

Village of Whitesboro

Comprehensive Plan April 2005

**Prepared by the Village of Whitesboro
Planning Board**

Village of Whitesboro Comprehensive Plan

ACKNOWLEDGEMENTS

The Village of Whitesboro Comprehensive Plan was created from by the Village of Whitesboro Planning Board in consultation with Community Planning and Environmental Associates for adoption by the Village of Whitesboro Board of Trustees.

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THE PLANNING PROCESS

Communities that plan - grow by choice, not by chance. A plan makes growth thoughtful, understandable, and predictable. A plan shows that a community is managing its future, and knows where it is going. A plan attracts investment and wins support for community projects.

In New York State, the comprehensive plan is the policy foundation upon which communities are built. It is a forward-looking document—a guide for decisions and actions by local government officials in shaping the immediate and long-range future of their municipality. A comprehensive plan identifies needs and recommends goals, objectives, strategies, principals, and standards to improve the community for the health, safety, and general welfare of its residents.

The Village of Whitesboro is authorized to develop and adopt a comprehensive plan by New York State Village Law Section 7-722. Although the comprehensive plan, itself, is not local law, the plan will be implemented through local laws and local government initiatives.

State statutes also require that all land-use laws in a municipality be consistent with its comprehensive plan.

The Village of Whitesboro derives several advantages from having a comprehensive plan including:

- 1) All government agencies planning capital projects in Whitesboro must first consider this plan, giving the Village of Whitesboro influence and authority

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with the projects and actions of other government agencies within its municipal boundaries.

- 2) Development of the comprehensive plan builds consensus and support for common goals.
- 3) Programs and regulations consistent with the plan will protect Village resources and encourage desired development and growth. The comprehensive plan is also given great weight by sources of government and other funding.
- 4) In New York State, all land use regulations must be in accordance with a comprehensive plan (Section 7-722). The plan provides the basis for regulatory programs.
- 5) Land use laws should be reviewed, updated, and made logically consistent with the comprehensive plan.

The Village of Whitesboro Planning Board developed this comprehensive plan at the request of and for adoption by the Village Board of Trustees. The Planning Board met monthly and with Community Planning and Environmental Associates conducted an extensive planning process that included significant participation and input from residents. The process included: originating and implementing resident and business questionnaires, a community visioning workshop, a visual preferences survey and community image workshop, newsletter and written survey; background studies, mapping, meetings, substantial news coverage outlining issues addressed by the plan; defining goals and recommendations based on identified problems, and presenting the draft plan for public forum comment.

The following public events took place during the comprehensive planning process.

- Monthly meetings of the Planning Board (August 2002 through March 2004)
- Resident Survey (Fall 2002)
- Community Visioning Workshop (November 2002)
- Visual Preferences Survey and Workshop (December 2002)
- Business Survey (January 2003)
- Public Forum presentation of survey and workshop results (June 2003)
- Presentation of Draft Comprehensive Plan to Village Board (April 22, 2004)
- First Public Presentation and Hearing on Draft Plan (June 1, 2004)
- Recommendation of the Comprehensive Plan to the Village Board (Sept 2004)
- Village Board sponsored Public Hearing (TBA)

The issues, goals, and recommended strategies detailed below are based on studies,

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information, and data about the Village of Whitesboro gathered from a variety of sources, as well as input from many Village residents. Specific sources of information used to prepare this plan included:

- Whitesboro Resident and Business Survey.
- Planning Workshops.
- Background studies of land use, population and economic profiles, housing, community facilities, transportation, recreation and educational resources, public safety programs, and environmental conditions of the Village and analysis of regional growth patterns and trends that have affected, and will continue to affect area growth.
- Information and perspective from the Planning Board.
- Information from the planning consultant.
- Public attendance at the various public meetings hosted by the Planning Board.

A Vision for Whitesboro, described below, sets the tone and overall direction the Village should take to shape its future. It was developed directly from the surveys, a planning workshop, and public comments. After the vision statement was drafted, the Planning Board worked to identify issues that should be addressed by the plan. For each issue, one or more goals has been established. The goals included in this plan are broad statements that reflect “ideal” future conditions desired by the Village. They were identified through a comprehensive planning process that included multiple opportunities for public participation. The goals offer more specific direction and are consistent with the stated vision for Whitesboro. The recommendations are a series of action steps and strategies that the Village can take to accomplish each goal presented in this plan. When put into action, these strategies will help Whitesboro attain its vision.

A VISION FOR WHITESBORO

The Village of Whitesboro will strengthen its character as a clean, attractive, residential community with pleasant neighborhoods, safe streets, excellent schools, exemplary public services, user-friendly transportation infrastructure, a vibrant business climate, and enlightened zoning. It will have well-maintained public spaces and will offer diverse recreational activities for youth and senior citizens.

Whitesboro's distinctive heritage and character will continue to be great assets. Architecture style, commercial development, public spaces and community events will reflect and celebrate Erie Canal heritage. Main Street will be a commercial and cultural destination with buildings preserved and adapted for a flexible variety of business and residential purposes. Oriskany Boulevard will offer a mix of commercial, professional, and high-density residential services in a visually appealing and pedestrian friendly atmosphere. Smooth traffic flow, adequate parking, ample walkways, and easy access for pedestrians as well as vehicles will enhance economic growth.

Civic pride and citizen participation will permeate all aspects of community life. Government and public services will be streamlined to provide model police protection, public transportation, and water and sewage systems. Residents will actively support and engage in a rich array of lifelong public education and quality of life opportunities.

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COMMUNITY STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS / CHALLENGES

Strengths, weaknesses, opportunities, and threats / challenges facing the Village of Whitesboro were identified through public discussion, surveys, and a detailed analysis of its demographic, economic, environmental, and cultural profiles.

These influences, both positive and negative, have a powerful impact on community development. Recommendations in the comprehensive plan will bolster strengths, reduce weaknesses, respond to opportunities, and overcome threats / challenges.

STRENGTHS

Strengths are resources or capabilities that will help the Village of Whitesboro fulfill its vision.

- Sense of community
- Low crime rate
- Quality Village services including library, telecommunications, snow removal, police protection, utilities, bagged garbage pick- up, emergency services, road maintenance.
- Quality schools
- Proximity to friends and relatives
- Building enforcement and zoning
- Existing village and historic character
(local style architecture and traditional style architecture)
- Village green
- Location of village – (accessible location)
- Small town atmosphere
- Not overly commercialized
- Walkable neighborhoods

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- Metro bus system
- Erie Canal heritage

WEAKNESSES

Weaknesses are deficiencies in resources and capabilities that will hinder the Village of Whitesboro in fulfilling its vision.

- Delinquent properties
- Lack of youth activities/lack of senior programs
- Whitestown plaza
- Too many rental residential properties – (There has been an increase in number of rental units while the number of families and households have both decreased.)
- Poor appearance and lack of street trees
- Some village services need improvement (sidewalks and bulk trash pick up)
- Building enforcement and zoning
- Poor aesthetic appearance along Oriskany Boulevard and other locations
- Poor pedestrian networks
- Heavy traffic and speeds
- Fair housing stock
- Taxes
- Vacant, unoccupied properties
- Lack of parking on Main Street, and other locations
- Use of neon lights and poor lighting along streets
- Train and traffic noise pollution
- Need to restructure the fire department

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OPPORTUNITIES

Opportunities are factors or situations that can affect Whitesboro favorably and can help the village reach its goals.

- Public desire for additional commercial growth exists
- There is an intact Village structure with Main Street and green as centerpieces
- People favor preservation of historic character and there is distinctive character remaining to preserve.
- People desire an increase in commercial development and wish to enhance the quality around Whitestown Plaza
- There is a desire for enhanced streetscapes, especially on Oriskany Boulevard
- There is a high degree of support for preservation or creation of parks and green spaces or open spaces
- The Village can take advantage of its Erie Canal Heritage

THREATS / CHALLENGES

Threats / Challenges are factors or situations that can affect Whitesboro negatively and prevent the village from reaching its goals.

- Flooding
- Lack of shared services – is inefficient and adds to tax burden
- Proliferation of modern architecture and strip style development threatens distinctive character
- Loss of population and general economic depression of region
- Lack of local employment opportunities...most of those who are employed work outside of the county, not locally.
- Certain types of households may need additional assistance in the future than currently exists. For example, the number of female-headed households increased 23% and these types of households may need additional day care, transportation, or other public services to assist them.
- High level of vacant housing (increased by 81%)

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- Number of people living below the poverty level is increasing although Whitesboro still has a lower poverty rate than other communities in the region
- Need to reconstruct the village sewer lines especially along Main Street
- Absentee landlords



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LONG-TERM GOALS FOR WHITESBORO

From an analysis of public opinion and other data collected from many sources, the Planning Board drafted a set of long-range goals to realize the proposed vision for Whitesboro. Based on responses to a written survey and public forum comments, the draft goals were amended and re-ordered to reflect the priorities of residents as follows:

- Goal 1 Improve delinquent and poorly maintained properties.**
- Goal 2 Develop Oriskany Boulevard as a visually pleasing, safe, and pedestrian friendly location that offers expanded commercial and residential opportunities in a manner that complements and supports activities on Main Street.**
- Goal 3 Minimize flooding episodes along the Sauquoit Creek.**
- Goal 4 Preserve the distinctive “small town” character, historic architecture, street trees, and streetscapes of the Village.**
- Goal 5 Provide efficient public services to Village residents and businesses.**
- Goal 6 Develop Main Street as a distinctive, attractive area that offers diverse business, office, and residential opportunities to strengthen the economy and cultural life of the Village.**
- Goal 7 Create a quality pedestrian network in the Village providing crosswalks, sidewalks, walking and bike trails, and by minimizing nuisances, including noise pollution, poor lighting and glare.**
- Goal 8 Provide diverse recreational activities and facilities for youth and senior citizens; enhance recreational opportunities along the Sauquoit Creek.**
- Goal 9 Enhance home-ownership opportunities and ensure that housing opportunities meet the location and economic needs of residents; enhance maintenance of rental units.**
- Goal 10 Use the distinctive Erie Canal heritage of the Village to enhance its cultural, recreational, and economic climate.**

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STRATEGIES AND RECOMMENDATIONS

Goal 1. Property Maintenance

Improve Delinquent and Poorly Maintained Properties

Residents and business owners identified delinquent and poorly maintained properties as a weakness in the Village, especially as they relate to poor aesthetic appearance. Poor property maintenance impacts real estate values, civic pride, economic development opportunities, community character, and neighborhood safety. In order to meet this goal, the Village of Whitesboro should implement the following strategies:

1. Village officials should make strong code enforcement a top priority. Local laws that address this issue must be clear, consistent and efficient. Responsibility for enforcement must be accepted by all involved. In order to accomplish this, the Village should:
 - Enhance and update all existing local laws relating to property. Currently, the Village addresses components related to delinquent and poorly maintained properties through several unconnected local laws. It is recommended that the Village combine these existing laws (unsafe buildings, property maintenance, etc.) into one new consolidated law that addresses all the property issues in one place.
 - Amend and significantly strengthen the law so that it includes provisions for dealing with nuisances, vacant property, complaints, inspections, and exterior maintenance (including signs, billboards, fences and landscaping). These are currently topics not adequately addressed in any local law. The Village needs additional enforcement tools beyond unsafe buildings and mowing grass.
 - Enhance the Code Enforcement Officer's ability to enforce the local laws. Language should clearly describe when and how enforcement should take place, and clearly outline connections in the enforcement process between the Code Enforcement Officer, Village Board, and Village Police Department.
 - Ensure that local laws include increased fines and jail time for violations.
 - Develop two code enforcement booklets that outline enforcement procedures in the Village: one for the enforcement officer and one, in a user-friendly

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format, for the public. The purpose of the citizens booklet will be to help them understand expectations and the process. It is recommended that this booklet be developed with the assistance of the Code Enforcement Officer and include telephone numbers, procedures and forms to lodge a complaint. This booklet should be made available when requested and should be given to everyone seeking a building permit.

