

Village of Port Dickinson Comprehensive Plan

2021

ACKNOWLEDGEMENTS

Numerous individuals participated in the development of the 2020 Village of Port Dickinson Comprehensive Plan. We wish to recognize the following people who devoted their time and effort during the process. We also wish to thank the many citizens of Port Dickinson for their enthusiasm and contributions to the community survey and public meeting.

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Chapter 1: Introduction

OVERVIEW

The Village of Port Dickinson is a small community that lies within the town of Dickinson and is located in the central part of Broome County. The village is home to approximately 1,600 residents and encompasses 0.63 square miles. It is situated along the eastern shore of the Chenango River and neighbors the towns of Dickinson, Fenton, Chenango, and Kirkwood, and the city of Binghamton. The village is located in the Binghamton Metropolitan Statistical Area (MSA) and the Southern Tier region of New York State.

For many residents, Port Dickinson is an excellent place to live and raise a family. However, that does not mean there aren't issues that could be addressed to improve the health, safety, and welfare of the community. The Village of Port Dickinson recognizes the challenges and opportunities it faces and developed this comprehensive plan to guide the future of the community.

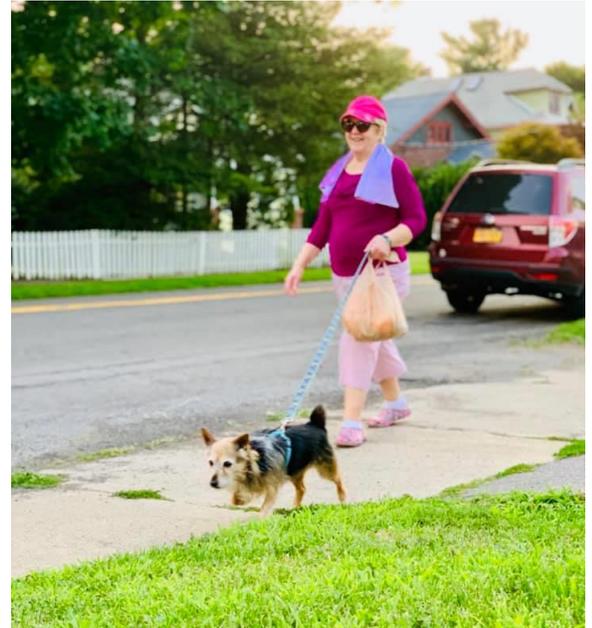


Photo: Mari Giurastante

PURPOSE OF THE COMPREHENSIVE PLAN

A comprehensive plan is a powerful document. In a court of law, an up-to-date comprehensive plan gives validity to local land use decisions. Where an adopted comprehensive plan exists, other governmental agencies must consider the impact of capital projects on the adopted plan. By preparing a comprehensive plan, a community outlines its shared vision and builds consensus for projects and policies. A comprehensive plan is often used to protect resources and guide development.

The 2020 Village of Port Dickinson Comprehensive Plan is the first comprehensive plan for the Village since zoning was first adopted in 1958. It will become an officially adopted document that assists the decision-making process and fosters a more certain future. The plan considers factors that could potentially impact the village's land use, infrastructure, community character, natural resources, and other community assets and provides goals and strategies for Port Dickinson.

COMPREHENSIVE PLANNING PROCESS

In 2018, the Village of Port Dickinson initiated the process to develop its first ever comprehensive plan. It is important to note, during the development of the Village of Port Dickinson Comprehensive Plan, the COVID-19 pandemic forced non-essential shutdowns and stay-at-home orders at the local and national scale. These restrictions, along with other COVID-19 impacts, required the Village to adjust the plan's timeline, meeting schedule, and plans for public outreach. Additional information about the specific community impacts of COVID-19 are included in Chapter 11, COVID-19 Impacts. The steps below outline the process the Village followed to develop the 2020 Village of Port Dickinson Comprehensive Plan.



Comprehensive Plan Committee: The process began when the Village formed a seven-member committee to oversee the development of the Comprehensive Plan. This committee included the Mayor, Village Trustees, and the Planning Board and the Zoning Board Chairs. The committee worked closely with the Broome County Planning Department and met regularly to discuss the plan and ensure it reflects the needs and issues of Port Dickinson.



Data Gathering: Using a variety of data sources, this plan examines the existing conditions for a range of physical, social, and economic matters. Specific topics reviewed in the assessment include demographics, economic base, housing, transportation, environment and natural resources, public services/facilities, local laws, and land use. Understanding the current conditions in the village is an important part of the comprehensive planning process and this information is used to inform the recommendations set forth in the plan.



Public Survey: Public awareness and involvement is another important component of the comprehensive planning process. A public survey was conducted early on to identify residents' priorities, concerns, and opinions related to the village. The survey was completed by 124 households and the results were used to help shape the recommendations of the plan.



Recommendations: Information from previous chapters and public input were applied to establish a set of goals, objectives, and strategies for the Comprehensive Plan. These ideas were developed by asking questions such as what do we want the future of Port Dickinson to look like and how do we get there? The recommendations chapter is one of the most critical elements of the comprehensive plan as it provides direction and guidance for future decision making in the village.



Public Meeting: Residents were invited to participate in a virtual public meeting to discuss the proposed recommendations of the Plan; approximately 20 residents attended the meeting.



Review & Adoption: A full draft of the plan was available online for public review and residents were encouraged to share their feedback; no additional comments were received during the review period. The Village Board reviewed and adopted the Plan on February 9, 2021.



Implementation: Efforts to implement the comprehensive plan will be led by the Village and other community partners. Actions may include developing/updating regulations, identifying capital projects, and establishing other initiatives/programs. To effectively respond to community changes, the plan should be regularly reviewed, and progress towards implementation should be monitored and documented.

Chapter 2: Setting & History

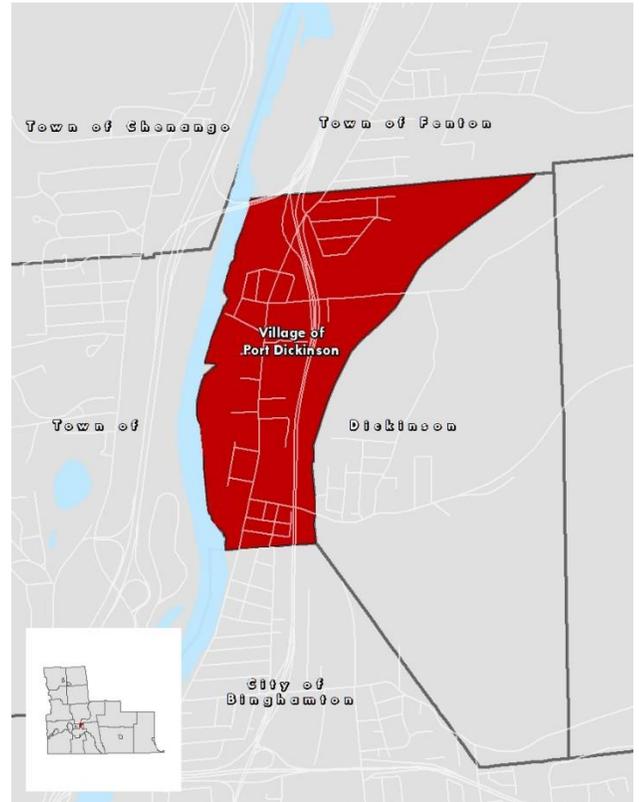
SETTING

Port Dickinson is an incorporated village within the town of Dickinson. It is an established residential community with many historic homes. Its neighboring communities include the towns of Dickinson, Fenton, Chenango, Kirkwood, the city of Binghamton, and Chenango River borders the entire length of the village to the west. The Brandywine Highway (NYS Route 7) runs through the entire length of the village, providing residents with direct access to Interstate 88 and ultimately the northeastern part of the state. Chenango Street also runs the entire length of the village and connects the village to Fenton and downtown Binghamton.

EARLY HISTORY

The Village of Port Dickinson is the only village in the town of Dickinson and is one of the oldest incorporated municipalities in Broome County. Its location in the Chenango River valley make it a feasible settlement location for early settlers. According to the NYS Cultural Resources Information System, the entire village is within an archeological sensitive area (ASA) buffer zone, meaning there could be evidence of past human activities in the village. Further archaeological studies would need to be completed to confirm this. Being in an ASA does not preclude development from occurring but indicates a potential need for archeological consultation and/or surveys.

Excavations completed in the 1980s, during an environmental assessment for the I-88/I-81 Connector project, produced numerous prehistoric artifacts in the village recreation area including a Levanna projectile point and Owasco pottery fragments which indicates the village was likely a site of a prehistoric Owascan Indian settlement. At the time of the environmental assessment, the area of the Port Dickinson Jeanne and John D. Wilfley Community Park was acknowledged for its potential National Register of Historic Places eligibility. This site was left unevaluated at the time of the study and it is not clear if the area is still eligible.



Examples of artifacts similar to those cited in the NYSDOT I-88/I-81 Connector EIS (1983)

Left: LeVanna point found in Massachusetts

Right: Owasco Pottery found in Oswego County

Sources: Massachusetts Historical Commission & New York State Museum

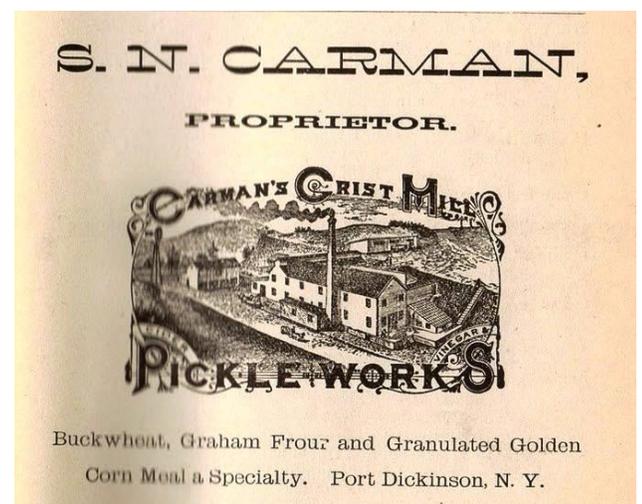
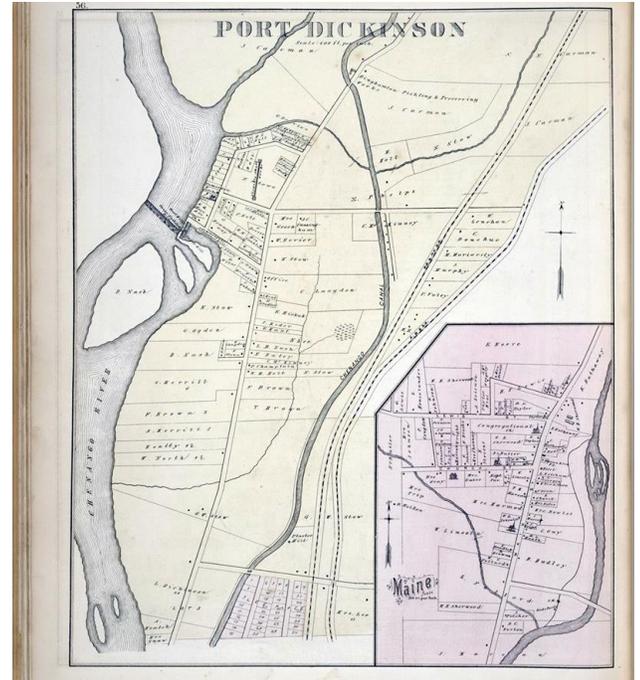
According to a newspaper article from 1991, the village was purchased by Dutch settlers in 1683 from an Iroquois tribe for “one-half piece of duffle, two blankets, two guns, four coats, three kettles, 50 pounds of lead and 20 pounds of gun powder”. The Village was founded in 1837, and named Carmansville after early settler Joseph Carman. Once the canal was built, the village was renamed the Village of Port Dickinson after Daniel S. Dickinson, a prominent politician in the 19th century. The Village was officially incorporated in 1876 as a port on the 97-mile long Chenango Canal.

THE CHENANGO CANAL

The village’s settlement patterns are largely shaped by the Chenango Canal, which was constructed in the 1830s to connect the Susquehanna River to the Erie Canal. In the village, the canal generally followed the path of the Brandywine Highway and the village served as a key port in the town. The opening of the Chenango Canal brought prosperity to the village, establishing it as an important trading center. Businesses grew in Port Dickinson, the canal brought several stores, hotels, and manufacturing industries to including a paper mill, flouring mill, a pickle factory, and a broom factory. In 1878, after 41 years of operation, the canal closed and most of the route was deeded back to adjacent property owners. Following the closure of the canal, many factories and mills also closed or moved away, and the village continued to develop as a residential community. According to the 2009 Susquehanna Heritage Area (SHA) Management Plan, the village has a potential National Register Historic District for its location along the historic canal route. It recommends the SHA should support Village efforts to recognize and protect its historical assets and landscape resources.

Top: Village map showing the Chenango Canal
 Middle: Pickle Factory advertisement
 Bottom: Coal plant in the village

Source: Village of Port Dickinson History Facebook

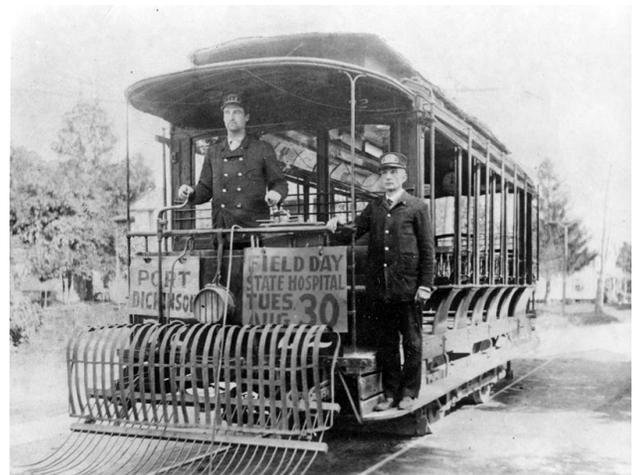
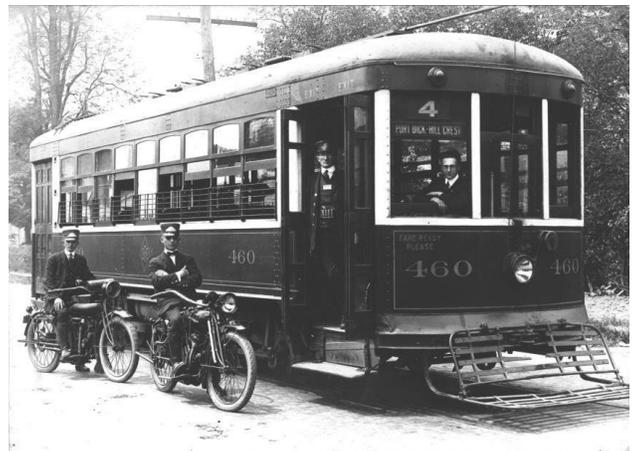
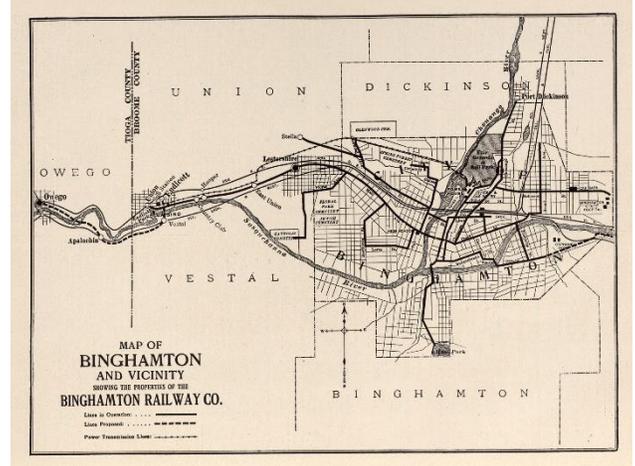


RAILROADS

By the 1850s, railroad development took off throughout the nation. During this time, two railroads were constructed in the village and goods were shipped to areas where the canal did not extend. The railroad to the west was operated by the Syracuse & Binghamton Railroad Company, an 80-mile rail which opened in 1854 connecting Binghamton to Syracuse. In 1869, the rail was taken over by Delaware, Lackawanna, and Western Rail, and today it is operated by the New York, Susquehanna, and Western Railway. The Albany and Susquehanna Railroad ran parallel to the east of the S & B rail. This rail line opened to the local area in 1869, connecting Binghamton to Albany. Today it is owned and operated by Norfolk Southern. Both lines are currently operated for freight transportation.

STREET RAILWAY SERVICE

In 1868, the Binghamton and Port Dickinson Railroad Co. was chartered by the legislature to provide the first street railway service. The street railway system began with horse-drawn trolley cars. In the late 1880s, electric trolleys replaced horsepower. The streetcar allowed residents of the village to commute to their jobs in the city of Binghamton and beyond. Trolley routes extended as far as Endicott and Johnson City, with Port Dickinson standing as the northern end of the line. In 1892, the Binghamton and Port Dickinson Railroad Co. consolidated with eight other local streetcar companies to form the Binghamton Railroad Company, covering all lines in the city of Binghamton. By the 1930s, buses began to replace street cars and trolley lines would eventually be buried under the roads.



Top: Map of Binghamton Railway Co

Middle: Electric streetcar

Bottom: Electric streetcar

Sources: Vizettes.com & Village of Port Dickinson History Facebook

CIVIL WORKS ADMINISTRATION

The New Deal (1933) was created as an attempt to provide economic relief from the Great Depression. The Civil Works Administration (CWA) was established to provide work for men who would end up completing a number of roads, bridges, parks, waterways, and utilities projects. In the village, projects included installing waterlines on Phelps Street, creating an ice rink and the Scout House, and building a park in the area of Lincoln and River Streets. These projects are still a part of the village's landscape. The ice rink now exists as a pond behind the Port Dickinson Elementary School and the Scout House is where the Port Dickinson Community Association has its headquarters.

FLOODING

Flooding in 1935 and 1936 led to extensive damage in the village and the rest of the Binghamton area. In Port Dickinson, waters covered much of Chenango Street, eroded yards and exposed utility lines, destroyed a number of structures, and resulted in fatalities. To mitigate future flood damages, the US Army Corps of Engineers developed plans for flood protection in the early 1940s. Original plans called for a levee along the south side of Phelps Street, which were then revised to locate the levee along the south bank of Phelps Creek. Upon completion, approximately 2,900 feet of levee along the east bank of the Chenango River and 940 feet of levee along to south bank of Phelps Creek were constructed to provide flood protection for village residents and businesses. More information about flooding in the village is provided in Chapter 7, Environment.

Top: CWA Project construction 1935
Middle: Photo from Flood of 1935
Bottom: Photo from Flood of 1936

Source: Village of Port Dickinson History Facebook



CWA Project 1935 Building a skate pond and the Scout House



Flood of 1935



PICKLE HILL

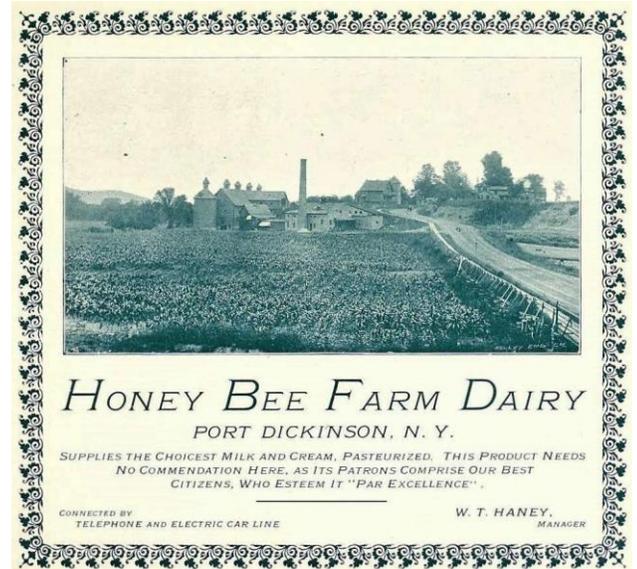
Pickle Hill is in the northern part of the village. In the 1870s, Silas Carman operated the Binghamton Pickling and Preserving Factory, for which the area got its name. This factory produced pickles, sauerkraut, and mustard. Eventually, this became the home of the Honey Bee Farm, a large dairy farm and milk pasteurization plant. In addition, the Honey Bee Farm was used for large group gatherings including picnics and camping events. In 1910, a portion of the farm, was subdivided and sold for industrial and residential uses. Approximately 80 parcels, each about an acre in size, were advertised as “Little Farms” and put up for auction in August 1910. In the 1920s, a local movie production company, Buckley-Ferguson Co. housed their studio here a few years before it went out of business. Today, uses that occupy this area of the village include residential homes, the Village Hall, the community park, the PDCA civic fields, and the Chenango Street/Route 7 exchange.

BEVIER-WRIGHT HOUSE

The Bevier Wright House/Farm was constructed in the 1840s and was the home of William Edward Wright, Civil War Veteran and local business owner. It is representative of the village’s historic development along the Chenango Canal. This property was used to stable railroad horses during the 1860s and is part of the Chenango Canal historical marker series. The property was added to the National Register of Historic Places in 2008.

HISTORIC TREES

In the Port Dickinson Jeanne and John D. Wilfley Community Park, you can find three trees that represent significant parts of our nation’s history. There is a Gettysburg Witness Tree that “witnessed” the Battle of Gettysburg during the American Civil War and stood only a couple hundred feet from where President Abraham Lincoln gave his ‘Gettysburg Address’ in 1863. Another tree is from famous American poet Robert Frost’s farmhouse where he wrote the poem *Birches* in 1916. There is a tree from Mount Vernon and its ancestor trees were cultivated



Top: Honey Bee Farm advertisement
Bottom: Bevier-Wright House

Source: Village of Port Dickinson History Facebook

by George Washington. Two additional trees are scheduled for planting in Spring 2021, one is from Walden Pond, where Henry David Thoreau lived, and the other's parent was a seed that went into orbit on a 1984 space shuttle flight.

SAWTELL'S TAVERN

Sawtell's Tavern was located at 671 Chenango Street and was the early home of Captain John Sawtell. John Sawtell was a veteran of the American Revolutionary War and fought in the Battle of Bunker Hill. His home was constructed in the late 1700s and was one of the first residences built in the village. To earn extra money, Sawtell used his home for lodging and entertaining travelers. Its location at the terminus of "Post Road" to Catskill made it a popular place for travelers to stop. It is said that Lord Talleyrand stopped here on his way to Albany, to visit other exiled French nationals. Around 1804, Sawtell replaced his original home with another (pictured), which was also used as a tavern. The structure was demolished in 1964 before it could be declared a historic property. Today, four duplex homes stand in its place.



PORT DICKINSON ELEMENTARY SCHOOL

The Port Dickinson Elementary School, located on Chenango Street, was constructed in 1919. Notable features of the two-story building include its brick façade, large windows, pitched roof, and ionic order columns. Since its original construction, an addition was made which is now the main entrance for the school. Although the structure was determined ineligible for the National Register of Historic Places in 2014, the school remains an important community landmark. Today, children attend pre-K through second grade at the school. The school represents a place where many long-time residents remember attending school, skating on the former ice rink, and attending the Port Dickinson Fire Department Kid's Day. In 2020, the school celebrated its centennial anniversary.



Top: Sawtell's Tavern

Bottom: Port Dickinson Elementary School

Source: Village of Port Dickinson History Facebook & Chenango Valley Central School District

Chapter 3: Public Input

PUBLIC INPUT

The Village of Port Dickinson utilized various techniques to build public engagement throughout the comprehensive planning process. Public participation strengthens and ensures the comprehensive plan reflects the needs and interests of the community. This process brings together citizens and government officials to have conversations and express their point of view.

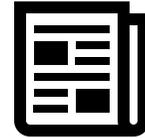
An integrated public engagement approach was used to involve the community during the comprehensive plan process. The Village’s website and Broome County’s social media page was used to inform the public about the plan and opportunities for input. A public survey was used to gauge the opinions of residents on a broad range of topics. A public meeting allowed participants to express their thoughts and ideas directly to the comprehensive plan committee.

PUBLIC SURVEY

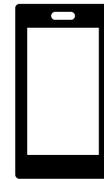
Public engagement for the Village of Port Dickinson Comprehensive Plan was initiated in the spring of 2019 with a public survey. Over 500 paper surveys were mailed to residential property owners in the village, and additional copies were available at the Village Hall. The Village encouraged participation by providing a link to the online survey on their webpage. There were 124 survey responses, representing a 23% response rate.

The 18-question survey focused on a series of topics including: public services and operations, flooding, budget priorities, safety, future development, quality of life, respondent demographics, and additional comments and suggestions. The results of the survey are reflected throughout the plan and used to develop recommendations. The following section provides a summary of the results, the Appendix includes detailed data tables and open-ended responses.

PUBLIC ENGAGEMENT TECHNIQUES



Newsletter Notices



Online Posts



Public Survey



Public Meeting

Community Appeal

There were varying perceptions of neighborhood appearance in the village. More than half of the survey respondents gave positive ratings to the overall image of the village, indicating the appearance of the homes and buildings are either “very good” (13%) or “good” (47%). The remaining respondents feel the village’s appearance is “average” (38%), and very few feel it is “poor” (2%). Responses did not vary substantially by respondents’ neighborhood.

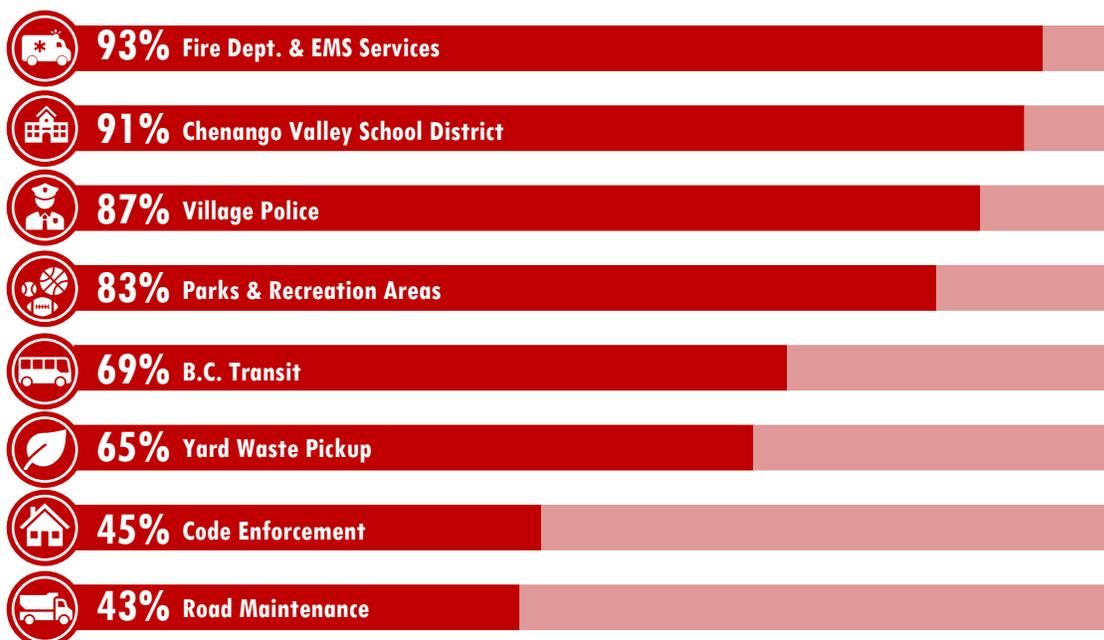
How would you rate the overall appearance of Port Dickinson’s buildings and homes?



Public Services

Overall, there are high levels of satisfaction with the services across all sectors. Public safety, schools, and recreation received the highest ratings, with more than 80% satisfaction among respondents. One of every two respondents feel Code Enforcement and Road Maintenance “need some improvements” or were “not satisfied” with these services.

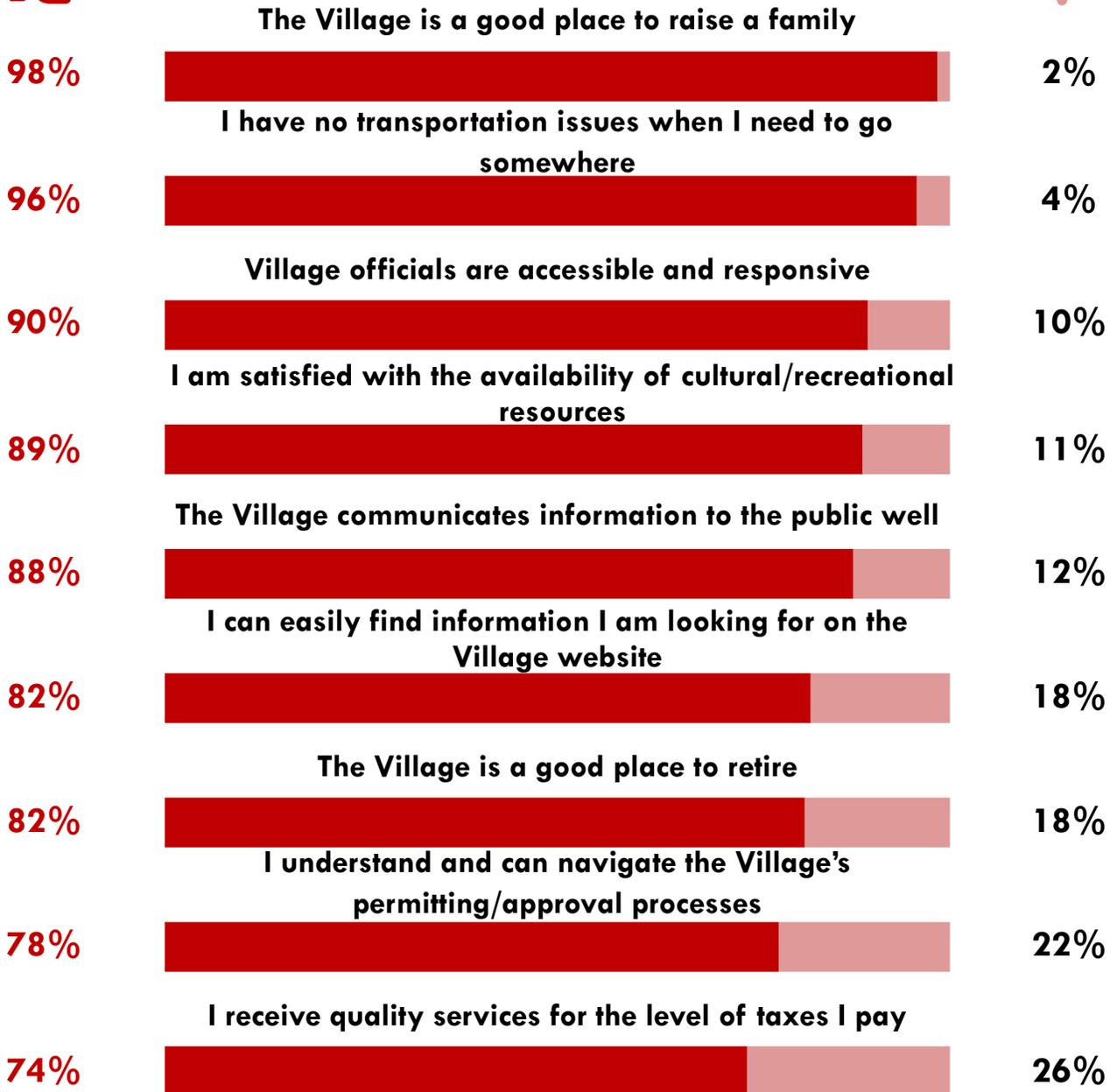
Are you satisfied with the following public services?



Village Performance

Overall, survey respondents agree the Village’s operations meet their needs. Regarding quality of life, nearly all survey respondents agree the village is a good place to raise a family (98%), but fewer people feel it is a good place to retire (82%). Nine out of ten people said the government officials are responsive to public opinions/concerns. While the majority agrees, about one-in-four respondents does not agree the Village communicates information to the public well (22%) or receives quality services for the level of taxes they pay (26%).

