow street tree lawns/pits if using standard or with pruning, parks, suitable for CU-Structural Soil™

Cultivars: 'Appalachian Red' (flowers magenta pink in bud and open to bright pink), 'Forest Pansy' (zone 5b or 6, slightly smaller than species, slow growth rate, exceptionally glossy new growth, red-purple spring foliage, bronze summer foliage, yellow-orange fall color), 'Northern Strain' or 'Minnesota Strain' (more cold hardy seed produced variety, availability may be limited), *f. alba* (commonly called **Whitebud**, cold hardiness also depends on seed source, fast growth rate, foliage slightly lighter green than species, white flowers)

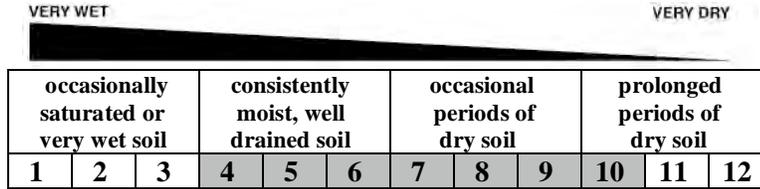
Scientific Name: *Cotinus obovatus*

Common Name: American Smoketree

Environmental Conditions:

Hardiness Zone: 5a

Soil Moisture:



Sun/Shade: full sun

Salt: unknown

pH: ≤ 8.2

Insect/Disease Factors: none serious or limiting

Growth Characteristics:

Height: 20'-30'

Width: 15'-30'

Form/Habit: oval to rounded, low branching tendency and absent central leader creates very short trunk, single-stem tree form is available (although rare), must specify single-stemmed tree form if desirable as it is most often available in multi-stemmed large upright shrub form

Rate: medium

Ornamental Characteristics:

Flower: greenish to pale purple, on 6"-10" long, light/airy pyramidal clusters, spring

Fruit: individually inconspicuous and not ornamentally important, often sparse fruit production, but tan clusters can be attractive when fruiting, 'smoky' appearance due to silky hairs on sterile flowers in cluster, although not as showy as *C. coggygia* – Smoke Bush

Seasonal Foliage Color: new growth emerges bright light green, blue-green to dark green in summer, fall color variable and mixed (yellow, orange, red or red-purple) but reliably bright and excellent

Bark: attractive, gray to gray-brown, becoming scaly with age

Other: stems often orange

Transplant Issues: difficult to transplant B&B or bare root

Management Issues: low branch attachments may require pruning for street tree use

Suggested Uses: wide street tree lawns/pits, narrow street tree lawns/pits with pruning, parks

Cultivars: none commercially available

Scientific Name: *Malus* spp.

Common Name: Flowering Crabapple

Environmental Conditions:

Hardiness Zone: 4, some cultivars hardy to zone 3

Soil Moisture:

VERY WET			VERY DRY								
occasionally saturated or very wet soil			consistently moist, well drained soil			occasional periods of dry soil			prolonged periods of dry soil		
1	2	3	4	5	6	7	8	9	10	11	12

Sun/Shade: full sun

Salt: some observed tolerance

pH: ≤ 8.2

Insect/Disease Factors: many crabapples cultivars are highly disease susceptible, limiting their usefulness in the landscape, all cultivars selected here have ‘good’ to ‘excellent’ resistance to cedar-apple rust, mildew, and scab, as well as at least ‘fair’ resistance to fireblight (‘fair’ resistance is tolerated as it is not as serious a problem in Northern areas as it is in the Southern areas)

Growth Characteristics: varies with cultivar, see chart on following page for cultivar characteristics, along with cultivar silhouettes on page 34

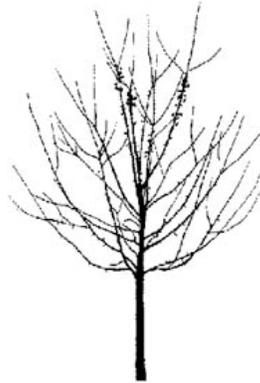
Ornamental Characteristics: varies with cultivar, see chart on following page for cultivar characteristics

Transplant Issues: easy to transplant B&B or ≤ 2” caliper bare root

Management Issues: fruit litter on streets may be objectionable in some situations

Suggested Uses: narrow or wide street tree lawns/pits, parks, suitable for CU-Structural Soil™