2. Complete an annual inventory of properties in need of maintenance. This requirement should also be included in the local property maintenance law, above.
 - o Create a Village- sanctioned standing committee representing a coalition of residents, businesses, police and Code Enforcement Officer to meet regularly and work on property maintenance issues. One method that could be implemented by this committee is to send letters to landlords/owners of delinquent properties to persuade them to improve their properties prior to formal code enforcement action. Other communities have had much success in approaching owners of delinquent and poorly maintained buildings in this manner. This program could include several “warning” letters. If not action is taken, the committee could follow up with notification that official enforcement action will be taken immediately.
3. Develop a local law that requires all landlords of rental properties to register with the Village. In this way, the village has the name and address of the appropriate person to contact should an issue arise regarding this property. Often enforcement proceedings are hampered by lack of knowledge or insufficient communication with absentee landlords.

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Goal 2. Oriskany Boulevard

Develop Oriskany Boulevard as a visually pleasing, safe, and pedestrian friendly location that offers expanded commercial and residential opportunities in a manner that complements and supports activities on Main Street.

Residents expressed concern that Oriskany Boulevard has poor aesthetic appearance, limited pedestrian amenities, and too much fast moving traffic. Further, people are concerned about the economic viability of the Whitestown Plaza and the impact Oriskany Boulevard has on Main Street businesses. In order to meet this goal, the Village should implement the following strategies:

1. Strategies for Commercial and Residential Development Along Oriskany Boulevard include the following:

- Local zoning regulations are now oriented toward commercial highway uses and prohibit all residential uses. The stated purpose of the C-2 district (which encompasses all of Oriskany Boulevard in the village) is to provide for “commercial uses which are oriented either to highway use or intended for service to vehicles or non-retail commercial uses.” In addition to the retail and service uses allowed along Main Street, permitted uses for this zone also include seven other specific uses such as hardware store, printing plant, laundry, and car dealerships. Drive- in restaurants, car washes, gasoline stations, bowling alley or bpicuyards, and banks with drive thru windows or external ATM’s are allowed in this district with a special use permit. Most uses have no minimum required lot sizes, can cover up to 30% of the lot, and can be no more than 2 ½ stories high with minimum 25 foot- front setbacks. The Whitestown Plaza area is currently zoned as a P-C. However, there are no requirements, standards, or other expectations detailed in the zoning law for this district. Given the importance of this location in the Village and the difficulties this plaza is having, it is recommended that the Village change the zoning classification from P-C to a Mixed-Use Commercial District (MU, as mapped on the Future Zoning Concept Map) where commercial and residential uses are allowed and incorporate the following strategies:

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- a. Amend the use schedule to expand allowable uses and provide for mixed uses, at least in the area near Whitestown Plaza. A mix of land uses, housing, jobs, and incomes creates a more balanced community. It is desirable to provide a mixture of compatible and interrelated uses



within the area. This mixture paves the way for the creation of daily services, goods, and jobs for residents. Consider allowing mixed uses like housing above retail or service businesses, retail on the ground level of parking structures, and multi-family structures.

Carefully consider the relationship between uses allowed on Oriskany Boulevard and along Main Street and establish uses that are complementary to each other, so that the two areas do not compete.

- b. Consider increasing the maximum building coverage from 30%.
- c. Avoid big box type development and buildings that are out of scale and character with a village setting by initiating design standards and appropriate bulk dimensions.
- d. Enhance the character and siting of off-street parking lots. Amend zoning to minimize parking located in the front of the building and direct it to the side or rear. The front setback may need to be adjusted to accommodate this change. Removing large expanses of paved parking between the street and the building will be more aesthetically pleasing and will enhance the visual character of Oriskany Boulevard. Zoning should be amended to provide for screening, buffering and landscaping of parking areas to offer visual relief and shading. Parking requirements should also take into consideration pedestrian-circulation needs. Crosswalks should be provided within large parking lots. Textured paving of crosswalks would be preferred, instead of painted lines.

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- e. Consider amending off-street parking requirements (Schedule B) to avoid over-built lots. Parking lots should be designed for average demand, not peak demand. Consider establishing general minimum requirements and allow for “fine-tuning” of parking spaces during the



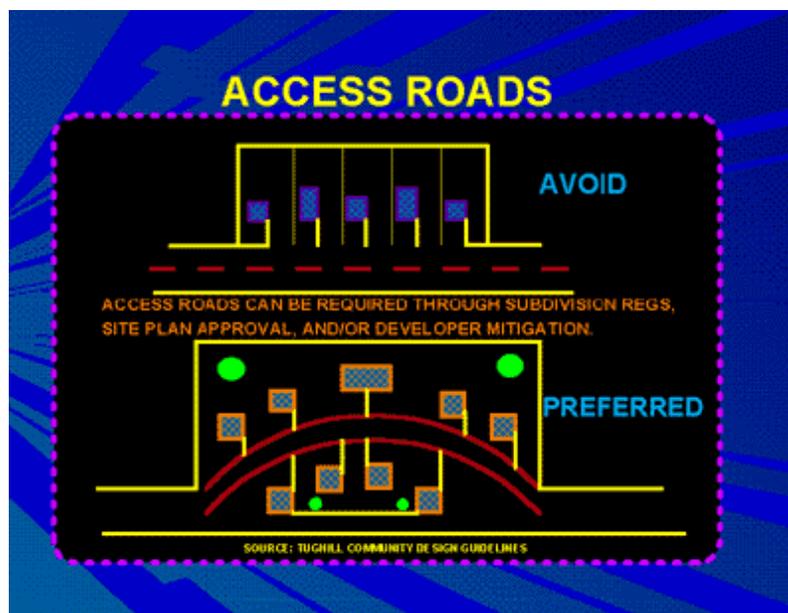
site plan review process based on specific needs of applicants. For example, an alternative-parking requirement for off-street parking in small communities is one space for the first 1,000 sf of retail and one space for each additional 750 sf (compared to one space for each 300 sf in the Village zoning). Office uses can have one space for each 500 sf of gross floor area, and institutional/church uses can have one space for each 6 seats.

2. **To control traffic, speed, and to enhance safety**, the Village should work closely with the New York State Department of Transportation to develop a formal traffic management plan that considers ‘smart growth’ guidelines as well as Intelligent Transportation Systems (ITS) for the combined benefit to pedestrian, vehicular and transit users as discussed below in this section.
 - Development of this traffic management plan would include, as a first step, conducting a detailed study of Oriskany Boulevard and other locations including use of peak traffic counts and aerial photography to develop an existing traffic model. According to New York State Village Law Section 7-772, when a municipality adopts a comprehensive plan, all plans for capital projects of another governmental agency shall consider that plan. It is the intent of the Village to outline goals and potential ideas related to Oriskany Boulevard to facilitate future transportation planning with the NYS DOT.
 - Coordinate the traffic signal system along Oriskany Boulevard by either “time based” or “hard” wire connections between adjacent signals. “Time-based” refers to adjusting adjacent traffic signal controllers according to the same internal clock patterns, or offset timings such that traffic is allowed to progress through the system at a pre-determined rate (i.e. no more than 30 mph). This method assumes that all controllers are alike, which is not always the case. In some instances, it may only require updating a few outdated controllers. Hard-wiring a traffic signal system refers to connecting adjacent traffic signal controllers in series, such that each controller knows what the other is doing. This is very efficient way of controlling traffic but it will likely incur costs, depending on the existing system. Either way, each system will promote a

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better progression of traffic volume flows between adjacent intersections, depending on intersection spacing. Systems are less effective at distances greater than ¼ mile separation between controllers. In order to implement this recommendation, the status of the ownership/maintenance agreement with New York State Department of Transportation (NYSDOT) must be determined for signals within the village. That agreement will determine if signal improvements would fall under Village or NYSDOT control. NYSDOT is likely to have an interest in improving progression of traffic and potentially reducing accident rate frequencies and severity along their roadway. Additionally, it is recommended that the Village seek to qualify the Oriskany Boulevard corridor within the Village for the Congestion Mitigation and Air Quality Improvement (CMAQ) Program, which might provide funding for signal improvements.

- Optimize traffic signal “green time” to the capacity ratio for all corridor signals. This means constantly changing green time according to a pre-set timing pattern, recall settings, or real time demand.
- Reduce the number of curb cuts along Oriskany Boulevard and along minor street approaches to Oriskany Boulevard. Curb-cut management is needed along both sides of the entire corridor. Generally, curb cuts should be located as far from intersection approaches as possible (refer to NYSDOT ‘Policy and Standards for Entrances to Highways and Streets, 1998). Also, provide central access to large development centers and shared access to groups of individual centers. Encourage connection to and from the rear of buildings via an access road and a common frontage road.



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- Improve internal circulation for retail sectors along Oriskany Boulevard. Removing barriers that prevent traffic from traveling between parking lots would improve internal circulation and reduce traffic congestion along Oriskany Boulevard. A good example would be to create a secondary connection to Whitestown Plaza from a side street or shared business easement areas. This is recommended to give pedestrians and vehicles an alternative to direct use of Oriskany Boulevard, especially beneficial during peak traffic flows. Conversely, expansive curb cut areas result in increased potential for vehicle and pedestrian accidents as well as promote higher travel speeds.
- Consider geometric and signal timing improvements for predominant turn movements where possible. Current peak hour turning movement counts and review of accident histories for intersections and highway segments are recommended to identify “hot spots” or problem areas.
- Consider the feasibility of using parallel frontage roads in defined areas. Planning tools to accomplish this would include a review of the level-of-service impacts, pedestrian and vehicular safety features, aerial or topographical field survey drawings, each used to assist in the development of preliminary construction drawings.
- Promote new roadway circulation patterns between Main Street and Oriskany Boulevard. Consider altering circulation and permitted parking areas along side streets in conjunction with major street signage and defined access points.

3. **To enhance visual character and the pedestrian network**, the Village should develop a formal traffic management plan and ensure that zoning and other programs implement the following recommendations and strategies:



- Reduce all lane widths to the minimum allowed by NYS DOT in an effort to calm traffic speeds and maximize use of available roadside area for pedestrian and transit uses. (Note that the center turn lane along Oriskany Boulevard is currently estimated at 18 feet wide, which is excessive leading to misguided use.)

- Provide sidewalks along both sides of Oriskany Boulevard. The Village should also develop a comprehensive sidewalk program in which maintenance (snow removal, repair, etc.) is the responsibility of the municipality. This

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sidewalk program should include maintenance procedures and a repair schedule.

- Coordinate center turn-lane/left-turns along Oriskany Boulevard by aligning medians with retail curb cuts and access to frontage road connectors, and provide center-landscaped median in remaining areas where none currently exist. A center-landscaped median should be provided only in the areas where there is no current, planned, or proposed point of access or a desire to restrict turning movements. In terms of landscaping, the median treatments should be left to the owner to best suit their maintenance concerns. Vegetation must be “road” salt tolerant and must not interfere with line of sight. A median cannot become an obstruction in the roadway.