Do you agree or disagree with the following statements?

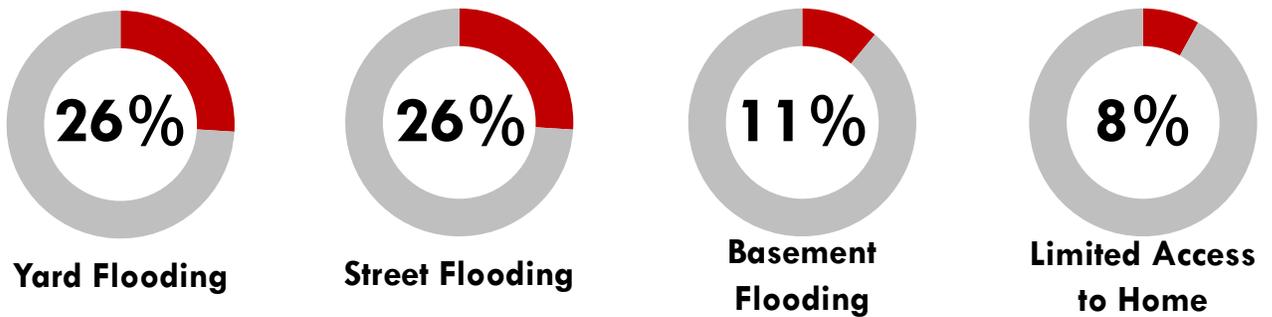


Flooding

Port Dickinson has an extensive history of flooding, so it is important to understand flood risk in our neighborhoods. About one-in-three respondents have experienced some type of flooding in the past ten years, and the majority of those respondents (63%) live south of James Avenue. The most common types of flooding reported were street and yard flooding. Two respondents reported flooding in the first level of their home at least once in the past ten years.

36% of respondents experienced flooding in the past ten years 

TYPES OF FLOODING EXPERIENCED AT LEAST ONCE A YEAR



Budget Priorities

All communities have a limited number of resources, so respondents were asked to allocate \$100 across various categories to reflect what they feel the Village’s spending priorities should be. Infrastructure improvements rose to the top of the list. On average, respondents allocated the most money to road projects (\$25) and water/sewer system (\$19) improvements. Police/fire service (\$18), improvements to blighted buildings (\$15), and stormwater management/flood mitigation response (\$14) were the other top budget priority categories.

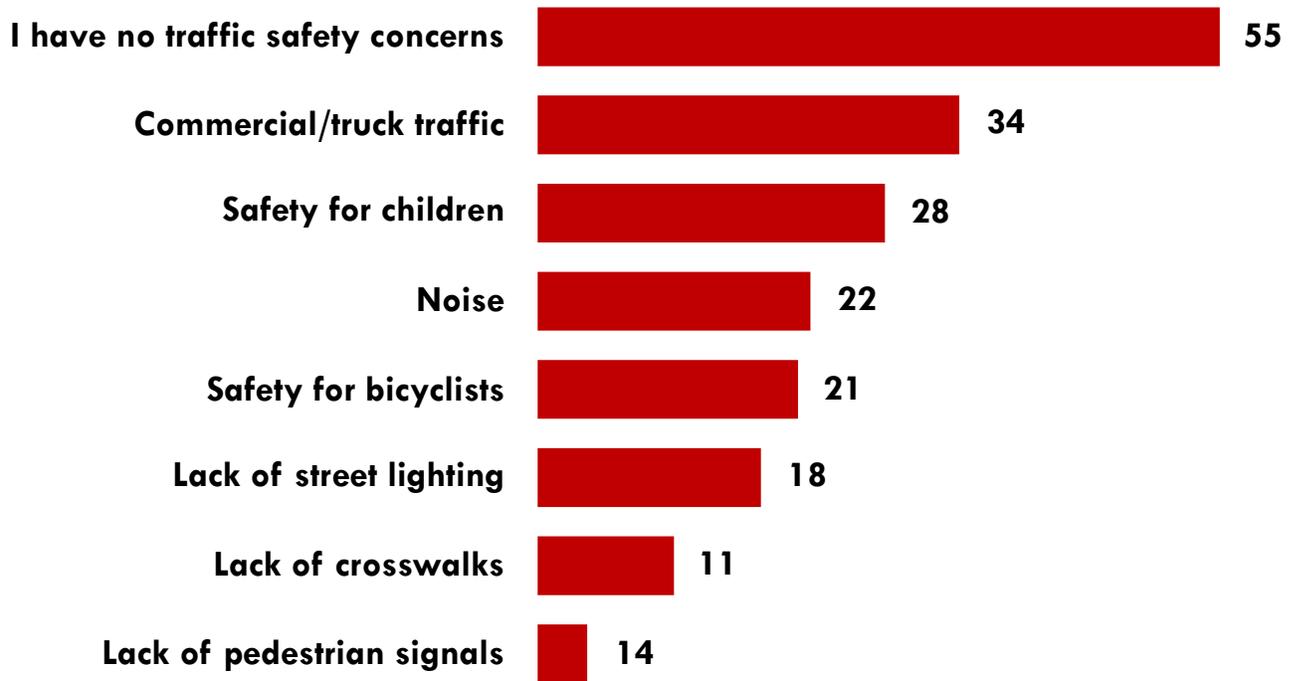
How would you allocate 100 points among the following choices?

 \$25 Road Projects	 \$19 Water & Sewer	 \$18 Police & Fire	 \$15 Improve Blight	 \$14 Stormwater
 \$8 Parks	 \$7 Sustainability	 \$5 Economic Dev.	 \$4 Events	 \$3 Public Spaces

Traffic Safety

Residents value the village’s walkability, so it is important to maintain a safe transportation network. Respondents were asked to select any traffic safety concerns they have in the village. Of those who had traffic concerns, most pertained to commercial/truck traffic (34 respondents) and safety for children coming/going to school (28 respondents). The neighborhoods south of James Ave and north of Phelps Street were most concerned about commercial/truck traffic, compared to the central neighborhood between James Ave and Phelps Street. Less than half of the responses (55 respondents) have no traffic concerns. Overall pedestrian infrastructure remained low on the list of traffic safety concerns. However, when broken down by neighborhoods, lack of street lighting was one of the top concerns for residents living north of Phelps Street.

What are your biggest traffic safety concerns?



Future Development

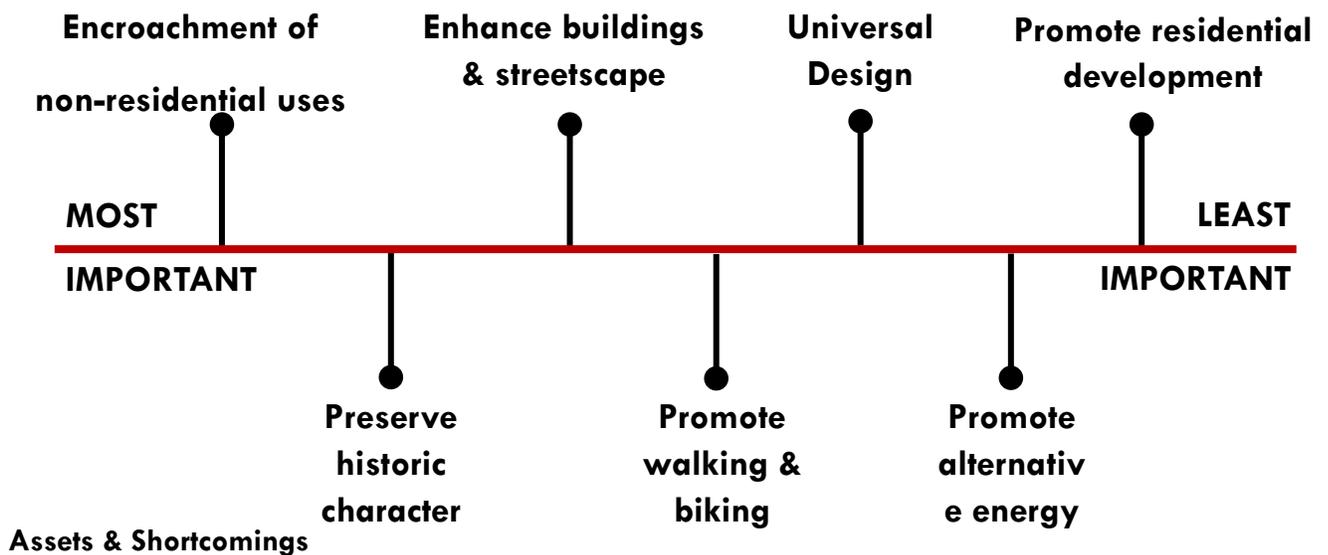
Most of the land within the village is developed, however, there are undeveloped sites. The respondents’ future development priorities for vacant sites include community gardens (18%), single-family residential (18%), and senior housing (17%), and recreation and youth sports facilities (14%). About 10% of responses indicated people would like these lots to remain undeveloped. Business and retail developments were less preferred among respondents. Other write-in ideas for vacant sites include: a dog park, solar panels, and off-street parking.

What uses do you think are most appropriate for undeveloped sites in the village?



It is the Village’s responsibility to oversee mannerly growth and development, fostering a strong sense of community. Respondents indicated protecting neighborhoods from encroachment of non-residential uses (96%), enhancing the visual appeal of the village’s streetscape and buildings (89%), and protecting the village’s distinct historic character (88%) as the most important factors to consider when reviewing development proposals. The development priorities that had the highest “not important” rankings were encouraging new residential development (35%) and promoting alternative energy and green infrastructure (29%).

How important are the following objectives regarding future development in the village?



In this survey, respondents evaluated internal influences on quality of life in the village of Port Dickinson. When asked to identify three major assets, safety, quality of schools, and walkability were highly ranked among respondents. In contrast to the village’s assets, respondents were also asked to select three of the village’s greatest shortcomings or challenges. Participants identified the condition of roads and sidewalks, blighted/neglected properties, and absentee landlords as the top issues that need improvement. Traffic safety, crime where not issues of major concern for residents.

The Village of Port Dickinson’s three major assets and shortcomings are:

ASSETS



Safe Community



Quality Schools



Walkable Community

SHORTCOMINGS



Condition of Roads & Sidewalks



Blighted/Neglected Properties



Absentee Landlords

Village Communications

Among respondents, the Village Newsletter (71%) was the most preferred method of communication, followed by email (14%), and the Village website (12%). Respondents over the age of 50 were more likely to prefer communication via the Village newsletter compared to their younger counterparts. Only a few prefer to receive news through local news outlets, and none of the respondents said Facebook was the best way to reach them.

What is the best way for the Village to communicate information to you?



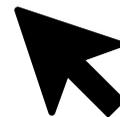
Village Newsletter

71%



Email

14%



Village Website

12%

Respondents

Village residents were asked to complete one survey per household, a total of 124 surveys were completed which represents approximately 16% of total households in the village (739 total households – 2010 Census). All of the respondents own their home, indicating the renter population (39% of households – 2010 Census) is not represented in the results. Most of the respondents are long-time residents of the village, with 83% living here for more than ten years. More than half of the respondents (63%) stated they plan to stay in the village in the next five years, while less than 10% plan on moving somewhere else. About one-in-three respondents are not sure if they want to stay or move away. Survey responses largely represented the village’s senior population, with 55% of respondents aged 65 years or older. The most well-represented neighborhood was Pickle Hill (46%), followed by south of James Ave (35%), and the area between James Ave and Phelps Street (19%). Preferences of staying in the village or moving away were not strongly influenced by respondents’ location or length of residency.



124
Completed Surveys

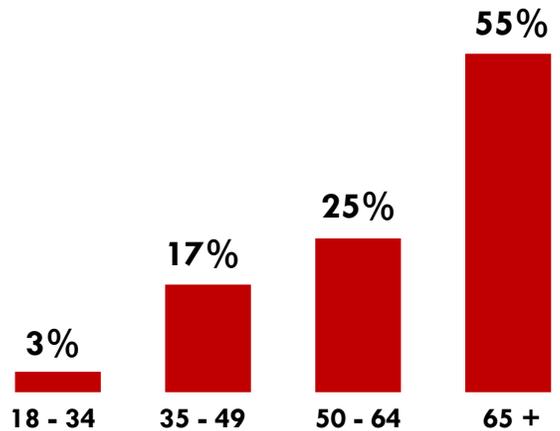
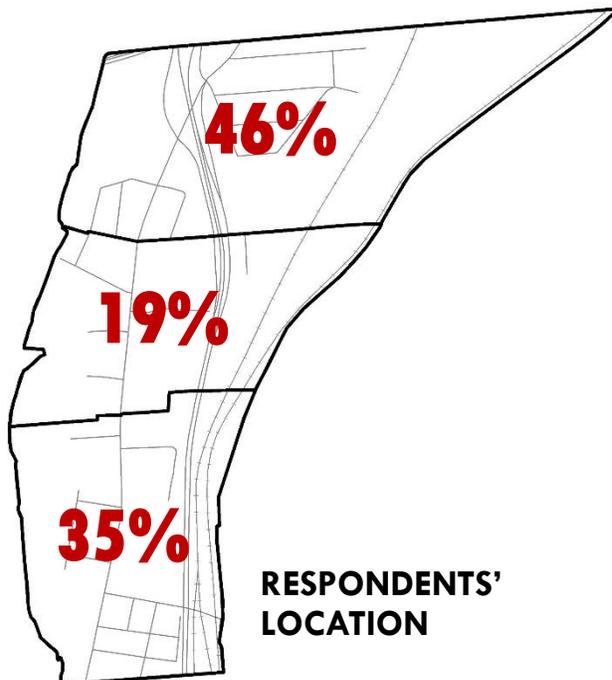


100%
Owner-Occupied Households

FOUR OUT OF FIVE RESPONDENTS



have lived in the village over 10 years



PUBLIC MEETING

On December 9, 2020 the Village of Port Dickinson Comprehensive Plan Committee hosted a Public Meeting to share information about the comprehensive plan. Due to COVID-19 social gathering restrictions, the meeting was held virtually via Zoom. A legal notice was published in the Press & Sun Bulletin and postcards were mailed to residential property owners in the village, inviting them to attend and share their input for the Plan; approximately 20 residents attended the meeting. A recording of the meeting was available on the Village website for anyone who was unable to attend.

During the meeting, the Broome County Planning Department presented an overview of the comprehensive plan and important chapter highlights, while the bulk of the meeting was used to review the proposed recommendations. Following the presentation, attendees were invited to share their comments and input. Comments received during the public meeting included questions about the levees in the village, how the Plan can be used to inform zoning decisions, and general content with the proposed Plan. No further questions, comments, or suggestions were received following the public meeting. The comments received during the virtual public meeting were used to inform the final draft of the plan.

Chapter 4: People

DEMOGRAPHICS

To plan for the future, the Village must assess its population composition. Demographic data describes the socioeconomic characteristics of a population and is used to develop a profile of the community. Common demographic categories include age, gender, race/ethnicity, education, and income. This information is used by local governments to inform decision-making and prioritize future investments.

ABOUT THE DATA

A variety of data sources were used to develop the Village of Port Dickinson Comprehensive Plan. The following sections highlight major findings of the data; complete data tables can be found in the Appendix. Two primary sources were used to collect demographic data for the village:

Decennial Census: An official count of the population, conducted every ten years, that collects basic information from every household. When data is available, 2010 Census data is presented.

American Community Survey (ACS): An unofficial survey obtained from a sample, which is used to estimate characteristics for the total population. The small sample size of the survey leads to a Margin of Error (MOE); the range, above or below the estimated value where the true value may fall. More information about the ACS can be found at: <https://www.census.gov/programs-surveys/acs/>. Decennial and ACS data tables can be accessed here: <https://factfinder.census.gov/>

VILLAGE QUICK FACTS

POPULATION



GENDER



MEDIAN AGE

39.8 years

POPULATION DENSITY



HOUSEHOLDS



MEDIAN INCOME

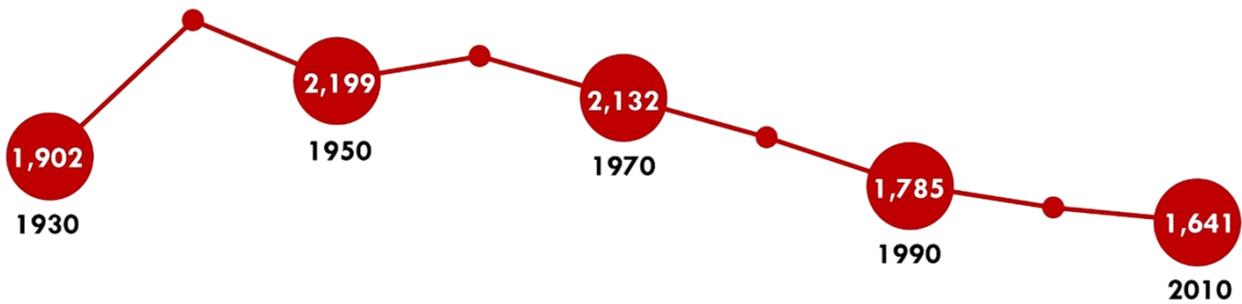
\$58,190

POPULATION

In 2010, the Port Dickinson’s population was 1,641 residents, making it the fourth largest village in Broome County behind Johnson City, Endicott, and Deposit. The village experienced its most dramatic growth during the 1920s and 1930s, until it reached its peak population of 2,436 in 1940. Since then, the population has steadily decreased. Recent population trends show the village lost 144 residents between 1990 and 2010, representing an 8% decline. While Port Dickinson’s population decline rate was slightly higher than the county as a whole (5%), it was similar to other villages.

VILLAGE POPULATIONS 	
Johnson City	15,174
Endicott	13,392
Deposit	1,663
Port Dickinson	1,641
Whitney Point	964
Windsor	916
Lisle	320

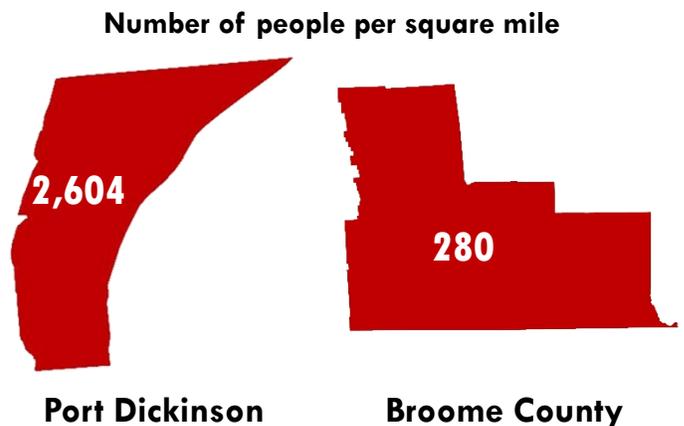
Data Source: 2010 Census Data



Data Source: Decennial Census

DENSITY

In terms of geographic area, the village is the smallest community (0.63 square miles) in Broome County. However, it has one of the highest population densities with 2,604 people per square mile. Following the city of Binghamton (4,827), Endicott (3,938), and Johnson City (3,263), the village is the fourth most densely populated area in the county. The village’s high population density is largely contributed to its small size, location in the urban core, and historical development patterns.



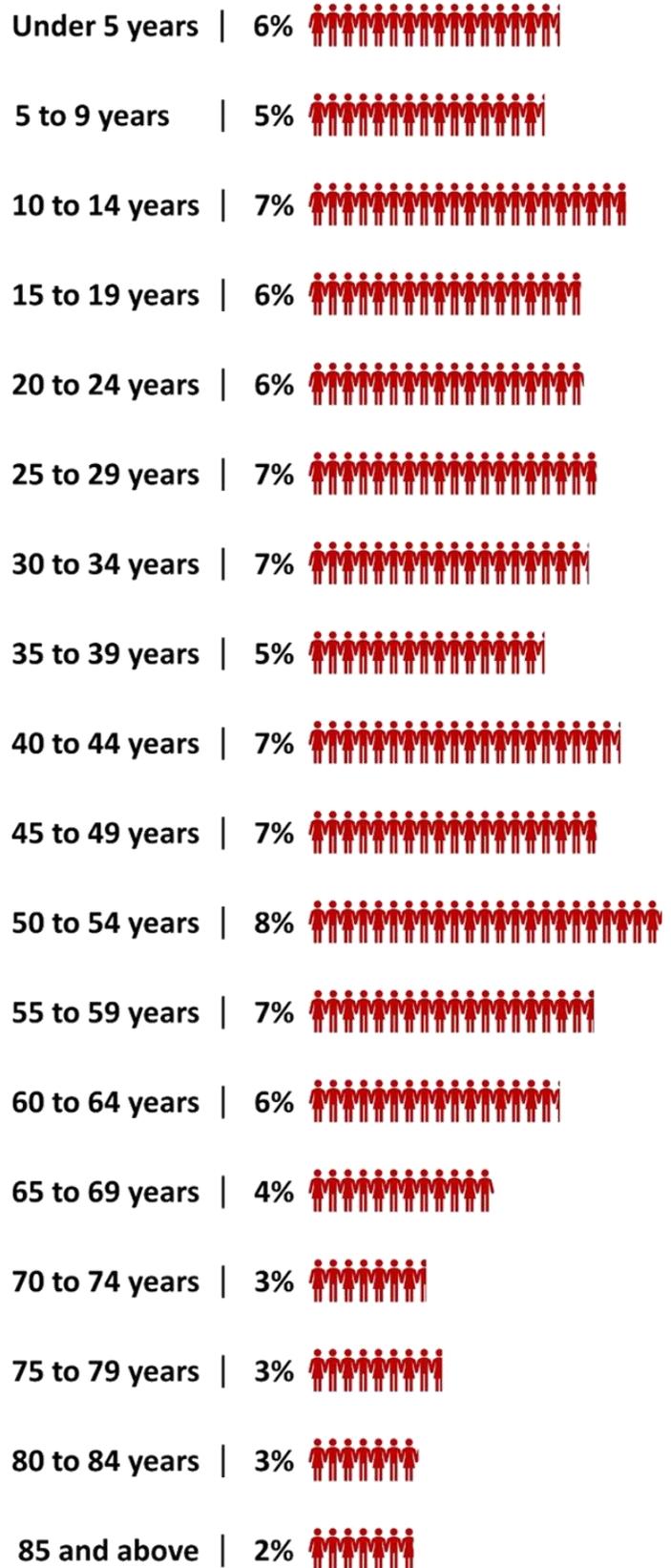
AGE

In addition to size and density, age is an important population characteristic in regard to public policy. Age affects mobility, the need for different housing types, access to key services, and opportunities to participate in community life.

The median age of the village increased from 37.7 to 39.8 over the past decade. However, Port Dickinson’s median age still remains younger than the county as a whole (40.2).

Data from 2010 shows children (19 years and younger) make up one-fourth of the village’s population and has not drastically changed in the past two decades. Young adults (20 to 39 years old) make up 25% of the population, down from 1990. Currently the largest age group living in the village are middle-aged adults ages 40 to 64 years. This group makes up 35% of the population (569 residents) and is generally characterized as those with families and are working/preparing for retirement. The smallest age group in the village are senior citizens (65 and over) making up 15% of the population.

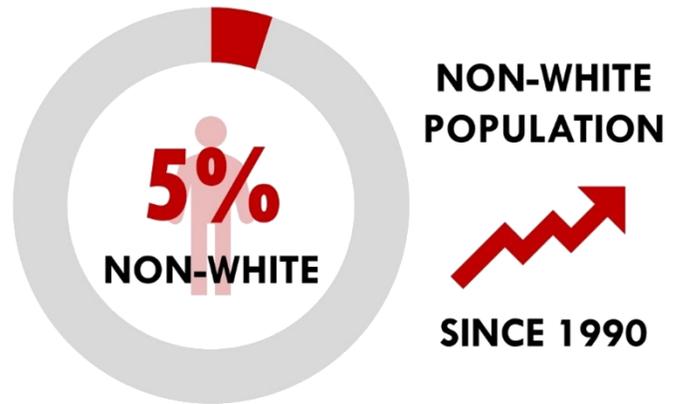
Between 1990 and 2010 there was a 27% decrease in the number of people aged 65 and over living in the village. The shrinking senior citizen population in the village is inconsistent with county and state trends. The only age groups that experienced substantial growth between 1990 and 2010 were those between the ages of 45 and 64 years old. More specifically, the 50 to 59-year-olds increased by 61% during this time. If this trend continues as expected, the village’s population will begin to age rapidly, placing emphasis on transportation and housing needs in the future.



Data Source: 2010 Decennial Census

RACE & ETHNICITY

The village of Port Dickinson is slowly becoming more racially and ethnically diverse. The village’s racial profile consists of non-Hispanic White (95%), followed by African Americans (2%), and Asians (1%). In the village, racial and ethnic minorities are growing fairly rapidly, compared to the white population which declined between 1990 and 2010. In particular, African Americans, Asians, and people with Hispanic or Latino ethnicity (people who identify as Hispanic or Latino can be of any race) doubled in size. The U.S. Census projects populations will continue to become more racially and ethnically diverse in the future.



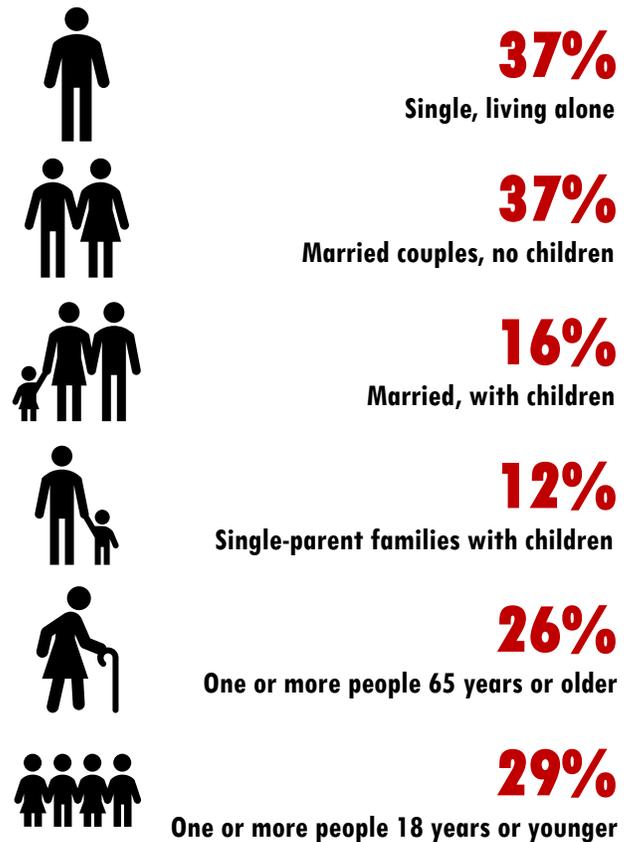
Data Source: 2010 Decennial Census

HOUSEHOLDS & FAMILIES

The village has 739 households, which includes 415 family households (one or more people related by marriage or birth - 56%) and 324 non-family households (live alone or with unrelated individuals - 44%). The average household size is 2.22 persons, while the average family size is 2.92 persons.

Shifts in the village’s demographics are changing the way people live. Since 1990, the number of family households decreased by 15% and non-family households increased by 25%. In Port Dickinson, nuclear families only account for 16% of all households (down 25% from the previous decade), while single-parent families account for 12% of households, increasing substantially since 1990. The majority of households in the village are adults living alone, followed by married couple families with no children. Less traditional household types are on the rise; changing lifestyles, divorce, and elderly adults living longer, contribute to these trends in the village and county-wide.

PERCENTAGE OF HOUSEHOLDS



Data Source: 2010 Decennial Census

SCHOOL DISTRICTS

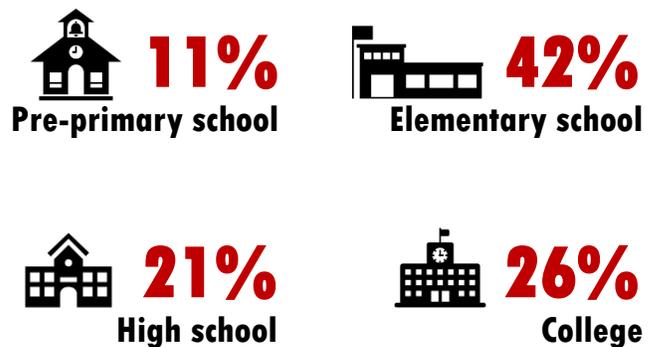
The village of Port Dickinson is served by the Chenango Valley School District. One of the district’s elementary schools, Port Dickinson Elementary is located on Chenango Street in the village and enrolls approximately 490 students in Pre-K through 2nd grade. More information about the district can be found on the New York State Education Department website: <https://data.nysed.gov/>



Data Source: NYSED, CVSD

SCHOOL ENROLLMENT

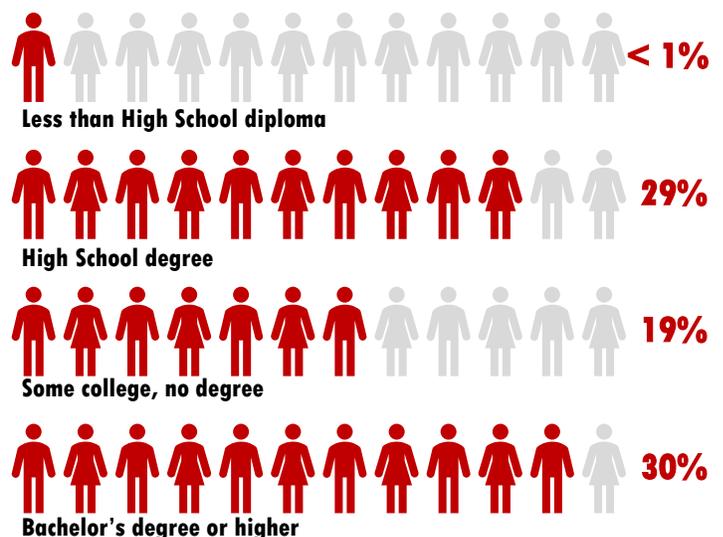
In the village, less than one in three people are going to school. An estimated 500 people age 3 and over are enrolled in school including 54 children in nursery school, 210 children in elementary school, 105 in students in high school, and 131 enrolled in college. The majority of the school-enrolled population attends public school. Trends in enrollment are cyclical and reflect population and age patterns.



Data Source: 2017 ACS 5-Year Estimates

EDUCATIONAL ATTAINMENT

Educational attainment is closely linked to employment and income. The village of Port Dickinson’s educational attainment rates are above average compared the county as a whole. It is estimated that almost the entire village (98%) were at least high school graduates, and more than two-thirds of the population had completed some level of college. Nearly one in three adults (30%) had obtained a bachelor’s degree or higher, and 13% reported and advanced degree. The village’s higher education rates exceed the other villages within Broome County.



Data Source: 2017 ACS 5-Year Estimates

INCOME

Income measures are used to indicate a community's economic well-being. The village's estimated median household income is \$58,190. This compares slightly higher than Broome County (\$49,064) and lower than New York State (\$62,765). This pattern holds true for median family and per capita income as well. Income distribution among village households include: 22% of households earn less than \$35,000 a year, 59% earn between \$35,000 and \$100,000, and 18% of households earn more than \$100,000 per year.



\$58,190



\$68,750



\$27,620

Data Source: 2017 ACS 5-Year Estimates

POVERTY

Poverty measures are another way to assess to economic conditions of a community and are used to determine eligibility of various public assistance programs. The 2018-2019 poverty thresholds were \$22,459 for a single person and \$46,435 for a family of four (annual incomes). According to these standards, an estimated 12% of residents and 10% of families live below the poverty line in the village. An estimated one in five village children (19.5%) under the age of 18 lives in poverty. These rates are below the county and statewide averages, as well as most other villages within Broome.

12%
Individuals



20%
Under 18 years



10%
18 – 64 years



5%
Over 65 years



10%
Families



56%
Single mother, with kids



Data Source: 2017 ACS 5-Year Estimates

Chapter 5: Housing

HOUSING

Port Dickinson is primarily a residential community with more than half of its land area dedicated to housing. There should be a variety of housing types to match residents' lifestyle, age, and incomes. Housing information is used to inform local governments about the current housing supply and which types of housing and public services may be needed in the future. This chapter evaluates the village's existing housing stock characteristics.