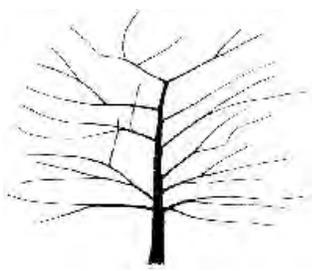
Cultivars: see chart on following page



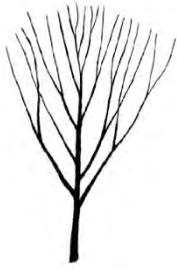
ORNAMENTAL CHARACTERISTICS OF SELECTED DISEASE RESISTANT CRABAPPLES								
Species and/or Cultivar	Zone	Ht	Wd	Form/Habit	Bud	Flower	Fruit	Foliage
'Adams'	4a	20'	20'	round	deep pink	deep pink, profuse	red, persistent, 5/8"	green with red tint
'Adirondack'	4	18'	12'	vase	carmine	white, textured	bright red, 1/2"	dark green, leathery
American Salute™ ('Amsalzam')	4	18'	10'	upright oval	rose-red	rose-red	cherry-red, 3/8"	maroon-red
American Spirit™ ('Amerspirzam')	4	18'	18'	round	white-pink	deep rose	persistent, red, 1/2"	green
American Triumph™ ('Amertrizam')	4	20'	12'	upright columnar	dark-red	dark red, single	dark burgundy-red	reddish-purple
<i>baccata</i> 'Jackii'	3a	20'	20'	round	white-pink	white, fragrant, early	deep red-purple, 3/8"	glossy green
'Cardinal'	4	16'	22'	broad spreading	pink	bright pink to red	deep red, 1/2", often sparse	dark purple-red, glossy
Centurion® ('Centsam')	4	20'	15'	narrow oval	dark red	rose red	bright red, persistent, 5/8"	reddish changing to green
'Dolgo'	3b	30'	25'	oval	white	white	bright red, edible, 1 1/2"	glossy green
'Donald Wyman'	4	20'	22'	round	pink	white, abundant	bright red, persistent, 3/8"	dark green
'Doubloons'	4	18'	16'	dense oval	carmine	white, double	yellow, persistent, 3/8"	deep green
<i>floribunda</i>	4b	20'	25'	round	carmine	pink-white, large	yellow/red, 3/8"	green, small
'Liset'	4a	15'	15'	columnar	crimson	pink-red, large	dark red, 1/2"	reddish aging to bronze green
'Prairiefire'	4	20'	18'	oval, round with age	crimson	pink-red	orange-red, persistent, 1/2"	reddish aging to red-green
'Professor Sprenger'	4	20'	20'	oval, round with age	pink	white, fragrant	orange-red, persistent, 1/2"	green
'Purple Prince'	4	20'	20'	round	carmine	rose red	maroon, persistent, 3/8"	purple aging to bronze-green
Red Jewel™ ('Jewelcole')	4	15'	12'	oval	pink to white	white	bright red, persistent, 1/2"	green
'Robinson'	4	25'	25'	oval	crimson	deep pink	dark glossy red, 3/8"	reddish aging to bronze green
Royal Raindrops™ ('JFS-KW5')	4	20'	15'	upright spreading	pink	bright pinkish-red	persistent, red, 1/4"	purple, cut-leaf, orange-red in fall
'Sentinel'	4	18'	12'	narrow oval	red	pink to white	bright red, persistent, 1/2"	dark glossy green
'Snowdrift'	4	20'	20'	upright spreading, round, dense	pink	white, single	persistent orange, less than 3/8"	bright green, glossy
'Strawberry Parfait'	4	18'	22'	vase	red	pink, large	yellow, 3/8"	reddish aging to green
Sugartyme® ('Sutyzam')	4	18'	15'	oval	pink	white, fragrant	red, persistent, 1/2"	green
x <i>zumi</i> 'Calocarpa'	4a	20'	22'	round	deep red	white	bright red, persistent, 3/8"	green

* This list does not include recent selections that have reportedly shown good disease resistance, yet have not been around long enough to reliably prove their disease resistance. This list is a work in progress and will be updated periodically as information regarding disease resistance becomes available. ©Urban Horticulture Institute, 2003

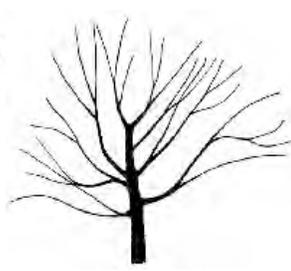
Malus Cultivar Silhouettes



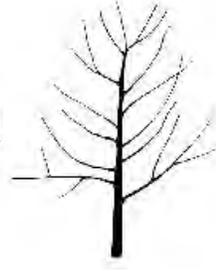
'Adams'



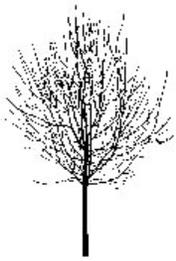
'Adirondack'



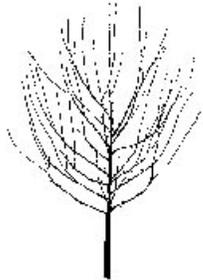
baccata 'Jackii'



'Centurion'



'Dolgo'