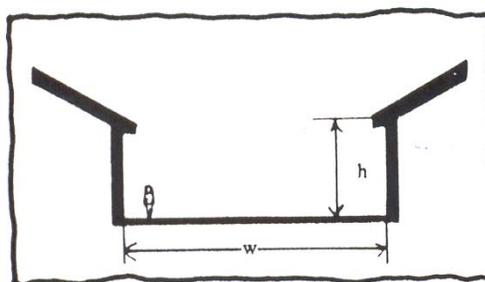


- Initiate a street tree planting and landscaping program where creation of a tree canopy along both sides of the street would serve to beautify the area while separating pedestrians from motorists, and potentially reducing area traffic speeds.
- Optimal street tree conditions include a road-side landscaped buffer. For Oriskany Boulevard, where obstructions such as trees must be in conformance with NYSDOT policy on roadside 'clear zone'.
- Adopt a zoning provision that requires new uses along Oriskany Boulevard to provide for sidewalks and street tree planting, and maintenance of trees or other landscaping. Ensure that landscape design standards restrict trees and other objects from intersection corners to provide adequate line of sight for motorists look either left or right. Standards should also include provisions for undercutting vegetation between two and seven feet under the canopy to achieve clear center viewing. Trees should be deciduous.
- Provide well-identified crosswalks consistent with current ADA guidelines. Crosswalks will be most effective at intersections, rather than mid-block. Further develop the medians along Oriskany Boulevard, especially at intersections to provide refuge islands that will make it easier for pedestrians to

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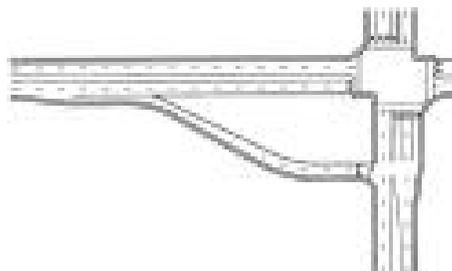
cross the wide expanse of the Boulevard.

- To further enhance use and safety of crosswalks, consider enhancing the ground texture of the sidewalk and crosswalk to create a ground pattern different in color and texture from the roadway. Use brick or concrete pavers or scored and colored concrete to simulate natural materials.
- Ensure that local zoning for uses along Oriskany Boulevard creates a proportion of street width to building height of 1:1 or 2:1. These proportions optimize a “human scale” that enhances pedestrian safety and use of sidewalks.
- Consider enhancing the streetscape with period style lighting poles (nine to 12 feet high), benches (facing the sidewalk), flowerpots, waste receptacles, and other street furniture. When updating zoning or road standards within the Village, ensure that standards from the New York State Design Manual, Chapter 18, Facilities for Pedestrians and Bicyclists (Revision 29, 1996) are used as guidelines.
- Any improvements for pedestrian crosswalks should include pedestrian controls.



4. Traffic and Safety planning and design alternatives should consider the following features:

- “Jug handle” design for left-turns from major street. Jug Handle design refers to redirecting major street left turns to the right to intersect the approaching minor street. By means of signalized or unsignalized control, a major street left-turn can be transformed into a minor street through- movement. (This illustration shows a jug handle)
- Coordination and combination of opposing left-turn movements, thereby reducing, where possible, pedestrian crossing widths and freeing up more signal ‘green time’ for remaining major vehicle movements.



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- Construct “free” right at justified minor street approach to major street intersection. A “free right” refers to a separate lane that is usually controlled by a ground mounted “Yield” sign at the approach to the cross street. Consultation with NYSDOT and the ‘STAR’ program should be completed in conjunction with current intersection peak period turning counts prior to advance planning or design of this feature.
- Re-orientate minor street and access roadways in direct opposition to each other to reduce number of associated turning movements. The benefit of this feature reduces intersection delay and queuing with a potential drop in associated accidents.
- Provide dedicated turn lanes where applicable to assist in the flow of traffic by removing conflicting vehicle movements from main stream traffic.
- Consider re-orienting minor street approaches to provide for “one-way” access and “right-in/right-out” restrictions where deemed appropriate by a traffic engineer. For clarity, a ‘right-in, right-out’ design feature is usually an island bordered with curb that will physically only permit a right-turn into an area and a right-turn out of an area. .
- Remove the center curbed median where deemed appropriate by a traffic engineer in order to provide for a dedicated left-turn lane and associated vehicle storage area.

7. Traffic and Safety Improvements for off-street strip mall and plaza areas should include:

- Roadway alignment of opposing driveways with associated “free” rights as applicable and as permitted by NYSDOT.
- Pad site access to retail outparcels should be from main or secondary driveways where possible. Otherwise, use of restricted turning movements are recommended to promote unrestricted access and lower number of overall conflicting movements along the major corridors. Access should be consistent with NYSDOT guidelines and the local municipality should request easements from private landowners if necessary for the benefit and safety of transportation system.

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- Consider internal circulation options that promote benefit to all users including vehicles, pedestrians, localized transit service, parking, service and maintenance vehicles, bicycles and disabled persons.
- Consider direct connection from plaza and retail strip areas to secondary or frontage road system where possible, limiting impact to adjacent residential parcels.
- Consider plaza ‘overflow’ areas for designated ‘park-n-ride’ or regional shuttle stops.
- Consider use of boulevard, landscape, curb and traffic calming features internal to plaza areas as a means of sheltering the various use components of the system. Note that ‘safety’ lighting and shelter areas are recommended in certain areas to further promote feature use over time. Further noting that unsafe or distant features are often not used on a regular basis for these reasons.

Goal 3. Flood Control

Minimize Flooding Episodes Along the Sauquoit Creek

Flooding and resulting damage continue to be issues for landowners and residents in the Village. In order to minimize flooding episodes and to better protect property owners, the Village should implement the following strategies:

1. Continue to advance regional solutions to the problem of Sauquoit Creek flooding by remaining committed to the Sauquoit Creek Basin Initiative. Formed in 2004, the Sauquoit Creek Basin Commission (SCBC), a partnership of communities along the 63-mile long Sauquoit Creek Basin, is in the process of becoming a legal entity. This commission is seeking to implement initiatives to better manage the Sauquoit Creek regional watershed. A regional approach is critical because much of the flooding downstream is created by development in upstream communities. The Village should formally support this effort through a policy resolution, attendance at commission meetings, and by making a monetary contribution to the functioning of this commission. This effort should yield long-term regional solutions to the flooding problem. An additional task for this group (or the Village

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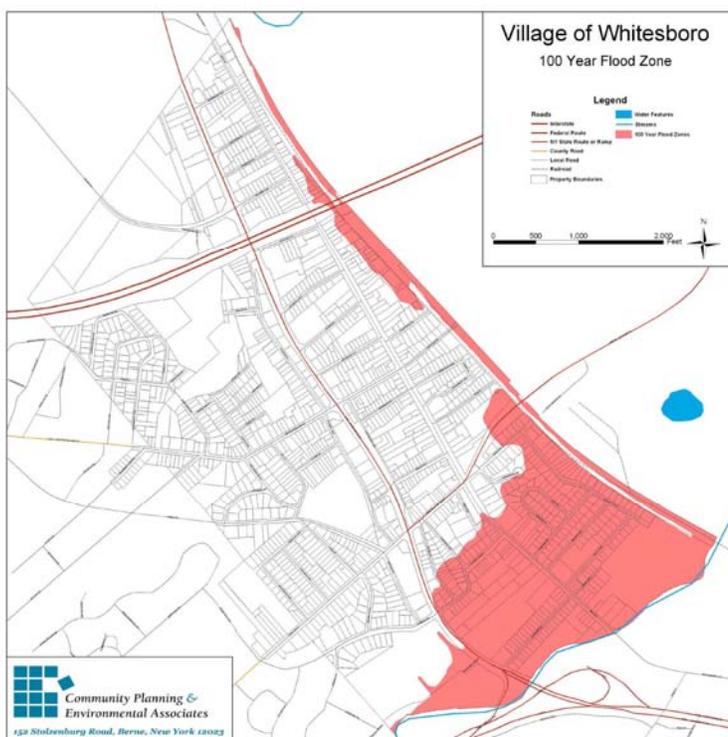
individually) is to fulfill FEMA requirements for the Community Rating System (CRS). CRS recognizes communities that have gone above and beyond the national flood minimum requirements by providing a reduction in insurance premiums for all policyholders in the community. In order to benefit from this program, Whitesboro must demonstrate leadership to end the threat of annual flooding and work to exceed requirements to qualify for flood insurance. Local laws should be developed to curb annual flooding problems. Within the context of the SCBC, the Village should work to implement the following policies and programs:

- The Federal Interagency Floodplain Management Task Force has developed a planning program (*Source: Protecting Floodplain Resources: A Guidebook for Communities, June 1996*). It is recommended that the Village of Whitesboro work with the SCBC to initiate the following comprehensive steps to help meet CRS requirements. This would reduce flood insurance rates, as well as provide specific tools to minimize flooding episodes.
 - a. Define the Sauquoit Creek watershed planning area.
 - b. Conduct an inventory and analysis of land use and environmental concerns (natural and cultural resources inventory, an assessment of existing conditions, and development and environmental analyses).
 - c. Conduct a problem and needs assessment (to pinpoint problems related to the stream and flooding). Residents should be involved throughout the entire process.
 - d. Define a corridor management boundary (the area that will be subject to the watershed management plan).
 - e. Develop a flood management plan/agenda (to include goals and objectives for protecting the floodplain, restoration of resources, and recommendations).
 - f. Implement and monitor the plan (establish a monitoring system for tracking success in meeting plan goals).
- Work regionally with the SCBC to initiate best management practices to help decrease flood levels and runoff from within the watershed. Common best management practices include limiting impervious surfaces, such as parking lots, roads, driveways; use of detention and retention ponds to hold and/or slowly release runoff; use infiltration devices, such as trenches, swales, natural depressions, and basins (which divert runoff water from roofs and driveways into the ground before that runoff can reach the stream); and restrict wetlands drainage, stream channelization, and vegetation removal.

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2. There are many activities and practices that can be initiated within the Village to mitigate flooding episodes. The following policies should be implemented:

- Keep undeveloped lands located along the creek from being developed; use public monies to acquire and convert these and other vacant lands to recreational uses, such as parks or a greenway.
- Do not develop new roads or utilities in the floodplain.
- Implement a flood hazard overlay zone that imposes specific requirements to prevent or reduce flooding via the zoning law. The boundary of this zone can coincide with the 100-year floodplain. Zoning should work to guide new development out of the floodplains into more suitable areas by establishing appropriate uses for the floodplain area and standards to ensure that any



development that does occur is compatible with the goal of minimizing potential flood damage. Some standards that could be implemented in this overlay zone include requiring a certain amount of open space (an open space ratio), minimizing impermeable surfaces (impervious surface ratio), setting a very low density of development and

setting a floor area ratio. These standards are likely to be more effective than relying on rigid lot sizes and setbacks contained in current local laws. The map below shows the proposed floodzone.

- Amend the existing subdivision law to require that a buildable area be available on natural high ground for each new lot created. Within any new

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subdivision, roads, sidewalks, utility lines, storm sewers, stormwater retention and detention basins and drainage ways must be reviewed and designed to be floodplain compatible.