ABOUT THE DATA

A variety of data sources were used to develop the Village of Port Dickinson Comprehensive Plan. The following sections highlight major findings of the data; complete data tables can be found in the Appendix. Two primary sources were used to collect housing data for the village:

Decennial Census: An official count of the population, conducted every ten years, that collects basic information from every household. When data is available, 2010 Census data is presented.

American Community Survey (ACS): An unofficial survey obtained from a sample, which is used to estimate characteristics for the total population. The small sample size of the survey leads to a Margin of Error (MOE); the range, above or below the estimated value where the true value may fall. More information about the ACS can be found at: <https://www.census.gov/programs-surveys/acs/>.

Decennial and ACS data tables can be accessed here: <https://factfinder.census.gov/>

Broome County Parcel Data: Broome County GIS maintains and provides data for public reference purposes. Parcel data is prepared using information from Real Property and tax information provided by the local assessor. While efforts are made to ensure accuracy, some data may be outdated, inaccurate, or may omit information. More information about BCGIS can be found here: <http://bcgis.com/Website/GISWeb/Portal.htm>

VILLAGE HOUSING CHARACTERISTICS

TOTAL UNITS



782

AVERAGE LOT SIZE



0.29

acres

HOUSING TYPE



66%

SINGLE-FAMILY

MEDIAN VALUE



\$110,200

AGE OF HOUSING

56%

Built before
1939

HOUSING UNITS

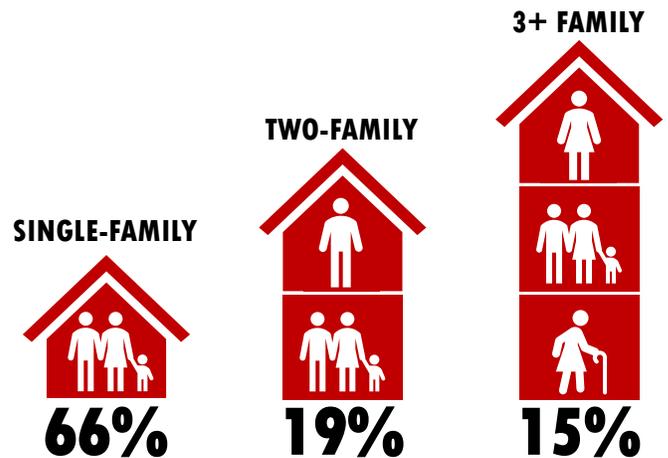
Following population trends, residential development within the village slowed in recent years. There are 782 housing units in the village. Between 2000 and 2010, the village’s housing stock decreased by 17 units. While three other villages (Johnson City, Whitney Point, and Windsor) experienced a decline in housing units, Broome County overall experienced growth in the number of units. The Village has not received any permit applications for new residential development since 2006.



Data Source: 2010 Decennial Census

HOUSING TYPE

Port Dickinson’s housing mix consists mainly of single-family homes. Estimates show single-family homes make up 66% of the village’s housing supply. Two-family homes account for 19%, and the rest of the housing stock consists of multi-family homes (3 or more units – 15%). Compared to the county, the village has a less diverse housing supply. Offering a diverse mix of housing in terms of cost, size, and location are important to meet the needs of the village’s changing population.



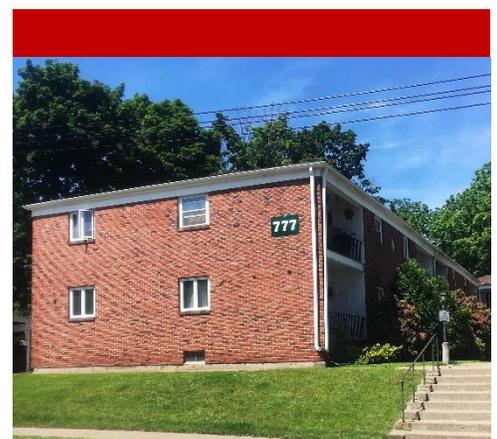
Data Source: 2017 ACS 5-Year Estimates



SINGLE-FAMILY



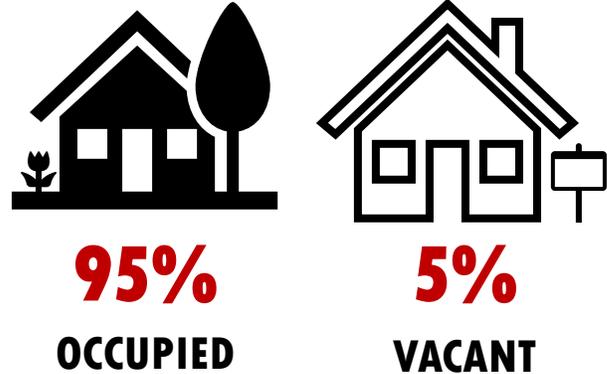
TWO-FAMILY



MULTI-FAMILY

OCCUPANCY

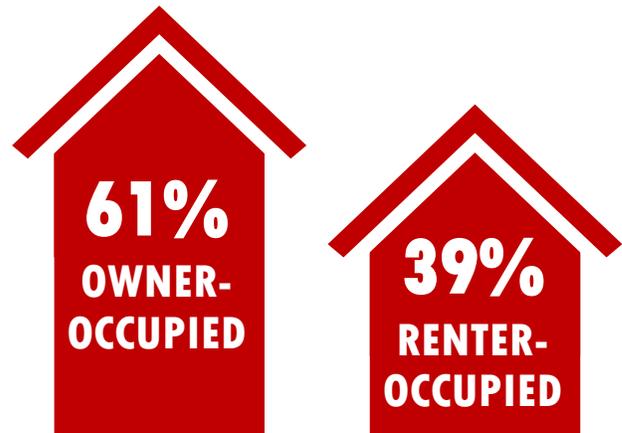
Housing units are either occupied or vacant. In the village, there are 739 (95%) occupied housing units. The village's vacancy rate is 5% which is lower than the other villages and the county as a whole (9%). Of the 43 vacant units, 21 are for sale or rent which suggests only 2% of the housing stock is available to households that would like to move to or within the village. Other vacant units include units that are rented/sold, but not occupied, for occasional use, or other units held off the market for various reasons.



Data Source: 2010 Decennial Census

HOMEOWNERSHIP

Of the 739 occupied units within the village, 61% are owner-occupied and 39% are renter-occupied. This ratio varies slightly from the county's 65% owner-occupied units and 35% renter-occupied units. About one-third of the owner-occupied householders are 65 years or older. Both homeownership and rental housing are important to meet the diverse needs of families in the community.



Data Source: 2010 Decennial Census

HOUSING VALUE

The largest percentage of housing units (45%) within the village are valued between \$100,000 and \$149,999. Port Dickinson's estimated median home value of \$110,200 is lower than the county as a whole (\$113,100) but has the second highest median home value among its neighboring communities, behind the Town of Chenango. When adjusted for inflation, the village's median home value slightly increased since 2000.



Data Source: 2017 ACS 5-Year Estimates

AGE OF HOUSING

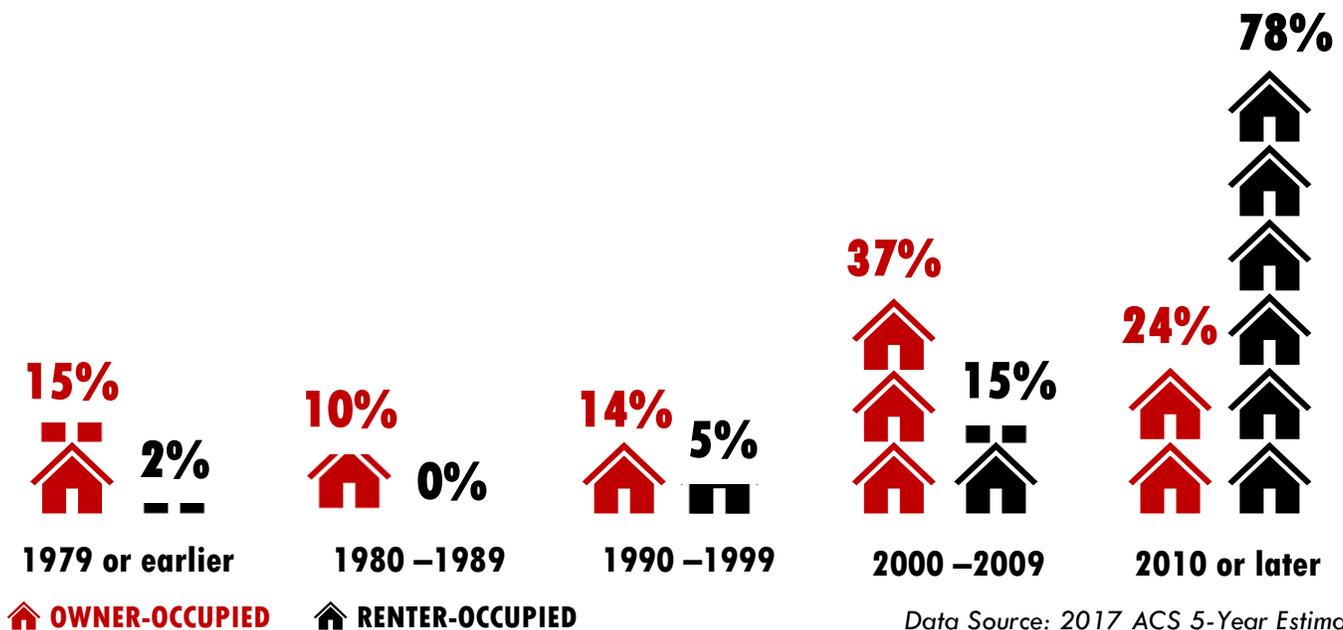
Due to its historical development patterns Port Dickinson, like the other villages in Broome County, contains a number of historic buildings and homes. The historic architecture gives the village a unique character that cannot be found anywhere else in Broome County. The village is one of the county’s oldest neighborhoods where more than half of the housing (56%) was built prior to 1939. Only 15% of homes were built after 1960. While the architectural character of these homes is an asset to the community, they can also present maintenance challenges for the owners.

Homes Built Before 1939 	
Lisle	81%
Whitney Point	58%
Port Dickinson	56%
Windsor	52%
Endicott	51%
Deposit	47%
Johnson City	41%

Data: 2017 ACS 5-Year Estimates

LENGTH OF RESIDENCY

The village’s housing turnover rate is trending upwards. Based on the estimates, it appears Port Dickinson recently experienced a neighborhood transition, with almost two-thirds (61%) of homeowners moving-in since 2000. This rate is supported by parcel data which shows the majority of residential parcels (69%) have switched ownership in since 2000. The village’s housing turnover rate is higher than the other villages and the surrounding communities, as well as the county as a whole (46%). Typically, apartments are not considered long-term housing which is why more than 90% of renter-occupied units moved in after 2000.



Data Source: 2017 ACS 5-Year Estimates

Chapter 6: Workforce

WORKFORCE

Economic development is important for communities of all sizes because a healthy economy supports new jobs and contributes to the tax base. This section examines economic data including labor force, unemployment, employment occupations, employment industries, and travel patterns from the 2017 American Community Survey 5-Year Estimates. This information gives an indication of the types of jobs residents are currently engaged. Detailed data tables are located in the Appendix.

LABOR FORCE

The labor force consists of individuals 16 years and over who are employed or unemployed and actively seeking work. In 2017, Port Dickinson had 1,127 people in the labor force, representing 75% of the village’s population 16 years and over, approximately 1% of the county’s workforce population. The village is a bedroom community and has the highest labor force participation rate compared to all other municipalities and Broome County as a whole (58%). An estimated 1,054 residents are employed, while 6.5% of the labor force is unemployed. The village’s unemployment rate is slightly lower than the county (7.2%) and state (6.8%) averages. Those who are neither employed or unemployed are not in the labor force and may include children, students, retirees, and discouraged workers who stopped looking for a job; an estimated 25% of the village population is not in the labor force.

Residents 16 Years +



Labor Force Participation



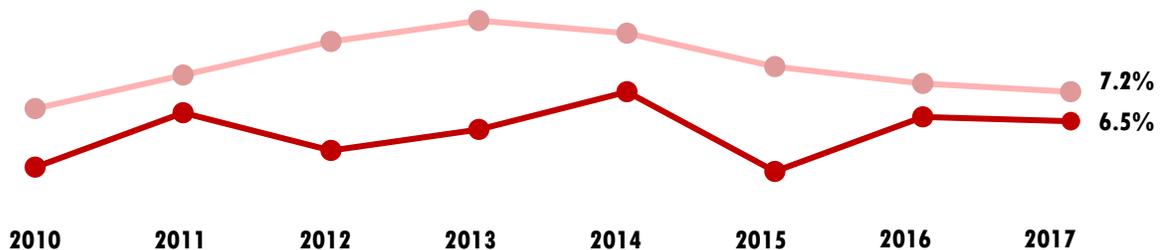
Total Workers



Unemployment Rate



Unemployment Rate 2010 - 2017



OCCUPATION

Port Dickinson —●— **Broome County** —●—

2010 - 2017 ACS 5-Year Estimates

Employment occupation describes the type of work people do on the job. Residents' employment is largely concentrated in three major sectors:



45%

Management/Business: Almost half of village residents work in management, business, science, and arts occupations. This occupation includes business, computer, engineering, education, legal, and community service jobs.



25%

Service: About one of every four residents has some type of service job. Service occupations include healthcare, fire, police, food preparation, building and grounds, and personal care jobs.



21%

Sales and Office: The third largest occupation among residents is sales and office. This occupation includes retail sales, along with office and administrative support jobs.

Other occupations held by residents include production, transportation, and material moving (9%), and natural resources, construction, and maintenance which includes farming, fishing, construction, and installation/repairs employed the smallest percentage of village residents (5%). The village's employment trends are consistent with the county as a whole.

INDUSTRY

Employment industry describes the type of business or workplace where someone is employed. While Port Dickinson is not a major employment center, there are employers located within the village including: Binghamton Pre-Cast, Erie Materials and the Chenango Valley Central School District. Education and health services is the largest employment industry (31%) for village residents, followed by arts, entertainment, recreation, accommodation, and food services (13%), and retail trade (9%). Together, these industries account for more than half of the employment of village residents.

COMMUTING PATTERNS

Most people who live in Port Dickinson work outside the Village (87%), but typically work within Broome County (93%). Their average travel time to work is about 18 minutes which is slightly below the county's average of 20 minutes. Some residents use B.C. Transit as a means of transportation to work, but almost all residents used a vehicle (95%) as their means of transportation to work.

Car, truck, or van



95%

Public Transportation



2%

Walked

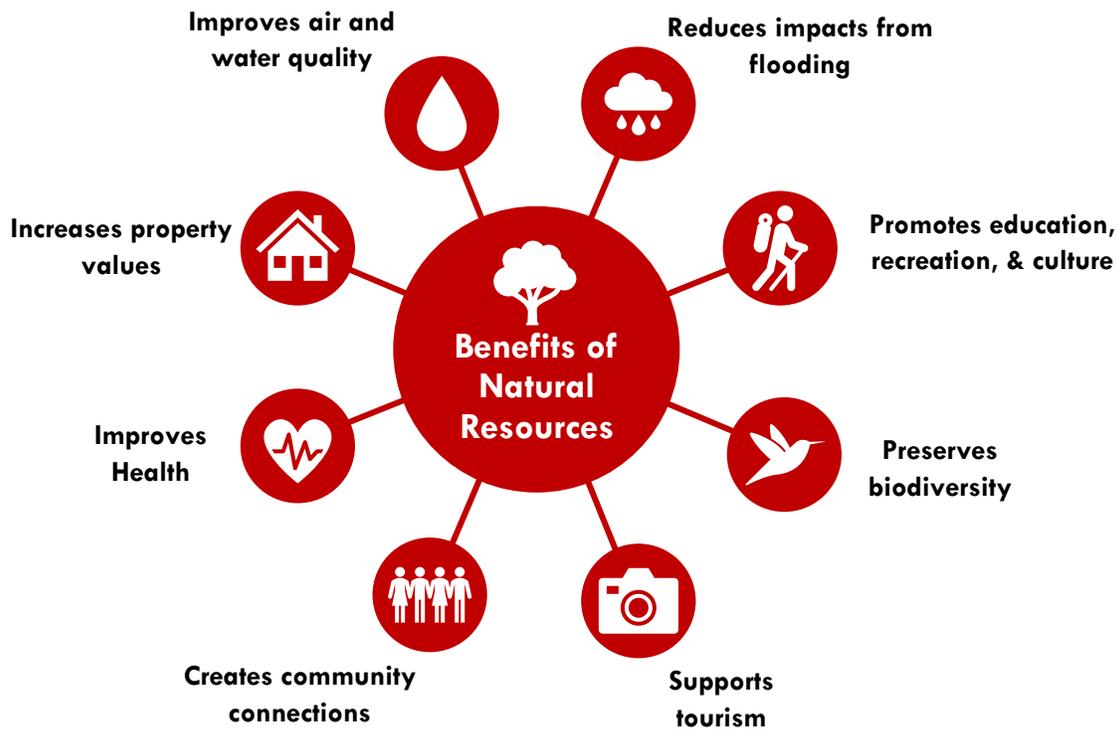


1%

Chapter 7: Environment

ENVIRONMENT

The village's natural features enrich the quality of life for the community. Many changes occurred since Port Dickinson was settled in 1683 that had lasting impacts on the village's landscape. While the village of Port Dickinson is mostly developed, there are many natural and environmental resources that warrant special attention and care. Natural areas provide multiple social, environmental, and economic benefits. Stewardship of these resources is necessary so future generations can enjoy their benefits the same way people do today. For more information, refer to the Environment & Natural Resources Maps in the Appendix.



TOPOGRAPHY

Located along the Chenango River, the topography of the village is generally flat with elevations ranging from around 830 to 1,000 feet above sea level. There are steeper sloped areas at slightly higher elevations to the east of the Brandywine Highway, along the town of Dickinson border. The lowest point occurs along the river and highest point is located in the railroad right-of-way around Wayne Avenue.

WATER RESOURCES

Water resources played a fundamental role in the development of the village and are still important to everyday life. Residents expect access to clean drinking water and other plant and animal lifeforms rely on water resources for survival. The primary water resources in the village include surface waters, groundwater, and wetlands. Effective water management tools can help mitigate issues such as flooding, drought and contamination, and ensure sustainable use of water resources in the future.



SURFACE WATERS
2 MILES



AQUIFERS
378 ACRES



WETLANDS
1.81 ACRES

RIVERS

The village of Port Dickinson is a riverfront community. It shares its entire western boundary, about 7,000 feet, with the Chenango River. The Chenango River, about 90 miles in length, is a tributary to the Susquehanna River. It originates Morrisville, NY and flows through Madison, Chenango and Broome counties. Within Broome County, it flows from Chenango and Fenton, along the village's western border, into the City of Binghamton where it empties into the Susquehanna River. The City's filtration plant produces potable water by treating surface water sourced from the Susquehanna River. A small portion of the Village's water supply is purchased from the City of Binghamton.

Not only is the river an important natural resource, but it provides recreational opportunities for residents and visitors. Most of the river access points in the village are located on private property, but the community park provides public access for people to enjoy boating, fishing, nature observation and other types of recreation. The park's hand launch allows paddlers to carry their boats into the river. Shore fishing can be enjoyed in the park, a number of fish species are known to live in the river including, Brown trout, smallmouth bass, northern pike, muskellunge, walleye, yellow perch, pumpkinseed sunfish, bluegill, brown bullhead, channel catfish, common carp, fall fish, and white sucker. The Village is currently participating in the countywide Local Waterfront Revitalization Plan to identify strategies to protect and enhance Port Dickinson's waterfront and its various resources.



Boat Launch in the Port Dickinson Jeanne and John D. Wilfley Community Park

STREAMS

There are two streams within the village boundaries. Phelps Creek begins in the southern part of Fenton, flowing in a westerly direction through the town of Kirkwood and the village. It enters the northern part of the village in the area of Pickle Hill, near Dickinson Avenue, and flows in a westward direction for approximately one mile until it meets the Chenango River. Phelps Creek crosses underneath two roadways in the village: the Brandywine Highway and Chenango Street, both of which are owned by New York State. In addition to Phelps Creek, a short segment (about 400 feet) of the Brandywine Creek passes through the Village's southeast corner connecting portions in Dickinson and the City of Binghamton. Both creeks are classified by the state's environmental protection and regulatory agency, New York State Department of Environmental Conservation (NYSDEC), as "Class C" streams which indicate their best usage is for fishing and other non-contact activities.



Phelps Creek looking west

WETLANDS

Wetlands are periodically or permanently flooded areas, including swamps, bogs, marshes, ponds, and areas adjacent to rivers and streams that support a variety of plant and animal species. Wetlands have many functions including flood and stormwater control, surface and groundwater protection, erosion control, pollution treatment and nutrient recycling, fish and wildlife habitat, and public recreation. According to the National Wetlands Inventory (NWI) online mapper, aside from the Chenango River, there are approximately 1.81 acres of wetlands in the village. The village has riverine (R2UBH), freshwater forested/shrubland (PSS1E), freshwater pond (PUBFx), and freshwater emergent (PEM1Fh) wetlands. Even though the wetlands throughout the village are relatively small (less than one acre), they still provide important benefits and warrant protection. Most wetlands in New York are protected by State (NYSDEC) and/or the Federal (U.S. Army Corps of Engineers – USACE) governments and regulation varies by their size, type, and location. Development that has a potential to negatively affect wetland areas may be subject to state and/or federal permits.

AQUIFERS

Quantities of water exist underground in between cracks and porous rock layers at varying depths. Areas that yield enough groundwater for wells and springs are known as aquifers. The entire village, except for the small portion on the eastern border along the railroad tracks, is located over a primary aquifer referred to as the Endicott-Johnson City Aquifer. This aquifer lies along the Susquehanna and Chenango Rivers throughout the urbanized areas of Broome County. A principal aquifer is located along the eastern border.

In addition, the whole village is designated by the US Environmental Protection Agency (EPA) as part of a sole source aquifer, the Clinton Street-Ballpark Aquifer System. The extent of this aquifer includes the entire county except a small area in Eastern Broome that lies in the Delaware River watershed. Sole source aquifers are those supplying 50 percent or more of the area's drinking water, which, if contaminated, would create a significant hazard to public health and could not be replaced by another source. This designation protects an area's ground water resource by requiring EPA review of any proposed projects within the designated area that are receiving federal financial assistance. All proposed projects receiving federal funds are subject to review to ensure they do not endanger the water source.

Most village residents receive water purchased from the Town of Fenton. Their water supply is derived from three wells that draw water from an aquifer in the lower Chenango River Basin. Water is pumped into two storage tanks and is treated as it leaves the well field. The Village also purchases a small portion of their water supply from the City of Binghamton which is primarily sourced from the Susquehanna River. The latest report states the systems which the Village receives water from met all State Drinking Water Health Standards. Residents can view annual Water Quality Reports on the Village website.

WATER QUALITY

The Village of Port Dickinson operates a small municipal separate storm sewer system (MS4). An MS4 is a publicly owned or operated drainage system that includes storm drains, pipes, gutters, ditches, etc. which are designed to collect and convey stormwater. Stormwater runoff gathered from streets, parking lots, and other impervious surfaces collect and transport pollutants and sediments to surface waters, which can negatively impact water quality. Federal and State governments regulate MS4s to reduce pollutants and preserve, protect, and improve water resources. In accordance with the NYSDEC requirements, the Village obtained a (SPDES) General Permit for Stormwater Discharges from Municipal Separate Stormwater Sewer Systems (MS4s) (Permit No.GP-02-02) and maintains a stormwater management program designed to minimize discharge of pollutants. In addition, the Village must submit an annual report that summarizes their activities throughout the year related to the program. The Village is a member of the Broome-Tioga Stormwater Coalition, which includes all of the MS4's from Broome and Tioga counties. The goal of Coalition members is to work together on stormwater issues and secure state funding to help member communities implement stormwater management programs.

FLOOD RISK

A major threat to the village and many other communities throughout the region is flooding. There are two levees in the village that were designed to reduce flood risk from the Chenango River and Phelps Creek. Still, about 36% of respondents who participated in the public survey experienced some type of flooding in the past decade. About one of every ten of those residents said they have flooding in their basement (9%), their yard (12%), or on their street (9%) at least once a year. The areas of Watson Avenue, Newton Avenue, and the 600 block of Chenango Street endured the most damage during the 2011 flood, where over 100 homes reported flood damages. At the northern end of the village, the park was also flooded; the tennis courts were damaged and had to be replaced.

Flood Insurance Rate Maps (FIRM), developed by the Federal Emergency Management Agency (FEMA), are the primary tool for used to identify flood risk and informing policy surrounding floodplain management. Using its land use authority, the Village aims to limit the type and location of future development in the floodplain in order to minimize loss and damages due to flooding with its Flood Damage Prevention Law. This law is based on the existing floodplain maps which are dated 1977. In 2010, FEMA went through the process of developing updated floodplain maps. However, this process was put on hold and the maps were never published for adoption. While these maps may not be recognized as official for the purposes of the National Flood Insurance Program, they do serve as a valuable tool for realistic flood mitigation planning.

HAZARD MITIGATION

The Village, in partnership with Broome County, recently adopted the 2019 Broome County All Hazards Mitigation Plan with the purpose of identifying, eliminating, and mitigating impacts of disasters on village residents. The plan identified flooding, severe storms, and winter storms as the focus areas for action in the village. The plan contains an overview of the village's disaster history, critical facilities, estimated costs for an assessment of the village's levee system, a capability assessment, National Flood Insurance Program (NFIP) statistics, and a mitigation strategy for the future. The Village should continue to identify and implement projects in the plan that will increase resiliency and reduce damages and loss from natural hazards. To improve the resiliency of the Village's critical infrastructure, the Village worked with the NYSDEC to increase resiliency of two pump stations located on Wayne and Watson Ave. The Wayne Avenue pump station's capacity was increased from 6,000 to 10,000 gallons per minute and uses a propane power source that will ensure continuity of operation during a power outage.



28
National Flood Insurance
Program policies



0
Repetitive Loss or Severe
Repetitive loss properties



329 properties
Located in existing
floodplain (1977)



295 properties
Located in preliminary
floodplain (2010)

CONTAMINATED SITES

Land contamination can occur intentionally or accidentally when hazardous materials are not used, stored, or disposed of safely and properly. Contaminated sites are commonly associated with activities such as, manufacturing, waste disposal, chemical production or storage, mineral extraction, and more. The NYSDEC Division of Environmental Remediation oversees the cleanup and redevelopment of contaminated sites throughout the state. According to the NYSDEC Environmental Remediation Database, no contaminated sites currently exist within Port Dickinson, but there are four environmental remediation sites within 2,000 feet of the village borders. These include two properties in Fenton (Triple Cities Metal Furnishes and C.A.E Electronics) and two properties in Dickinson (two former shooting ranges). The NYSDEC works with property owners to implement remediation actions and mitigate contamination that could pose a threat to public health.

Certain facilities that have aboveground or underground hazardous materials storage tanks are also regulated by the NYSDEC Division of Environmental Remediation. They established specific requirements and guidelines to ensure hazardous materials are stored and handled safely. Facilities that meet the NYSDEC's criterion must register with the State and manage their facilities in accordance with the applicable regulations. Port Dickinson Elementary School, Binghamton Pre-Cast and Supply, and Overnite Transportation are registered bulk storage facilities within the village. A portion of the elementary school and the Binghamton Pre-Cast properties are located within the existing and preliminary floodplains, therefore extra precautions should be taken to minimize for flooding of the tanks.

UNIQUE NATURAL AREAS

Broome County's Unique Natural Areas Inventory includes a database of over 200 sites determined to contain significant ecological, biological, geological, or aesthetic characteristics. The Port Dickinson Jeanne and John D, Wilfley Community Park is identified as the village's only unique natural area. The park's location on the Chenango River and Phelps Creek flowing along the southern boundary make it appealing to various types of waterfowl. Rare plant species to Broome County such as, Burr Oak, Green Dragon, Purple Trillium and Eastern Bluebells have been observed in areas just north of the park. This designation does not set any restrictions or regulations but makes notice of important areas of local significance for consideration in planning and development activities.

NATURAL HERITAGE REVIEW

The village of Port Dickinson's location along the Chenango River makes it a preferred habitat for various plant and animal species. The NYSDEC Natural Heritage Program facilitates the conservation of rare species and natural ecosystems. Projects or actions within or near an area with a rare species may require a permit, if the species is listed as endangered or threatened and the action may be harmful to the species or its habitat. According to the NYS Natural Heritage Program database, there are three animals listed by NYS as threatened or special concern present in the village including Brook Floaters, Bald Eagles, and Yellow Lampmussels.

RARE ANIMALS



Brook Floater
Threatened



Bald Eagle
Threatened



**Yellow
Lampmussel**
Imperiled in NYS

Source: NYSDEC Natural Heritage Program

INVASIVE SPECIES

Invasive species are non-native plant and animal species that threaten our ecosystems, human and animal health, infrastructure, the economy, and other community resources. These species are classified into two categories: aquatic (water) and terrestrial (land). Currently, there is no official invasive species survey for the village, but Phragmites and Japanese Knotweed, both invasive plants, have been observed.

It is expected that other invasive species known to our region are present throughout the village. The Emerald Ash Borer (EAB) is a confirmed invasive species present in Broome County. Originally from Asia, EAB is a beetle that bores into ash trees, disrupting the flow of water and nutrients and ultimately killing the infected tree. Ash trees are present in the village, so it is important to monitor them for signs of infection.

Locally, Cornell Cooperative Extension (CCE) of Broome County can help provide public awareness through educational programming and assist with volunteer training for eradication efforts. In addition, the NYSDEC and the Finger Lakes Partnership for Regional Invasive Species Management (PRISM) are valuable resources both working towards to reduce the spread and impacts of invasive species throughout the region.

VILLAGE TREE PROGRAM

Street trees are an important resource for the village, providing ecological, economic, and social benefits to residents. The Village is proactive in identifying methods to preserve and expand the tree canopy within the village environment. Solid healthy tree growth helps clean the air, reduce the stormwater runoff into the river, boost property values, act as a buffer for street noise, and provide habitat for local wildlife. At the direction of the Tree Board and in conjunction with the Nimmonsburg Rotary Club, nearly 200 sapling trees were planted in the recent decade at no cost to the Village, and free trees are offered to residents annually. Port Dickinson is seeking to qualify for the prestigious *Tree City USA* status.

BENEFITS OF TREES



53 tons of CO2 and 430 pounds of air pollutants removed by 100 mature trees every year



139,000 gallons of rainwater captured by 100 mature trees every year



Trees can increase property values and housing sale prices



Neighborhoods filled with trees are safer and more sociable

Source: NYSDEC

Chapter 8: Transportation

TRANSPORTATION

Transportation investments affect where and how we live, work and play. Whether traveling by personal or commercial automobile, bicycling or walking, the Village of Port Dickinson's transportation facilities must safely and reliably help residents, businesses, and visitors, through traffic get to where they need to go. Further, transportation infrastructure impacts the use and value of land. Therefore, investments in transportation must be consistent with the Village's desired land use patterns.

HIGHWAYS & ROADS

Road networks in New York are multi-jurisdictional in nature. There are 9.3 miles of public roads in the village. Of these, 4.8 miles are owned by New York State, and 4.5 miles are local Village roads. New York State, through its Department of Transportation, owns and is responsible for the maintenance of Interstate and State highways. The Village of Port Dickinson has jurisdiction of the remaining public roads.

There are two state roadways in the Village:

- **NYS Route 7**, classified as an expressway, provides north-south travel connecting the Village to Interstates 81 and 88. It traverses the length of the Village for approximately 1.4 miles connecting the Port Dickinson to the town of Chenango and the city of Binghamton. The Average Annual Daily Traffic (AADT) for Route 7 through the Village is 16,470 vehicles per day.
- **Chenango Street** runs north-south from the southern Village line and intersects Route 7 near the northern village line. The AADT is 2,437 vehicles per day from the southern Village line and then increases to 3,822 vehicles per day past the Route 7 interchange.