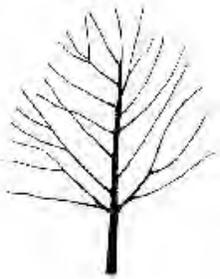
'Donald Wyman'



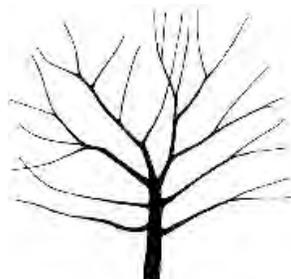
'Doubloons'



floribunda



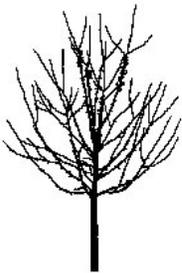
'Prairiefire'



'Professor Sprenger'



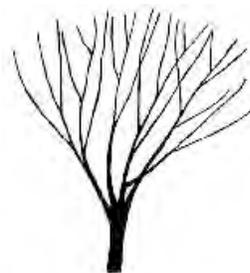
'Purple Prince'



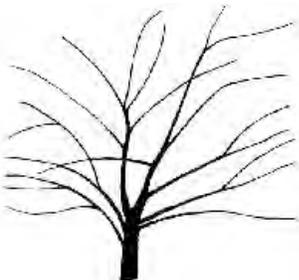
'Red Jewel'



'Robinson'



'Sentinel'



'Strawberry Parfait'



'Sugartyme'



x zumi 'Calocarpa'

Scientific Name: *Prunus* 'Accolade' (*P. sargentii* x *P. subhirtella*)

Common Name: Accolade Flowering Cherry

Environmental Conditions:

Hardiness Zone: 5a

Soil Moisture:

VERY WET			VERY DRY								
occasionally saturated or very wet soil			consistently moist, well drained soil			occasional periods of dry soil			prolonged periods of dry soil		
1	2	3	4	5	6	7	8	9	10	11	12

Sun/Shade: full sun

Salt: some observed tolerance

pH: ≤ 7.5

Insect/Disease Factors: *Prunus* have many potential problems, 'Accolade' is reportedly more resistant than most

Growth Characteristics:

Height: 20'-25'

Width: 15'- 25'

Form/Habit: rounded to vase shaped, spreading

Rate: fast for *Prunus*

Ornamental Characteristics:

Flower: deep rose-pink buds, semi-double pink pendulous clusters, early spring

Fruit: not showy, small purple-black drupe

Seasonal Foliage Color: green in spring through fall

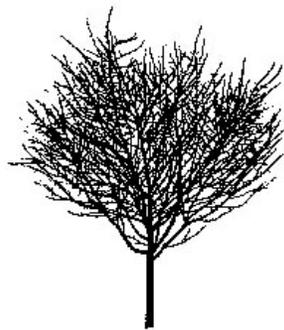
Bark: attractive, smooth reddish-brown, marked with horizontal lenticels

Transplant Issues: easy to transplant B&B or ≤ 2 " caliper bare root

Management Issues: cherries are short-lived trees (only 50 years in a good site)

Suggested Uses: narrow or wide street tree lawns/pits, parks

Cultivars: above info is cultivar specific



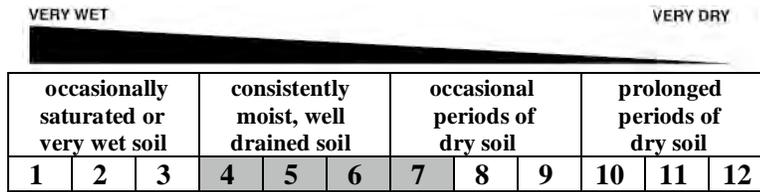
Scientific Name: *Prunus* ‘Snow Goose’

Common Name: Snow Goose Cherry

Environmental Conditions:

Hardiness Zone: 5

Soil Moisture:



Sun/Shade: full sun

Salt: unknown

pH: ≤ 7.5

Insect/Disease Factors: *Prunus* have many potential problems, ‘Snow Goose’ is reportedly more resistant than most

Growth Characteristics:

Height: 20’-25’

Width: 20’-25’

Form/Habit: upright in youth becoming much wider with age, top grafted, typically good central leader and well spaced branches

Rate: medium

Ornamental Characteristics:

Flower: white, single, early spring before leaves unfold

Fruit: not showy, 1/4” blue-black cherries, inconspicuous

Seasonal Foliage Color: bright green in summer, yellow to red in fall

Bark: attractive, smooth gray-brown to reddish brown, marked with horizontal lenticels

Transplant Issues: probably easy to transplant B&B

Management Issues: cherries are short-lived trees (only 50 years in a good site)

Suggested Uses: narrow or wide street tree lawns/pits, parks

Cultivars: above info is cultivar specific

Scientific Name: *Prunus virginiana* 'Canada Red Select'