- Where new land development is unavoidable within the floodplain, land uses can be designed for floodplain areas through use of the following techniques. Whitesboro's zoning and subdivision laws should be amended to allow:
 - g. Cluster or open space subdivision development: a subdivision development that allows the same gross density or overall amount of development that is already permitted in Whitesboro's zoning, but construction is limited to no more than one-half the parcel. The remaining land is permanently protected as open space. To protect from flooding, clustered structures should be placed in areas subject to the shallowest flooding and as far away from the creek as possible.
 - h. Density transfers and bonus incentives: A density transfer means the developer is allowed to transfer density from one part of the site to another. Bonus incentives are authorized by NYS and allow the gross density of a site to be increased in exchange for permanent protection of floodplain areas.
 - i. Requiring greenways, buffers and/or 100-foot setbacks from the Sauquoit Creek. Greenways are linear open spaces along the stream corridor. Greenways should be allowed to remain or grow with native vegetation along the banks. Develop a program to enhance riparian buffers along the Creek. Riparian buffers are forested areas adjacent to the creek and are designed to stabilize banks, limit erosion, reduce water runoff volume, preserve wildlife habitats, and create open space or recreation areas. A riparian buffer and a greenway can overlap, but the riparian buffer is immediately adjacent to the creek. These buffers can be created by the Village purchasing the land or requiring developers to set aside land for this purpose. Another option is to have a Village-sponsored tree planting/bank stabilization program. Widths would depend on site conditions. Buffer areas are landscaped or wooded strips that separate the stream from development and would be dictated in the zoning law. Requiring a 100-foot setback from the stream is another option.
 - j. Require that development in the floodplain minimize the use of fill or other land disturbances.
 - k. Require that subdivisions be designed so homes are sited in a way that minimizes obstruction of floodwaters (usually oriented parallel to the direction of stormwater flow or located further away from the channel).
3. Maintain the planned development district option in the local zoning law. This

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type of development can be more sensitive to the environment and can allow for density transfers from environmentally sensitive parts of the site to more buildable areas. However, existing zoning creates a variety of different types of planned developments including P-R, P-C, and P-M. This adds a confusing and complex layer to the planned development process. It is recommended that the Village amend the planned development section to incorporate all these concepts as one single type of development (P-R) and update the regulations to offer more performance standards and review criteria.

4. Amend Chapter 116 (Site Plan Review) to include a requirement that a site plan include the floodway boundary, the 100-year floodplain (with elevations) and natural drainage patterns.
5. Make it a Village policy to promote use of Best Management Practices, as detailed above.

Goal 4. Community Character

Preserve the Distinctive “Small Town” Character, Historic Architecture, Street Trees, and Streetscapes of the Village.

The existing small town and historic character of the Village is considered to be one of its great assets. The aesthetic and historic character of the Village can be maintained with careful management of the following elements:

1. Street width and traffic management: Maintain narrow street widths and oppose road widening or lane addition projects. Maintain and enhance street edge plantings, curbing, and sidewalks to help reduce traffic noise, dust, and general disturbances. In addition, implement a traffic management plan (as outlined in Goal 2).
2. Streetscapes: The streetscape includes curbing, parking trees, lighting, utility wires, sidewalks, lawns, signage, buildings, and open space. The primary objective should be to maintain and improve existing features and assets while investing to create new components, such as sidewalks, landscaping, enhanced signage, and better property maintenance.
3. New Buildings: New buildings should not be replicas of period architecture, but they should incorporate designs that allow them to blend comfortably with the streetscape and the traditional architecture of the village. Design should concentrate on height, roof line, and window size and spacing. New construction

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should use historic land use patterns and historic architectural themes.

4. Signs: Enhance and support the feel of the surrounding area. Do not detract from the beauty of buildings.

Specific Recommendations

1. Limit building footprints, initiate design standards, and set other appropriate bulk dimensions on Oriskany Boulevard to avoid big box development and buildings out of character and scale with the Village setting.
2. Initiate an illustrated design guideline that incorporates features that are characteristic of the architecture and landscapes of the Village, and incorporate this into the site plan review law and process. Establish these as design guidelines or standards for use in the Village site plan review process for commercial buildings and civic structures. Basic design guidelines should include local architectural style recommendations, guidelines for windows, doors and roofs, and a discussion of desired streetscape elements. New and old buildings should share basic design elements that complement each other. Design guidelines are not intended to inhibit creativity or to result in architectural monotony; they should provide some required and some optional features and serve as a framework for diversity and originality. New buildings should be compatible and visually consistent with older buildings. The design vocabulary can include architectural style recommendations, streetscape features, and desired building details, such as roofs, windows, and signs. The Village design policy should encourage new development that enhances the small town and distinctive character of the Village.
 - a. Discourage new residential buildings that present a garage as the main part of the structure facing the street. Encourage new residential buildings that place garages to the rear of the dwelling, setback from the dwelling on a side yard, or facing a side yard.
 - b. For large buildings, require façade breaks that honor traditional styles and patterns seen on older buildings in Whitesboro. Façade breaks serve to vary large expanses of building.
 - c. Prohibit use of windowless walls facing a street.
 - d. Flat-topped buildings are appropriate in the downtown section of Whitesboro, but should be discouraged elsewhere.
 - e. A mix of building design styles are acceptable providing that other basic design features create harmony and unity.

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against the edge of a wide sidewalk (no more than 20 feet or consistent with the existing condition).

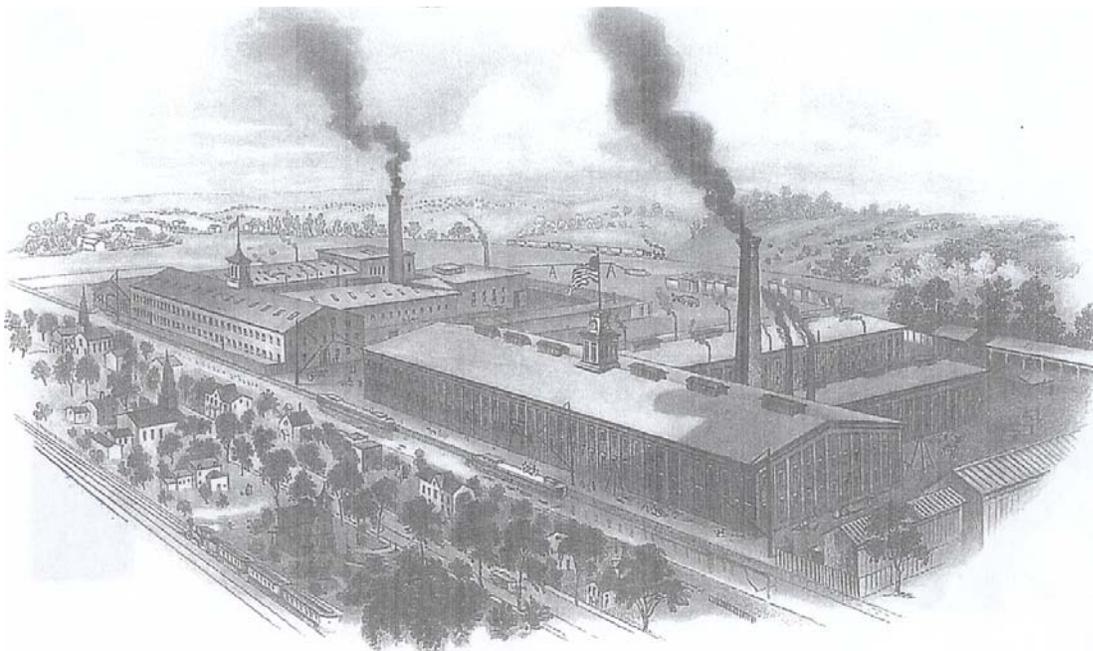
7. Develop a street tree program to ensure maintenance of existing trees and replanting of dead or dying trees. This program should outline standards for tree species and sizes and detail the responsibilities and roles of both the Village government and private landowners. Ensure that all new streets are required to have sidewalks and street trees. Ensure that tree planting is incorporated into any road construction/sidewalk construction project.
8. Amend either the site plan review law or the sign section of the zoning law to enhance sign design and regulate sign sizes and height. Encourage quality and distinctive signs that enhance street aesthetics, and encourage externally lit signs. Include an incentive program that allows sign size bonuses in exchange for an applicant's incorporation of desired design features.
9. Ensure that new lighting fixtures for commercial uses use fully shielded or full-cutoff lighting fixtures to prevent glare. Encourage or require use of historically consistent lighting fixtures.
10. Start a "beautification committee" of interested citizens and businesses to help develop and implement programs that maintain and improve the small town and distinctive character of the Village.
11. Establish a Village policy stating that the protection, enhancement, preservation and use of historic buildings are important to the education and welfare of the community.
12. Ensure that environmental review associated with projects before the Planning Board or Zoning Board of Appeals include consideration of historic resources and neighborhood character. Each application for permitting, subdivision, or site plan approval should be evaluated for historic and aesthetic resources. Use SEQR tools (such as the Full Environmental Assessment Form) to gather information on historic resources that may be present on a proposed project site and to mitigate any potential impacts that may occur.

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13. Establish a locally supported small loan program to help property owners with façade and streetscape improvements.

Historic Resources

1. For publicly funded projects, ensure that the Historic Preservation Field Services Bureau of the State Historic Preservation Office is involved in project review. Through its review, the Bureau identifies historic resources involved in public projects and assists with developing approaches to preservation. This environmental review process ensures that historic preservation is considered in the planning of publicly funded projects.



2. Understand the applicable laws that can help Whitesboro protect historic resources:
 - a. Section 106 of the National Historic Preservation Act of 1966 directs federal agencies to consider historic resources in their project planning.
 - b. New York State has a parallel law for state agencies in Section 14.09 of the State Preservation Act of 1980.
 - c. Local environmental review for municipalities was initiated under State Environmental Quality Review Act (SEQR) of 1978.

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3. Identify and develop tools for historic preservation, such as providing financial incentives for rehabilitation projects. Investigate grant opportunities through the State Historic Preservation Office.
4. Distribute information on historic preservation tax credits to owners of historic homes.
5. Consider implementing small local historic preservation property tax credits or rebate incentives.
6. Zoning should be reviewed to ensure that it does not make historic renovation too difficult or costly. Zoning should encourage investment in the Village.
7. Promote and facilitate listing of historic homes, structures, and sites on the state and federal registers of historic places. Participation in these programs is voluntary and could lead to opportunities for grants and technical assistance. The New York State and National Registers of Historic Places are the official lists of buildings, structures, districts, objects, and sites significant for their history, architecture, archaeology, and cultural features. The same eligibility criteria are used for the State and National Registers. Benefits of being included in an historic district are:
 - a. Registered properties and properties determined eligible for the Registers receive a measure of protection from the impact of federal and/or state agency sponsored, licensed, or assisted projects through a notice, review, and consultation process.
 - b. Owners of depreciable, certified historic properties may take a 20 percent federal income tax credit for the costs of substantial rehabilitation, as provided under the Tax Reform Act 1986.
 - c. Registered properties receive priority consideration from federal and state agencies in space rental or leasing.
 - d. There are no restrictions placed on private owners of registered properties. Private property owners may sell, alter, or dispose of their property as they wish. If state or federal funds are used, or if a state or federal permit is required for alteration of a historic resource, the proposal will be reviewed by the SHPO staff - regardless of listing

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status.

8. Create a local Historic District program through adoption of a Local Historic Preservation Law to encourage the restoration, preservation, rehabilitation and conservation of historically and architecturally significant areas, structures, buildings, sites, objects and their surroundings. A local historic district should designate the Planning Board as the reviewing agency and the law should be written in a user-friendly style that sets reasonable, not overbearing standards. The business district of Main Street, including the Village Green and buildings fronting Park Avenue should form the core of a historic district (see Map).

A locally designated historic district allows review of the exterior design of new construction or changes to the exterior of an existing building by an authorized local agency to ensure compatibility with the character of the district and to safeguard against potentially adverse influences. An historic district or neighborhood is characterized by groups of buildings whose collective architectural qualities and cultural associations give them significance. Should a local historic district be established, the Village might be eligible to participate in the State Historic Preservation Office Certified Local Government Program. This will allow Whitesboro to obtain funding and additional technical expertise related to historic preservation.

Goal 5. Public Services

Provide Efficient Public Services to Village Residents and Businesses.