The remaining Village-owned roadways primary carry two lanes of traffic.

SURVEY RESULTS

As detailed in Chapter 3, public engagement for the Village of Port Dickinson Comprehensive Plan was initiated in the spring of 2019 with a public survey. The condition of roads and sidewalks was identified as a major shortcoming in the village. Further, 40% of respondents noted that road maintenance, including plowing and repairs, needs improvement and 17% said they were not satisfied with road maintenance within the village.

COMPLETE STREETS

Complete streets are roadways designed to safely and comfortably accommodate all users, including, but not limited to, motorists, bicyclists, pedestrians, transit and school bus riders, delivery and service personnel, freight haulers, and emergency responders. "All users" includes people of all ages and abilities. This definition can be translated to include (but not limited to) the following improvements in roadway projects:

- Sidewalks and curb ramps (ADA compliant)

- Crosswalks
- Bicycle lanes, cycle tracks, shoulders design for bicycles
- Street furniture (benches and bike racks)
- Bus shelters
- Street trees and landscaping
- Access management
- Traffic calming elements

In 2012, the state of New York Legislature adopted Complete Streets Legislation requiring state, local and county officials consider all modes of travel when designing transportation projects that receive state or federal funding. The New York State Department of Transportation provides a Complete Streets Checklist to assist local governments with the planning and design of their roadways.

PUBLIC TRANSIT

The Village is served by the Broome County Transit (BC Transit). BC Transit's Route 40, which begins at BC Junction in downtown Binghamton, follows Chenango Street through the village, then uses the I-88 West Service Road to access NY Route 12A and Chenango Bridge. Service is provided every 40 minutes on weekdays and every hour on weeknights and weekends during operating hours.

TRANSPORTATION SERVICES

Mobility Management of South-Central New York (MMSCNY) is a program focused on improving transportation access and coordination across Broome, Tioga, Chenango, Otsego and Delaware Counties, with a primary focus on rural communities. MMSCNY offers the following services, for which village residents may be eligible:

- **Connection to Care:** provides cost-effective transportation to physical and mental health services for low-income, transportation-disadvantaged individuals.
- **Voucher Program:** allows the most vulnerable Medicaid recipients to access destinations and services essential to their health and well-being for which Medicaid funded transportation is not available.
- **Transportation to Employment Initiative:** is a voucher program that provides low-income unemployed or under-employed individuals with sustainable transportation to employment
- **Travel Training:** helps the public, especially elderly, youth and individuals with disabilities, learn how to effectively and confidently use public transportation.

RAIL

The New York, Susquehanna and Western Railway (NYSW) runs generally north-south through the village. The NYSW operates over 400 miles of track in New York, New Jersey, and Pennsylvania. A wide range of commodities such as feed ingredients, lumber and other building materials, chemicals and aggregates are transported by the railway for customers in New York State. The nearest bulk transfer/distribution facility utilized by NYSW is in the city of Binghamton.

BIKE/PEDESTRIAN

Bicycle and pedestrian travel have gained greater recognition in local and regional planning. People want safe places to walk, and to be able to travel by bicycle as well. That means having sidewalks and crosswalks in appropriate locations. Cyclists can benefit from a variety of on-street treatments, from designed bicycle lanes to wider curb lands. In addition, the provision of connective trails can benefit both user groups. Walkers use them mostly for recreation, but cyclists may use them as an off-street part of a longer trip.

Local Bicycle Route 4 is an on-road bicycle route that runs through the village on Chenango Street. This route connects with State Bicycle Routes 11 and 17, and the Two Rivers Greenway. Bicyclists either ride in roadway shoulders or share travel lanes with other vehicles.

There is a well establish sidewalk network throughout the Village. However, there are some gaps in the network on some of the residential streets that the Village should fill in over time. Pedestrians would also benefit from crosswalks at key intersections particularly near pedestrian generations, such as Port Dickinson Community Park.

The Village should consider partnering with the Binghamton Metropolitan Transportation Study (BMTS) to develop an ADA (Americans with Disabilities Act) Transition Plan to assess any physical barriers within the right-of-way that may limit accessibility of its programs, activities, or services to individuals with disabilities. The assessment would involve creating a detailed inventory of the Village's existing sidewalks and curb ramps.

JOURNEY TO WORK

The average travel time to work for a Port Dickinson resident is 18.6 minutes, approximately 1.5 shorter than the average Broome County resident. Over 95 percent of Port Dickinson's labor force commuted to work by car, truck or van. Further, most residents travel to work alone. Of those who did not work at home, less than five percent used alternative modes of transportation for their commute to work.

TRANSPORTATION FUNDING

In addition to local property tax revenue which can be used for transportation projects, New York municipalities receives funding from the State under the Consolidated Local Street and Highway Improvement Program (CHIPS). CHIPS funding is based on a formula reflecting lane-miles and traffic volume and must be used for capital projects, rather than maintenance. Eligible activities include roadway resurfacing and reconstruction, bridge rehabilitation and replacement, signs and signals.

Given current fiscal constraints, many municipalities have begun supplementing tax revenues and CHIPS funding with transportation grants. A list of available grant opportunities that the Village may be eligible for are listed below:

Transportation Alternatives Set-Aside – Federal funding (FHWA) for programs and projects defined as transportation alternatives, including on and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities such as historic preservation and vegetation management, and environmental mitigation related to stormwater and habitat connectivity; recreational trail projects; safe routes to school projects; and projects for planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former divided highways.

Surface Transportation Block Grant program (STBG) – Flexible federal funding that may be used by states and localities for projects to preserve and improve the conditions and performance on any Federal-aid highway, bridge and tunnel projects on any public road, pedestrian and bicycle infrastructure, and transit capital projects, including intercity bus terminals.

Highway Safety Improvement Program (HSIP) – Federal funding to advance engineering solutions at intersections and other locations with high numbers of pedestrian crashes. Eligible projects include sidewalks, street crossings/crosswalks, shoulder improvements, pedestrian countdown timers, and other improvements.

New York State Pedestrian Safety Action Plan (PSAP) – This 5-year multi-agency \$110 million initiative takes a three-pronged approach to improving safety. It is being implemented cooperatively by the New York State Department of Transportation focusing on engineering improvements, the State Department of Health conducting public education and awareness campaigns, and the Governor’s Traffic Safety Committee coordinating increased law enforcement.

Urban and Community Forestry Program Cost Share Grants – NYDEC Division of Lands and Forests program aiding communities in comprehensive planning, management, and education to create healthy urban and community forests. Street tree plantings are an eligible project type.

Chapter 9: Public Services & Facilities

WATER & SEWER

Public sewer and water are available throughout the village, approximately 578 water meters with sewer hookups are ready for use. The Village's drinking water is purchased from the Town of Fenton and the City of Binghamton and wastewater is treated at the Binghamton Johnson City Joint Sewage Treatment Plant. The Village's Public Works Department maintains the water and sewer infrastructure. The Village is in the process of upgrading the water meters, so readings can be done remotely; as of October 2020, this project is about 50% completed.

FLOOD/STORMWATER

There are two flood protection levees in the village of Port Dickinson, which are owned by the US Army Corps of Engineers (USACE) and maintained by the New York State Department of Environmental Conservation (NYSDEC). These structures provide flood protection from Phelps Creek and the Chenango River for approximately 160 structures. About one-third of survey respondents said they experienced some type of flooding in the past decade. Coordination between the Village, USACE, and NYSDEC is essential for on-going maintenance and potential improvements in the future.



FLOOD PROTECTION

3,814 feet of levees

413 parcels

183 acres

VILLAGE GOVERNMENT

Village Hall is located on Chenango Street in the northern part of the village. Departments within the Village government include: the Village Board, Village Clerk, Treasurer, Code Enforcement, Public Works, Public Safety, Planning Board, and Zoning Board of Appeals. The Village has a website and a biannual newsletter to communicate important information to residents.



POLICE

The Village of Port Dickinson Police Department consists of four full-time officers and six part-time officers. The department provides services and is prepared to respond to calls 24 hours a day, seven days a week. Their station is located in the Village Hall. In 2018, the Village Police Department responded to 1,347 calls.

The Village of Port Dickinson Police Department is assisted by the Broome County Sheriff and the NYS Police as needed. In 2018, the Broome County Sheriff Department assisted with approximately 91 calls in the village.



Village of Port Dickinson Police Vehicle

Source: Village of Port Dickinson History Facebook

FIRE/EMS

The Village of Port Dickinson Fire Department is a volunteer organization that serves the entire village and the eastern portion of the town of Dickinson, covering approximately 1.84 square miles. The fire station is located in the village, in the same building as the Village Hall and Police Station, on Chenango Street. In addition to fire protection services they provide emergency medical services (EMS) and public education/awareness. The Fire Department and EMS services responded to a total of 160 calls in 2018.



Village of Port Dickinson Fire Department

Source: John Burtis

In addition to the Fire Department's EMS services, the Broome Volunteer Emergency Squad provides services to the village and the town of Dickinson, along with 15 other municipalities in Broome County. Established in 1976, the Broome Volunteer Emergency Squad is a not-for-profit organization that provides 24/7 advanced life support care for emergencies and coverage for special events. Their headquarters are located on Court Street in the city of Binghamton, approximately six minutes from the center of the village.

PORT DICKINSON ELEMENTARY SCHOOL

Port Dickinson Elementary was constructed in 1919 and is located at 770 Chenango Street in the village. The school teaches Pre-K through 2nd grade and has a population of approximately 475 students. Some of the capital projects recently completed at Port Dickinson Elementary Project include classroom improvements/upgrades, hallway improvements, window replacements to reflect the historic character of the building, LED light upgrades, and library renovations. This phase was completed in 2019.

PORT DICKINSON COMMUNITY ASSOCIATION

The Port Dickinson Community Association (PDCA) is an organization that provides youth programs to residents. They own the civic field on King Avenue in the village, where they host most of their programs. The PDCA was established in 1925, a family membership allows children K-6 to participate in the PDCA activities including: soccer, cheerleading, basketball, tee ball, baseball, and softball. The PDCA, along with other community civic associations, also organizes the Summer Fun program during the month of July.



*PDCA Baseball Team
Source: Robert Moss, PDCA*

COMMUNITY PARK

The Port Dickinson Jeanne and John D. Wilfley Community Park is a six-acre riverfront park located in the northern part of the village on Chenango Street. Park facilities include a playground, restrooms, two tennis courts, two handball courts, two ball fields, a soccer field, a basketball court, a pavilion picnic tables and charcoal grills, and a three-quarter mile walking loop throughout the park with exercise stations. The park is frequently used for gatherings and residents may reserve the pavilion free of charge by contacting the Village. The park provides direct access to the Chenango River and has a dirt ramp suitable for hand launch water vessels. Visitors can also find the Angel of Hope Statue here; 136 similar statues exist in the world.

WAYNE AVENUE FIELDS

The Village owns and maintains about three-acres of open space in the south part of the Village on Wayne Avenue. There is a backstop and open fields, available to residents who want to use them. There may be an opportunity to add new features to this space to make it more of a gathering space for residents.

TWO RIVERS GREENWAY

The Two Rivers Greenway is a regional multi-use trail system that will ultimately connect downtown Binghamton, to the village of Owego. A three-quarter mile segment of the trail system is in the community park. The BMTS Greenway Study (1999) identifies a potential northward extension through former gravel mines in the town of Fenton. The study also recommends developing a feasibility study to examine the possibility of suspending a bicycle/pedestrian bridge below I-88 to create a connection with Otsiningo Park. In 2018, the Village installed wayfinding signage for the Two Rivers Greenway.

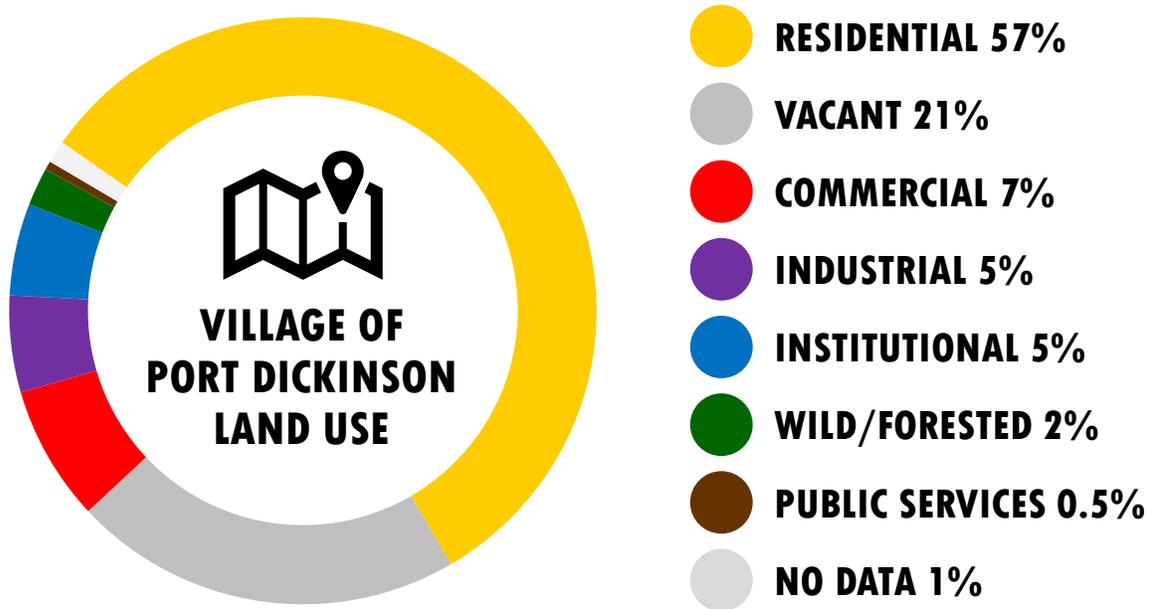


Two Rivers Greenway Signage
Source: Village of Port Dickinson History

Chapter 10: Land Use

LAND USE

This chapter analyzes land uses in the village using 2019 Broome County Parcel Data. Parcel data is developed using tax information provided by the local assessor and Broome County Real Property. While this is the most reliable and complete land use data source, there are some limitations. The village of Port Dickinson encompasses 629 tax parcels covering 285.69 acres (0.44 square miles) along the Chenango River; local streets, highways, railroads, and water bodies are not included in the tax parcel acreage. Port Dickinson’s land uses are classified into seven broad categories. The Village’s zoning designations define and regulate the types of land uses allowed in each zoning district. A land use map for the village is included in the Appendix.



Data Source: 2019 Broome County Parcel Data



Residential is the primary development type, covering more than half of the village’s land area. There are 555 residential parcels varying in size from 0.05 acres to 7.7 acres. Single and two-family housing are scattered throughout the village and account for most of the residential development. Approximately 8.5 acres are devoted to three-family and multi-unit apartments, and for the most part, they are located along Chenango Street.



Commercial land makes up about 21 acres (7%) of the village’s land area over 15 parcels. The village’s commercial uses include small shops, funeral homes, lumber yards, and trucking terminals, and they primarily located along Chenango and Phelps Streets (east of the Brandywine Highway).



Institutional or community services land occupies about 14.5 acres (5%) of village land over six parcels. Institutional uses include the Village Hall/Fire and Police Station, Port Dickinson Elementary School, Port Dickinson Community Association Civic Fields, the Village-owned property on Wayne Avenue, and the Community Baptist Church.



Industrial land uses cover about 15 acres (5%) on one parcel of land in the village. Binghamton Pre-Cast is the only classified industrial land use in the village, located on Phelps Street, east of the Brandywine Highway. This facility was built in 1985 and manufactures pre-cast concrete products. Adjacent properties include commercial, public services, and vacant land uses.



Wild/Forested land occupies six acres (2%) of village land. This land use includes one property, the Jeanne D. Wifely Community Park, located in the northern part of the village.



Vacant land is the second largest land use in the village covering about 61 acres (21%) of land in the village. Properties classified as vacant are those that contain no structures or do not appear to be actively used. Forty-five vacant parcels are scattered throughout the village, and eight of those are publicly-owned (county or village government).

Chapter 11: Local Laws Summary

LOCAL LAW ASSESSMENT

Chapter 65, the Village of Port Dickinson Zoning Ordinance, and related local laws of the Village Code (dated June 12, 2018) were evaluated based on the following criteria:

- Consistency with this Comprehensive Plan
- Land use compatibility
- Consistency with the appearance and distinctive small-scale historic character
- Consistency with State and federal laws and best planning and zoning principles
- Adequacy in addressing planning issues facing the community
- Clarity and user friendliness

The recommendations set forth are intended to address any inadequacies in the code and provide best practices for a variety of planning issues. This chapter provides a summary of some recommendations which are intended to serve as a starting point for discussion, and do not provide specifics for every needed or proposed change. A more detailed discussion of the local law review and recommendations is provided in the Appendix.

WHAT IS ZONING?

A zoning ordinance is a legal tool that regulates where and what type of development can occur in a community. A zoning ordinance divides a jurisdiction into various districts or zones. Within the zones, the ordinance regulates the how the land can be used and defines building height, setbacks, lot coverage, density, parking, and other requirements. The Village of Port Dickinson Zoning Ordinance includes written regulations and a zoning map; the text outlines the rules applied to each district while the map shows the location of the zoning districts. Both the text and the map can be amended by the local ruling board.

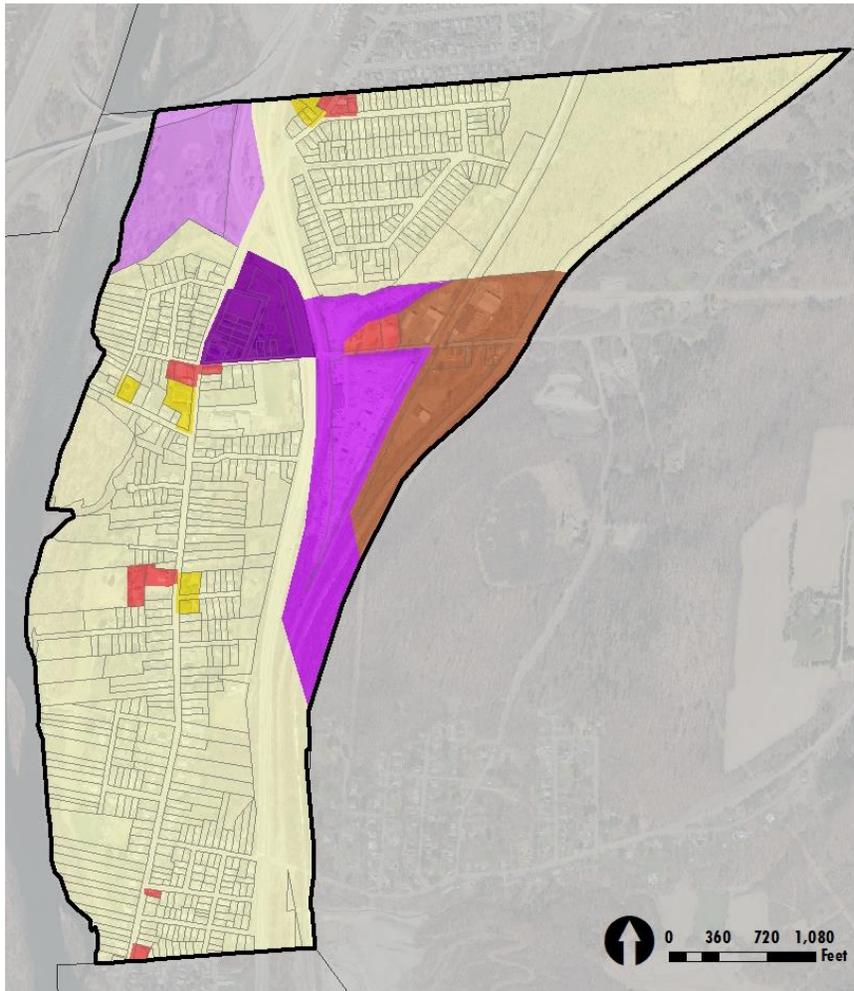
ZONING AND THE COMPREHENSIVE PLAN

A comprehensive plan should be used to guide future decisions and a serve as a basis for changes to local zoning and other local laws and policies. While zoning is a regulatory tool that can be used to implement the comprehensive plan. Simply adopting the plan does not change the zoning to any property, that can only be done through a separate process with Village Board approval.

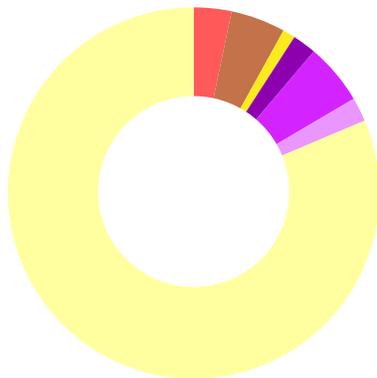
VILLAGE OF PORT DICKINSON ZONING

The Village of Port Dickinson's Zoning Ordinance was originally adopted in 1958 and amended at various times since then. The ordinance is available online, but the schedule of regulations and the official zoning map are only available in hard copy format at the Village Hall. As previously mentioned, Chapter 65, the Village of Port Dickinson Zoning Ordinance, consists of two legally adopted components, the written regulations and the zoning map. The written regulations are organized into twelve (12) Articles which are further divided into sections. The current zoning of Port Dickinson provides ten districts, however, only seven districts are shown on the map.

VILLAGE OF PORT DICKINSON ZONING DISTRICTS



- Residential
- Multi-Residential
- Commercial
- Industrial
- PUD - Recreation
- PUD - Commercial
- PUD - Industrial



*As a percentage of parcel area
Source: 2020 Broome County Parcel Data*

ZONING DISTRICT	PARCELS	ACRES	% OF VILLAGE AREA
● Residential	585	232.46	81%
● Multi-Residential	7	3.12	1%
● Commercial	13	9.37	3%
● Industrial	7	13.58	5%
● PUD - Recreation	1	6.00	2%
● PUD - Commercial	15	5.92	2%
● PUD - Industrial	1	15.22	5%
TOTAL	629	285.67	100%

CREATING USER-FRIENDLY REGULATIONS

The average code user may find the existing Village Code complex and difficult to interpret. Given the important role zoning plays, the Village Zoning Ordinance should be easy to use, navigate and understand. While the existing code is available online, its organization and structure could be improved with a more modernized layout that is intuitive and searchable. The Schedule of Regulations which details the use and dimensional regulations for each of the districts should be digitized in a tabular format and inserted directly in the code; this would organize the regulations for all zoning districts in one place, making it easier to view and maintain. Tables, matrixes, and graphics should also be used to clarify and visualize key regulations such as, signage.

CONSISTENCY WITH STATE/FEDERAL LAWS

Pursuant to New York State Municipal Home Rule Law, every local government has the power to adopt and amend local laws and implement policies that meet the needs and demands of the public. However, local laws must consistent with state and federal laws. Definitions included under Article I of the Village of Port Dickinson Zoning Ordinance should be reviewed and updated, as needed, for consistency with state and federal laws, and to reduce the need for interpretation by the local ruling board. In addition, various sections of Chapter 26 Building Construction, Chapter 51 Street Construction, and Chapter 52 Streets and Sidewalks, of the Village Code should also be reviewed and updated.

AESTHETICS

Certain articles of the Zoning Ordinance are intended to reduce visual blight and support better quality developments. The following recommendations are made for Article IV Supplementary Regulations, which provides standards to achieve community aesthetic among other objectives:

- **Off-Street Parking:** Recommendations related to parking include right-sizing parking areas based on land use and need, updating requirements to create more consistent and attractive parking areas, and updating standards that will improve traffic flow and safety in the parking areas.
- **Signage:** The signage regulations should be consolidated and consistent to make them easier to use and enforce. In addition, the Village should establish requirements and regulations for different sign types to ensure signs reinforce the community character while serving their communication objectives.
- **Site Plan Review:** The Village adopted Site Plan Review as part of their zoning ordinance, which provides them with an opportunity to review detailed site plans and assess the appropriateness for the community. Recommendations are made for better site plans and site plan review criteria to ensure community character, land use compatibility, aesthetics, flood hazards, stormwater management, building and site design, local plans, open space, and Complete Streets are more adequately addressed in site plan review.

Other sections of the Village Code including Chapter 45 Property Maintenance, Chapter 58 Unsafe Buildings and Collapsed Structures and their enforcement can also contribute to

improved community appearance. These chapters should be reviewed and updated to ensure adequate maintenance and upkeep, repair, or removal of structures practices are followed.

SUSTAINABILITY & RESILIENCY

Sustainability is a broad term that refers to managing resources to meet current needs without compromising the availability of resources for future generations. Resiliency is another broad term which applies to a community's ability to withstand, adapt to, and recover from the effects of a hazard or other type of major event. Facing unprecedented economic, social, and environmental changes, adopting sustainable and resilient goals can improve growth and recovery strategies and overall build stronger communities. While there are many ways to achieve sustainability and stakeholders that should be involved, the Village of Port Dickinson can take preliminary steps by updating their Code.

- **Flood Damage Prevention:** Article 5 of the Village of Port Dickinson Zoning Ordinance represents the Village's Flood Damage Prevention Law and is intended to reduce the risk of flood damages and losses in the village. The Village should review and update this law to reflect current state and federal standards; the most recent version of the model law can be obtained from the New York Department of Environmental Conservation. The Village should also incorporate sections that address permitted uses and specific provisions applied to areas within the floodplain boundary. Doing so will ensure future development in the village meets the requirements of the National Flood Insurance Program (NFIP) and will ensure continued protection that will help save money and lives in flood-prone areas.
- **Renewable Energy:** The Village's current zoning ordinance does not address the review or permitting of renewable energy projects. The Village should adopt a local energy law that would address issues related to the development of solar, electric vehicle charging stations, and other forms of renewable energy tailored to Port Dickinson's needs and priorities. Adopting a renewable energy law for the Village can help New York State meet its goals for renewable energy generation and greenhouse gas reductions while mitigating environmental and community impacts. In addition to adopting a renewable energy law, the Village should review their zoning laws to ensure the current regulations are not too restrictive toward these types of developments such as, site design requirements that could block sun for solar panels for residential or commercial use.
- **Green Buildings:** Green building practices minimize negative environmental impacts and can be used as a tool to improve community sustainability. Green building practices primarily focus on increasing water and energy efficiency, reducing waste and emissions, and using eco-friendly building materials. To encourage green building development, the Village could adopt green building policies or other development regulations and site plan criteria, so that buildings in certain areas or of a certain size could achieve green building standards.
- **Livable/Age-Friendly Communities:** The AARP Age-Friendly Communities initiative provides a framework for communities to evaluate and improve community elements

such as, streets and sidewalks, transportation, housing, public spaces, services, community activities, and more to support people of all ages and generations. Zoning is one tool that can be used to promote age-friendly practices. The Village may want to consider updating the zoning code to allow different types of housing, requiring sidewalk connections, and reviewing the allowed home occupations to accommodate the needs of all residents. In addition, the Village may want to adopt Universal Design site plan review criteria or standards that would provide guidance on design features that serve all ages and abilities for new development or substantial rehabilitation projects.

- **Complete Streets:** Complete Streets are streets that are planned, designed, and operated to ensure the safe access and mobility for all modes of transportation and travelers of all ages and abilities. Many communities institute a Complete Streets policy to facilitate a higher quality transportation network and as a means to improve the safety and attractiveness of their streets. In addition to adopting an official Complete Streets Policy, the Village should examine the Village Code and incorporate Complete Streets principles into the zoning ordinance, subdivision regulations, site plan review regulations, and other planning/zoning documents and regulations as appropriate.

ADMINISTRATION & ENFORCEMENT

The purpose of the Village of Port Dickinson Zoning Ordinance is to promote the health, safety, morals, and general welfare of the community. Recommendations are presented which aim to make the Zoning Ordinance easier for the Village Board, Planning Board, Zoning Board of Appeals, Code Officer, and Building Inspector to administer and enforce. For example, the responsibilities, requirements, and procedures of the Village Planning Board and Zoning Board of Appeals and Code Enforcement should be consolidated and explained in the appropriate article(s) of the zoning ordinance. In addition, recommendations are made for building permits, stop work orders, penalties, fees, submittal requirements, and for consistency with the State Uniform Fire Prevention and Building Code.

Chapter 12: COVID-19 Impact

COVID-19 IN PORT DICKINSON

Since mid-March, residents, businesses, and governments have been affected by the COVID-19 pandemic. From the onset of the pandemic, state and local government officials worked tirelessly to implement strategies to protect the health, safety, and well-being of residents. On March 7th, 2020 Governor Andrew Cuomo, declared a Disaster Emergency for the State of New York. Shortly after, Broome County and the Village of Port Dickinson issued Local State of Emergencies that authorized spending and utilizing resources as needed to combat the COVID-19 pandemic and protect residents.

While navigating the short and long-term impacts of COVID-19, the Village continued to provide public services that the residents routinely rely upon. The Village implemented actions to counter the outbreak and its impacts.



The Village re-established five reserve funds to make up for budget shortfalls or unforeseen expenditures



The Village switched to virtual meetings and public hearings until further notice



Temporarily closed playgrounds and athletic fields in an effort to reduce community spread



Participated in regular briefings to discuss the most current information on the COVID-19 response

As of January 8, 2021th, there were forty-two (42) cumulative COVID cases reported in Port Dickinson, less than one percent of the total confirmed cases in Broome County (9,090 cases). COVID-19 can be asymptomatic in some and cause very serious complications in others. The elderly, along with people of any age with an underlying medical condition are at an increased risk for severe illness from COVID-19. In addition to the physical symptoms, the pandemic has left many people feeling stressed and anxious, increasing the need for mental and other behavioral health resources. Local referral helplines including United 2-1-1 and Broome Includes observed an emergence in mental health and substance abuse during the pandemic.

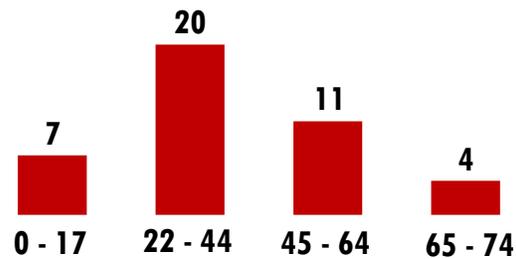
Total Cases in Port Dickinson

42

Number of Hospitalization

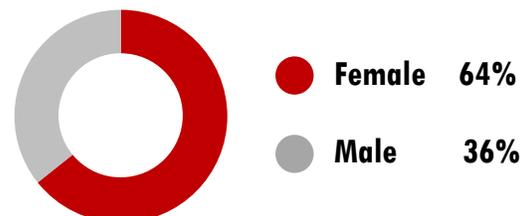
3

Ages of Confirmed Cases



**Zero cases reported over the age of 75 within the village*

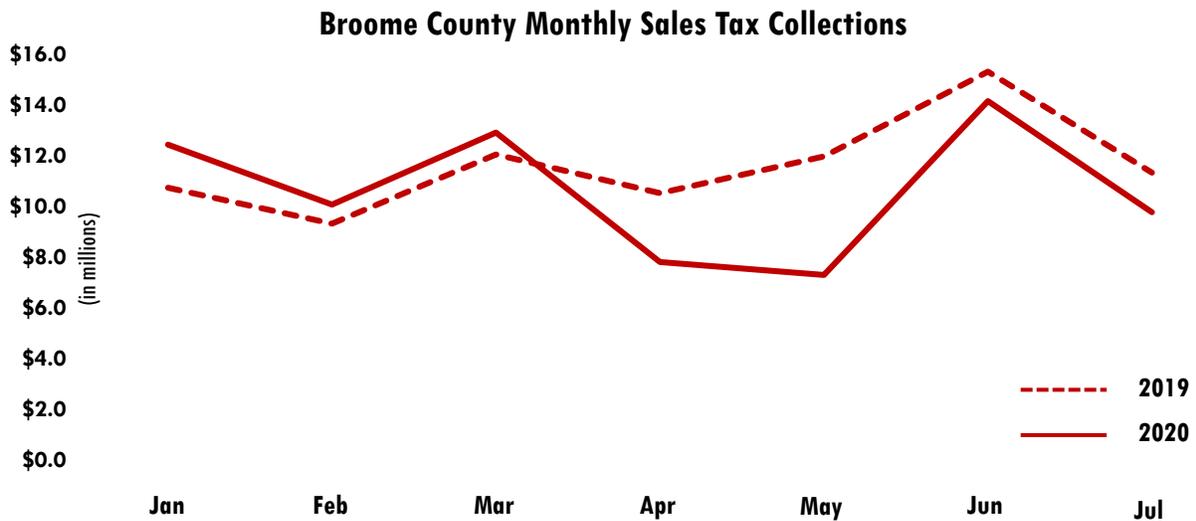
Gender of Confirmed Cases



ECONOMIC IMPACT

In addition to the public health crisis, there was a major economic downturn brought on by the COVID-19 pandemic. In Broome County, all non-essential businesses were closed for more than two months leading to record high unemployment rates. In April 2020, the county’s unemployment rate reached 15.2% which was significantly higher than the unemployment rate from the previous month (5.4% - March 2020). The New York State Department of Labor estimates that in June 2020 there were 11,900 unemployment beneficiaries totaling \$13.9 million in benefits in Broome County. An estimated 6.5% of the village workforce was unemployed prior to the pandemic (2017 ACS 5-Year Estimates), which likely increased during the shutdown.