Common Name: Canada Red Chokecherry

Environmental Conditions:

Hardiness Zone: 2b

Soil Moisture:

VERY WET												VERY DRY		
occasionally saturated or very wet soil			consistently moist, well drained soil			occasional periods of dry soil			prolonged periods of dry soil					
1	2	3	4	5	6	7	8	9	10	11	12			

Sun/Shade: full sun

Salt: unknown

pH: ≤ 7.5

Insect/Disease Factors: *Prunus* have many potential problems, 'Canada Red Select' is reportedly more resistant than most and resistant to Japanese Beetle, the fungal disease Black knot can be pruned out, but it can often be a serious problem in humid climates and should not be used for this reason

Growth Characteristics:

Height: 25'

Width: 20'

Form/Habit: oval to upright spreading, good branching habit

Rate: fast

Ornamental Characteristics:

Flower: showy, white 3"-6" long clusters in spring

Fruit: round, red-dark purple drupe, edible

Seasonal Foliage Color: emerges green, matures to dark maroon in summer

Bark: more red-brown than the typical gray of *P. virginiana*, obvious lenticels do not extend very far horizontally like many other *Prunus* species, remains fairly smooth with age

Transplant Issues: easy to transplant B&B or ≤ 2 " caliper bare root, quick to establish

Management Issues: suckering can be a problem, cherries are short-lived trees (only 50 years in a good site)

Suggested Uses: narrow or wide street tree lawns/pits, parks

Cultivars: 'Canada Red Select' was selected from *P. virginiana* 'Schubert' for its faster growth rate, straighter trunk, well distributed branches, fuller/rounder crown and brighter red leaves



'Canada Red Select' in youth

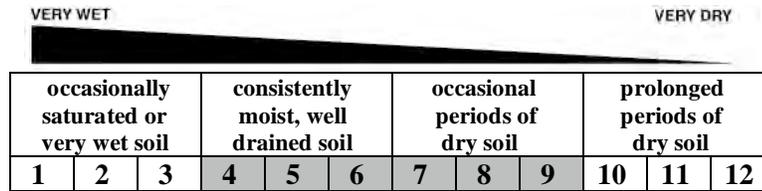
Scientific Name: *Sorbus x hybrida* and *Sorbus x thuringiaca*, these hybrids (*S. aria* x *S. aucuparia*) are virtually the same plant and therefore readily confused in the trade

Common Name: Oak-Leaf Mountainash

Environmental Conditions:

Hardiness Zone: 3b

Soil Moisture:



Sun/Shade: prefers full sun, tolerates partial shade

Salt: unknown

pH: ≤ 8.2

Insect/Disease Factors: reportedly less susceptible to pests than European Mountainash (*Sorbus aucuparia*), which has many pest problems

Growth Characteristics:

Height: 25'-35'

Width: 30'

Form/Habit: upright oval to pyramidal (true *S. x thuringiaca* is sometimes more dense and rounded with age)

Rate: medium

Ornamental Characteristics:

Flower: white clusters, spring

Fruit: showy reddish-orange clusters, berry-like

Seasonal Foliage Color: dark green on upper surface with a white pubescence on undersides in summer, rusty orange-yellow in fall

Bark: not ornamentally important, gray-brown, often smooth, becoming slightly rough with age

Other: true *S. x thuringiaca* has longer leaves than *S. x hybrida*

Transplant Issues: easy to transplant B&B or ≤ 2" caliper bare root

Management Issues: none of significance

Suggested Uses: narrow or wide street tree lawns/pits, parks, suitable for CU-Structural Soil™

Cultivars: 'Fastigiata' (narrowly pyramidal form, 10'-20' wide, usually twice as tall as wide at maturity)



Appendix E

Glossary of Terms

Glossary of Design Guideline Terms

Note: These terms are not intended to substitute for legal definitions in the Town of Bethlehem's Zoning Code.

1. **Amenity** - Aesthetic or other features of a development that increase its marketability or usability to the public.
2. **Arcade** - A passageway, one side of which is an open span of arches supporting a roof.
3. **Architectural Features** - Prominent or significant parts or elements of a building or structure.
4. **Architectural Style** - The characteristic form and detail of buildings from a particular historical period or school of architecture, e.g. The Romanesque style, The Bauhaus School, The Post Modern School, the Neoclassical style, etc.
5. **Articulation** - The manner in which portions of a building form are expressed (materials, color, texture, pattern, modulation, etc.) and come together to define the structure.
6. **Awning** - A rooflike cover extending over or in front of a place (as over a deck or in front of a door or window) as a shelter.
7. **Belt Course** - (also string course or horizontal course). A projecting horizontal band on the exterior of a building marking the separation between floors or levels.
8. **Block Face** - The row of front façades, facing the street, for the length of one block.
9. **Colonnade** - A covered walkway flanked by rows of columns.
10. **Compatibility** - The size and character of a building element relative to other elements around it. For example, the size and proportion of windows in a building façade are usually related to one another, the spaces between them, and the scale of surrounding buildings.
11. **Canopy** - A removable fabric or plastic covering over a public walkway or sidewalk.
12. **Context** - The characteristics of the buildings, streetscape, and landscape that supports or surrounds a given building, site, or area such as predominance of period architecture or materials, wide sidewalks, or continuous and overhead weather protection, or consistent street trees.
13. **Cornice** - A molded or projecting horizontal feature that crowns a façade.