Quality public services provided efficiently is very important to Village residents. Some public services are highly regarded and residents want to maintain this level of quality. Other services are less highly regarded, and residents feel there are opportunities to improve both the level of these services and the cost of providing them. In order to provide efficient public services on a long-term basis, the Village should implement the following strategies:

1. Opportunities to share services with surrounding local municipalities have support and offer the potential of both enhancing quality and decreasing costs, although careful examination of costs and benefits are needed prior to initiating such programs. It is recommended that Whitesboro conduct a study with the Town of Whitestown and adjacent villages to thoroughly analyze the feasibility of combining police forces, park and recreation programs, departments of public

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works, and code enforcement. The key to success of any shared program will be the establishment of mutually desired goals and levels of service.

2. Effective code enforcement is critical to meeting many of the goals established in this comprehensive plan. Enhancement of code enforcement relating to property maintenance is addressed in Goal 1, but is re-emphasized here to ensure that the Village establishes appropriate mechanisms for effective enforcement. In order to do this, the Village should:
 - Explore the possibility of sharing code enforcement services with the Town of Whitestown and the municipalities of Yorkville, New York Mills, and Oriskany.
 - Separate code enforcement and building inspection duties between a building inspector and a code enforcement officer (CEO) would be beneficial. At the same time, the Village should clarify local code enforcement responsibilities of the CEO and the local police department. The role of each of these agencies in local code enforcement must be clearly understood.
3. Establish an informal joint committee to explore opportunities for cooperation and coordination among the school district, the Village of Whitesboro, and the Town of Whitestown.
 - Encourage Village departments to use informal mechanisms to promote policy-making decisions, exchange expertise, and share staff or equipment.
 - Examine the possibility of entering into cooperative purchasing programs or joint insurance funds.
 - Enhance communication and cooperation with the County of Oneida.
4. Establish a new location for the Village Offices. The structure should be large enough to accommodate meetings, records storage, village court and staff needs. Work with the Town of Whitestown to acquire the current Town Hall for that purpose when the town relocates its offices. This would be an ideal location and building for the Village. Alternatively, consider rehabilitating another existing structure for that purpose.

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5. Develop a capital improvement plan. A Capital Improvement Plan (CIP) is the tool through which the Village can clarify its approach to capital improvements, such as roads, sewer, water, sidewalks, and parks. The CIP is a document that can show which projects are needed, as well as the relationship of investments in different infrastructure (roads, sewer, water, parks) and this comprehensive plan. A CIP usually covers five years and typically includes details on projects to be built, funding needs, equipment and staff needs, and priorities. The CIP document is an excellent planning and budgeting tool and is usually a “rolling plan” that is updated each year, dropping off the previous year and adding one more year to the end of the cycle. It would be desirable for the Village to include a cost-benefit analysis in the CIP prior to initiation of infrastructure and capital improvements.
6. Continue to support emergency fire and EMT services in a cost effective manner.
7. Work with telecommunication utilities to provide fiber optics and other high speed Internet wiring capacity in the Village. This will be an important “infrastructure” in the future and will add to the economic success of the Village.
8. Implement environmentally safe methods of mosquito control to enhance the overall quality of life and improve property values in the Village. The Department of Environmental Conservation, Department of Health, and Cornell Cooperative Extension may be sources of expertise to help evaluate the problem and identify appropriate solutions.
9. Retain a grant writer to ensure that the Village has the capacity to pursue all appropriate funding opportunities to implement the strategies outlined in this comprehensive plan.

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Goal 6. Main Street

Develop Main Street as a Distinctive, Attractive Area that Offers Diverse Business, Office, and Residential Opportunities that Strengthen the Economy and Cultural Life of the Village.

Main Street has a very important and positive role in the economic, social, and aesthetic character of the Village. People expressed a desire for a robust, revitalized Main Street that is economically viable, walkable, and aesthetically pleasing. In order to enhance Main Street and improve its economic vitality, the Village should implement the following strategies:

Overall Economic Development Philosophies for Main Street and the Village

Successful economic development in the Village of Whitesboro will be multi-faceted, will require clear focus and direction, must concern the entire Village, and should follow a long-term plan. The Village of Whitesboro should work toward a diversified economy with retail, service, and light industries. The development of Main Street can have as much impact and should be considered as important as Oriskany Boulevard in strengthening the Village economy. These two commercial areas should be linked physically, as well as economically. Establishing a direction for growth is central to the economic development process. The vision statement and goals included in this comprehensive plan provide that focus.

Success will require a strong, long-term commitment on the part of Village officials, community leaders, businesses, and residents. Everyone must be concerned not only with specific commercial activities, but with the range, variety, and combined economic impact of all activities, and should also seek to unite those activities at different locations within the Village. All economic activities should be addressed together through an overall plan to meet the needs of all segments of the community. Main Street should be a cornerstone in this effort. In short, success will be achieved through a unified Village economic development strategy.

The economic development strategy for Whitesboro should embrace the following major tenets:

- Insist on quality;

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- Efforts should promote public-private partnerships;
- Use and focus existing assets;
- Encourage emotional investment in the community;
- Be incremental and concentrate on implementation .

Continued economic development of Main Street in particular, and the Village as a whole, will be most successful if both public and private sectors are involved cooperatively. It is recommended that as a first step, the Village should initiate a formal economic development program and organization to oversee the effort. The “Main Street Approach” of the National Trust for Historic Preservation provides a model that has been successful in hundreds of small towns and villages across the nation. The Main Street Approach is based on four points--

- **Design:** Improving the image of the area by enhancing its physical appearance.
- **Organization:** Building consensus and cooperation among the groups that have roles in the economy of the area.
- **Promotion:** Marketing the unique characteristics of the area to shoppers, investors, new businesses, tourists, and others.
- **Economic Restructuring:** Strengthening and diversifying the existing economic base

Results from the Main Street Approach elsewhere show that all four activities outlined above are needed for success. The economic program for Main Street in Whitesboro should consist of at least the following strategies:

1. **Initiate a formal economic development effort and organization.** Follow the Main Street Approach and purchase all pertinent manuals, guides, and other resources recommended by the National Trust. Create an economic development committee of property owners, business owners, renters, real estate agents, lenders, local government officials, and the public. This will ensure that the effort is community designed and driven. The primary goals of this organization should be to build the Village economy on local assets, values, and identity, and to uncover and fulfill hidden, undervalued potential.
2. **Understand economic assets.** A first task of the economic revitalization group should be to inventory buildings and vacant lots, at least along the Main Street

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commercial corridor, to build a database of information on available properties and their characteristics. The Village should be prepared to answer requests for information about the commercial market and available locations. The inventory will help to determine an economic role for each building or lot, and determine how each can be employed for existing or future opportunities. Assistance from realtors familiar with the Village and the local assessor will be required to complete the inventory. The inventory should include:

- Description of how each building or lot is used;
- Description of the condition of each parcel of property;
- Description of the size, sale or rental costs, ownership, significant alterations, and historical data for each parcel;
- Photographs (current, and historical, if possible);
- Name and phone numbers of contacts, owners, or real estate agents for each parcel.

Officials should encourage development and use of Internet web pages to market and promote the Village. The committee should work with local business owners to institute common hours that compete with shopping centers in the area.

3. Ensure that the zoning code for the central business district allows and supports a diversity of commercial retail activity, service and professional businesses, restaurants, financial institutions, light industry, and mixed uses. Zoning changes that can work in favor of economic development specific to the Main Street Commercial Zone (C-1) include:

- Change the name of the C-1 district to Downtown District or Central Business District. This is likely to make it more understandable to the layman, as well as promote a business “atmosphere” for the area.
- As discussed in other goals, establish a local historic overlay zone for this district (see map). At a minimum, seek designation of this core area as a national historic district, which would afford benefits for the area and could be used as an economic development advantage.
- Expand the district to include both sides of Clinton Street between Park

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Avenue and Roosevelt Drive, which could appropriately be developed as an extension of the downtown area and serve as an important commercial link between Oriskany Boulevard and Main Street. The larger downtown district should allow a wide range of uses, but be compatible enough to assure that the commercial district reinforces and does not damage adjacent residential districts. Zoning should stress the need for design and compatibility criteria to prevent negative impacts.

- Greatly expand the use schedule for the district to include a much wider variety of retail, service, and office applications. The current use schedule is very limited and will either restrict commercial development or frequently will require applicants to seek variances from the Zoning Board of Appeals (ZBA), conditions that should be minimized. Because it is often difficult to list every use that is appropriate to the downtown core of the Village, it may be desirable to simply list “retail,” “service,” and “office uses” on the schedule, rather than to list more specific uses (such as an antiques store or florist shop). Each of these would need a comprehensive definition and should probably exclude adult uses. Downtown should be a desirable place for retail, such as hardware, clothing, bakery, and restaurants, and zoning should reflect those uses.
- Current standards for special permits issued by the ZBA should be strengthened. Standards should exist for each use permitted as a special exception and should focus on the impact of a proposed use on its surroundings. It may be appropriate to expand the uses allowed by special exception once the procedures and standards are strengthened. It is recommended that there be strong public input into the special use permit process, so that neighbors can adequately communicate concerns.
- Current zoning does not allow any other uses by special exception in the C-1 district. However, some uses appropriate for the downtown area may need the extra layer of review provided by the special exception permit process. The Village might want to consider permitting bed and breakfast, wholesale businesses, museums, convenience stores, light industry and similar uses by special use permit. Local language and procedures must be consistent with the requirements of Section 7-725-b of NYS village law.
- Allow residences in the district to have home-based businesses.
- Allow mixed-use buildings within the district. Zoning should allow commercial and residential uses to be located on the upper floors of downtown buildings. Initiate a Main Street Overlay District (see Map) extending from Pleasant Street to the Village boundary. The purpose of the overlay district is to allow a mix of residential and low-impact commercial uses and to give landowners the ability to utilize their Main Street buildings in a variety of ways. This section of Main Street has traditionally been a mixed use area, and

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it should be again. Zoning for this mixed use district would need proper standards and a strict use schedule that would allow small and low-impact businesses in these buildings with proper signage, parking, lighting, and other bulk dimensions. Commercial uses in the Main Street overlay should be required to have a special use permit.

- Allow municipal, cultural, and community uses in this district, like municipal buildings and community centers.
- Require buffers of vegetation or fencing wherever a commercial property is adjacent to residential properties.
- Clarify off-street parking standards to include a statement that on-street



parking can contribute to the parking requirements in this district. This is currently specified for retail uses in the C-1 district (no off-street requirement), but not for other uses. Parking in the downtown area should use on-street parking to the extent possible. If additional off-street parking is required for a specific use, it should be

located to the rear of the building and screened from view of the street. Further, the Village should consider instituting a policy that on-street parking is to be reserved for shoppers and that business owners and employees should use off-street spaces.

- Require design elements to ensure that any new structure constructed in the downtown core will be multi-story, have a narrow front set back that is consistent with traditional buildings in the district, and have a full sidewalk between it and the curb. New buildings should maintain the continuity of the street build-to-line.
 - Strengthen the site plan review law and special permit criteria to ensure that buildings are consistent within the context of the Main Street core area.
4. **Make small, visible improvements early in the process.** Small property improvements such as new paint, new signs, removing inappropriate facade covers, or other simple repairs should happen early and be highly visible. This work must be aggressively promoted both within and outside the Village. Cooperation of the Village, residents, landowners, and businesses is vital in order

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to accomplish these objectives.

5. **Consider hiring a program manager to help the public/private economic development organization and to manage the economic program and downtown business district professionally and efficiently.** Small towns always have difficulty competing directly with national chains, shopping malls, and big box centers. However, the Village should learn and borrow some of the best management techniques of their competitors, such as hiring a professional director and maintaining a high standard of maintenance for public spaces.