In addition to record numbers of individuals being furloughed or laid off during the shutdown, local sales tax collections declined. Broome County’s sales tax collections were increasing during the first quarter of 2020 before business closures and social distancing guidelines were put into place. As a result of the COVID-19 pandemic, local sales tax collections fell by about 26% in April, 39% in May, 8% in June, and 14% in July compared to 2019. Of the sales tax collected in Broome County, half goes to the state and the other half is divided among the county and the municipalities. In 2019, the Village received \$429,872.15 in sales tax which decreased nearly 50% to about \$226,985.95 in 2020 due to COVID-19.



Source: NYS Department of Taxation and Finance

Currently, the Village, along with many other local municipalities have not received funding to offset these economic losses. If State and Federal funding resources are made available to local governments, the Village should prioritize projects that help respond to the urgent needs of the community. These may include delivering public services, making critical infrastructure repairs, upgrading sewer and water systems, and other neighborhood investments identified by the community.

SOCIAL IMPACTS OF COVID

In addition to the devastating health and economic outcomes, a number of social impacts arose during the COVID-19 pandemic. It is important for the Village to understand what impacts its residents may be facing, so they can identify potential policies as well as, become aware of changes in federal, state, and other local programs and funding.

FOOD INSECURITY

As businesses and schools closed during the shutdown, an unprecedented need for food arose for many, especially those in our most vulnerable households. There are several local organizations that are working tirelessly to meet the increased demand for food in our community. Some of the programs available to residents who face food insecurity include:

The **Supplemental Nutrition Assistance Program (SNAP)** is administered by the federal government and is designed to assist low-income families and individuals purchase food. While Broome County's SNAP households only increased by 3% between January and April 2020, total benefits increased by 76% due to extra benefits available to eligible households. Before the pandemic, an estimated 12% of all village households received SNAP assistance (2017 ACS 5-Year Estimates), but the need for assistance is expected to increase as a result of the pandemic.

Broome-Tioga BOCES Rock on Café provides affordable breakfast and lunch meals to all school district students. During the pandemic, they distributed free meals to children under 18 at the Chenango Valley School High School at least three times a week throughout the remainder of the school year and two times a week during the summer. On days where meals were not distributed at the CVHS, families could go to other schools to pick-up a free meal, if needed. When school resumes, breakfast and lunch are available to all students regardless of learning model.

Community Organizations have an important role in feeding families and individuals in need. CHOW works with local organizations to provide meals and distribute food to those in need. During the shutdown, they distributed four times the average amount of food compared to last year. The Food Bank of the Southern Tier serves six counties including Broome, to distribute food to those that need it most. Food Community Distribution Sites provided food to over 4,100 households representing 12,600 individuals between April and July. CHOW and the ST Food Bank work in partnership to address hunger in our community. While, the pandemic and social distancing guidelines forced these organizations to adapt their operations, they continued to distribute 1.5 million pounds of food in Broome County from March to July, a significant increase from 2019.

Local governments across the country are also responding to the rising food access issues by permitting community gardens, mobile food markets, establishing volunteer programs to help vulnerable households obtain food, and sharing community resources online.

HOUSING

During the COVID pandemic, many households missed payments or were struggling to afford their rent or mortgages on a monthly basis. According to American Community Survey Estimates, approximately 81% of all occupied housing units within the village have a monthly mortgage or pay rent. About one-fifth of those mortgage holders and nearly half of renters are cost burdened, meaning they spend 30% or more of their monthly income on housing. In addition to not being able to pay rent or mortgage expenses, a number of households could face potential utility shut offs and property tax delinquency if they cannot afford to pay their expenses. It is estimated that about one in three households within the village do not earn enough income to meet the bare necessities costs to maintain a household (United Way ALICE Report – NYS, 2016).

The pandemic has created an even larger need for assistance, so families can continue to live in their homes. While federal and state governments acted quickly to provide some financial relief and prevent residents from losing their homes, with eviction moratoriums, rent relief, and mortgage forbearance programs, these efforts are not long-term solutions as many families will still be in need after these programs expire. Many communities across the country are developing response plans to assess gaps and identify ways to expand housing opportunities and affordability.

CHILDCARE

In attempts to reduce the transmission of COVID-19, schools across the state closed in mid-March and many other childcare services either closed or operated at a reduced capacity. For village residents, this means about 300 children were without school and other after school activities. The Port Dickinson Community Association's 2020 Summer Fun Program was cancelled due to COVID-19 concerns, forcing parents to find alternative care for the 175 (6 to 13-year old) children that were registered. In addition, the Boys and Girls Club before and after school Fun Club program at the Port Dickinson Elementary School did not operate during the pandemic, which provides care for about 50 children. The closure of schools and limited access to childcare has significant economic and social impacts on the community including reduced workforce productivity if parents must stay home which may include a loss of income for some families, as well as negative impacts to children's health and well-being by losing out on socialization and proper educational training. Some communities are increasing the flexibility of their zoning laws aimed at regulating childcare programs and providing technical assistance for navigating local regulation processes to eliminate some barriers.

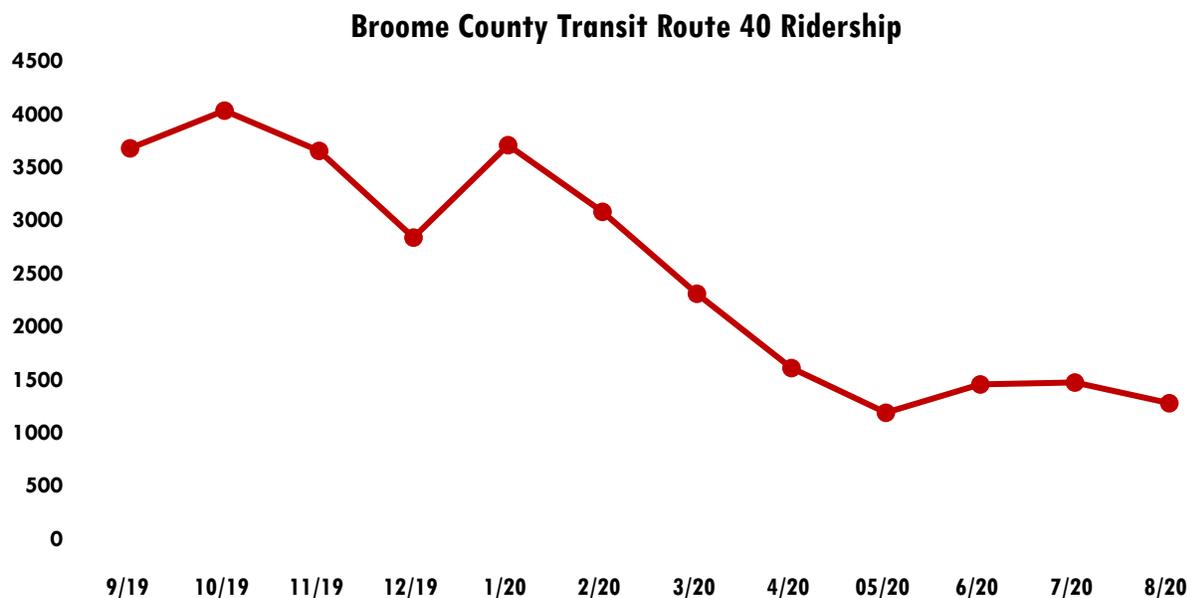
BROADBAND & THE DIGITAL DIVIDE

The COVID-19 pandemic brought increased demands for teleworking, virtual classrooms, and telemedicine, making broadband access essential. However, there are disparities in broadband access across communities. An estimated 10% of households in the village do not use or connect to the internet (2018 ACS 5-Year Estimates). In addition to households with access to internet, some households do not have access to technology which makes it nearly impossible to adjust to the new normal. Typically, those who lack internet access and devices come are minorities, live in rural areas, or come from low-income households. The Chenango Valley School District outlined methods to address technology and connectivity in their 2020-2021 Reopening Plan.

The District is investigating ways to provide internet access to households through means of hotspots or community locations with Wi-Fi. In addition, they are planning to provide all students with devices for the school year. On a larger scale, Southern Tier 8 our regional planning board, is working with school districts to identify underserved areas in the region to focus efforts on improving internet accessibility.

TRANSPORTATION

The pandemic affected all forms of transportation during the lockdown, but it appears it had the largest impact on public transportation. Due to a combination of the lockdown, public health fears, and reduced passenger capacity, there was a noticeable decrease in the demand for public transportation. During the shutdown, BC Transit Route 40, which goes through the village, experienced a 40% decline in ridership between February and April 2020. As a response to COVID-19, BC Transit implemented changes to their operations and safety measures were implemented to protect transit users. Currently all riders are required to wear a mask and cannot board a bus without one, seats are sectioned off to comply with social distancing guidelines and BC Transit upgraded their sanitation procedures.



While demand for certain modes of transportation decreased during the pandemic, travelers may have switched to other modes such as walking and cycling. A local bicycle shop commented on the noticeable uptick in cycling for commuting and recreation, they are serving new customers and finding creative ways to meet the demand for bikes during the pandemic. BMTS' Bike and Pedestrian Report showed average pedestrian use of the local trails increased for eight out of eleven trails and cyclists use increased for all of the trails. While it is unclear if this increase in pedestrian and bike transportation is for mobility or leisurely purposes, it is possible these changes could be long-term. Regulatory changes, investment in infrastructure, and public education can support increased use of alternate modes of transportation in the future.

Chapter 13: Recommendations

RECOMMENDATIONS

The Village of Port Dickinson Comprehensive Plan provides a strategic direction, building upon existing strengths and addressing challenges, which will guide the future of the community. Previous chapters provide background information about key trends and issues in the village of Port Dickinson. The Recommendations Chapter applies that information to establish goals and strategies, that reflect resident input and community values, as they pertain to shaping the village into a place where people will continue to live, work, and play. The plan and its recommendations should be used as a framework for future land use and guide short/long-term decision making for both the public and private sectors.

Nine broad goals, many of which are interrelated, are presented as the “big picture” ideas and multiple strategies are incorporated to provide direction on how the Village can achieve its goals. Some ideas will be easy to implement, while others will require more consideration and community input. Many actions are more involved and may require obtaining state/federal grant funds to implement. The order which the goals are presented does not reflect prioritization or levels of importance.

COMPREHENSIVE PLAN GOALS



Promote and protect historic and cultural resources in the village



Encourage and practice environmental responsibility



Implement hazard mitigation measures to reduce disaster losses



Provide and maintain an accessible interconnected transportation network that meets the needs of all users



Preserve, protect, and enhance the quality of life in the community



Maintain and enhance diverse, cohesive neighborhoods throughout the village



Ensure public services and facilities serve the current and future needs of residents and businesses



Update local codes and ordinances



Implement and maintain the Village of Port Dickinson Comprehensive Plan

HISTORIC RESOURCES

Village of Port Dickinson residents are fortunate to live in a place with such a distinct identity, full of architectural reminders of the Village's rich historical past and heritage. In the public survey, residents identified "preserving historic character" as something they feel is very important to consider when reviewing new development proposals. There is value in recognizing and protecting historical assets as they can have positive social, economic, and environmental impacts. The following recommendations include ideas to promote and protect the historical resources in the Village of Port Dickinson.

Goal: Promote and protect historic and cultural resources in the village.

- ① Identify and document Port Dickinson's historic buildings and places
 - Undertake a Reconnaissance-level Historic Resources Survey to identify the village's historic resources that may be worthy of recognition, designation, and preservation.
 - Obtain historic markers for significant sites within the village such as the canal bed near the Port Dickinson Jeanne and John D. Wilfley Community Park.
- ② Protect historical assets and landscape resources from unnecessary destruction and incompatible uses
 - Encourage new development to fit within local architectural patterns regarding building style and site design.
- ③ Expand availability and accessibility of information pertaining to the history and heritage of Port Dickinson
 - Designate a member of the community to participate in the Susquehanna Heritage Area Board.
 - Continue to use the Village of Port Dickinson History Facebook page as a way to share and collect information regarding the village's history.
 - Develop educational materials highlighting the Village's trees with historic significance.
- ④ Raise public awareness and participation in the village's historic preservation efforts
 - Identify potential sites or events that could be promoted during the New York State Path Through History Weekend.
 - Form a committee that will organize the Village's 150-year celebration.

ENVIRONMENTAL PROTECTION

Being a riverfront community, the village is a prime location for various natural resources and habitats. Local governments have a responsibility to be stewards of the environment and its natural resources by utilizing management practices that have the least possible adverse impact on the environment. Together, stormwater management and environmental sustainability accounted for 20% of the budget in the public survey, revealing environmental issues such as these are important to residents. By preserving the environment and its natural resources, we can protect and enhance the quality of life for current and future residents.

Goal: Encourage and practice environmental responsibility

- ① Protect and enhance environmental health
 - Identify tools such as watershed planning, regulatory controls, and other management techniques that will help protect waterbodies, streams, and wetlands.
 - Work with the New York State Department of Environmental Conservation (NYSDEC) to minimize exposure and risks posed by neighboring environmental hazard sites.
 - Continue to support the Village's and Nimmonsburg Rotary's efforts to improve the urban tree canopy.
- ② Protect and enhance biodiversity in the village
 - Recognize the Port Dickinson Community Park as Unique Natural Area.
 - Consult with the NYS Natural Heritage Program when reviewing future development proposals to reduce risk to rare species and natural ecosystems.
 - Work with SUNY Broome, Binghamton University, CCE Broome, or other partners to inventory and manage invasive species in the village.
- ③ Strengthen environmental education awareness efforts
 - Share information about organizations and resources such as the NYSDEC.
 - Promote the use of Broome County GIS Parcel Mapper during project development and evaluation to identify potential environmental risks.
 - Collect and share materials highlighting best practices related to stormwater management or other environmental topics.
 - Continue participation in the Annual Riverbank Cleanup.
- ④ Work with local businesses, property owners, and other community partners to generate ideas about programs and policies that support sustainable communities
 - Consider taking the steps to become a [Climate Smart Community](#)
 - Consider submitting information to become a [Clean Energy Community](#)
 - Prioritize areas to focus sustainability efforts on such as, energy efficiency, renewable energy, green building policies, water and wastewater systems, waste reduction and recycling, alternative transportation options, etc.

HAZARD MITIGATION

Natural disasters include a range of hazards such as, flooding, tornadoes, high winds, severe winter storms, and more. In 2019, the Village participated in [the Broome County Hazard Mitigation Plan](#) in a continued effort to identify and reduce the risk and damages associated with various natural disasters. Flooding is an issue for at least one-third of residents who participated in the public survey, and it poses a threat to critical infrastructure and facilities in the village. The following recommendations include broad ideas and village-specific actions that are intended to reduce the effects of natural hazards.

Goal: Implement hazard mitigation measures to reduce disaster losses

① Protect life, property, and the economy

- Minimize new development in hazard-prone areas.
- Identify possible locations for emergency sheltering and evacuation routes.
- Encourage homeowners, renters, and business owners to purchase insurance coverage for damages caused by natural hazards.
- Perform regular culvert clearing throughout the village.

② Increase public awareness and preparedness

- Use the Village website, newsletter, and other outreach programs to increase public awareness about hazard risk and preparedness activities.
- Increase citizen involvement in mitigation activities.
- Stay informed and share information about tools, partnership opportunities, funding resources, and public initiatives to assist with mitigation activities.
- Provide regular updates about the status of mitigation activities in the village.

③ Encourage Partnerships

- Engage with residents, businesses, and other organizations to implement mitigation activities more effectively.
- Continue active participation on the Broome County Flood Task Force.
- Collect and share data with local governments and other partners.

④ Provide for enhanced emergency services

- Identify the need for, and acquire any special emergency services, training, and equipment to enhance response capabilities for specific hazards.
- Review and improve, if necessary, emergency traffic routes; communicate information to the public.

- ⑤ Improve the resilience and strength of the built environment and communities to reduce impacts of natural hazard events
- Include discussion of natural hazards in future plans and studies.
 - Improve and protect critical infrastructure to reduce disruption of activities following a natural hazard event.
 - Provide municipal boards with up-to-date information and guidance related to natural hazards.
 - Explore options for levee certification in the village.

TRANSPORTATION

The village's transportation network allows people to choose how they want to get around, whether that is on foot or bicycle, by bus, or by automobile. Most residents who participated in the survey said they have no issues getting where they need to go nor have any major traffic concerns and value the walkability of the village. Meanwhile, road maintenance was identified as a shortcoming and was the lowest rated public service in the village. There are various improvements that can be made that will improve transportation options for all travelers in the village. This section includes recommendations to help meet the existing and future transportation needs of village residents.

Goal: Provide and maintain and accessible interconnected transportation network that meets the needs of all users

- ① Support alternative modes of transportation
 - Improve and expand infrastructure for pedestrians and bicyclists.
 - Adopt a Complete Streets Policy for the Village that is reflective and supportive of its character and existing assets.
 - Promote [Broome County Public Transit](#) and [GetThere](#) programs to historically disadvantaged populations and others with limited transportation options.
- ② Maintain existing infrastructure in a good state of repair
 - Conduct pavement condition analysis to develop a plan for future resurfacing and reconstruction projects.
 - Explore opportunities to develop a cost-share sidewalk repair program.
 - Support on-going maintenance of roads and sidewalks including snow/ice removal.
- ③ Partner with local transportation planning agencies to improve the Village's transportation network
 - Work closely with transportation planning agencies to ensure the Village is made aware and has an opportunity to provide input on issues or projects that would directly affect Port Dickinson.
 - Coordinate with BMTS to identify future studies that could be included in the Unified Planning Work Program (UPWP).
 - Work with BMTS to develop an ADA Transition Plan for facilities within the right-of-way and bring them into compliance.
 - Work with NYSDOT to improve pedestrian street crossings across Chenango Street.

HOUSING & NEIGHBORHOOD CHARACTER

Neighborhoods are an important aspect of everyday life. One quality of Port Dickinson that makes it unique from other neighboring communities is its residential character. As indicated on the public survey, residents enjoy living in the village and want to retain this unique residential character. It is important to maintain the neighborhoods and promote a diverse mix of quality housing for residents in all stages of life. This section includes ideas to protect the neighborhood vitality and appeal of the village.

Goal: Maintain and enhance diverse, cohesive neighborhoods throughout the village

- ① Increase efforts to preserve and rehabilitate existing housing stock
 - Evaluate code enforcement efforts to ensure they are adequately addressing substandard, derelict, and vacant properties.
 - Partner with non-profit organizations that can assist with housing rehabilitation of elderly and low-income residents.
 - Work with Broome County Safe Housing Task Force to reduce the number of homes with lead-based paints.
 - Create a partnership with the Broome County Land Bank and identify properties that would fit their renovation/resale program.
 - Promote grant programs that will support housing rehabilitation, energy upgrades, and other housing maintenance and improvements.
- ② Support resident and landlord stewardship
 - Provide a list of housing support resources for elderly and low-income residents.
 - Share educational materials that will provide information about home repairs, rehabilitations, and upgrades.
 - Educate residents and property owners about the ordinances and codes.
 - Increase participation of residents and property owners in efforts to promote neighborhood beautification.
- ③ Encourage a variety of housing options at varying costs levels that appeals to diverse populations
 - Periodically assess the demand for different housing types and prices in the village that meet the needs of all groups.
 - Where appropriate, consider allowing accessory dwelling units and other housing types in certain zoning districts, subject to village development standards.

④ Preserve and enhance neighborhood character

- Recognize the importance of the existing neighborhoods and support their long-term viability.
- Establish standards for future infill development proposals to ensure quality development.
- Accommodate new development that is sensitive to the existing neighborhood character.
- Discourage incompatible uses from locating within residential neighborhoods.

QUALITY OF LIFE

Quality of life is a broad term that describes how “good” things are in the community on a day-to-day basis. When asked if the village is a good place to raise a family, an overwhelming majority (98%) of survey respondents agreed and similarly a large majority of respondents (82%) agreed the village is also a good place to retire. A number of factors including schools, parks and recreation, access to services, economic opportunity, and more contribute to a community’s quality of life. Improving the quality of life will support the village’s position as a good place to live and raise a family.

Goal: Preserve, protect, and enhance the quality of life in the community

- ① Strengthen community pride and identity
 - Promote the village as a healthy and safe community to residents and visitors.
 - Consider developing attractive gateways at the village’s primary entry points.
 - Identify opportunities for volunteer projects and encourage volunteerism throughout the community.

- ② Improve community assets and the built environment
 - Identify opportunities to use placemaking strategies to reinvigorate the Village’s public spaces.
 - Ensure that all public facilities and programs are fully accessible to all residents and visitors.
 - Work with VINES to identify potential sites for community gardens in the village.

- ③ Ensure the needs of all age groups are met
 - Consider expanding existing and encouraging new social programs, particularly for seniors and youth in the community.
 - Consider becoming an Age-Friendly Community and integrating age-friendly features in new developments.

- ④ Coordinate with the Chenango Valley School District to support community needs
 - Maintain a good relationship with the school district and identify opportunities for coordinated programs and services.
 - Work with the Port Dickinson Elementary School to identify opportunities and locations for public art.

⑤ Maintain and enhance recreational opportunities in the village

- Update and improve Port Dickinson Jeanne and John D. Wilfley Community Park to meet demands of residents and current safety/accessibility standards.
- Plan and obtain funding to install a bandshell/performance space in the community park.
- Develop a conceptual plan to reimagine the Wayne Avenue fields.
- Continue to support and promote the Port Dickinson Community Association.
- Work with BMTS to explore options of expanding the Two Rivers Greenway Trail.
- Examine feasibility of transforming the old canal bed into a multi-use trail.
- Promote recreational opportunities in the village with the Go All Out Broome interactive map.

GOVERNMENT

The Village of Port Dickinson provides an array of services for its residents which includes direct services and other services such as public works and safety. Most residents are relatively satisfied with the services available to them in the Village. However, some residents don't feel they receive quality services for the level of taxes they pay. As technology continues to improve and operation methods continue to change, there are opportunities to assess how Village services and facilities can be improved to better meet everyone's needs.

Goal: Ensure public services and facilities serve the current and future needs of residents and businesses

① Deliver Village services in an efficient manner

- Optimize the use of technology to improve Village services.
- Define standards for adequate levels of service that can be sustained by the Village.
- Periodically evaluate customer needs and satisfaction with Village services.
- Develop and expand online applications and services including a mechanism to make code complaints online and streamlining the permitting process for residents.

② Maintain and enhance Village infrastructure and facilities

- Collect and maintain a digital database of all Village infrastructure and assets.
- Perform regular maintenance and inspections on sewer/water and road systems and monitor condition to ensure adequate funding for future repairs/replacements.
- Continue to implement upgrades that improve efficiency and quality of infrastructure and facilities.

③ Practice fiscal responsibility

- Prioritize spending by need and impact.
- Continuously pursue intergovernmental relationships and agreements that can allow the Village to provide quality and cost-effective services.
- Ensure fees imposed by the Village cover actual costs for services.
- Continue researching and applying for grant funding to support Village projects.

④ Continue to provide effective public safety services

- Work with the police and fire departments to develop a long-range plan that outlines programs, equipment, and funding needs for the future.
- Monitor and maintain/improve prompt response times for police and fire.
- Maintain cooperation between all Village and non-village emergency response departments.
- Continue community outreach efforts and spreading awareness about crime prevention, disaster preparedness, and other safety/emergency response topics.

⑤ Enhance community relations and encourage citizen involvement

- Communicate information regularly to residents through the Village newsletter and the Village website.
- Encourage opportunities to further engage residents in Village decision making.

LOCAL LAWS

A Village's zoning ordinance and related laws help shape the appearance of the community, guide development, and protect the health and safety of residents and visitors. Having up to date laws protect the Village against lawsuits and ensure that best practices are followed by developers. The laws which govern land use, property maintenance, and development are fully reviewed and summarized in the Appendix. The Village should give careful consideration to the amendments, corrections, and additions recommended in the Appendix.

Goal: Update local codes and ordinances

- ① Provide a more user-friendly code and ensure consistency within and between chapters.
- ② Definitions for family, dwelling, mobile homes, and other terms should be updated to reflect changes in State law and to provide clarity for property owners.
- ③ Consider reducing the reliance on Planned Unit Developments and remove obsolete PUD districts from regulations.
- ④ To address the needs of the aging population, the Village should consider amending the allowed uses to include group homes for the elderly, accessory dwelling units, and day care centers for adults, and for all age groups encourage new residential development to use universal design.
- ⑤ Strengthen regulations related to outdoor storage, screening, and landscaping.
- ⑥ Consider adopting local laws for solar energy, telecommunications, complete streets, and guidance for better building and site design in new development and green building design.
- ⑦ To help ensure that new development is consistent with the surrounding land uses, with the appearance and distinctive small-scale, historic character of the Village of Port Dickinson, and with the vision and goals for the community, ensure appropriate purpose statements, permitted uses, and dimensional requirements for each zoning district; appropriate zoning districts and zoning district designations on the Official Zoning Map; appropriate land use terms and definitions, supplementary regulations, and special permit conditions; and appropriate regulations, standards, and policies for parking and complete streets, flood damage prevention, universal design, building and site design, landscaping, screening, buffering, and for other zoning and land use matters. See Appendix: Local Law Review.

IMPLEMENT & MAINTAIN THE PLAN

The purpose of the Comprehensive Plan is to guide future decisions of the community, but its use is limited if it is not implemented. Tools used to implement the comprehensive plan can include regulatory codes, capital planning, new committees, etc. It can take years to implement some recommendations, so the plan should be reviewed to ensure the goals and objectives relevant to the needs of Port Dickinson and its residents.

Goal: Implement and maintain the Village of Port Dickinson Comprehensive Plan

- ① Coordinate implementation of recommendations
 - Prioritize actions into high, medium, and low priorities, and establish phasing plans for any long-term projects.
 - Identify specific Village departments/employees and other local agencies/organizations that will take responsibility for key actions.
 - Actively seek input and feedback from the public about proposed implementation strategies.
- ② Identify funding sources for recommendations that require capital for implementation
 - Determine the costs of projects and allocate funds in future capital improvement program projects.
 - Actively pursue grant resources for projects and stay informed about various funding opportunities.
- ③ Ensure the Plan is kept up to date
 - Monitor progress of implementation actions on an annual basis.
 - Work with the Broome County Department of Planning to ensure the Village has the most current demographic data when making decisions.
 - Review and update the plan every five to ten years.