14. **Design Guidelines** - Standards of design or aesthetics that are used to guide development projects in a particular city, community, or neighborhood. Design guidelines are used by design review boards in evaluating new development projects in a particular city or neighborhood
15. **Design Principle** - A fundamental truth, law, doctrine, or motivating force, upon which design decisions are based, or an essential objective that provides a theoretical framework for design decisions.
16. **EFIS** - A generic product name standing for Expanded Foam Insulating System, which consists of an acrylic finish applied to a foam base anchored to a building façade.
17. **Façade** - Any vertical, exterior face or wall of a building, often distinguished from other faces by architectural details.
18. **Fenestration** - The arrangement and design of windows and doors on a buildings façade.
19. **Floor Area Ratio** - A measure of density expressed as a ratio of the amount of chargeable *Gross Floor Area* permitted/and or existing in a structure to the area of the lot on which the structure is located. Referred to as FAR.
20. **Gable** - The upper, triangular portion of a façade, usually flanked by sloping roofs.
21. **Gateway** - A principal or ceremonial point of entrance into a district, or neighborhood.
22. **Grid** - Two or more intersecting sets of regularly spaced parallel lines. It generates a pattern of regularly spaced parts, such as a street grid.
23. **Gross Floor Area** - Refers to the number of square feet of total floor area bounded by the inside face of the outside wall of the structure, measured at the floor line. Referred to as GFA.
24. **Historic Resource** – A building or place listed on the NYS or National Register of Historic Places or eligible for listing on such registers.
25. **Lintel** - A horizontal beam over an opening in a wall, either structural or decorative, such as seen capping window openings.
26. **Marquee** - A shelter projecting over an entrance frequently ornamental and of metal with or without glazing.
27. **Massing** - Three dimensional bulk of a structure: height, width, and depth.
28. **Modulation** - A stepping back or projecting forward of sections of a structure's façade within specified intervals of building width and depth, as a means of breaking up a structure's apparent bulk.

29. **Open Space** - Land and/or water area with its surface open to the sky and predominantly undeveloped, which is set aside to serve the purposes of providing active or passive recreational opportunities, conserving valuable natural resources, and structuring urban development and form.
30. **Parapet** - A low, protective wall or railing along the edge of a roof, balcony, or similar structure.
31. **Pedestrian Orientation** - The characteristics of an area where the location and access to buildings, types of uses permitted on the street level and storefront design are based on the needs of persons on foot.
32. **Pediment** - A wide, low-pitched gable found in classical style buildings either at the top of façades or over window and door openings.
33. **Podium** - A low wall serving as a foundation or terrace wall; often used to refer to the base of tall buildings. In classical architecture, the mass of masonry on the flat top of which a classical temple was built.
34. **Proportion** - The balanced relationship of parts of a building, landscape, and structures to each other and to the whole.
35. **Quoin** - One of the corner stones of an exterior façade when these are emphasized by size, by more formal cutting, by more conspicuous jointing or by difference in texture.
36. **Reveal** - Usually a line, scoring or joint in a wall/siding that exposes its depth and breaks up its mass.
37. **Rhythm** - Reference to the regular or harmonious recurrence of lines, shapes, forms or colors, incorporating the concept of repetition as a device to organize forms and spaces in architecture.
38. **Right-of-way (ROW)** - A strip of land, including the space above and below the surface, that is platted, dedicated, condemned, established by prescription or otherwise legally established for the use of pedestrians, vehicles, or utilities
39. **Rustication** - Masonry in which the principal face of each stone is rough, reticulated, with a margin tooled smooth along rectangular edges.
40. **Scale** - The spatial relationship among structures along a street or block front, including height, bulk, and yard relationships. The perceived relative height and bulk of a building relative to that of neighboring buildings. The perceived size of a building relative to a human being. A building is considered to have "good" pedestrian scale if there is an expression of human activity or use that indicates the building's size.
41. **Site context** - Considering the whole situation, background, or surrounding environment relevant to a particular site or project.