Seek grants to fund this position. This director should help the committee develop and implement policy, and serve as the day-to-day coordinator for business district activities. The director would be the advocate for the Village and the business district and should be an authority on information, resources, and programs related to the economic development effort. It may be feasible to share a fulltime person with one or more nearby communities undertaking similar efforts.

6. **Concentrate initial design efforts (as recommended in other sections of this plan) on improving the physical infrastructure of the Village.** Focus efforts on sidewalks, street trees, street furniture, lighting, parking, and on upgrading the local zoning code as detailed in this plan.
7. **Maintain and enhance existing businesses first.** Effort should be devoted to strengthening existing businesses as well as to attracting new businesses. Existing businesses could be strengthened by:
 - Identify areas of opportunity and design strategies to build on these opportunities;
 - Find better ways to meet customer needs and expand to meet market opportunities;
 - Enhance the physical appearance of business district facilities;
 - Create incentive programs to stimulate commercial and real estate development.

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8. **Promote the Village as a unified shopping area with a unique identity and a commitment to meeting consumer needs.** Customers should include both visitors and local consumers. (Also see Goal 11.)

9. **In order to recruit those businesses that are desired and needed, the local economy should be measured and understood.** Evaluate the economy of the whole Village and the trade area of the Utica/Rome region. The Village, along with the business community, could consider hiring a marketing specialist to help with this evaluation. The revitalization group should decide which potential businesses are best for the Village as a whole, using the comprehensive plan and its vision as the base. Other specific information that could be collected is the volume of sales leakage to other locations, understanding why people shop elsewhere, and what they want in the Village. Refer to the survey conducted for this comprehensive plan, which gives an indication of the types of commercial establishments desired. This information should be updated every five years to keep current with the commercial climate and desires of Village residents.

10. **Recruit new businesses to help strengthen the economic base by filling gaps in the existing business mix.** Ensure that new businesses offer a high quality of retail and service.

11. **In order to be successful with business expansion efforts, develop a persuasive presentation and creative ways to market and recruit potential business owners.** Assemble all information a prospective business will need to make an informed decision to locate in Whitesboro and make a strong positive first impression. Include, at the very least, information about the Village, its profile as a market, its people, history, and quality of life. Quality of life factors should include educational, recreational and cultural resources, community character, location, and infrastructure. Package the information in a way that is professional and creative. (Also see Goal 11.)

12. **Over time, identify the strengths and weaknesses in the Village's business mix.** An inventory of current commercial activities in the Village should be cross-referenced to commercial activities that are needed or desired. Ensure that this inventory is kept current and included in the regular five-year comprehensive plan update.

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13. **Use the most up-to-date information.** The revitalization group should pay particular attention to data that will promote better understanding of the Village economy. This includes data like the number of women in the Village, the number of working women, average age of residents, commuting times and locations, income levels, numbers of people owning and renting homes, number of people per household, numbers of people in different occupations, and unemployment rate. All of these demographics contribute to the economic picture of the Village.
14. **Stimulate building improvements by creating financial incentives and programs to reduce the risk of investing in building rehabilitation or business expansions.** Consider low-interest loans, incentive grants, specially designated block grant funds, or interest buy-down programs. Small loan pools with low interest rates (\$50,000 with 3% interest, for example) are generally more successful than large loan pools (\$500,000, for example). The Village should educate and assist landowners in taking advantage of tax credits, delayed assessments, and other programs available to preserve historic buildings.
15. **A major task of the revitalization group must be to explore and aggressively seek financing for economic activities.** Establish a financing mechanism that ensures reliable funds to implement revitalization efforts. Retain a grant writer and aggressively pursue numerous available federal, state, and regional grants. For economic development initiatives, investigate the following financing options:
- Community Development Block Grants (HUD) (Applications due each April)
 - HUD 108 Loans
 - Economic Development Agency Planning Grants
 - Economic Development Agency Public Works Grants
 - TEA-21 Funds
 - Tax Increment Financing
 - The Mohawk Valley Economic Development Corporation
 - Establish a Special Improvement District or Business Improvement District
 - Micro-Loan / Small Loan Program
 - Using the Community Reinvestment Act (working with banks)

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- Raise money with Sponsorship Programs (such as selling items, i.e. bricks).
- Explore NYS funding opportunities, such as the Small Cities Grant Program.

16. **Ensure that the Village has high-tech communications networks and infrastructure.** High speed Internet access and other technologies will be incentives for business recruitment.

Other Main Street Recommendations

1. The Village should build on Main Street strengths including its diversity of uses, personal service, pedestrian character, and historic sense of place. These characteristics make it distinct from the “everywhere looks like everywhere else” type of shopping centers across the rest of the region.
2. Downtown residential uses contribute to the economic health of retail stores and should be supported.
3. Improved linkages between the Main Street core and Oriskany Boulevard are needed. These include pedestrian and vehicular linkages, as well as a zoning code that coordinates allowable uses in each of the districts.
4. The site plan review law needs to be strengthened to allow for review of design considerations.
5. Focus community activities, municipal buildings, and community centers in the downtown section of Main Street. The economic development committee, a sub-committee from that group, or another ad hoc “community events” committee should be designated to coordinate and develop community-building activities that will bring people together and market the area.
6. Consider buying the Methodist Church for renovation as a senior/community center.

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7. Move the Village Hall from its current location on Mosely Street to a location on Main Street. The current Town Hall would be an ideal building for the Village to acquire. The Village should work with the Town of Whitestown to begin discussions on the feasibility of implementing this possibility. Consider acquiring parcels adjacent to the Town Hall for municipal parking. The new location must offer additional office and storage space for the Village, as well as handicapped accessible meeting rooms and parking.
8. Never remove the ability to park on Main Street.
9. Create one or more municipal parking areas/pocket parks to serve the downtown businesses. A municipal parking lot will be helpful to expand the limited parking available in this district. However, it can also serve as a small pocket park. Thus, the parking lot should be beautifully landscaped along with benches, picnic tables, a gazebo, or other amenities added to make it a multi-purpose public space.
10. Create a Business Improvement District (BID) to provide long-term funding for improvements. A BID is a downtown management tool that allows commercial districts to develop, fund, and administer programs and services targeted solely within the district. BID's can provide services such as business retention and recruitment, marketing, professional management, maintenance, safety and security, and streetscape improvements. (For more information see Article 19 (a) of New York State General Municipal Law.) Some of the advantages of a local BID include the ability to provide additional and enhanced services to improve the business environment, and the opportunity to access professional management techniques that can enhance the district and strengthen economic capacity.
11. In conjunction with the Main Street economic development program and the BID, initiate streetscape improvements to include landscaping (flowers and street trees), benches, period light poles, flags and banners, and other street furniture, like waste receptacles.
12. Promote downtown as a great place to enjoy. Ensure that there are cafes, libraries or bookstores, and places to sit and experience the environment (especially the Village Green).
13. Ensure that the transition zones between public areas and private enterprises (such

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as window displays, porches, and alleyways) are attractive and safe. For example, fill empty windows in vacant buildings with displays of school artwork, photos, or historic information. Always remember that the Main Street experience should be enjoyable for the pedestrian – think of the downtown core as an outdoor mall.

14. Develop a “Village of Whitesboro” Internet web site and brochure that focus specifically on businesses and events in the Village, and that highlight the Main Street downtown core. These promotional items should include:

- Introduction and history of the Village and downtown programs
- Photos
- List of existing businesses with addresses and phone numbers
- Available office or retail space
- Calendar of upcoming events, including concerts, fairs, and festivals
- Directions and a map that highlights businesses, recreational, and historic locations in the district.

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Goal 7. Pedestrian Network

Create a Quality Pedestrian Network in the Village by Providing Crosswalks, Sidewalks, Walking and Bike Trails and by Minimizing Nuisances Including Noise Pollution, Poor Lighting and Glare.

A poor pedestrian atmosphere was identified by residents and businesses as a negative feature of Whitesboro. Contributing factors include lack of street trees, poorly-maintained sidewalks, and inadequate hiking trails, noise, poor lighting, and glare. Walkable neighborhoods, however, are highly desired. To improve the pedestrian network, the Village should implement the following strategies:

Note: Also see recommendations under Goal 2; many specifically address pedestrians on Oriskany Boulevard.

1. Establish a budget to fund sidewalk maintenance and improvements to the pedestrian network.

2. Complete a sidewalk inventory of each street in the Village, and use a point system to prioritize needed sidewalk projects. Items to be inventoried should include:
 - Are sidewalks located on both sides of the street, just one side, or not at all?
 - Sidewalk condition (smooth with no cracks, heaved and cracked, etc.)
 - Sidewalk width and width of green strip between road/curb and sidewalk.
(Five-foot sidewalks with at least three-foot planting strips are recommended.)
 - Presence and condition of street trees near sidewalk.
 - Do sidewalks connect to side streets?
 - Presence of curb ramps (Oriskany Boulevard, Main Street, and other major intersections)

3. Develop a capital improvement plan that includes continuous maintenance and replacement of sidewalks. A capital improvement plan should detail sidewalks that need work, specify the type of work needed, outline the costs for materials and

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staff, and identify funding sources.

4. Formalize the street tree program. Many street trees are aging, and when they are gone, the streetscape will change dramatically. Now is the time for the Village to be proactive in identifying dead and dying street trees and to establish a continuous tree replacement program. Detail street tree needs in the capital improvement plan and budget.
5. Improve pedestrian safety by marking crosswalks throughout the Village. Marked crosswalks should be at all locations that have stop signs or streetlights.
6. Curb ramps should be created at all intersection crossings where they currently do not exist, and should be constructed with a slope no more than 8.3% (American Disability Act recommendations). Adding curb ramps should be part of the overall Village sidewalk program. Curb ramps should be added whenever roads are to be resurfaced, rehabilitated, or replaced, and should be included in the capital improvement plan.
7. Plan and construct curb extensions at major intersections on Main Street and on Oriskany Boulevard. Curb extensions improve pedestrian safety by reducing crossing widths and improving sightlines for pedestrians.
8. Improve the streetscape of Main Street, especially between Brainard/Pleasant Street and the Village boundary at the creek. Add street furniture such as benches, waste containers, planters, trees, decorative flags, bollards, and period style lampposts. When roads are reconstructed, consider burying utility wires. Seek grant funds for Main Street improvements.
9. Create small, one-lot pocket parks throughout the Village, but especially on Main Street, and ensure that they are linked by sidewalks. Ideally, there should be a welcoming public space within about 700 feet of all residences. The Village can purchase land for pocket parks, can take title to tax-delinquent properties through condemnation procedures, or can solicit and accept donated properties. The Village should identify and evaluate desirable properties in advance. Pocket parks should have some pedestrian amenities such as benches, waste receptacles,

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lighting, and landscaping, but should not be entirely enclosed. Pocket parks are also excellent places for community bulletin boards, flags, statues and other civic amenities. The Village should construct a pocket park on the Village-owned site of the former gas station near Main Street and Dennison Street. There should be at least one pocket park in each quadrant of the Village.