Appendix A: Data Tables

Population Trends: 1920-2010

Year	Village			Broome County		
	Total	Change	% Change	Total	Change	% Change
1920	883	-	-	113,610	-	-
1930	1,902	1,019	115%	147,022	33,412	29%
1940	2,436	534	28%	165,749	18,727	13%
1950	2,199	-237	-10%	184,698	18,949	11%
1960	2,295	96	4%	212,661	27,963	15%
1970	2,132	-163	-7%	221,815	9,154	4%
1980	1,974	-158	-7%	213,648	-8,167	-4%
1990	1,785	-189	-10%	212,160	-1,488	-1%
2000	1,697	-88	-5%	200,536	-11,624	-5%
2010	1,641	-56	-3%	200,600	64	0.0%

Data: Decennial Census

Age Group Distribution (2010)

Age Groups	Village		Broome County	
	Total	Percent	Total	Percent
Total Population	1,641	100%	200,600	100%
Under 5	96	6%	10,480	5%
5 to 9	90	5%	10,757	5%
10 to 14	121	7%	11,711	6%
15 to 19	104	6%	15,726	8%
20 to 24	105	6%	17,950	9%
25 to 29	110	7%	12,453	6%
30 to 34	107	7%	10,531	5%
35 to 39	90	5%	10,177	5%
40 to 44	119	7%	12,034	6%
45 to 49	110	7%	14,965	7%
50 to 54	135	8%	15,771	8%
55 to 59	109	7%	13,560	7%
60 to 64	96	6%	11,641	6%
65 to 69	71	4%	8,557	4%
70 to 74	45	3%	7,111	4%
75 to 79	51	3%	6,146	3%
80 to 84	42	3%	5,393	3%
85 and above	40	2%	5,637	3%
Median Age	39.8		40.2	

Data: 2010 Census

Race and Ethnicity (2010)

Racial and Ethnic Groups	Village		Broome County	
	Total	Percent	Total	Percent
Total Population	1,641	100%	200,600	100%
White	1,561	95%	176,444	88%
Black or African American	33	2%	9,614	5%
American Indian and Alaska Native	0	0%	396	0%
Asian	10	1%	7,065	4%
Native Hawaiian and Pacific Islander	0	0%	82	0%
Some Other Race	3	0%	1,912	1%
Two or More Races	34	2%	5,087	3%
Hispanic or Latino	18	1%	6,778	3%

Data: 2010 Census

Households and Families (2010)

Household and Family Types	Village		Broome County	
	Total	Percent	Total	Percent
Total Households	739	100%	82,167	100%
Non-Family Households	324	44%	33,521	41%
Single Living Alone	275	37%	26,628	32%
Family Households	415	56%	48,646	59%
Married Couples (no children)	271	37%	34,917	42%
Nuclear Families (two parents with children)	117	16%	13,097	16%
Single-Parent families	144	19%	13,729	17%
Single-Parent families with children	87	12%	7,558	9%
Households with children under 18	214	29%	21,969	27%
Households with adults over 65	193	26%	23,318	28%
Average Household Size	2.22		2.32	
Average Family Size	2.91		2.92	

Data: 2010 Census

Estimated School Enrollment (2017)

School Levels	Village		Broome County	
	Estimate	Percent	Estimate	Percent
Population 3 years and over enrolled in school	500	100%	53,058	100%
Pre-primary school	54	11%	2,612	5%
Elementary (K - 8th grade)	210	42%	19,229	36%
High School	105	21%	9,530	18%
College	131	26%	21,687	41%

Data: 2017 5-Year ACS Estimates

Estimated Educational Attainment (2017)

Level of School Completed	Village		Broome County	
	Estimate	Percent	Estimate	Percent
Population 25 years and over	1,255	100%	129,802	100%
Less than 9th grade	2	0%	3,497	3%
9th to 12th grade, no diploma	26	2%	8,932	7%
High School degree	365	29%	40,700	31%
Some college, no degree	244	19%	23,958	18%
Associates degree	243	19%	16,307	13%
Bachelor's degree	216	17%	20,371	16%
Graduate or professional degree	159	13%	16,037	12%
High School degree or higher	1,227	98%	117,373	90%
Bachelor's degree or higher	375	30%	36,408	28%

Data: 2017 5-Year ACS Estimates

Estimated Income Levels (2017)

Income Measures	Village	Broome County	New York
Median household income	\$58,190	\$49,064	\$62,765
Median family income	\$68,750	\$65,022	\$77,141
Per capita income	\$27,620	\$26,790	\$35,752

Data: 2017 5-Year ACS Estimates

Estimated Poverty Levels (2017)

Poverty Measures	Village	Broome County	New York
Individuals below poverty	11.9%	17.1%	15.1%
Under 18 years	19.5%	23.0%	21.3%
18 to 64 years	10.4%	18.0%	13.9%
65 years and over	4.8%	7.4%	11.5%
Families living below poverty	9.6%	10.8%	11.3%
Female Householder	56.1%	44.8%	37.4%

Data: 2017 5-Year ACS Estimates

Estimated Housing Type and Size (2017)

Types of Housing and Number of Rooms	Village		Broome County	
	Estimate	Percent	Estimate	Percent
Total Housing Units	829	100%	90,727	100%
Single-Family	549	66%	57,072	63%
Two-Family	158	19%	10,197	11%
Multi-Family	122	15%	19,035	21%
Mobile Home	0	0%	4,415	5%
Other	0	0%	8	> 1%
Occupied Units	792	100%	78,821	100%
No bedroom	0	0%	1,291	2%
1 bedroom	90	11%	8,155	10%
2 or 3 bedrooms	541	68%	52,003	66%
4 or more bedrooms	161	20%	17,372	22%

Data: 2017 5-Year ACS Estimates

Estimated Value of Owner-Occupied Homes (2017)

Value	Village		Broome County	
	Estimate	Percent	Estimate	Percent
Total Owner-Occupied Units	538	100%	51,769	100%
Less than \$50,000	19	4%	4,579	9%
\$50,000 to \$99,999	191	36%	17,109	33%
\$100,000 to \$149,999	243	45%	13,531	26%
\$150,000 to \$199,999	65	12%	8,314	16%
\$200,000 to \$299,999	17	3%	5,408	10%
\$300,000 to \$499,999	3	1%	1,948	4%
\$500,000 to \$999,999	0	0%	649	1%
Greater than \$1,000,000	0	0%	231	0%
Median Housing Value	\$110,200		\$113,100	

Data: 2017 5-Year ACS Estimates

Estimated Year Structure Built (2017)

Years	Village		Broome County	
	Estimate	Percent	Estimate	Percent
Total Housing Units	829	100%	90,727	100%
1939 or earlier	462	56%	27,384	30%
1940 to 1949	119	14%	9,254	10%
1950 to 1959	123	15%	13,584	15%
1960 to 1969	51	6%	12,455	14%
1970 to 1979	46	6%	9,531	11%
1980 to 1989	8	1%	8,548	9%
1990 to 1999	20	2%	5,486	6%
2000 to 2009	0	0%	3,277	4%
2010 or later	0	0%	1,208	1%
Median Year Built	1939		1956	

Data: 2017 5-Year ACS Estimates

Estimated Occupancy Status (2017)

Occupancy Type	Village		Broome County	
	Estimate	Percent	Estimate	Percent
Total Housing Units	782	100%	90,563	100%
Occupied	739	95%	82,167	91%
Owner-Occupied	449	61%	53,260	65%
Renter Occupied	290	39%	28,907	35%
Vacant	43	5%	8,396	9%
For rent	15	35%	2,522	30%
For sale only	6	14%	956	11%
Rented or sold, not occupied	6	14%	369	4%
For season, recreational, or occasional use	3	7%	1,843	22%
For migrant workers	0	0%	2	>1%
Other	13	30%	2,704	32%

Data: 2017 5-Year ACS Estimates

Estimated Homeownership (2017)

Housing Tenure	Village		Broome County	
	Estimate	Percent	Estimate	Percent
Total Housing Units	782	100%	90,563	100%
Occupied	739	95%	82,167	91%
Owner-Occupied	449	61%	53,260	65%
Renter Occupied	290	39%	28,907	35%
Age of Householder	Estimate	Percent	Estimate	Percent
Under 24 years	4	1%	463	1%
25 to 34 years	45	10%	4,303	8%
35 to 44 years	70	16%	7,418	14%
45 to 54 years	96	21%	12,787	24%
55 to 64 years	95	21%	11,705	22%
65 years and over	139	31%	16,584	31%

Data: 2017 5-Year ACS Estimates

Estimated Housing Turnover (2017)

Year Householder Moved into Unit	Village		Broome County	
	Estimate	Percent	Estimate	Percent
Total Occupied Housing Units	792	100%	78,821	100%
Owner-Occupied	538	68%	51,769	66%
Moved in 1979 or earlier	83	15%	10,645	21%
Moved in 1980 to 1989	52	10%	6,871	13%
Moved in 1990 to 1999	75	14%	10,264	20%
Moved in 2000 to 2009	198	37%	14,336	28%
Moved in 2010 or later	130	24%	9,653	19%
Median year	2003		1998	
Renter-Occupied	254	32%	27,052	34%
Moved in 1979 or earlier	4	2%	500	2%
Moved in 1980 to 1989	0	0%	462	2%
Moved in 1990 to 1999	13	5%	1,442	5%
Moved in 2000 to 2009	38	15%	5,208	19%
Moved in 2010 or later	199	78%	19,440	72%
Median year	2013		2012	

Data: 2017 5-Year ACS Estimates

Employment Status for Population 16 Years and Over (2017)

Labor force	Village		Broome County	
	Total	Percent	Total	Percent
Population 16 years and over	1,496	100%	162,540	100%
In labor force	1,127	75%	94,186	58%
Civilian labor force	1,127	100%	94,122	100%
Employed	1,054	94%	87,365	93%
Unemployed	73	6.5%	6,757	7.2%
Armed Forces	0	0%	64	< 1%
Not in labor force	369	25%	68,354	42%

Data Source: 2017 ACS 5-Year Estimates

Occupation of Employed Population (2017)

Occupation	Village		Broome County	
	Total	Percent	Total	Percent
Civilian employed population 16 years and over	1,054	100%	87,365	100%
Management, business, science, and arts	428	41%	32,934	38%
Service	260	25%	17,067	20%
Sales and office	226	21%	21,391	24%
Natural resources, construction, and maintenance	48	5%	6,034	7%
Production, transportation, and material moving	92	9%	9,939	11%

Data: 2017 ACS 5-Year Estimates

Commuting Patterns (2017)

Travel Time and Means of Transportation	Village		Broome County	
	Total	Percent	Total	Percent
Total Workers	1,042	100%	85,433	100%
Total Commuter Workers	1,014	97%	82,798	97%
0 to 29 minutes	850	84%	68,979	83%
30 to 59 minutes	85	8%	9,030	11%
60 to 89 minutes	20	2%	2,096	3%
90 minutes or more	14	1%	1,620	2%
Average Travel Time	17.8		19.7	
Car, Truck, or Van	986	95%	75,872	89%
Public Transportation	19	2%	2,654	3%
Walked	9	1%	3,340	4%
Other	0	0%	932	1%
Worked at home	28	3%	2,635	3%

Data: 2017 ACS 5-Year Estimates

Industrial Sector for Employed Population (2017)

Industry	Village		Broome County	
	Total	Percent	Total	Percent
Civilian employed population 16 years and over	1,054	100%	87,365	100%
Agriculture, forestry, fishing, hunting, and mining	0	0%	675	1%
Construction	29	3%	4,472	5%
Manufacturing	77	7%	9,072	10%
Wholesale Trade	69	7%	2,477	3%
Retail Trade	91	9%	11,200	13%
Transportation, warehousing, and utilities	51	5%	3,715	4%
Information	31	3%	1,442	2%
Finance and insurance, real estate and rental and leasing	40	4%	3,930	4%
Professional, scientific, management, administrative, and waste management services	48	5%	7,650	9%
Educational services, health care and social assistance	331	31%	26,892	31%
Arts, entertainment, recreation, accommodation, and food services	135	13%	8,230	9%
Other services	85	8%	4,055	5%
Public Administration	67	6%	3,555	4%

Data: 2017 ACS 5-Year Estimates

Place of Work (2017)

Place	Village		Broome County	
	Total	Percent	Total	Percent
Total Workers 16 years and over	1042	100%	85,433	100%
Worked in state of residence	1033	99%	84,118	98%
Worked in county of residence	963	92%	75,722	89%
Worked in town of residence	136	13%	26,038	30%
Worked outside town of residence	906	87%	59,395	70%
Worked outside county of residence	70	7%	8,396	10%
Worked outside state of residence	9	1%	1,315	2%

Data: 2017 ACS 5-Year Estimates

Total Land Use

Village of Port Dickinson Land Uses	Parcels		Acres	
	Number	Percent	Number	Percent
Residential	555	88%	162.48	57%
Vacant	45	7%	61.27	21%
Commercial	15	1%	21.34	7%
Industrial	1	0%	15.22	5%
Community Services	6	1%	14.48	5%
Wild/Forested	1	0%	6	2%
Public Services	1	0.2%	1.38	0.5%
No Data	5	1%	3.52	1%
Total	629	100%	285.69	100%

Data: 2019 Broome County Parcel Data

Residential Land Uses

Land Use	Parcels		Acres	
	Total	Percent	Total	Percent
Residential	555	100%	162.48	100%
Single-Family	418	75%	123.55	76%
Two-Family	114	21%	30.47	19%
Three-Family	14	3%	4.74	3%
Apartments	9	2%	3.72	2%

Data: 2019 Broome County Parcel Data

Vacant Land Uses

Land Use	Parcels		Acres	
	Total	Percent	Total	Percent
Vacant	45	100%	61.27	100%
Residential	37	82%	20.14	33%
Commercial	8	18%	41.13	67%

Data: 2019 Broome County Parcel Data

Commercial Land Uses

Land Use	Parcels		Acres	
	Total	Percent	Total	Percent
Commercial	15	100%	21.34	100%
Service and Gas Stations	1	7%	0.18	1%
Parking Lot	1	7%	0.13	1%
Lumber Yards, Sawmills	1	7%	5.5	26%
Trucking Terminals	1	7%	3.75	18%
Retail Services	1	7%	0.14	1%
Professional Building	1	7%	0.49	2%
Funeral Homes	1	7%	6.66	31%
Multi-Use	1	7%	2.88	13%
Downtown Row Type	1	7%	0.12	1%
Converted Residence	2	13%	0.91	4%
One Story Small Structure	3	20%	0.48	2%
One Story Small Structure - Multi-Occupant	1	7%	0.1	0.5%

Data: 2019 Broome County Parcel Data

Institutional/Community Services Land Uses

Land Use	Parcels		Acres	
	Total	Percent	Total	Percent
Community Services	6	100%	14.48	100%
Schools	1	17%	7.14	49%
Religious	1	17%	0.86	6%
Police/Fire	1	17%	0.37	3%
Recreational Facilities	3	50%	6.11	42%

Data: 2019 Broome County Parcel Data

Industrial Land Uses

Land Use	Parcels		Acres	
	Total	Percent	Total	Percent
Industrial	1	100%	15.22	100%
Manufacturing & Processing	1	100%	15.22	100%

Data: 2019 Broome County Parcel Data

Public Services Land Uses

Land Use	Parcels		Acres	
	Total	Percent	Total	Percent
Public Services	1	100%	1.38	100%
Gas Transmission Improvement	1	100%	1.38	100%

Data: 2019 Broome County Parcel Data

Wild/Forested Land Uses

Land Use	Parcels		Acres	
	Total	Percent	Total	Percent
Wild/Forested	1	100%	6	100%
Public Park	1	100%	6	100%

Data: 2019 Broome County Parcel Data

Appendix B: Public Input Results

1. How would you rate the overall appearance of Port Dickinson’s buildings and homes? Please select one.

Response	Number	Percent
Very Good	16	13%
Good	59	47%
Average	47	38%
Poor	3	2%
Very Poor	0	0%

2. Are you satisfied with the following public services? Please fill one bubble per row.

Public Services	Satisfied		Needs Improvement		Not Satisfied		Total Number	No Opinion Number
	Number	Percent	Number	Percent	Number	Percent		
Village Police Department	108	87%	6	5%	10	8%	124	1
Village Fire Department & EMS Services	109	93%	6	5%	2	2%	117	9
Code Enforcement	53	45%	42	36%	23	19%	118	8
Road maintenance including plowing and repairs	54	43%	51	40%	21	17%	126	0
Yard Waste Pickup	81	65%	31	25%	12	10%	124	1
Schools (Chenango Valley School District)	106	91%	6	5%	4	3%	116	10
Quality of parks and recreation areas	102	83%	16	13%	5	4%	123	3
BC Transit (not provided by the Village)	24	69%	7	20%	4	11%	35	83

**Percentages are representative of those who had an opinion*

3. Do you agree or disagree with the following statements? Please fill one bubble per row.

Village Operations	Strongly Agree		Agree		Disagree		Strongly Disagree		Total	No Opinion
	Number	%	Number	%	Number	%	Number	%	Number	Number
I can easily find information I am looking for on the Village website	11	14%	54	68%	11	14%	3	4%	79	43
The Village communicates information to the public well	21	17%	86	70%	11	9%	4	3%	122	3
The Village offices and officials are accessible and responsive	28	24%	75	65%	10	9%	2	2%	115	7
I understand and can navigate the Village's permitting/approval processes	6	11%	37	67%	8	15%	4	7%	55	70
I am satisfied with the availability of recreational and cultural resources in the Village	23	23%	65	66%	9	9%	2	2%	99	25
I have no transportation issues when I need to go somewhere	45	47%	46	48%	2	2%	2	2%	95	29
The Village is a good place to retire	36	30%	61	51%	19	16%	3	3%	119	7
The Village is a good place to raise a family	61	48%	63	50%	2	2%	0	0%	126	0
I receive quality services for the level of taxes I pay	22	18%	67	56%	22	18%	9	8%	120	4

*Percentages are representative of those who had an opinion

4. Have you experienced flooding in the past ten years?

Response	Number	Percent
Yes	45	36%
No	81	64%

5. How often do you typically experience the following types of flooding? Please fill one bubble per row.

Types of Flooding	Once within the past ten years		Once every year		More than once every year		Never	
	Number	%	Number	%	Number	%	Number	%
Yard flooding	16	37%	5	12%	6	14%	16	37%
Street flooding	9	21%	4	9%	7	16%	23	53%
Limited access to your home during flooding	7	18%	2	5%	1	3%	30	75%
Basement flooding	31	70%	4	9%	1	2%	8	18%
Flooding in the first level of home	2	5%	0	0%	0	0%	39	95%

6. All communities have a limited number of resources. If you had a total of 100 points to distribute between the following choices, how would you like to see the Village of Port Dickinson’s resources allocated? Totals must add up to 100

Priorities	Score	Percent
Road projects that improve the condition such as, paving	25	20%
Improve water and sewer systems	19	15%
Police and fire service	18	15%
Improvements to blighted housing/buildings	15	12%
Stormwater management/flood mitigation and response	14	12%
Parks and open space including greenway trails	8	7%
Environmental sustainability	7	6%
Economic development	5	4%
Non-Responsive	5	4%
Community events and programming	4	3%
Public space improvements such as, signage, benches, bus shelters, etc.	3	2%

7. What are your biggest traffic safety concerns? Select all that apply.

Traffic Safety Concerns	Number	Percent
Lack of crosswalks	11	6%
Safety for bicyclists	21	11%
Lack of pedestrian signals	4	2%
Safety for children coming and going to school	28	15%
Lack of street lighting	18	9%
Noise	22	11%
Commercial/truck traffic	34	18%
None of the above, I have no traffic safety concerns	55	28%

There are undeveloped sites throughout the village of Port Dickinson. If any of these vacant sites were to be developed, which uses do you think would be most appropriate? Select all that apply

Undeveloped Site Ideas	Number	Percent
Community gardens	54	18%
Single-family residential	54	18%
Senior housing	49	17%
Recreation and youth sports facilities	41	14%
I would like the sites to remain as vacant open space	31	11%
Mixed residential and commercial uses	20	7%
Retail	13	4%
Professional office space	12	4%
Multi-family residential	11	4%
Other (please specify)	7	2%

Emphasis on property paying taxes i.e. no more not-for-profit and not taxable property including government.

As the fact dog walking isn't allowed in park - a dog park would be an asset

Solar panel farms to supply energy to Villages offices.

Off-street parking

Not sure

swimming pool outdoor/indoor, public fishing pond, lighted basketball courts, lacrosse walls, ice skating, local bakery, small local grocery store, senior house complex, more walking/jogging paths

Dog park

9. In your opinion, how important are the following objectives regarding future development in the village? Please select one bubble per row.

Development Principles	Very Important		Important		Not Important	
	Number	%	Number	%	Number	%
Protecting neighborhoods from encroachment of non-residential uses	78	64%	38	31%	5	4%
Encouraging new residential development	20	17%	57	48%	42	35%
Enhancing the visual appeal of the village’s buildings and streetscape	41	34%	66	55%	13	11%
Encouraging design for all individuals regardless of age or ability	30	26%	58	50%	29	25%
Promoting alternative energy and green infrastructure	29	24%	58	48%	35	29%
Promoting walking and biking	39	33%	63	53%	17	14%
Preserving the village’s distinct historic character	51	42%	56	46%	14	12%

10. The Village of Port Dickinson’s three major assets are (select up to 3):

Assets	Number	Percent
Safe community	104	29%
Quality schools	70	19%
It is a walkable community	55	15%
Residential character	47	13%
Conveniently located to workplace and shopping	28	8%
Clean water and air quality	15	4%
Tight-knit community	14	4%
Low cost of living	11	3%
Natural landscape	6	2%
Historic buildings	5	1%
Access to the riverfront	4	1%
Recreational and cultural resources	4	1%

11. The Village of Port Dickinson’s three major shortcomings are (select up to 3):

Shortcomings	Number	Percent
Condition of the roads and sidewalks	75	26%
Blighted/neglected properties	72	25%
Absentee Landlords	50	18%
Quality of drinking water	35	12%
Flooding	33	12%
My home is not protected from incompatible uses	7	2%
Crime	7	2%
Traffic safety	5	2%

12. What is the best way for the Village to communicate information to you? Please select one.

Forms of Communication	Number	Percent
Village newsletter	82	71%
Email	16	14%
Village website	14	12%
Press & Sun Bulletin	2	2%
Local news channels	1	1%
Facebook	0	0%

13. Do you rent or own your property? Please select one.

Response	Number	Percent
Rent	0	0%
Own	122	100%

14. How long have you lived in the Village of Port Dickinson?

Length of Time in Village	Number	Percent
Less than one (1) year	1	1%
Between 1 and 4 years	6	5%
Between 5 and 10 years	14	11%
More than 10 years	101	83%

15. In the next 5 years, do you plan to stay in the village or do you plan to move somewhere else?

Response	Number	Percent
Stay in the Village of Port Dickinson	76	63%
Move somewhere else within New York State	6	5%
Move out of state	3	2%
I am not sure	36	30%

16. What is your age?

Age Groups	Number	Percent
18-34 years	4	3%
35-49 years	21	17%
50-64 years	30	25%
65 years or older	66	55%

17. On the following map, indicate the area which you live. Select from the drop-down list below:

Neighborhood	Number	Percent
Area 1 (north of Phelps and Grant St - Pickle Hill)	55	46%
Area 2 (between James Ave and Phelps St)	23	19%
Area 3 (south of James Ave)	42	35%

Appendix C: Public Survey Comments

Please consider permitting dogs in park. Village is not dog friendly. Field available for dogs is minimally maintained and offers no shade or walking paths. The large population of dog families would be elated to walk their dog through park. Thank you for your consideration.

Taxes, water & sewer, school taxes, and other mandated (non publicly funded) expenses cannot continue to rise well beyond inflation rates for so many people who are either on fixed incomes or whose net incomes are at best stagnating. The majority of village residents do not have pockets lined with gold. Ultimately this is unsustainable!!!

Disband the police department and dissolve the village into the Town of Dickinson. Too many layers of government we cannot afford or need. Go 100% digital in all matters, post EVERYTHING on the web, don't figure out ways to say no, change of attitude needed in order to say YES as often as possible to citizens. Let the sun shine on all matters. Then the bone-headed move of hiring Akshar?? Idiotic.

Currently the Wilfley Community Park does not allow dogs. As a result, I regularly drive my dogs to Otsiningo Park to walk them or walk through my neighborhood. Driving to a park when there is a community park five minutes from my house is contradictory to the 'walkable community' concept and is environmentally unfriendly. In addition, I do not like walking through my neighborhood because my dog has been attacked numerous times from loose dogs (house specific cases, not loose dogs in general). If open access to dogs on a leash at Wilfley Park is not an option, consider some type of paid permit to allow those of us the opportunity to walk our dogs at Wilfley Park. Also, connect Wilfley Park to Otsiningo Park via a new pedestrian bridge under or near the I-88 connector ramp. This would greatly expand connectivity of the Two Rivers Greenway.

Reduce the cost of our sewer as it is close to driving people out of the Village due to the expense.

Water bills are way too high!

As a resident of the village for over 60 years, I would prefer that the village dissolve the volunteer fire department and contract with the city of Binghamton for fire protection. This would do several things: 1. eliminate the cost of housing fire apparatus 2. eliminate the cost of purchasing and maintaining fire apparatus 3. eliminate the costs involved in purchasing firefighting gear for volunteer firemen 4. eliminate the cost of insuring volunteer firemen 5. provide must faster response to a fire emergency from the city rather than the average 10-minute delay in volunteers arriving on the scene 6. provide fast emergency medical response from the city of Binghamton (in the event of heart failure a person has approximately 2 minutes of not breathing before brain damage and death occur) 7. the cost of contracting for fire service from the city of Binghamton would be the same or less than continuing to have a volunteer fire dept. provide untimely response and service. I also believe the village should provide police service from the Broome County Sheriff's department at much less cost than having our own police department.

Make landlords responsible for the way the rentals get taken care of inside and outside.

Roads are in horrible condition. Unrepaired potholes are everywhere. Public utility interaction is non-existent (Chenango & Old State Road/Hillcrest Ave). Yard waste should include grass clippings. Some public works action seems less reliable, snow removal remains excellent.

Enforce dog leash law.

Canada Geese in Port Dickinson Community Park are too numerous and aggressive. Please find a way to control geese population.

Snow plowing-satisfied; road maintenance-not satisfied

Make park dog-friendly. Omit mayor position, reduce part-time police.

Chenango Street - Binghamton line to Bridge NY State responsibility - needs curbs and fix road drainage. Chenango Street - Bridge to Fenton line needs reconstruction by county. Could use small grocery store to purchase necessities within walking distance. Proud of Port Dickinson.

A lot of the roads need repair work. People speed excessively on side streets. Water is very hard.

Sewer & water taxes are too high.

Port Dickinson is like a gated community without the gates! A great place to raise a family and to know your neighbors. Great services as police and fire departments. This has been the family some for over sixty-three years! Please keep the village as is...great!

Plan to retain the residential character of the village with the closeness of the homes, has no space for commercial other than upper Phelps Street.

Taxes are high. There is no place to shop in the village.

For several years after we built our home in 2006, we used to receive a water test kit at least 1x a year because we were at the end of street (Riverview). I am curious as to why that stopped and if it is still necessary? Why did we have to do it to begin with and why it stopped?

The village is an excellent place to live. Most problems are addressed quickly. I would like to see more residents attend village meetings.

Bring in small grocery/misc. item stores that residents could walk to.

I believe that the Village Police and code enforcement have major issues. For the cost, Port Dickinson Police Dept. is a joke, speaking of jokes, why even have a code enforcement officer when they do not do their job? Take a look across the street from Village Hall no less. The grey house has needed paint for 10+ years. Again, across the street, the red maple tree is a huge safety issue for traffic. It is about 3x the size it should be.

I have lived in Port Dickinson for 15 years and have watched the village go downhill...fast! About 10ish years ago, the village mailed out a letter telling certain home owner to fix their sidewalks, so they were safe to walk on. If the homeowner didn't fix it in a certain amount of time, it said the village would repair and add the cost to the homeowner's tax bill. NEVER HAPPENED!!! The village NEVER followed through. Most homeowners ignored it. I know because I walk my dog. I have watched this village with the lack of code ..slide downhill rapidly. A lot of homes are starting to look like they are not maintained at all. Houses are being rented out to 'riff raff'. The neighborhood is nothing like it was just 15 years ago. I am thinking of selling my home if nothing changes!! The village has the nerve to send a quarterly letter out telling homeowners that their garbage can should not be in view from the street...are you kidding me??? How about telling people to paint their home, fix their roofs, fix the sidewalks instead...Something needs to be done now, not later with the village!

Deeply appreciate our Police and Fire Departments. Respect and value the trees of our community.

Allow residents to sign out or 'rent' a VPD dump truck in the evenings or weekends for yard waste. Charge a small fee. This used to be very convenient and handy. Fix potholes on Old State Road and Chenango Street.

Q2. Code enforcement is too aggressive. Q9. We are a basic residential area - not a historic area - tone down the code enforcement officers and don't add any historic codes - enough is enough! Keep the cost of living here down. Do not add any Wi-Fi enable meters for electric or water. Do not add 5G capabilities. Wi-Fi meters and 5G present health issues and privacy issues.

Get rid of the absentee landlords. They all bring down the neighborhoods. Cause they don't live here. Out of sight! Out of mind!

Q5. Street flooding at the end of our dead-end street, two doors down from us flooded in the first level of home. The Port Dickinson Elementary School has made several changes to the play area and paved parking areas that adversely affect the homeowners at the bottom of Gregory Avenue. No one ever addresses the runoff of water that flows into our yards, killing lawns and vegetation from standing water along with the mosquitoes that are created as a result of this on-going problem. Ditches at the end of the street are overgrown and this adds to an already existing problem.

Q2. Code Enforcement - Codes are made many ridiculous and only enforced on some residents, others seem to be able to do whatever they please. Typically, government that is not 'for the people'. Road maintenance - Plows need to stop pushing it so far onto the sidewalks it goes up to fences and lawns. Also, should not be using owners' corners as dumpsites for the snow collected. Yard waste pickup - says it must be out on Tuesday, but it's not always picked up them and there is no explanation. We have to have cans back off curb at certain times (again not everyone) even if not picked up. We then have to put them back out and hope they pick up the next day. Q3. Taxes - taxes go up and services go down. We no longer can put grass out. It doesn't settle into lawns well, clumps don't. Bing replaces sidewalks, Town of Dickinson paid to put them in some places, but we have to pay for ours. If code thinks they need repair, we have to do it or to get it repaired by the Village and added to taxes. Q7. At times cars go too fast from Old State Rd -> Bromley or other way. Don't always stop at stop signs (state and Newton) Miller & State. I feel everyone in the village would benefit if we dissolved the Village and became the Town of Dickinson. I have to pay Village taxes, Town of Dickinson taxes, and school taxes. I feel taxes would go down and we would have more of a voice. It's time everyone topped being foolish and consolidated villages, towns, etc. Costs are not going to go down and population is aging. It's time to think of the aging population that are burdened the most. We're as bad as NYS itself and they have no say in things. NYS is more like a dictatorship state and Cuomo at the head. Who pays for his trips to Puerto Rico and latest Israel with his daughters? Did I pay for these trips?

Q11. Blighted/neglected properties - Rochelle Rd these homes need to be either torn down - or owners are forced to take care of them. Binghamton Pre-cast needs to be more highly regulated - it's disgraceful - looks awful as one pulls into the village, fence falling over - junk dumped all around the property - and into what remains of the former caual. They certainly have the resources to clean up their act and should be forced to do so.

Q7. Parking a big issue on Sumner St and Ghant.

I would like to see the Village get a sign, similar to the new one outside of PD Elementary School. Placed outside of the park or right after crossing the bridge. It would be a quicker way to post emergency,

water issues or updates to the community. Also, be more proactive with fines on property before they get out of hand. We love this village!

Hold absentee landlords accountable to maintain buildings and property according to code. Fine and add to taxes any unpaid fines. Fines should be progressive for repeat offenders increasing each time. Add to codes - prohibitions of loud motorcycles and cars with associated fines, limited residences to two unrelated persons. Consider changing winter parking to no street parking after 2" of snowfall. Provide exceptions for those few apartments without sufficient parking off-street. Continue village history of not accepting loud, profane, boisterous and unlawful behavior by residents and renters. Reduce speed limited to 20 mph on residential streets other than Chenango St. and Old State Rd.

Q6. Request NYSDOT to upgrade/repave Chenango St. alternate route - there are many areas along the route where there are no longer curbs due to multiple repaves over the years. If/when upgrades are done to water pipes, segregate water use into two pipes: (1) one for residential use - drinking/washing; (2) other for fire hydrant use - eliminating the brown water when pipes are flushed, or hydrants used.

Q2. BC Transit - large, empty buses running frequently - high cost to maintain. PD Police Department is extremely important due to decline of the north side of Binghamton. We are concerned of property values declining in a manner similar to the northside if PD police is removed. (We live here in large part because of excellent police department). Appearance of roads, sidewalks, curbs, and storm drains is concerning (better code enforcement). Removal of grass pickup is a problem. Yards will have clumped grass which will bring down neighborhood appearance. You won't do a great job and let things get overgrown because it's hard to get rid of waste. Automated readings of water meters would be greater - coming, but when? Loss of flexibility in town services with loss of PD public works (dedicated personnel). Great place to live - thank you for working on this comprehensive plan.

Save Port Dick!

Stronger enforcement of sidewalk snow removal policy. Fix Chenango Street - curbs and road are in poor condition.

Q11. I do not feel that Port Dickinson has major shortcomings among the eight choices given.

Fix sidewalks. Do we need a mayor? Fix streets. Bring back yard waste collection. Can we share BC Sheriff patrols?

We do not like being doubly taxed for the Town and the Village.

**Appendix D:
Local Law Review**

VILLAGE OF PORT DICKINSON LOCAL LAW REVIEW

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INTRODUCTION

This chapter evaluates Chapter 65, Zoning, and related chapters of the Code of the Village of Port Dickinson (as of June 12, 2018). These laws are evaluated for compatibility with adjacent land uses; consistency with the appearance and distinctive small-scale, historic character of the Village of Port Dickinson; consistency with State and federal laws and planning and zoning principles; adequacy in addressing planning issues facing the community, such as an aging population and flooding; and for clarity and user friendliness. In addition, this chapter also makes recommendations for solar energy, wireless telecommunications, aging in place, complete streets, building and site design, landscaping, and other planning issues.

The Code of the Village of Port Dickinson is posted in PDF format on the Village website. The Code includes Chapter 65 but not the Schedule of Regulations or the Official Zoning Map which are made available in hard copy in the Office of the Village Clerk.

RECOMMENDATIONS FOR CHAPTER 65, ZONING, OF THE VILLAGE CODE

Chapter 65 is the primary local law that regulates development in the Village of Port Dickinson. Chapter 65 was adopted by the Board of Trustees of the Village of Port Dickinson on June 10, 1958, amended in its entirety on August 18, 1974, and amended several times again between 1978 and 2012. Chapter 65 includes references to New York State Village Law and reflects the focus of the preparers to protect the predominant land uses consisting of residential neighborhoods, schools, places of worship, parks, playgrounds, and the community character of the Village of Port Dickinson. Chapter 65 includes general provisions, districts and zoning map, general and supplementary regulations, flood damage prevention, special use permits, administration and enforcement, zoning board of appeals, penalties, amendments, planned unit development, and adult uses, plus the stand-alone Schedule of Regulations and Official Zoning Map.

Overall Recommendations for Chapter 65: The following recommendations are intended to make the Code more user friendly and consistent:

- Ensure consistency with the Village of Port Dickinson Comprehensive Plan.
- Ensure internal consistency with the Village Code.
- Provide an easy-to-read, easy-to-use, easy-to-access, and expandable electronic format with user-friendly interface and extensive search capability designed to accommodate future amendments.
- Provide the Schedule of Regulation, Official Zoning Map, and application forms and fees online and accommodate online application and fee submittals. See Village of Pittsford, City of Ithaca, Village of Johnson City, and Town of Union.
- In the appropriate article of Chapter 65 include the following:
 - Village Board authority to regulate and administer Zoning Code and power and duty to take final action on zoning map amendments, zoning text amendments, and planned unit developments

- Planning Board membership and terms, approval authority, and review and recommendation authority, and training requirements
- Zoning Board of Appeals membership and terms, training requirements, cause for removal, meeting requirements
- Move text amendments, zoning map amendments, site plan review, nonconforming uses, planned unit developments, special use permits, variances, interpretations, and appeals of administrative decisions to separate articles under Review and Approval Procedures. For example, the review and approval procedures for special use permits are addressed in Article VI and in Article VIII. Site Plan Review is addressed in Article IV Supplementary Regulations.
- Include the application procedures, review and approval criteria and schedule, public hearing and notice schedule, and Village Clerk, code enforcement officer, building inspector, applicant, Village Board, Planning Board, and Zoning Board of Appeals roles.