42. **Streetscape** - The visual character of a street as determined by elements such as structures, access, greenery, open space, view, etc. The scene as may be observed along a public street composed of natural and man-made components, including buildings, paving, planting, street hardware, and miscellaneous structures
43. **Scale, Human** - Used to describe the quality of a building that includes structural or architectural components of size and proportions that relate to the human form and/or that exhibits through its structural or architectural components the human functions contained within.
44. **Setback** - The required or actual placement of a building a specified distance away from a road, property line, or other structure.
45. **Site Plan** - A detailed plan showing the proposed placement of structures, parking areas, open space, landscaping, and other development features, on a parcel of land.
46. **Spandrel** - In skeleton-frame buildings, the panel of wall between adjacent structural columns and between windowsills and the window head next below it.
47. **Spandrel Beam** - A beam designed to support the window or windows and wall of a story height between neighboring columns.
48. **Spandrel Glass** - A spandrel faced or consisting of glass, usually opaque and/or colored.
49. **Transom** - A small, often hinged, window or multi-paned window opening above a door or another window, usually capping the street-level of a commercial building.
50. **Transparency** - A street level development standard that defines a requirement for clear or lightly tinted glass in terms of a percentage of the façade area between an area falling within 2' and 8' above the adjacent sidewalk or walkway
51. **Urban Form** - The spatial arrangement of a particular environment, as defined by the connectivity of built mass and form, the natural environment, and the movement of persons, goods and information within.

Appendix F

Sample Agreements

Example 2: Model Shared Use Agreement for Parking Facilities

Effective: _____

This Shared Use Agreement for Parking Facilities, entered into this ___ day of _____, between _____, hereinafter called lessor and _____, hereinafter called lessee.

In consideration of the covenants herein, lessor agrees to share with lessee certain parking facilities, as is situated in the (*City, Town, Village*) of _____. County of _____ and State of _____, hereinafter called the facilities, described as:

[Include legal description of location and spaces to be shared here, and as shown on attachment 1 - map].

The facilities shall be shared commencing with the ___ day of _____, 20___, and ending at 11:59 PM on the _____ day of _____, 20___, for *[insert negotiated compensation figures, as appropriate]*. The lessee agrees to pay at *[insert payment address]* to lessor by the ___ day of each month *[or other payment arrangements]*. Lessor hereby represents that it hold legal title to the facilities.

The parties agree:

1. USE OF FACILITIES

Lessee shall have exclusive use of the facilities between the hours of ___ [AM/PM] _____ [day] through _____ [AM/PM] _____ [day]. Lessor shall have exclusive use of the facilities between the hours of [AM/PM] _____ [day] through _____ [AM/PM] _____ [day].

2. MAINTENANCE

Lessor shall provide, as reasonably necessary asphalt repair work. Lessee and Lessor agree to share striping, seal coating and lot sweeping at a 50%/50% mutual split based upon mutually accepted maintenance contracts with outside vendors. Lessor shall maintain lot and landscaping at or above the current condition, at no additional cost to the lessee. *[Revise as necessary to meet local needs]*

3. UTILITIES and TAXES

Lessor shall pay all taxes and utilities associated with the facilities, including maintenance of existing facility lighting as directed by standard safety practices. *[Revise as necessary to meet local needs]*

4. SIGNAGE

Lessee may provide signage, meeting with the written approval of lessor and the *[City, Town, Village]* of _____, designating usage allowances. *[Revise as necessary to meet local needs]*

1. ENFORCEMENT

Lessee may provide a surveillance officer(s) for parking safety and usage only for the period of its exclusive use. Lessee and lessor reserve the right to tow, at owners expense, vehicles improperly parked or abandoned. All towing shall be with the approval of the lessor. *[Revise as necessary to meet local needs]*

6. COOPERATION

Lessee and lessor agree to cooperate to the best of their abilities to mutually use the facilities without disrupting the other party. The parties agree to meet on occasion to work out any problems that may arise to the shared use.

7. INSURANCE

At their own expense, lessor and lessee agree to maintain liability insurance for the facilities as is standard for their own business usage. *[Revise as necessary to meet local needs]*

8. INDEMNIFICATION

[This section should describe indemnification as applicable and negotiated. Legal counsel should be consulted for appropriate language to every agreement].

9. TERMINATION

If lessor transfers ownership, or if part or all of the facilities are condemned, or access to the facilities is changed or limited, lessee may, in its sole discretion, terminate this agreement without further liability by giving Lessor not less than 60 days prior written notice. Upon termination of this agreement, Lessee agrees to remove all signage and repair damage due to excessive use or abuse. Lessor agrees to give lessee the right of first refusal on subsequent renewal of this agreement. *[Revise as necessary to meet local needs]*

10. SUPPLEMENTAL COVENANTS

[This section should contain any additional covenants, rights, responsibilities and/or agreements.]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date Set forth at the outset hereof.