10. Improve opportunities for biking and walking in the Village. Create a pedestrian/bike committee to examine and develop potential walking and biking linkages between sidewalks, parks, the Sauquoit Creek, existing trails (such as the Erie Canalway Trail), and other common destinations to enhance walking and biking opportunities for young children and families throughout the Village. Work cooperatively on this project with the Town of Whitestown. The goal should be to enhance sidewalks for walking and biking of young children and families. Serious bikers usually use the road and, thus, have different needs. Ideas for consideration are:

- Construct covered bike-parking facilities on curb extensions (as they are constructed), at bus stops and especially at important commercial locations such as the Main Street downtown/park/library area. A covered facility can double as both bike parking and bus stop.
- Work with NYS DOT to implement marking for bike lanes along Oriskany Boulevard.
- Ensure that sidewalks exist to connect most parts of the Village to Mohawk Street and access to the Erie Canalway Trail.
- Consider purchasing or acquiring easements to the small lot at the very end of Sauquoit Street and a strip of land along the railroad behind the driving range to provide access to the Sauquoit Creek. The creek might also be accessed behind the trailer sales store with an approach from Main Street. (See Map)
- Work cooperatively with the School District to develop Sauquoit Creek access behind the elementary school. (See Map)



11. Maintain all on-street parking.

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12. The following regulatory changes would enhance walkability:

- Allow compact, mixed-use, mixed-income developments.
- Require that maximum parking be allowed, versus current minimum parking requirements.
- Consider capping building footprint size, at least on Main Street, to ensure that new infill buildings are at the same neighborhood scale.
- For commercial developments, pedestrians should have access that is separate from vehicle access.
- New and infill development should favor walking over driving. Grid streets (not cul-de-sacs), planned mixed unit developments, pocket parks, and neighborhood stores should be preferred development styles and be encouraged via zoning and other land use regulations.



13. Amend zoning and site plan review laws to include standards for outdoor lighting. Establish standards to protect drivers and pedestrians from disabling glare and to protect neighbors from the nuisance glare of poorly aimed or un-shielded light sources. Standards to consider include:

- Require use of fully shielded light fixtures;
- Parking lots should have a pole height to spacing ratio of not more than 1:6 (An 18 foot pole having a pole to pole spacing of 108 feet, for example);
- Prohibit lighting poles that exceed 18 feet;
- Regulate lighted signs;
- Require that externally lighted signs also use shielded fixtures;
- Set standards so there is a minimum of glare extending beyond property lines (An example would be: Glare shall not exceed 0.5 foot-candles for residential properties or 0.5 foot-candles on commercial properties);

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- Control exterior lighting after business hours;
 - Use fences or other visual screening methods.
14. Develop specific standards to control noise. This should specifically define “noise,” under what circumstances it is to be considered a nuisance, and offer penalties and enforcement provisions. The Village currently addresses noise nuisances in its laws (dogs, zoning, public assemblies, peddling and soliciting, and satellite antennas). Consider amending these laws to form a new local law devoted specifically to noise. This would allow all standards and regulations of the Village to be consolidated in one location and would facilitate enforcement.
15. Investigate the cost and feasibility of constructing noise barriers to reduce railroad noise. Reducing railroad noise will result in a higher quality of life and improved property values.

Goal 8. Recreation

Provide Diverse Recreational Activities and Facilities for Youth and Senior Citizens; Enhance Recreational Opportunities Along Sauquoit Creek.

Many residents feel that lack of youth and senior citizen recreation activities and facilities, is a negative aspect of the Village. In order to improve recreational opportunities and to take advantage of the existing resources in the Village, Whitesboro should implement the following strategies:

1. Meet recommended recreational guidelines by acquiring and developing at least 13.9 acres of additional recreational land in the Village. Funding for facilities and for enhancing programs can come from a variety of sources. The Village should aggressively seek state, federal, and other funding to cover the cost of acquiring new parks and improving existing ones. Also explore cost-sharing with local businesses, or allow community partners, such as local non-profit organizations, to maintain parks and open spaces for a fee.
2. Identify private parcels of land with park, open space, or public access value that would enhance park and recreation opportunities. Ensure that the needs of residents are considered by involving them in the planning and development of

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new parks and recreation programs.

3. Concentrate recreational facility development on small pocket parks, enhancement of existing parklands, and preservation of forested open spaces within the Village.
4. Concentrating on passive opportunities first, develop picnic areas, trails through green space, and community gardens. A more comprehensive recreational program could include swimming, skating, tennis and basketball courts. Some of these needs may be satisfied by town parks or the proposed new YMCA, again concentrating efforts on the more passive opportunities first.
5. As discussed elsewhere in this plan, there is great potential for developing smaller pocket parks throughout the Village. Because Oriskany Boulevard is difficult for children to cross, it is important to provide open space and parks on both sides of this major thoroughfare. Consider planning a park or pocket park for each major neighborhood in the Village (see map):
 - Between northern Village Boundary and Oriskany Boulevard from the western Village boundary to NYS Thruway;
 - Between northern Village Boundary and Oriskany Boulevard from NYS Thruway to Pleasant/Brainard Streets;
 - Between northern Village Boundary and Oriskany Boulevard from Pleasant/Brainard to Clinton Street;
 - Between northern Village Boundary and Oriskany Boulevard from Clinton Street to eastern border of Village;
 - Between Oriskany Boulevard and southern Village boundary (a very large area that could use several small parks)
6. Continue supporting development of the three new parks proposed a) at the corner of Roosevelt Drive and Westmoreland, b) near the Flagg Street playground and Goodell Avenue. c) the corner of Main Street and Edgemont.

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7. Enhance public access to the Sauquoit Creek by securing properties or rights-of-way, especially at the very end of Sauquoit Street connecting along the railroad behind the driving range to the Sauquoit Creek.
8. Work cooperatively with the school to create an outdoor nature trail/learning lab on school property (near the elementary school) and make use of the unused lawn and wooded area along the Sauquoit Creek. This would be an excellent location to provide enhanced access to the creek, parking, and at the same time allow the school to take advantage of the area for environmental educational activities.
9. Promote walking as a “heart healthy” activity. The New York State Department of Health has excellent Heart Healthy programs that Whitesboro could implement. For example, a walking trail could be developed with distance markers to help people know how far they walk. The route could link parks, neighborhoods, the creek, and other locations, like Main Street or the library. A map showing this trail could be published and distributed to all Village residents.
10. Support construction of the new YMCA to be built in the Town of Whitestown, and work with the Utica Transportation Authority to provide public transportation connecting the Village to this new facility. Similarly, the Village should work with the Town of Whitestown to create sidewalk access between the Village and the Town Park on Gibson Road.
11. Include playground equipment for young children when planning new pocket parks. Swings, climbing apparatus, or other equipment would enhance use of the parks, give families with young children a desirable recreational facility, and would add to the pedestrian environment.
12. Create a self-supported community center for all ages, catering especially to youth and senior citizens. Some members of the community have suggested that the Village purchase the Wells & Lloyd Funeral Home, former Swancott residence, or former Methodist Church for this purpose.
13. Create a fenced-in skateboard park for youth.

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14. Establish a recreation committee in the Village to oversee implementation of recreational strategies. The committee should work in cooperation with the Town of Whitestown to develop facilities and enhance programs. The role of the Youth Commission could be blended with this committee to meet the recreational needs of all age groups.

15. Work with the Town of Whitestown to evaluate the possibility of annexing Mohawk River “flats” on the north side of the railroad track for Village development and recreation purposes.

Goal 9. Housing

Enhance Home-Ownership Opportunities and Ensure that Housing Opportunities Exist to Meet the Location and Economic Needs of Residents; Enhance Maintenance of Rental Units.

Residents are concerned about the large increase in rental residential properties in the Village. Many feel that the problem of delinquent or poorly maintained properties is related to absentee landlords of rental properties. In order to ensure housing that fits the location and economic needs of residents, and to promote home-ownership opportunities, the Village should implement the following strategies:

1. Currently about 50% of housing units in the Village are owner-occupied. The remainder are occupied by renters. About 55% of all housing units are single-family structures and 44% are multi-unit structures (two or more units). Long-term, the Village should work toward a ratio of 70% owner-occupied single-family residential structures to 30% multi-unit rental residential structures.

2. Apply for federal Community Development Block Grant funding to establish a local home repair and rehabilitation loan program. Federal dollars available through this competitive grant program can be used, among other needs, to assist residents with the repair and rehabilitation of their buildings in the Village. This program can be used for both deferred and low interest loans.

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3. Apply for federal Community Development Block Grant funding to establish a First Time Homebuyer Program.
4. Develop a tax incentive program to encourage redevelopment of available lots in existing neighborhoods.
5. Through Village newsletters and other mechanisms, inform and educate residents about the relationship of housing to economic development, land use, community facilities and transportation.
6. Aggressively enforce building and housing codes, and aggressively pursue payment of delinquent property taxes.
7. Acquire tax-delinquent parcels to create affordable homeownership opportunities.
8. Establish a policy to guide affordable housing programs that defines “affordable” as households with incomes between 60% and 80% of the local median household income (currently \$31,947).
9. Collaborate with existing organizations, the Town of Whitestown, and other adjacent municipalities to establish a not-for-profit corporation to develop and manage affordable housing. Organizations of this kind typically own property, receive grants and loans, sell or rent housing units to meet Village affordability guidelines and maintenance standards.
10. Allow residential apartments above stores or other first floor commercial activities. Prohibit conversion of second story residential apartments into commercial space.
11. Encourage creation of affordable single-family housing as a prime method of satisfying both home-ownership and affordable housing needs. Adopt techniques to create moderately priced single-family homes such as requiring a percentage of all homes in a subdivision or development to sell at a moderate price, or by establishing a fund to create such housing.

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12. Consider offering a density bonus in return for long-term designation of some of the units as affordable housing in new subdivisions or housing projects proposed in the Village. A density bonus gives applicant developers approvals for additional units when they respond to a need identified by the Village. Density bonuses are often given in exchange for affordable housing, environmental protection, open space, or recreation commitments.

13. Ensure that zoning allows accessory apartments and “granny flats” (also called in-law apartments.) In the R-2 district, consider allowing development of accessory apartments, and conversions of a single-family home to a multi-family home, only by special use permit and under certain conditions. Conditions to consider include the need for the structure to retain a single-family appearance, that no separate entrance may be constructed facing the main road frontage, that conversion take place within the building footprint, or that the structure remains owner-occupied. Additionally, change the boundaries of the R-2 district along Main Street to re-designate the western end as R-1. This area is currently and should remain reserved primarily for single-family residences. Conversion of these single family units to multi-family units would not be desirable. Limit the R-2 district to the area where conversions have already been made and apartments already exist. Then, concentrate improvement programs in that section of Main Street where multi-family units are concentrated.

14. Promote formation of neighborhood associations to help maintain character and pride in the Village.

15. Also see recommendations under Goal 1.

Goal 10. Heritage

Use The Distinctive Erie Canal Heritage of the Village to Enhance Its Cultural, Recreational, and Economic Climate.

The Erie Canal shaped the growth and development of the Village of Whitesboro. It also influenced the cultural, recreational, and economic climate of the community. The Village recognizes that its distinctive Erie Canal heritage can continue to exert a positive influence on the character and quality of life in Whitesboro. In order to recognize and take advantage of Whitesboro’s unique heritage, the Village should implement the following strategies:

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1. Produce entertainment and community events with historic themes, flavor or focus. Possibilities include landmark walks and talks, living history weekends, festivals, socials, picnics, and concerts.
2. Preserve, celebrate, and interpret buildings, sites, and other historic assets through signs, publications, lectures, and tours.
3. Create a walking tour illustrated with a brochure and plaques on sites and buildings, especially along Main Street.
4. Create Village website linkages to the Erie Canal Bikeway, Mohawk Valley Heritage Corridor Commission, National Park Service Erie Canalway Heritage Corridor, Lock 20 summertime events, Oriskany Battlefield, Fort Stanwix, Herkimer Home, Little Falls Canal Place, and other sites across the region.
5. Create a brochure that identifies, educates, and celebrates the Erie Canal heritage of Whitesboro. This brochure should be widely available throughout the Village, and at regional tourism centers and information booths.
6. Encourage publication of a newsletter that regularly features articles and historic pictures that highlight the heritage of the Village.
7. Place banners or flags with an Erie Canal theme or logo on utility poles along Main Street and Oriskany Boulevard.
8. Analyze architectural styles of older buildings to identify patterns and models for future building designs. The distinctive character of the Village is derived, in part, from its traditional street designs, buildings, and architecture, and this should be considered its prime competitive advantage. This advantage can only be maintained through strategies that influence new development to remain in keeping with the distinctive traditional character of the Village. Therefore, the Village should make it a priority to set design standards that consider the past for both commercial development and large subdivisions, so Whitesboro remains unique, and does not become “Anyplace USA.”