Specific recommendations for Each Article of Chapter 65:

Article I General Provisions, Section 65-3. Definitions, word usage: Section 65-3 contains definitions for the about 45 terms found in Chapter 65. Section 65-3 was last amended in 2001.

Recommendations

Summary:

The definitions should be kept current and consistent with applicable laws, and adequate so the Zoning Board of Appeals does not need to render interpretations.

Details:

- The Village should periodically review the definitions to ensure that they remain current, consistent with applicable laws, and adequate so the Zoning Board of Appeals does not need to render interpretations. For example,
 - Review the definitions for consistency with State and federal laws, such as the New York State Agricultural and Markets Law, New York State Uniform Fire Prevention and Building Code, New York State Department of Health, and New York State Department of State.
 - Amend outdated and/or inapplicable definitions as soon as practicable.
 - Define or replace uncommon terms used in Chapter 65, such as “administrative officer responsible for enforcement.”
 - Keep definitions current and comprehensive to reflect amendments to Chapter 65
- Below are recommendations for specific definitions found in Section 65-3:
 - **Dwellings**
 - Include **Dwelling, One-Family Attached** (commonly called townhouse or row house, a row of two or more adjoining dwelling units each on its own lot and separated from each other by one or more party walls) and **Dwelling, One-Family Detached** (commonly called single-family house, a building separated from lot lines and other buildings by open space).
 - **Family** (amended April 10, 2001 by Local Law 2-2001)

- The definition should be amended to be consistent with the New York State Department of State Legal Memorandum LU05 *Definition of “Family” in Zoning and Building Codes* available online at: <https://www.dos.ny.gov/cnsl/lu05.htm>.
- Include definition for **Functional Family Unit**: LU05 refers to “factual and functional equivalent” and some municipalities use the term “Functional and Factual Family Equivalent”.
- See Section 65-39 B. (2A) special use permit conditions for functional family unit which is misplaced under Section 65-39 I in the Village Code.
- **Flood Definitions** were deleted August 14, 2001 by Local Law 11-2001. Recommendations for flood definitions are addressed under Section 65-24 of Article V Flood Damage Prevention.
- **Home Occupation**
 - Provide examples of permitted home occupations, such as: lawyer, accountant, engineer, architect, consultant, realtor, insurance agent/broker, counselor, artist, teacher, tutor, beautician, barber, tailor, dressmaker, and repair person, excluding the repair of motor vehicles
 - No offensive, noise, vibration, smoke, dust, odors, heat, light, or glare
 - No automobile repair, wholesaling, or storage
 - Front yard should not be covered with hard surface and used for parking.
 - See also Section 65-32. Professional Offices.
- **Mobile Home**
 - Update the definition to distinguish between mobile home (built prior to June 15, 1976 without certification of compliance) and a **manufactured home** (built on or after June 15, 1976). See also Town of Sanford definitions.
- **Mobile Home Trailer Park**
 - Update the definition to include parcel of land planned and improved for the placement of mobile or manufactured homes for non-transient use or a group of individually owned lots that were developed as a single development project. See Town of Sanford definition.
- **Modular Housing**
 - Update the definition to include a factory-manufactured dwelling unit, conforming to applicable provisions of the New York State Uniform Fire Prevention and Building Code and bearing insignia of approval issued by the State Fire Prevention and Code Council. See Town of Sanford definition.
- **Sign**
 - Directional Sign: Change the definition to an on-site sign that is designed to direct vehicular traffic and/or pedestrian traffic to a location or place within a project site with no advertising.
 - Ground Sign: Include examples, such as freestanding, pylon, and ground-monument signs.
 - Projecting Sign: Allow wall signs to be projecting signs perpendicular to the building wall or structure as is common in Villages.

- Wall Sign: Allow wall signs to be projecting signs perpendicular to the building wall as is common in Villages.
- See also Section 65-17.
- **Travel Trailer**
 - See Town of Sanford definition.

Article II Establishment of Districts, Map

Section 65-4 Establishment of districts (Amended December 5, 1978, Local Law No. 1-1978): Section 65-4 divides the Village of Port Dickinson into these zoning districts: R District: Residential District, RM District: Multi-Residential District, C District: Commercial District, I District: Industrial District, and PUD District: Planned Unit Development District (Added April 14, 1998, Local Law 2-1998)

Recommendations

- Provide a purpose statement for each zoning district to ensure that new development follows the intended vision and goals of the Village of Port Dickinson for the respective district.
- Use consistent district names in Chapter 65, Section 65-4, in the Schedule of Regulations, and on the Official Zoning Map.

Section 65-5. Zoning Map: Section 65-5 notes that the zoning districts are shown, defined, and bounded on a map entitled “Zoning Map, Village of Port Dickinson” adopted on June 10, 1958, updated on July 29, 1974, and certified by the Village Clerk. Section 65-5 also notes that the Village Clerk engages and directs a qualified person (civil engineer, licensed surveyor, etc.) to make changes to the map and that said map shall be available for public inspection. This Official Zoning Map is dated November 15, 2006, stored in hard copy in the Office of the Village Clerk for the public to view.

The Unofficial Zoning Map is posted on the Broome County GIS and updated by the Broome County GIS Administrator as directed by the Village of Port Dickinson. The Unofficial Zoning Map was last updated on January 5, 2009. The map shows the following districts: R Residential, RM Multi-Residential, C Commercial, I Industrial, PUD – Commercial, PUD – Industrial, and PUD – Recreation.

Recommendations

Summary:

- Adopt the electronic Unofficial Zoning Map found on the Broome County Geographic Information System (BCGIS) as the Official Zoning Map to provide an easier means to amend the map.
- Review the map periodically for consistency with current land uses and zoning amendments.
- Inform Broome County Planning of amendments to make within a specified time.

Details:

- The Village Board should review and adopt the Unofficial Zoning Map posted on the Broome County Geographic Information System (GIS) as the Official Zoning Map for the Village of Port Dickinson to provide an easier means to amend the map.
- The Code Enforcement Officer or other person should periodically review the Official Zoning Map for accuracy ensuring that approved rezoning of property gets recorded on the Official Zoning Map and on the Broome County GIS, and for consistency between the land uses and the zoning district
- The Broome County GIS link should be made available on the Village of Port Dickinson web site.
- The Village of Port Dickinson should keep the Official Zoning Map current and inform Broome County Department of Planning and Economic Development of changes and request the changes within a specified time.
- The discrepancies in dates mentioned under Section 65-5 and noted on the Official Zoning Map and Unofficial Zoning Map should be addressed.

Article III General Regulations: Section 65-10 Schedule of Regulations (Amended December 5, 1978, Local Law No. 1-1978): Section 65-10 references the Schedule of Regulations for each zoning district. The Schedule of Regulations includes the use and dimensional regulations for the following 10 zoning districts:

- Attachment I: R Residential District
- Attachment I: RM Residential-Multiple District
- Attachment II: C Commercial and I Industrial Districts
- Attachment III: Planned Unit Development PUD – Residential District
- Attachment IV: Planned Unit Development PUD – Commercial District
- Attachment VA: Planned Unit Development PUD – Industrial District
- Attachment VB: Planned Unit Development PUD – Industrial District
- Attachment VI: Planned Unit Development PUD – Recreation District
- Attachment VII: Planned Unit Development PUD – Community Service District (PUD – Commercial, PUD – Industrial, and Adult Entertainment)
- Attachment VII: Planned Unit Development PUD – Community Service District (schools, churches, professional offices, community centers, public buildings, parks and public recreation, and neighborhood medical centers)

The Schedule of Regulations is dated: July 1974, July 25, 1977, January 25, 1979, and November 1998 and made available in hard copy in the Office of the Village Clerk. Each attachment documents for the respective zoning district the permitted principal uses, accessory uses, permitted density and required minimum lot area, lot width, and yard setbacks, maximum building lot coverage, maximum building height, minimum gross floor area, required off-street parking, required off-street loading, site plan review requirement, sign requirements, and additional remarks containing performance standards for the PUD – Industrial District and exceptions to the regulations. The attachments cross reference less intensive district regulations and sections of Chapter 65.

General Recommendations:

- The Village Board should consider replacing the Schedule of Regulations with more user-friendly tables and charts with the use, dimensional, and bulk regulations, and off-street parking, off-street loading, driveway design and access, and sign regulations presented in their respective sections and tables for all zoning districts. This arrangement puts regulations for all zoning districts in one place and makes updating the zoning code easier. This format also reduces the need for cross referencing and provides space for sign illustrations.
- To help ensure that new development is consistent with the surrounding land uses, with the appearance and distinctive small-scale, historic character of the Village of Port Dickinson, and with the vision and goals for the community, ensure appropriate purpose statements, permitted uses, and dimensional requirements for each zoning district; appropriate zoning districts and zoning district designations on the Official Zoning Map; appropriate land use terms and definitions, supplementary regulations, and special permit conditions; and appropriate regulations, standards, and policies for parking and complete streets, flood damage prevention, universal design, building and site design, landscaping, screening, buffering, and for other zoning and land use matters. See this section and other sections of this Local Law Review.

Specific Recommendations for Each District for each district are provided below:

Attachment I – R Residential District**Summary:**

- See **Planning and Zoning for Aging in Place** below.

Details:

- Distinguish between one-family detached dwellings and one-family attached dwellings in the permitted principal uses. See Definitions.
- Provide the special permit conditions for more than one accessory building per lot.
- Clarify remark 2 exempting one-family dwellings from the required minimum lot area. The required minimum lot area is 7,500 square feet for a one-family dwelling unit with the note to see remark 2 permitting a one-family dwelling on a lot of less than the required area subject to regulations included in Chapter 65, and 9,000 square feet for a two-family dwelling unit. The remark should note the applicable Chapter 65 regulations.
- Clarify remark 2 exempting one-family dwellings from the required minimum lot area. The required lot width is 50 feet, 60 feet with the note to see remark 2 for new construction and subdivisions, and 70 feet with the note to see remark 2 for new construction and subdivisions. The remark should note the applicable Chapter 65 regulations.
- Clarify which lot widths (50 feet, 60 feet, and 70 feet) apply to which principal uses.
- Clarify which front yard setback applies to which principal uses. The front yard setback requirements are 25 feet and 30 feet with the note to see remark 3 that the front yard depth shall be not less than average of the depth within the block.

- Clarify the side yard setback for principal uses. The side yard setback requirements are 6 feet and 7 feet and total of both sides 15 feet.
- Provide the off-street parking requirements for home occupations. The Town of Union allows a maximum of two off-street parking spaces.
- Consider exempting temporary real estate sign from the sign special permit requirement. Require the sign to be removed within 7 days after the sale, closing, rental, or leasing. Amend the regulations to apply to all temporary real estate signs, not just subdivisions and maximum square footages. The sign regulations allow one temporary real estate development sign, 36 square feet maximum directing attention to opening of new subdivision and require a special permit, issued for 12 months with renewal allowed.
- See also recommendations for home occupations, professional offices, off-street parking, off-street loading, site plan review, special permits, and signs.

Attachment I – RM Multi-Residential District

Summary:

- Establish site plan review criteria for multi-residential, including public transit access, landscaping, floor plans for all ages and abilities, and pedestrian connections.
- Update mobile home regulations.
- Consider *Agency 2017 Broome County Housing Study* findings on oversupply of student housing.
- See **Planning and Zoning for Aging in Place, Building and Site Design**, and **Complete Streets**, below.

Details:

- Stipulate the permitted density for multiple dwellings or provide site plan review criteria to guide the Planning Board in determining the permitted density. The permitted density is subject to site plan review. The permitted density should be based on the maximum number of dwelling units allowed per acre. The Village of Pittsford allows a maximum of 25 dwelling units per acre.
- Specify the required lot width. The regulations provide no lot width.
- Clarify the side yard setback for principal uses. The side yard setback requirements are 6 feet and total of both sides 15 feet.
- Clarify remark 5 under maximum building height for principal uses. The regulations require a maximum building height of 3 stories or 45 feet and a note to see remark 5 allowing an increase in the height limit by 1 foot for each linear foot that each yard excepts the minimum required for principal use shown heron, not to exceed the Village fire equipment capabilities.
- Update the mobile home language. Reference applicable laws. The regulations require a minimum gross floor area of 700 square feet for multiple dwellings and mobile homes.
- Amend the required off-street parking regulations for residential uses. The regulations require one off-street parking space for each dwelling unit. The Town of Union regulations require 2 off-street parking spaces per single-family dwelling, two-family dwelling, and 2- to 3- bedroom multi-family dwellings, 1.5 off-street parking spaces per studio and 1-bedroom

multi-family unit, 1.3 off-street parking spaces per senior housing dwelling, and 0.5 off-street parking spaces per boarding house rooming unit.

- Specify the sign location and type for boarding, lodging, and rooming or tourist house. The sign regulations allow one sign, 3 square feet maximum, for boarding, lodging, rooming or tourist house.
- Reduce the maximum square footage allowed for hotel signs. The sign regulations allow one sign, 300 square feet maximum, located 25 feet minimum from street or highway right-of-way, 3 feet above ground, 10 feet from any lot line and 20 feet maximum height above ground for hotel or motel. In contrast, the Village of Pittsford allows one freestanding sign, each side of the sign not to exceed 16 square feet in area per side, maximum height of 5 feet.
- Establish adequate regulations for the development of new multiple dwellings developed on vacant sites or through building conversions. For example,
 - Require special use permit conditions and approval from the Planning Board for the development more than 4 dwelling units. See City of Binghamton Zoning Code.
 - Restrict the maximum number of bedrooms allowed per dwelling unit.
 - Require walking distance to public transit
 - Require adequate off-street parking
 - Require appropriate landscaping, screening, lighting, dumpster enclosures, and overall site layout
 - Encourage floor plans that are suitable for a variety of end users
 - Require walkability, such as adequate pedestrian crosswalks and sidewalks connecting the street, parking lot, and building.
- Keep in mind the *Broome County Housing Study* (dated September 2017 and commissioned by the Agency) findings about the oversupply of student housing, including the following: The total of on-campus housing provided by Binghamton University, combined with the existing stock of off-campus student housing, has reached a maximum level of supply. Any new beds added to this inventory will exceed demand, and there continues to be the pending issue of whether this existing inventory can be sustained.

Attachment II – C Commercial District

Summary:

- Ensure the appropriate purpose statement; permitted commercial uses, terms and definitions as feasible (such as neighborhood market, department store, convenience store, supermarkets, discount stores, superstores, and other retail sales and services); and dimensional requirements, including density, scale, and lot coverage, to avoid confusion about the desired commercial development. See also Article III General Recommendations above and PUD Districts and Article XI PUD below.
- Include day care center (youth or adult), dance, yoga, art, or music studio as principle uses.
- Ensure parking regulations reflect need and avoid excessive parking.
- See **Building and Site Design** and **Complete Streets** below.

Details:

- Provide the purpose statement for the Commercial District to avoid confusion about the desired commercial development. See also Summary recommendations above.
- Amend the permitted principal uses to include day care center (youth or adult) and dance, yoga, art, or music studio.
- Include recommendations for permitted density to guide the Village Planning Board.
- Amend the off-street parking regulations to better reflect the actual parking need and to avoid excessive parking. The regulations require one (1) off-street parking space per 100 square feet of gross floor area in retail stores and personal services. The Town of Union requires 4 off-street parking spaces per 1,000 square feet of general retail space.
- Amend the off-street parking regulations to accommodate the desired professional office uses. The regulations require one (1) off-street parking space per 300 square feet of gross floor area of business offices, professional offices, and banks. The Town of Union requires 2 off-street parking spaces per 1,000 square feet of bank space and 5 off-street parking spaces per 1,000 square feet of professional office or business office space.
- Include stacking standards for drive through uses, as necessary.
- See sign recommendations.

Attachment II – I Industrial District**Summary:**

- Delete coal and coke plant from the permitted industrial uses.
- Ensure parking addresses need such as space per employee per shift.
- See outdoor storage below.

Details:

- Update the off-street parking requirement. The regulations require 1 space per 500 square feet of gross floor area for wholesale trade or warehousing, 1 space per 200 square feet of gross floor area of industrial uses, and 1 space per new employee. The Town of Union requires 1 space per employee per single shift for all industrial and manufacturing uses.
- See sign recommendations.

Planned Unit Development Districts: Descriptions and recommendations are provided below:

- **Attachment III. PUD – Residential District** allows the following **principal uses**: (1. Residential): one- and two-family dwelling units subject to the R District regulations, multiple dwelling units subject to the RM District regulations, and home occupations subject to the R District regulations, and the following **accessory uses**: customary accessory uses.
- **Attachment IV. PUD – Commercial District** allows the following **principal uses**: (2. Commercial): all nonresidential uses as in the C District subject to the C District regulations, and the following **accessory uses**: customary accessory uses, and temporary structures allowed by special permit for a period of 90 days in any 12-month period.
- **Attachments VA. And VB. PUD – Industrial District** allows the following **principal uses**: (3. Industrial): any manufacturing, processing, fabricating, or service establishment, provided that the use shall operate within the limits of remarks 14 through 26: standard methods of collection, measure, and

chemical analysis, noise, odor, dust and dirt, parking, vibration, noxious gases, glare, radioactive materials, fire and safety hazards, open storage, smoke, pollution of water.

- **Attachment VI. PUD – Recreation District** allows the following **principal uses**: (4. Recreation): parks, golf driving range and putting courses, ice-skating rink, tennis courts, athletic field, and other indoor and outdoor recreational uses found appropriate by the Village Board and the following **accessory uses**: customary accessory uses.
- **Attachment VII. PUD – Community Service District** allows the following **principal uses**: PUD – E: all uses permitted in the PUD Commercial and PUD Industrial Districts and adult entertainment subject to Section 65-55A special registration use permit, and the following **accessory uses**: customary accessory uses.
- **Attachment VII. PUD – Community Service District** also allows the following **principal uses**: (5. Community Service): schools, churches, professional offices, community centers, public buildings, parks, public recreation, and neighborhood medical centers, and **customary accessory uses**.

Recommendations for PUD Districts

Summary:

- Remove obsolete, duplicative, or ineffective PUD districts. The 6 PUD districts seem excessive. More flexible PUD districts do not always work for noxious uses.
- See *Livable New York Resource Manual on the Planned Unit Development*.

Details:

- Update the PUD schedule of regulations per the above recommendations for the R, RM, C, and I Districts.
- Update the parking requirements for the PUD – Recreation District to account for the capacity of the recreation use. For example, the PUD – Recreation District requires 1 space for each 200 square feet of building area or 5 spaces for each employee, whichever is greater. The Town of Union requires the following off-street parking spaces: 2 per bowling alley lane, 1 per 5 persons per skating rink capacity), 1 per 4 persons per swimming pool capacity, and 3 per court for tennis club.
- Remove obsolete, duplicative, or ineffective PUD districts. The Schedule of Regulations include 6 PUD districts which seem excessive for a village. PUD regulations provide more flexibility but do not necessarily result in better quality development, particularly for noxious developments.
 - For example, the PUD – Community Services District does not include the separation distances for adult uses. See below.
 - For example, delete the PUD – Community Service District that allows Adult Entertainment, PUD – Industrial, and PUD – Commercial.
- The PUD – Recreation District allows Other outdoor/indoor recreational uses found appropriate by the Village Board. Provide examples of other outdoor/indoor recreational uses, prohibited recreational uses, performance standards, and review criteria to guide the Village Board.
- The minimum lot area of 3 acres and 4 acres and minimum lot width of 300 feet might be too restrictive for some recreational uses.

- Consider the *Livable New York Resource Manual on the Planned Unit Development* which quotes the New York State Legislative Commission on Rural Resources as stating that a PUD is a planning tool that offers municipalities a constructive way to incorporate many innovative land use techniques within a single, coordinated development plan. The regulations should create a designed grouping of varied and compatible land uses, such as housing, recreation, commercial centers, and industrial parks to achieve specific community goals and benefits, such as walkable, mixed-use communities with various housing alternatives and amenities. However, PUD developments can meet with opposition from neighbors, can prove costly, complicated, and time-consuming, and municipalities may not have the resources and expertise to create a PUD which leaves much to discretion, which can compromise a positive outcome for the community.
- See also Article XI Planned Unit Development.

Article IV Supplementary Regulations: Article IV provides regulations that supplement the zoning regulations appearing elsewhere in the Village Zoning Code to further protect the health, safety, and welfare of the Village of Port Dickinson. **Recommendations** for specific supplementary regulations are provided below:

Section 65-14. Off-street parking requirements

Recommendations

Summary:

- See **Complete Streets** below.

Details:

- Make the off-street parking requirements applicable to new or moved buildings and uses, increase in intensity of use, change in use
- Base minimum required parking spaces on land use needs:
 - Multiple-Residential: based on number of units
 - Places of Worship and Schools: based on seats, classrooms, number of instructors and students
 - Commercial retail: based on square footage
 - Services: based on square footages or seats
 - Vehicle repair: based on number of bays
 - Industrial, manufacturing: based on square footage and number of employees per shift
- Include general requirements for paving, bumper guards, curbing, drainage, all weather ground cover, separation distances, accessible parking spaces, **screening, landscaping, buffering**
- Include design standards for aisle widths, parking space sizes (standard and accessible), markings, access driveways, maximum driveway widths, aisle widths and maneuvering areas

- Include design standards for off-street loading and maneuvering: adequate buffering and screening between loading area and residential district, adequate maneuvering space to prevent vehicles from backing onto public right-of-way
- Snow storage areas
- Sidewalks (Complete Streets)
- Lighting
- Directional signage
- Stacking standards for drive-through areas

Section 65-16. Garages and filling stations.

Recommendations

Summary:

- Address open storage, landscaping, screening, ground cover, waste oil storage, tires, spill prevention, inspections, abandonment, tanks, setbacks, state and federal compliance.

Details:

- Amend Section 65-16. A, which states: No garage or filling station lot shall be located within two hundred fifty (50) feet from a lot or parcel occupied by a public school, public or private hospital, public library or a church.
 - Change 50 to 250. Change public school to public or private school or simply school. Change public or private hospital to simply hospital. Change church to church or other place of worship.
- Include requirements for open storage, landscaping, screening, and buffering, ground cover, rubbish, oil cans, tires, discarded motor vehicle parts and components and other waste materials, spill prevention plan, and inspections, abandonment, undergrounding of tanks, compliance with state and federal standards, and separation distances for fuel tanks.
- Establish maximum number of vehicles that can be accommodated on site for repair and storage.
- No vehicle in for repair may remain outside longer than 10 days.
- The site plan should show location, number, capacity, and type of fuel storage tank, number of pumps, and underground depth to the tanks, and undergrounding of tanks in accordance with state and federal standards.
- Establish fuel pump separation distances from adjunct properties and from street.
- Code Enforcement Officer should receive specifications and installation date and shut down gasoline service station until repairs are made. Tanks must be inspected and approved before covered.
- Address abandonment of garages and filling stations.

Section 65-17. Billboards and display signs: The sign regulations are provided in Section 65-17 and in the Schedule of Regulations for each zoning district and include the following inconsistencies, for example:

- Section 65-17. A. Residence Districts (1) (g) allows advertising signs not exceeding 32 square feet on the interior wall of fence surrounding the Community Association baseball diamonds. The Schedule of Regulations lacks this provision.
- Section 65-17. A. (2) Requires signs or bulletin boards listed in Section 65-17. A. (1) to be set back from the street line 1/3 the distance of the required yard setback but no closer than 8 feet from the lot line. Attachment I lacks the 1/3 distance requirement.
- Section 65-17. A. (3) requires signs or bulletin boards listed in Section 65-17. A. (1) to be at least 1 foot clear above the ground not to exceed 6 feet above the ground. Attachment I lacks the 1 foot clear above the ground requirement.
- Section 65-17. A. does not address roof signs. Attachment I prohibits roof signs.
- Attachment II requires business sign not to exceed 150 square feet. Section 65-17. B. (1) allows billboard or display sign not to exceed 300 square feet in display area.
- Attachment II allows business sign and directional sign. Section 65-17. B. allows billboard and display sign. Section 65-17. C. allows “billboard, poster, panel, advertising sign, display sign, etc.” with restrictions on illumination.
- Section 65-17. B. (6) requires signs to be maintained to the satisfaction of the ordinance administrator but does not provide criteria or penalties.
- Section 65-3 does not define billboards, poster, panel, or display sign.
- Section 65-17. C. requires illumination of billboard, poster, panel, advertising sign, display sign, etc. to be non-flashing, indirect or diffused and shall not shine or reflect light onto adjacent properties.
- The sign regulations do not adequately address setbacks, heights, or location on the building.

Recommendations

Summary:

- Include signs in site plans.
- Consolidate the sign regulations. See Section 65-33 below.
- Adequately address permits, fees, applications, violations, penalties, dimensions, placement, illumination, landscaping, maintenance, abandonment, amortization of nonconforming signs, construction standards, unsafe signs, and the signs that could occur in the Village.
- Address inconsistencies in the sign regulations.

Details:

- Consolidate the sign regulations to one section of Chapter 65 to avoid duplication, inconsistencies, and unintended signs.
- Establish the purpose of the sign regulations, such as to protect the physical appearance of the community, to provide businesses with effective means of identification while reducing visual clutter through the prevention of excessive and confusing sign displays, and to reduce traffic conflicts or hazards.
- Establish general requirement that signs cannot be located on public right-of-way or on public property.
- Establish the signs authorized without a sign permit and with a permit.

- Establish the permitted signs allowed per use and per zoning district and number permitted per site, sign size, setbacks, height, placement on buildings, and lighting requirements.
- Establish the prohibited signs, such as abandoned, flashing, rotating, revolving signs except barber poles and holiday decorations, animated signs, permanent banner, pennant, windblown, feather, or inflated signs; portable sign; interactive signs; and roof signs
- The sign regulations should adequately address the following:
 - location, sign area, construction materials, wind pressure and load requirements
 - lettering (changeable copy and digital messages or graphics)
 - construction specifications (compliance with New York State Uniform Fire Prevention and Building Code)
 - illumination (light and glare, hours, abutting residential district, flashing, rotating, intermittent or moving light sources, external lighting, internal lighting, and lighting color)
 - landscaping for freestanding signs
 - maintenance and removal of abandoned signs,
 - amortization of nonconforming signs
- Establish the sign permit application and address expiration and fees and remove illegal signs without waiting 30 days.
- Establish provisions for the maintenance and repair of signs
- Establish provisions for the removal of signs, including the notice requirements and times frames for the removal of abandoned signs, dangerous or defective signs, signs that endanger the public safety, signs installed without a required permit, signs located within the public right-of-way or on public property, and emergency cases that require the immediate removal of a dangerous sign without notice. See Town of Union.
- Address violations and penalties
- Define all signs addressed in the sign regulations.
- Base square footage on the linear foot of building frontage not to exceed a certain square footage. The maximum 300 square feet for commercial uses seems excessive.
- Address the following signs as applicable to the Village of Port Dickinson: advertising, off-premise signs or billboards, sandwich board sign, awning or canopy sign, copy-change sign, digital message sign, illuminated sign, neon sign, full motion or interactive sign, portable sign or traveling message boards, representative sign (designed to physically represent the object advertised), window sign, fence sign, banner, pennant, windblown, feather or inflated signs, temporary sign, walking signs, gateway sign or message sign, schools and places of worship digital message signs.
- Require site plans to include the signs.
- Require landscaping for freestanding and ground-mounted signs.

Section 65-18. Waste disposal: Section 65-18 permits the dumping of refuse, waste materials, and other substances subject to a special permit from the Zoning Board of Appeals with

conditions about dumping hours, covering the waste, and keeping fire hazard to a minimum, and permit from the Broome County Health Department.

Recommendations

- Section 65-18 is outdated and should be repealed. This form of waste disposal is hazardous and illegal. The Broome County Health Department no longer permits this form of dumping of waste. This form of waste disposal has been replaced by the Broome County Landfill.

Section 65-19. Private sewage disposal system: Section 65-19 regulates private sewage systems subject to issuance of a building permit and permit from the Broome County Health Department.

Recommendations

- Section 65-19 is outdated and should be repealed. The municipalities no longer regulate private sewage disposal systems or septic systems. The Broome County Health Department now regulates these systems.

Section 65-20. Site Plan Review: Recommendations are provided below for better site plans, site plan review criteria, and site plan applications to ensure community character, land use compatibility, aesthetics, flood hazards, stormwater management, building and site design, local plans, open space, and Complete Streets are more adequately addressed in site plan review:

- Move site plan review to the appropriate article of Chapter 65.
- The purpose statement in Section 65-20 should also include the following: to preserve and enhance the character of the neighborhood, to achieve compatibility with adjacent development, and to improve the overall visual and aesthetic quality of the Village of Port Dickinson.
- Section 65-20. A should also require site plan approval for the following based on thresholds:
 - new or additional lots, lot combinations, lot lines changes
 - accessory structures
 - building additions
 - changes to approved site plans during development, such as changes in open space or landscaping or building location or traffic circulation or grade
 - changes to parking lots, loading areas, and driveways
 - changes to stormwater drainage systems
 - changes to exterior lighting
 - alterations and expansions
 - alterations to an approved landscaping plan
- Section 65-20. B should also explain the application procedure (submittal of the site plan application to the code enforcement officer) and reference the appeal process to the Zoning Board of Appeals for variances.

- Section 65-20. B should include the following in the list of site plan requirements with the clause that the Planning Board or Code Enforcement Officer may waive the conditions as warranted:
 - Location name and address of owner, and designer
 - Identification map showing the location of the site within the Village
 - North arrow and date
 - Existing zoning district
 - Required and proposed dimensions
 - Adjacent properties, driveways, and streets
 - property lines, rights-of-way, and easements
 - Existing as well as proposed buildings, structures and land uses
 - Driveway widths, curbs, sidewalks
 - Traffic generation
 - Any wetlands and/or special flood hazard area
 - Utilities
 - Any private sewerage system plans for the system shall bear the stamped approval of the Broome County Department of Health
 - Existing major vegetation (trees and shrubs)
 - Proposed landscaping, including species, location, and planting size and full-growth size
 - Drawings or sketches which illustrate the height, bulk, and design characteristics of the proposed building, exterior materials and colors, roof, window and façade treatments
 - Location and type of exterior lighting
 - Location and dimension of exterior signs, including ground and wall signs
 - Seal and signature of a duly licensed architect or professional engineer on the plot plan and periodic visits to the site and reports by the architect or professional engineer or representative
 - Developer's clause
 - Application form, project narrative form, SEQR documentation
 - Any other information required by the Planning Department to explain the proposal.
- Referral Requirement: Certain applications for site plan review and approval shall be referred to Broome County Planning and adjacent municipalities for review and report in accordance with Sections 239-l, -m, and -nn of General Municipal Law.
- Change references to the Administrative Officer to Code Enforcement Officer and Building Inspector as applicable.
- The Planning Board review criteria should include the following:
 - Consistency with Chapter 65, other applicable laws, and Village Comprehensive Plan
 - Adequate infrastructure capacity to support the use or development
 - Adequate emergency access
 - Complete streets principles (sidewalks and appropriate pedestrian connections)
 - Appropriate landscaping and tree cover
 - Consistency and compatibility with the neighborhood and Village of Port Dickinson character based on design (historic colonial, and façade, window, and roof treatments), size and scale (small-scale), and material (stone, brick and wood)
 - ADA compliant
 - For multi-family developments, suitable open space, sidewalks for internal circulation, and access to public transit (0.25-mile walking distance)

- Section 65-20. C. should include the requirement that Planning Board denial should include the reasons and applicable provisions of Chapter 65.
- Section 65-20 should address modification of certain regulations of Chapter 65 where the Planning Board may reduce the parking space requirements up to 25 percent or other percentage.
- Section 65-20 should address filing of the decision in the Office of the Village Clerk, appeals, and application fees, and any public hearing requirements.
- Address need for preliminary site plan approval procedures.