[Signature and notarization as appropriate to a legal document and as appropriate to recording process negotiated between parties.]

Adapted for New York from the Model – Shared Use Agreement for Parking Facilities developed by Stein Engineering, 1997, in the document: *Model Zoning Regulations for Parking for Northwest Connecticut, Northwest Connecticut Parking Study – Phase II*. Northwestern Connecticut Council of Governments, 2003.

Appendix 2 - Model Shared Driveway Agreement

SHARED DRIVEWAY AND MAINTENANCE AGREEMENT

Background of Agreement

Users are owners of adjacent properties in the *(City, Town, Village)* of _____. New York. User One: _____ is owner of the property at _____ (address) _____ (tax parcel number). User Two: _____ is owner of the property at _____ (address) _____ (tax parcel number). The Users own properties that abut each other and have access from _____. There is a driveway that serves both properties. The Users have determined that it is in their mutual interest to have executed and recorded an agreement for sharing the costs of maintenance and repair of the driveway. The purpose of this Agreement is to place into writing the mutual rights and obligations of the Users of the jointly used driveway.

Agreement

NOW THEREFORE, in consideration of their mutual promises and intending to be legally bound, the Users (parties) agree as follows:

1. **Grant of Easement.** Each party grants to the other a permanent easement over and across their respective properties for the purpose in ingress and egress to their adjoining properties.

2. **Sharing of Costs and Expenses.** The parties shall share the expenses as follows: _____, his/her successors and assigns shall pay one-half of the maintenance and repair of the driveway that is jointly used. _____, their successors and assigns shall pay one-half of the costs of maintenance and repair of the jointly used driveway that is used solely by them.

3. **Binding Effect.** This Shared Driveway Agreement shall not be modified except in writing signed by the parties, their successors or assigns. This Agreement and its obligations and benefits shall run with the land and shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

This Agreement dated this _____ day of _____, 20__.

(Signature – User One)

(Print Name – User One)

(Signature – User Two)

(Print Name – User Two)

Adapted for New York from the Township of Halfmoon, Centre County, Pennsylvania.

Appendix G

Figures/Sources

Figures and Sources

All figures other than those listed below are photographs or illustrations taken by River Street Planning & Development or the Town of Bethlehem to prepare the study photo log or prepared by CLA Site as part of the study's graphics package.

Figure 4 - Bus Stop Image

River Street Planning & Development for the City of Corning Commercial Design Standards, 2007

Figure 10 - Town of Bethlehem Historical Society Historic Photo

Figure 13 - Gateway Treatment – Gateway Arch design

www.carmelartsanddesign.com/.../Gateway2.jpg and Cooper –Young Trestle Gateway - Memphis, Tennessee

http://www.waymarking.com/waymarks/WM2N6J_Cooper_Young_Trestle_Gateway_Memphis_Tennessee

Figure 20 - Refuse Container Screening

<http://www.bouldercolorado.gov/files/PDS/boards/Downtown%20Design/ddguidelines.pdf>

Figure 22– Sidewalk Paving Continues Across Driveway

Dan Burden – Walkable.org - <http://www.pedbikeimages.org/>

Figure 25 – Drive Through Facilities –

The Magnolia State Bank, Mississippi at <http://www.themagnoliastatebank.com/bayspringsms.html> and Ottawa Guide for Gas Station Design at

http://ottawa.ca/calendar/ottawa/citycouncil/occ/2006/05-24/pec/Gas%20Stations%20_May_small.pdf#search=%22ottawa%20%22urban%20design%22%20canopy%22

Figure 29: Modern Shopping Plaza

<http://baprop.com/media/Spring%20facade%20long%20crop%20small.jpg>

Figure 35 – Building Materials

<http://www.masoncontractors.org/newsandevents/masonryheadlines/headline.php?id=20100419073600>

Figure 36 - Storefront Façade Illustration

BCK Architects for River Street
Planning for the City of Corning Commercial Design Standards, 2007

Figure 37- Historic Photo - Town of Bethlehem Historic Society

Figure 42 - Window Transparency Illustration

<http://www.ci.north-saintpaul.mn.us/vertical/Sites/%7B806247FC-8CDA-4FF4-A9CD-4492647B36B7%7D/uploads/%7BC383F5FC-97C9-4601-8892-823D8BE1AA65%7D.PDF>

Figure 43 – Window Components

http://www.preservationnation.org/issues/weatherization/windows/additional-resources/nthp_windows_repair_replace.pdf