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POTENTIAL FUNDING SOURCES

Funding is essential for the successful implementation of this plan. Listed below are possible sources of funding and assistance to implement the recommended strategies. In addition to retaining the services of a knowledgeable grant writer, the Village should remain informed about available federal funding by visiting www.grants.gov on a regular basis.

Federal Government Sources of Funding and Technical Assistance

Department of Commerce, Economic Development Agency (EDA): Funds public works and infrastructure development and facilities.

Department of Housing and Urban Development (HUD): Issues Community Development Block Grants for loans, grants, and loan guarantees to support community development in low and moderate income areas. Among eligible activities are: infrastructure development, including sewers, water, and streets. CDBG grant applications are due in April of each year.

Federal Highway Administration (FHWA): Administers the Transportation Equity Act for the 21st Century (TEA-21) which provides funding for non-traditional projects that add value to the surrounding transportation system. Locally, this program is administered through the New York State Department of Transportation.

Environmental Protection Agency (EPA): Provides a variety of funding opportunities for drinking water and environmental protection initiatives.

Department of Interior: Provides technical assistance and grant funding for historic preservation activities through the National Parks Service.

Empire State Development Corp (ESDC): Administers the Regional Economic Development Partnership Program. This provides grants for infrastructure planning and construction intended to facilitate the creation and retention of jobs and to

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increase business activities. ESDC also has the General Development Financing that provides assistance for job creation and retention projects for manufacturing and non-retail service firms, corporate headquarters, and tourist districts.

Department of Transportation: The Industrial Access Program (IAP) is designed to complement projects where transportation access is a problem or offers a unique opportunity.

Office of Parks, Recreation, Historic Preservation (OPRHP): Administers the Clean Water/Clean Air Bond Acts, as well as the New York State Environmental Protection Fund. OPRHP provides funds for historic resource surveys, acquisitions, rehabilitation, development of parks and recreation facilities, and protection of open spaces.

Division of Housing and Community Renewal (DHCR): Provides a variety of funding mechanisms through the Home Investment Partnership Program for construction and rehabilitation of eligible rental housing, housing for first time home buyers, rehabilitation of owner-occupied housing, and tenant-based rental assistance.

National Trust for Historic Preservation: Offers small grants and low-interest loans for projects including historic resource surveys.

Preservation League of New York State: Grant program supports cultural resource surveys, historic structure reports, and historic landscape reports. The League also offers assistance with historic registers and local historic districts.

Regional Sources of Funding and Technical Assistance

Mohawk Valley Economic Development Growth Enterprises (EDGE): Provides a variety of financial services and other assistance to develop the economy of Herkimer and Oneida counties.

Mohawk Valley Heritage Corridor Commission (MVHCC): Provides community development and technical assistance to build a heritage tourism destination across eight counties of New York State.

Mohawk Valley Economic Development District (MVEDD): Offers technical and

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economic assistance to develop a multi-county region of New York State.

The Community Foundation of Herkimer & Oneida Counties: Funds diverse community development projects.

Central New York Community Arts Council (CNYCAC): Conduit for funding and technical assistance from numerous state and national arts and cultural agencies.

IMPLEMENTATION OF THIS PLAN

1. It is recommended that the Village of Whitesboro Board of Trustees establish an annual scope of work and budget for implementation of this plan, and that progress be reviewed at the end of each year.
2. The implementation chart (below) outlines and groups the strategies recommended in this plan to assist the Village Trustees and Planning Board with implementation, funding, and priorities.
3. New York State law requires that the comprehensive plan be reviewed and updated on a regular basis. It is recommended that the Village Trustees ask the Planning Board to assess this plan every five years and revise it to reflect conditions at the time.

Implementation Schedule and Prioritization of Strategies

Short term = 1-3 years

Mid term = 3-5 years

Long term = 5-8+ years

Ongoing = projects that take place on a regular and annual basis

Summary and Highlights of Plan Recommendations and Strategies	Reference to Strategy in Plan	Time Schedule	Lead Agency or Group	Support Groups to Assist
Update existing laws and write new law related to property maintenance and enforcement	1.1	Short term	Village Board	Oneida County Planning Board ZBA
Develop educational booklet on code enforcement procedures	1.1	Medium term	Code Enforcement Officer	Village Board Planning Board ZBA
Complete inventory of properties having maintenance issues	1.2	Short term	Code Enforcement Officer	Building Inspector Police Department Citizens
Create and implement property maintenance committee	1.3	Short term	Village Board	Code Enforcement Officer
Work with NYS DOT and develop traffic management plan that considers the potential strategies to control traffic, speed and safety on Oriskany Boulevard	2.1 to 2.6	Short term, implemented long term	Village Board Highway Department	Traffic Engineer/ consultant NYS Department of Transportation Oneida County
Zoning law revisions to enhance economic development and character of Oriskany Boulevard	2.7	Short term	Village Board	Planning Board ZBA Chamber of Commerce or local business owners
Implement policies and programs to reduce flooding via the Saquoit Creek Basin Initiative	3.1	Short term to medium term	Village Board	Code Enforcement Officer NYS DEC FEMA
Initiate a flood management plan and corridor management boundary	3.1	Medium term	Village Board	FEMA Saquoit Creek Basin Initiative communities
Promote and facilitate listing of historic buildings on the state and national historic registers	4.13 (7)	Ongoing	Village Board Historic Society	Preservation League of NY New York State Historic Preservation Office
Establish design guidelines to incorporate Erie Canal/ historic heritage	11.8	Short Term	Village Board	Planning Board/ZBA Local businesses and property owners

Zoning law revisions to reduce flooding	3.2	Medium term	Village Board	Village Attorney Planning Board Code Enforcement Officer
Subdivision law amendments such as providing for buffers from the creek and use of open space subdivisions	3.2	Medium term	Village Board	Village Attorney Planning Board Code Enforcement Officer
Site plan law revisions to include review of floodplain and natural drainage patterns	3.2	Medium term	Village Board	Village Attorney Planning Board Code Enforcement Officer
Develop illustrated design guidelines to be incorporated into site plan review	4.2	Short term	Village Board	Planning Board Citizens Chamber of Commerce Oneida County
Subdivision amendments to include design standards for new roads and streets	4.4	Short term	Village Board	Highway Department Transportation Engineer/consultant Planning Board
Develop and formalize a street tree program	4.6	Short term	Village Board	Urban Community Forestry Assistance Program (DEC) and Cornell Cooperative Extension, Oneida County
Develop new sign design and dimension requirements	4.7	Short term	Village Board	Planning Board
Ensure that environmental reviews include analysis on historic structures	4.13 (1)	Ongoing	Planning Board ZBA	Historic Society New York State Historic Preservation Office
Establish tax credits, rebates or other incentives for historic preservation and rehabilitation	4.13 (4,5)	Medium term	Village Board	New York State Historic Preservation Office Preservation League of NY

Create a local historic district law	4.13 (8)	Long term	Village Board	Planning Board ZBA Preservation League of NY State Historic Preservation Office
Evaluate and initiate shared services with adjacent municipalities	5.1	Ongoing	Village Board	Citizens and businesses in village NYS Department of State
Separate out building inspector duties from code enforcement duties	5.2	Short term	Village Board	Building Inspector Code Enforcement Officer
Establish a new location for the Village Offices	5.5	Medium term	Village Board	USDA Rural Development Agency
Develop a Capital Improvement Program for infrastructure	5.63	Medium term	Village Board Highway Department	Fire Department Police Department Citizens and businesses Planning Board ZBA
Initiate study and solution of mosquito problem	5.9	Ongoing	Village Board	NYS DEC Cornell Cooperative Extension NYS Department of Health
Retain grant writer to assist village attain grant funds	5.10	Ongoing	Village Board	
Implement a Main Street Revitalization and Economic Development program	6.1 to 6.16	Short term	Village Board Main Street business and property owners	Oneida County economic development agencies Regional economic development agencies Staff person

Zoning law revisions to enhance Main Street	6.3	Short term	Village Board	Planning Board ZBA Village attorney
Develop a senior/community center on Main Street or in old village office if the village offices move	6.17	Long term	Village Board	Recreation Committee
Create one or more municipal parking lots for Main Street	6.17	Medium term	Village Board	
Create a Business Improvement District for Main Street (BID)	6.17	Medium term	Village Board	Businesses and property owners in proposed district Regional economic development agencies Chamber of com-
Enhance existing website to focus on business events and marketing	6.17	Ongoing	Main Street revitalization committee	Business and property owners Not-for profit groups Community groups
Complete sidewalk inventory and develop long term sidewalk maintenance plan	8.3	Short term	Village Board Highway Department	
Make streetscape improvements such as sidewalks, street trees, crosswalk markings, curb ramps, curb extensions, street furniture and landscaping	8.5 to 8.9	Medium term to long term	Village Board	Highway Department Transportation Engineer/consultant NYS DOT Oneida County
Create a pedestrian/bike committee to develop walking and biking linkages and trails	8.11	Short term	Village Board	NYS Office of Parks

Zoning law amendments to enhance walkability when new development takes place	8.13	Medium term	Village Board	Pedestrian/Bike committee Planning Board ZBA NYS DOT
Zoning and site plan review law amendments to reduce glare nuisances	8.14	Short term	Village Board	
Initiate laws and/or programs to reduce noise pollution	8.15 & 8.16	Short to medium term	Village Board	
Identify parcels of land in village with recreation potential	9.1 to 9.3	Short term	Recreation Committee	Village Board
Initiate a recreation committee to oversee development of new recreational initiatives	9.14	Short term	Village Board	
Establish pocket parks in each quadrant of the village	9.5	Medium term	Village Board	Recreation Committee NYS Office of Parks
Enhance creek access by securing properties or right of ways, as identified	9.7	Long Term	Recreation Committee	Village Board NYS Office of Parks
Work with school to create creek access and nature study area near elementary school	9.8	Long term	Village Board	School District
Create a "heart healthy" walking program in village	9.9	Medium term	Recreation Committee	NYS Department of Health

Establish a community center	9.13	Long term	Recreation Committee	Village Board
Establish a skate board park	9.14	Long term	Recreation Committee	Village Board
Work with town to acquire "flats" for recreational development	9.15	Long Term	Village Board	Recreation Committee
Seek funding to establish home repair, rehabilitation loans, and homeownership programs	10.1-10.3	Medium Term	Village Board	Grant writer
Initiate tax incentive programs to encourage redevelopment and	10.4	Short Term	Village Board	
Zoning law and subdivision law amendments to provide for more affordable lots, homes and dwellings	10.12 to 10.13	Medium Term	Village Board	Planning Board Regional housing advocates and agencies
Promote formation of neighbor-	10.14	Ongoing	Village Board	
Sponsor/host entertainment and events with historic themes	11.1	Ongoing	Main Street Revitalization Committee	Economic development agencies
Interpret historic locations and buildings through signs, publica-	11.2 to 11.5	Short term	Historic Society	Village Board Preservation League of NY
Provide for street decorations that celebrate the Erie Canal theme and develop a Erie Canal theme logo to use for marketing purposes	11.7	Medium term	Historic Society	Village Board Preservation League of NY Local businesses and property owners