Figure 49 - Gas Station Signs

http://www.google.com/imgres?imgurl=http://www.ottawa.ca/residents/planning/design_plan_guidelines/completed/gas_stations/images/fig1.jpg&imgrefurl=http://www.ottawa.ca/residents/planning/design_plan_guidelines/completed/gas_stations/urban/streetscape_en.html&usq=__TRvsEL4GoeBUdfqV6fll_MmWQUM=&h=193&w=290&sz=17&hl=en&start=35&um=1&itbs=1&tbnid=o18M3Y5thcilJM:&tbnh=77&tbnw=115&prev=/images%3Fq%3Dgas%2Bstation%2Bcanopy%26start%3D20%26um%3D1%26hl%3Den%26sa%3DN%26rls%3Dcom.microsoft:en-us:IESearchBox%26rlz%3D1I7GGIE_en%26ndsp%3D20%26tbs%3Disch:1

Figure 56 - Bicycle Racks

http://www.naparstek.com/uploaded_images/montreal-709618.jpg

Figure 60 – Sidewalk Continues Across Driveway Opening - Dan Burden

Walkable.org - <http://www.pedbikeimages.org/>

Figure 61– Green Infrastructure

http://www.abbey-associates.com/splashsplash/extra_jpegs/PARKING_BIOSWALE_DETAIL-01%20copy.jpg
and <http://www.lid-stormwater.net/background.htm>

Appendix H

Disclosures

Disclosure Statements

This report was prepared in cooperation with the Town of Bethlehem, Albany County, CDTA, NYSDOT, and the Federal Highway Administration and Federal Transit Administration of the United State Department of Transportation. The contents do not necessarily reflect the official views or policies of these governmental agencies.

The transportation recommendations presented in this report are designed to help support the existing and future land use pattern described in the Town's Comprehensive Plan. The various transportation options identified in the report are based on an analysis of existing and expected future travel conditions in the Delaware Avenue corridor of the town.

Many of the actions identified in the study are not intended for short-term implementation. A considerable amount of design work still remains to be done before any of these projects can be constructed. The recommendations set forth in this report are conceptual in nature and do not commit NYSDOT, Albany County, CDTA, or the Town of Bethlehem to funding any of the improvements. The concepts need to be investigated in more detail before any financial commitment can be made.

Compliance with the Americans with Disabilities Act (ADA) of 1990: Providing Accessible Sidewalks and Street Crossings in the Delaware Avenue Corridor

Plans and programs developed by CDTC must comply with the accessibility standards in the Architectural Barriers Act (ABA) of 1968, the Rehabilitation Act of 1973 (Section 504), and the Americans with Disabilities Act (ADA) of 1990. Sidewalks, like roadways, should be planned and designed to serve all users. This includes children, older people, parents with strollers, pedestrians who have vision impairments, and people who use wheelchairs and other assistive devices. Just as a roadway will not be designed for one type of vehicle, the design of sidewalks should not be limited to only a single type of pedestrian user. Because the sidewalk is the basic unit of mobility within the overall system of transportation, every route, facility, and crossing must be usable, safe, and convenient to everyone in the community.

The Plan's recommendations for new sidewalks, sidewalk reconstruction, protected street crossings, high visibility crosswalks, and other treatments will go a long way toward making Delaware Avenue and connecting roadways more walkable and usable to everyone in the community. The proposed road diet for Delaware Avenue from Hudson Avenue to Elsmere Avenue will improve the pedestrian environment significantly by making it easier and safer for pedestrians to access neighboring businesses and the new rail trail.

Environmental Justice Statement

Increased attention has been given to the National Environmental Policy Act (NEPA) related to its ability to balance overall mobility benefits of transportation projects against protecting quality of life of low-income and minority residents of a community. President Clinton issued Executive Order 12898 to bring attention to environmental and human health impacts of low-income and minority communities – referred to as environmental justice – when federal funding is involved. The goal of environmental justice review is to ensure that any adverse human health or environmental effects of a government action, such as federally-supported roadway or transit project, does not disproportionately affect minority or low-income residents of a community or neighborhood. Environmental justice is a public policy objective that can help improve the quality of life for those whose interests have traditionally been overlooked.

The CDTC staff has completed a review of civil rights/environmental justice impacts of transportation actions proposed under this study. Based on a review of the latest socioeconomic data available, the CDTC staff has determined that there are a total of 0 TAZ's in Delaware Avenue Hamlet Enhancement study area that are identified as Environmental Justice Target Population Areas. All of the transportation recommendations for the study would provide fair access and do not result in negative impacts to any minority or low-income residents. However, additional information gathered through the public review process could suggest a different outcome. In addition, examination of regional equity impacts would be necessary if any transportation action is considered for inclusion in CDTC's *Transportation Improvement Program*.

Equitable access to, consideration within, and effects of the design and implementation of federally assisted projects is also a key aspect of environmental justice. However, design and construction is the responsibility of implementing agencies in the region. For projects identified in this study, implementing agencies would either be the New York State Department of Transportation, Capital District Transportation Authority, Albany County, or the Town of Bethlehem.