Section 65-20 A. Noise (Adopted July 8, 2008 as Local Law 7-2008, amended February 8, 2011 as Local Law 1-2011): Section 65-20 provides supplementary standards to regulate noise within the Village of Port Dickinson, and includes the purpose of the local law, measurement of noise, maximum permissible sound levels by receiving land use, exemptions, and specific prohibitions.

Recommendations

Summary:

- Provide one set of noise regulations and proper noise equipment and expertise appropriate for the Village of Port Dickinson.

Details:

- Schedule of Regulations Remark 9 regulates noise in the Industrial District and Schedule of Regulations Remark 15 regulates noise in the PUD – Industrial District in the Schedule of Regulations. These noise regulations should be cross referenced.
- The following inconsistencies regarding times and noise levels should be addressed:
 - Section 65-20 A-3 regulates the maximum permissible sound levels from the hours of 7:00 AM to 9:00 PM (60 dBA) and from 9:00 PM to 7:00 AM (50 dBA) in the R, RM, PUD – R, and PUD – RM districts and all hours in the C, I, PUD – C, and PUD – I districts. Section 65-20 A-3 does not regulate noise in the PUD – Recreation District or in the PUD – Community Service District.
 - Remark 9 prohibits uses producing or emitting dust, smoke, odor, gas fumes, noise, vibration, or similar substances or conditions in the Industrial District.
 - Remark 15 regulates noise in the PUD – Industrial District from 6:00 AM to 10:00 PM (70 dBA) and from 10:00 PM to 6:00 AM (60 dBA). The sound level may exceed these sound levels for a period not to exceed 6 minutes during any 60 minutes by not more than 7 decibels.
- Provide one set of noise regulations to avoid inconsistencies and poor noise regulations.
- Ensure that the Village of Port Dickinson can carry out and enforce the noise regulations with the proper equipment and expertise. The noise regulations should be adequately designed for the Village of Port Dickinson.
- The noise regulations should provide permitted decibel levels where a use adjoins a residential or mixed-use district. For example, Section 65-20 A-5 B specifically prohibits excessive noise on a street adjacent to a school but does not provide the required reduction in decibel levels.

Article V, Flood Damage Prevention: The Village of Port Dickinson’s Flood Damage Prevention Local Law was added on April 7, 1987 by Local Law No. 2-1987 and revised in September 1996. The Village’s Flood Damage Prevention Local Law was compared to the Town of Union’s Flood Damage Prevention Local Law for this review because the Town of Union’s local law is based on FEMA’s example and it is still current and used regularly by the Town. Below are the recommendations for Article V to better address flooding and flood-prone properties.

Recommendations

Summary:

- See DEC contacts, guides, and model local laws to address certain inconsistencies and omissions.
- Send draft local law amendments and adoptions to DEC for review.
- Ensure that the flood maps stored in Village Hall are current.

Details:

- Section 65-24 Definitions:
 - National Geodetic Vertical Datum (NDVD): 129 should be changed to 1929.
 - Start of Construction: The last sentence “For manufactured homes the ‘actual start’ means affixing of the manufactured home to its permanent site.” does not appear in the Town of Union local law. Consider whether the start of construction for manufactured home should include the initiation, excluding planning and design, of any phase of the project, including physical alteration of the property.
- Section 65-25.2 Basis for Establishing the Areas of Special Flood Hazard:
 - The Village of Port Dickinson should ensure that the Flood Insurance Study and maps on file in the Village Hall are the most recent. The FEMA “The Flood Insurance Study for the Village of Port Dickinson” is dated May 2, 1977. Section 65-25.2 references the accompanying Flood Insurance Rate Maps and Flood Boundary and Floodway Maps but does not include the date or map index number. In comparison, Town of Union Flood Damage Prevention Local Law states that the FEMA “Flood Insurance Study, Town of Union, New York, Broome County,” is dated September 30, 1988, with Flood Insurance Rate Maps enumerated on Map Index No. 360056 0001-0035, dated September 30, 1988, and with accompanying Flood Boundary and Floodway Maps enumerated on Map Index No. 360056 0001-0035, dated September 30, 1988.
- Section 65-26.1 Designation of the Local Administrator lacks the following sections listed found in the Town of Union Flood Damage Prevention Local Law. These omissions should be addressed.
 - § 121-10.1 **Permitted uses.**
 - § 121-10.2 **Special permit uses.**
 - § 121-10.3 **Regulatory floodway provisions**
 - § 121-10.4 **Flood-fringe provisions.**
 - § 121-10.5 **Flood hazard area provisions.**
- Section 65-26.2-1 Application Storage should be changed to Application Stage.
- Section 65-26.2-2 Construction Stage
- The word flood in “lowest floor” in the first sentence should be changed to floor.

- Section 65-27.1-1 Anchoring 2): The sentence “Manufactured homes shall be elevated to or above the base flood elevation or 2 feet above the highest adjacent grade when no base flood elevation has been determined.” Is not found in the Town of Union Flood Damage Prevention local law. This difference should be addressed.
- Section 65-27.1-4 Subdivision Proposals, Subsection 4) states that “Base flood elevation data shall be provided for subdivision proposals and other proposed developments (including proposals for manufactured home parks and subdivisions) greater than either 50 lots or 50 acres. The words “greater than either 50 lots or 50 acres” is not found in the Town of Union local law. This difference should be addressed.
- Section 65-27.2 Specific Standards: The words “base flood data should be changed to base flood and floodway data according to the Town of Union local law.
- Section 65-27.2-1 Residential Construction, Subsection 2) The word “flood” in the first sentence should be changed to “flooding” according to the Town of Union local law.
- Section 65-27.2-1 2) i) should include at the end of the sentence the words “shall be provided” according to the Town of Union local law.
- Section 65-27.2-2 Nonresidential Construction: The last sentence reads: “All structural components located below the base flood level must be capable of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy.” The Town of Union local law does not include the words “located below the base flood level”. This difference should be addressed.
- Section 65-27.2-3 Construction Standards for Areas of Special Flood Hazards without Base Flood Elevations: The first sentence does not appear in the Town of Union local law. The wording is similar but not the same as the wording in Section 65-27.2-3 1). These differences and the words “to or above the base flood elevation “should be addressed.
- Section 65-27.2-3 2) i: “are” should be changed to “area” and “shall be provided” should be added at the end of the sentence according to the Town of Union local law.
- Section 65-27 A.2 Conditions for Variances, Subsection 7): The last words “resulting from the lowest floor elevation” are not found in the Town of Union local law. This difference should be addressed.
- Below are guides for the Village of Port Dickinson Flood Damage Prevention Local Law:
 - Brad Wenskoski, CFM, Environmental Program Specialist
Division of Water, New York State Department of Environmental Conservation

625 Broadway, Albany, NY 12233-3504; P: (518) 402-8280 | F: (518) 402-9029 | brad.wenskoski@dec.ny.gov

According to Brad Wenskoski refer to level D model local law for non-coastal communities. Communities that do not have published FIRMS should contact him and he will send the model A law. His office needs to review the draft local law amendments or adoptions prior to adoption.

- New York State Department of Environmental Conservation Local Law for Flood Damage Prevention Instructions, revised October 2019:
https://www.dos.ny.gov/opd/programs/resilience/Model_Local_Laws_to_Increase_Resilience.pdf
- Chapter 4.4 State Model Flood Damage Prevention Laws to increase resilience.
- Model Local Law for Flood Damage Prevention Optional Additional Language:
https://www.dec.ny.gov/docs/water_pdf/oppaddlang17.pdf
- The NYS Department of Environmental Conservation (NYSDEC) Bureau of Flood Protection and Dam Safety reviews proposed new or amended floodplain laws to ensure compatibility with the NFIP. Proposals should be sent to: NYS Department of Environmental Conservation Division of Water, Bureau of Flood Protection and Dam Safety 625 Broadway, 4th Floor Albany, NY 12233-3504. floodplain@dec.ny.gov
- DEC local contacts: Ben Girtain-Plowe and Dan Fuller, Kirkwood DEC office: 607-775-2545

Article VI Special Use Permits: Article VI requires special use permits for specific uses to further protect the health, safety, and welfare of the Village of Port Dickinson and to ensure compatibility of land uses. **Recommendations** for specific special use permits are provided below:

Section 65-29 Hotels and Motels: Section 65-29 requires a special use permit for a hotel in the RM Residential District. The RM Residential District regulations do not reference the special use permit requirement for hotels and motels.

- The special permit requirement should be referenced in the Schedule of Regulations and require that the design be compatible with the residential character of the surrounding area in terms of traffic, landscaping, and building design.
- Consider establishing regulations for bed and breakfast and Airbnb establishments.

Section 65-31. Mobile Home trailers: Section 65-31 requires a special use permit for mobile home trailers located in mobile home parks in the RM Residential District with the condition that the mobile home trailer complies with the regulations for a single-family residence in an R Residential District and other controls the Zoning Board of Appeals deems necessary in accordance with Section 65-39. The Schedule of Regulations for the RM District references the special use permit for mobile homes in mobile home parks.

- Update regulations for mobile homes and mobile home parks.
- Establish supplementary regulations or a local law for mobile homes and mobile home parks.
- Determine whether mobile homes in mobile home parks should require a special use permit.

Section 65-32. Professional Offices: Section 65-32 requires a special use permit for professional offices in full-time residences with the meaning of professional limited to accountant, architect, dentist, doctor, engineer, insurance broker, lawyer, real estate broker, and surveyor. In contrast, Section 65-3 defines professional office as an office located in the full-time residence of a

professional, such as accountant, architect, dentist, medical doctor, engineer, insurance broker, lawyer, real estate broker surveyor and the like.

- Ensure professional offices (and home occupations) adequately accommodate growing desire and need to work from home.
- Address noise, hazards, traffic, hours, and prohibited uses, such as vehicle repair.
- Provide consistent definition of professional office in Section 65-3 and 65-32 and include “but shall not be limited to the following uses”.
- Consider including the following conditions:
 - Noise in compliance with the noise regulations and no vibration, smoke, dust and dirt, odors, noxious gases, heat, light, or glare, radioactive materials, fire and safety hazards, outdoor storage, or water pollution
 - No wholesaling or storage of automobiles
 - No conspicuous traffic generation with limits on the number of daily trips, such as 10 per day
 - Require off-street parking based on the number of vehicles involved for clients, students, customers, employees, and delivery vehicles
 - Limit the hours and days of operation, such as not before 8:00 a.m. or after 9:00 p.m.
 - Limit the number of clients, such as 1 or 3 at one time
 - Limit the type of vehicles and delivery schedule
- Consider including the following in the list of professional offices: personal services (e.g., beauty parlor or barber shop), training or instructions (e.g., music lessons, dance, or yoga instruction), workshop or studio facilities for artists, authors, composers, crafts persons, photographers, tailors, writers, preserving or home cooking for sale offsite
- Establish the prohibited uses, such as vehicle repair.
- See also recommendations for home occupations under Sections 65-3 and 65-10. Avoid confusion between home occupation and professional office.

Section 65-33. Signs: Section 65-33 allows the Zoning Board of Appeals to grant a special permit for signs to exceed the requirements for permitted signs if the use will meet the requirements of Section 65-17.

- Remove the special use permit requirement for sign and instead require a completed sign application and sign permit for permitted signs.
- Require a variance from the Zoning Board of Appeals for signs that exceed the sign regulations.

Section 65-33 A Driveways: Section 65-33 prohibits the parking of automobiles, motorized vehicles, boats, trailers or other large equipment or objects on an open area in front of the dwelling unit or between such unit and the adjacent street without the issuance of a special permit.

- Ensure consistency with Chapter 59, Abandoned Vehicles and appropriate parking properties. Motorized vehicles and large equipment should not park in open areas in front of the dwelling.
- Special permit conditions should be consistent with Chapter 59, Abandoned Vehicles, of the Village Code which prohibits the open storage of abandoned, junked, discarded or inoperative motor vehicles on any private or public land within the Village of Port Dickinson. Special use permit conditions should consider the length of time and number and condition of vehicles, boats, trailers, or other large equipment or objects to be parked on an open area in front of the dwelling unit or between such unit and the adjacent street. Vehicles, boats, trailers, or other large equipment or objects should be parked on paved surfaces and in garages, driveways, side yards, or rear yards.

Section 65-39 B (2A) Requires Special Use Permit for Functional Family Unit (Added April 10, 2001 by Local Law 2-2001): Section 65-39 B (2A) requires a special use permit for a functional family unit and includes 7 special use permit conditions that the Zoning Board of Appeals may consider in determining whether a group of unrelated individuals is a functional family unit as defined in Section 65-3. This section is misplaced under Section 65-39 I.

- Review for consistency with New York State Department of State Legal Memorandum LU05 *Definition of "Family" in Zoning and Building Codes* which should consider the following:
 - Move Section 65-39 B (2A) to Special Use Permits.
 - New York State Department of State Legal Memorandum LU05 *Definition of "Family" in Zoning and Building Codes* states that many municipalities in New York have adopted a discretionary review technique for defining family and gives the example of the City of Poughkeepsie ordinance which provides an opportunity for applicants to convince the Zoning Administrator that the group is the functional equivalent of a traditional family. The factors in the City of Poughkeepsie ordinance that must be considered are whether the group:
 1. Shares the entire house
 2. Lives and cooks together as a single housekeeping unit
 3. Shares expenses for food, rent, utilities or other household expenses, and
 4. Is permanent and stable
 - LU05 states that such an approach has met with success in the courts.
 - LU05 does not state whether requiring a special use permit would meet with success in the courts.
 - LU05 states that another technique is to correlate the number of occupants to the size of the structure occupied (e.g., by setting a maximum number of persons for a specified floor area, or requiring a given floor area per resident). The advantage of such an approach is that it relates population density to house size and does not address the factors of permanence, stability, non-transience, and outward appearance of a family which all the decisions use. In so doing, it avoids the constitutional problems associated with defining "family."

- Maximum occupancy restrictions cap the number of occupants per dwelling typically based on floor space or the number and type of rooms. These restrictions ordinarily apply uniformly to all residents of all dwelling units. Their purpose is to protect health and safety by preventing overcrowding. These uniform rules are exempt from the provisions of the Fair Housing Act. On the other hand, rules designed to preserve the family character of a neighborhood, keyed to the composition of household rather than on the total number of occupants living quarters can contain, do not qualify for the exemption.
- While maximum occupancy restrictions are attractive to many municipalities, a strict quantitative approach may lead to the opposite result from that which the decisions endorse--a stable, single-family area.

Article VII Administration and Enforcement (amended by Local Law 5-1996): Article VII includes the following sections: Section 65-34. Enforcing official, Section 65-35. Building permit and site plan approval, Section 65-36. Permit fees, and Section 65-37. Certificate of occupancy.

Recommendations

Summary:

Recommendations are made for applications, fees, inspections, stop work orders, revocations, penalties, expirations, inconsistencies between Article VII and Chapter 26, building permit extensions, signatures, site visits, affidavits, and report for more complete administration and enforcement.

Details:

- Article VII should include the application submittal requirements and application form for building permit and certificate of occupancy as well as for site plan review, special use permits, interpretations, and variances. The application forms, submittal requirements, and fee schedule should be made available in the Code Enforcement Office or in the Village Clerk Office and on the Village web site.
- The application and permit fees referenced in Section 65-36 should be reviewed and updated as necessary. The Fee requirements should also address consultant and attorney fees necessary to enable the Village Board(s) to review the application as required by law.
- Section 65-35. D provides that building permits shall expire one (1) year from the date of issuance and allows the Administrative Officer to grant an extension of not more than six (6) months. In contrast, Section 26-8 (h) provides that the building permit shall expire one (1) year from the date of the issuance or upon issuance of a certificate of occupancy (other than a temporary certificate of occupancy) whichever occurs first and that the permit may, upon written request, be renewed for successive one-year periods with three conditions listed. These discrepancies should be addressed.
- Section 65-35. D: Amend to read that the Code Officer is the person who may grant an extension of the building permit.

- Section 65-35: Specify which projects require seal and signature of licensed architect or professional engineer on the plot plan and periodic visits to the site and report.
- Section 65-37. Certificate of Occupancy. Determine need to require that the registered architect or licensed professional engineer to file an affidavit with the Village Clerk.
- Article VII should also include Code Enforcement inspections, stop work orders, revocation of building permits, and penalties.
- Chapter 65, Article VII Administration and Enforcement and Chapter 26 Building Construction should be consistent. See also Chapter 26.
- The following sections should be moved to Article VII or the other appropriate article of Chapter 65:
 - Zoning Board of Appeals (membership and terms, powers and duties, procedures and rules, and removal)
 - Planning Board (membership and terms, powers and duties, procedures and rules, and removal)
 - Amendments
 - Notice and Public Hearings
 - Penalties for violations of Chapter 65
 - Periodic review of Chapter 65
- Avoid unnecessary duplications in Chapter 65.

Article VIII Zoning Board of Appeals, Section 65-39. Powers and Duties

Recommendations

Summary:

The recommendations below are made to more adequately address **Interpretation** appeals, filing, notice and public hearing, and decisions; **Special Use Permit** site plans, concurrent reviews, and consistency with the Comprehensive Plan; and **Special Use Permit and Use Variance** applications, County Referral, notice and public hearings, final action, expirations, renewal, amendments, transferability, decisions, and appeal process which are covered in Section 65-39.

Section 65-39. A. Interpretation: Section 65-39 authorizes the Zoning Board of Appeals upon appeal from a decision by an administrative official to decide any question involving the interpretation of any provision of Chapter 65.

- Section 65-39. A. should include right to appeal, application filing, effect of filing, record of decision, notice of hearing, and public hearing and final decision.

Section 65-39. B. Use Permits was amended by Local Law 5-1996.

- Article VI and Section 65-39. B. should note that special permit uses require site plan review unless otherwise exempt. Applications should be concurrent.
- Section 65-39. B. should include the following:
 - special permit application and submittal requirements to the Code Enforcement Officer
 - Referral Requirements: Certain applications for special use permits shall be referred to the Broome County Planning and adjacent municipalities for review and report in accordance with Sections 239-l, -m, and -nn of General Municipal Law.
 - Schedule for public hearing and final action by the Zoning Board of Appeals
 - Review criteria should include consistency with the Comprehensive Plan
 - Conditions may include limitations on the time period for the special use permit
 - Renewal
 - Amendments to approved permits
 - Transferability

Section 65-39. C through E. (Use Variances) (added by Local Law 5-1995)

- Include application submittal requirements to the Code Enforcement Officer
- Include Public notice, Hearing, and final decision
- Transferability
- Amendments

Section 65-39. F through I (Area Variances) (Added by Local Law 5-1996): No changes recommended.

Section 65-40 Procedure (Added by Local Law 5-1996)

- Include application submittal requirements to the Code Enforcement Officer
- Include the duty to decide on the appeal within 62 days after close of the public hearing
- Include that a copy of the decision should be mailed to the petitioner.
- Include Amendments
- Include Transferability of variances

Section 65-41. Fees for special Permits and variances

- The fees should be provided in a schedule of fees and posted on the Village web site. The fee schedule should be provided on the Village web site, kept current, and referenced in Section 65-41.

Article IX Penalties: Article IX includes Section 65-42. Penalties for offenses (amended by Local Law 1-2003 adopted January 14, 2003) and Section 65-43. Complaints. Recommendations include a complaint process and complaint form and adequate penalties.

Recommendations

- Review the penalties in Section 65-42 for adequacy. For example, Section 65-42 does not provide for associated attorney and consultant fees and costs to the Village of Port Dickinson to otherwise enforce the provisions of Chapter 65.
- Section 65-43 allows any person to file a complaint about a violation and requires the complaint to be written and filed with Administrative Officer or other enforcing official who shall immediately record and investigate the complaint. Consider including the complaint process and complaint form on the Village web site.

Article X Amendments: Section 65-44. Initiation of amendments: Section 65-44. A. allows the Village Board of Trustees on its own or on petition from the Planning Board to amend, supplement, or repeal the regulations of Chapter 65 and requires the amendment to be referred to the Planning Board for report before the public hearing. Recommendations are made for applications, schedule, notice and public hearing, final action, protest petition, County Referral, and State Environmental Quality Act.

Recommendations

- Article X should include the following for zoning map amendments and zoning text amendments:
 - Application filing and submittal requirements
 - Public hearing and review schedule for the Village Board of Trustees and Planning Board
 - Referral Requirement: Certain zoning map amendments and zoning text amendments shall be referred to Broome County Planning and adjacent municipalities in accordance with Section 239-l, -m, and -nn of General Municipal Law
 - Reference to State Environmental Quality Act requirements
 - Hearing and Final Action by the Village Board of Trustees
 - Protest Petitions

Article XI Planned Unit Development (Added December 5, 1978 by Local Law 1-1978): Article XI also includes regulations for the planned unit development districts.

Recommendations

Summary:

- Reference the PUD District regulations and require electronic plans. Ensure open space and mixed use. Stipulate prohibited uses where necessary.
- Adequately address contents of the plans, review criteria, thresholds for changes, rezones, amendments, enforcement, appeals, building permits, and schedules.
- See Article III, General Recommendations, R Residential District, RM Multi-Residential District, C Commercial District, I Industrial District, and Planned Unit Development Districts, above.

Details:

- Reference the Schedule of Regulations for the PUD Districts.
- Include the procedures for amending the final PUD plans, including notice and hearing.
- Include open space requirements for PUD plans. The Town of Union requires not less than 25 percent of the total area shall be set aside for common open space to landscape common areas, provide recreation and pedestrian amenities among other objectives.
- Require a mix of uses in the PUD District. The Town of Union requires a mix of uses, including, but not limited to, two or more of the following: residential, commercial, and industrial. Varied residential development may be considered separate uses.
- Remove obsolete, duplicative, or ineffective PUD districts and stipulate prohibited uses. The Town of Union prohibits adult entertainment, automobile-related business, blacksmithing, contractor's and building material storage yard, food processing plant, gasoline storage tanks, laundries and dry-cleaning plants, lumber/sawmill, mobile homes, and stone crushing in the PUD Districts. See above.
- The PUD application should show the following:
 - Consistency with the purpose of the PUD District
 - specific land uses within the PUD
 - lot, area and yard dimensions
 - densities and floor area ratios
 - easements
 - public and private open space
 - signs
 - landscaping plan
 - screening
 - stamp of licensed engineer, architect, landscape architect or surveyor as appropriate
- Require the plans printed or drawn and in an electronic format to allow reproduction.
- Section 65-48. A. should include the contents of the sketch plan during the preapplication session, such as proposed uses, vehicular and pedestrian circulation, building placement, utilities, drainage, open space, phasing plan, density of residential uses, and intensity of nonresidential uses.
- Section 65-49 Preliminary Development Plan should include proposed name and location of the development, name of the developer and person who prepared the plan, north arrow, location and dimensions of driveways and driveway intersections with streets and highways, maximum density of residential uses and intensity of nonresidential uses.
- Section 65-50 Final Development Plan should include drawings on sheets a maximum size of 24 inches by 36 inches, north arrow, scale, existing streets, buildings, easements, water bodies, streams, drainage channels, floodplains, special flood hazard area, base flood elevation, and railroad rights-of-way, street improvements (private and public), building footprints, and designated uses of the buildings.
- Construction improvement plan should be included.
- Grading and drainage plan, stormwater erosion and sediment control, and Stormwater Pollution Prevention Plan (SWPPP) should be included, as necessary.
- Delete or update Section 65-50. A. (10) which references offers of cession and proposed restrictive covenants, as necessary.
- Section 65-50. A. (12) should address continual ownership of open space.
- Section 65-48. Procedures for zoning change should include the appropriate public hearing and review schedule. For example, the number of days the Planning Board can take to review and make its

recommendations to the Village Board on the preliminary development plan should be increased from 45 days to 60 days.

- Section 65-48. E. requires the Village Board to give notice and hold the public hearing 45 days after receiving the Planning Board recommendation.
- Section 65-48. F gives the Village Board 45 days from the date of the public hearing to approve the preliminary development plan and change of zone.
- Section 65-48. J. requires the Planning Board to act on the final development plan within 30 days of receipt of the final development plan from the applicant.
- The Planning Board review and approval of the final development plan should require site plan review consistent with Section 65-20.
- The Town of Union PUD regulations gives the Planning Board 60 days or such longer period as may be agreed upon by the applicant, to review and make its recommendation on the Preliminary Development Plan, the Town Board 30 days from the conclusion of the public hearing to take action on the preliminary development plan and change of zone, and if the Town Board requests further information from the applicant allows the deadline for taking action to be extended to 60 days, provides that within 10 days of the TB action, the planning director shall mail the notice of the decision, stipulates that the final development plan approvals shall require site plan approval.
- Provide criteria for the Village Board review of the preliminary development plan, such as arrangement of uses and buildings, relationship of the topography of the land, vegetation, wetlands, floodplains, sewage disposal, drainage, water, trip generation, recreation, and open space.
- Clarify Section 65-50. C. Final Development Plan C. Building Permits (1). Section 65-50. C. (1) states that building permits shall be issued by the Administrative Officer only in accordance with the approved site plan by the Village Board, accurately representing the manner-in-which the project shall be constructed, and only after receipt of a recommendation from the Planning Board. The Planning Board approves the site plan. The Town of Union provides that if expressly authorized by the approval of the final development plan, the applicant may apply for and receive building permits.
- Section 65-50. Final Development Plan D. states that final development for a PUD site shall be in general conformance with the preliminary development plan. Include the criteria such as, exceeds more than 10 percent of the maximum parking, changes housing, decreases open space by more than 10 percent, substantially changes traffic circulation, significantly alters the arrangement of land uses, and provides new uses.
- Include Revision to PUD Districts. For example, Section 65-50. C. (2) provides that an applicant wishing to make substantial changes to a reviewed site plan shall make application for a new building permit. The section should address the changes that would require a **new site plan review and approval**.
- Include enforcement and appeals.
- See Article III, General Recommendations, R Residential District, RM Multi-Residential District, C Commercial District, I Industrial District, and Planned Unit Development Districts, above.

Article XII Adult Uses (added August 6, 1985 by Local Law 3-1985)

Recommendations

Summary:

- See NYSDOS Legal Memorandum LU 03 Municipal Regulation of Adult Uses for guidance.

Details:

- Section 65-54. Restrictions (amended 4-14-98 Local Law 2-1998) A. (ii): Change “church” to place of worship.
- Review sign regulations for adequacy in regulating adult use signs. Town of Union sign regulations prohibit signs containing words or pictures of obscene or pornographic nature.
- Impose floor space restrictions in addition to the separation distance of 500 feet of residential uses and separation distance of 1,000 feet of church, school, park, playground, day care center, amusement arcade or existing adult entertainment business.
- Include the penalty for violations and the registration fee in Section 65-55A. Special Registration Use Permit. (added 4-14-98 by Local Law 2-1998).
- Section 65-55B. Renewal/Revocation of Special Registration Use Permit (added 4-14-98 by Local Law 2-1998) should stipulate that any variation of the original application requires a new registration pursuant to Section 65-55. Registration and a new site plan review and special registration use permit pursuant to Section 65-55A.
- See NYSDOS Legal Memorandum LU 03 Municipal Regulation of Adult Uses.
- Limit hours

RECOMMENDATIONS FOR RELATED CHAPTERS OF THE VILLAGE CODE

Chapter 26 Building Construction

Recommendations

Summary:

- Amend Chapter 26 as the Department of State, Division of Building Standard and Codes requires.
- Ensure consistency with New York State Uniform Fire Prevention and Building Code and Energy Code and with other chapters of the Village Code.
- Consider entering into intermunicipal agreements for code enforcement where necessary

Details:

- Update Chapter 26 as required by the Department of State, Division of Building Standard and Codes. For example,
- Section 26-4 should include the specific duties and powers of the Code Enforcement Official and Building Inspectors:

- To receive, review, and approve or disapprove applications for building permits, certificates of occupancy or certificates of compliance, temporary certificates and operating permits, and the plans, specifications and construction documents
- To issue building permits, certificates of occupancy or certificates of compliance, temporary certificates and operating permits, and to include in building permits, certificates of occupancy or certificates of compliance, temporary certificates and operating permits
- To conduct construction inspections prior to the issuance of certificates of occupancy or certificates of compliance, temporary certificates and operating permits, fire-safety and property maintenance inspections, inspections to investigate complaints, and all other inspections required or permitted under this chapter
- To issue stop-work orders
- To maintain records
- To collect fees as set by the Board of Trustees of this Village;
- To pursue administrative enforcement actions and proceedings;
- To recommend the Village Board of Trustees adopt, amend, or repeal administration and enforcement rules and regulations pursuant to the New York State Uniform Fire Prevention and Building Code.
- To exercise all other powers and fulfill all other duties conferred upon the Code Enforcement Officer by Chapter 26
- Include the required background and experience of the Code Enforcement Officer related to building construction or fire prevention, training and certification requirements.
- Include building inspector requirements.
- Address compensation requirements for Code Enforcement Officer and building inspector.
- Section 26-8 (a) about work requiring a building permit should include any work which must conform to the New York State Uniform Fire Prevention and Building Code and/or the Energy Code, including removal, relocation, and installation of a solid-fuel-heating “appliance, chimney or flue in any dwelling unit.”
- Review the Section 26-8. (a) (3) (i) for consistency with the New York State Uniform Fire Prevention and Building Code and/or Energy Code.
- Section 26-8 9 (c) building permit application should include the following:
 - Tax Map number and the street address of the work site
 - Special inspections requirements as applicable
 - Two sets of construction documents for Code Enforcement Officer and construction
 - Site plan as applicable
- Amend Section 26-8 (d). Applications for a building permit should be made in writing on a form provided by the Code Enforcement Officer and include information as the Code Enforcement Officer deems adequate to permit a determination that the work complies with

all applicable requirements of the New York State Uniform Fire Prevention and Building Code and the Energy Code.

- Section 26-8 (h) should note that building permits become invalid unless the authorized work is commenced within six months following the issuance date and the renewal procedures.
- Section 26-11 (a) building inspections should include concrete slab, fire resistant features, solid fuel burning heating appliances, chimneys, flues, or gas vents, Energy Code compliance and final inspection.
- Section 26-12. Department Records and Reports should include: send report on administration and enforcement activities to the Secretary of State, and upon request send report on administration and enforcement activities the New York State Department of State.
- Section 26-13. (b) (stop work order contents) should include the conditions which must be satisfied before work can resume.
- Section 26-14. (a) (violations on compliance order) should note to whom the Code Enforcement Officer should send the compliance order and clarify “shall grant such time as may be reasonably necessary for achieving compliance before proceedings to compel compliance shall be instituted.”
- Section 26-14. Violations, Subsection (c) (Penalties): Review the penalties which range from \$50 per day for fines to \$100 per day civil penalty for adequacy. They seem inadequate.
- Section 26-10. Certificate of Occupancy should include:
 - final report of special inspections
 - flood hazard certifications
 - applicable portion of building, sprinkler system location, any special conditions
 - Revocation of suspension of certificates of occupancy
 - Certificate of Occupancy Fee
- Section 26-10. (a) (occupancy prior to issuance of a certificate of occupancy): Review provision allowing a building to be occupied for 30 days prior to issuance of certificate of occupancy for consistency with the New York State Uniform Fire Prevention and Building Code.
- Section 26-10. (b) (temporary certificate of occupancy) should:
 - Include conditions under which the Code Enforcement Officer may issue a temporary certificate of occupancy
 - Include provision that the permit holder shall bring the building or structure into full compliance with all applicable provisions of the New York State Uniform Fire Prevention and Building Code and the Energy Code
 - Not include “but may be renewed an indefinite number of times”.
- Include complaint procedures in Chapter 26.
- Consider including the following in Chapter 26:
 - Purpose
 - Definitions or references to the sections of Chapter 26 that include the definitions
 - Requirement that fire-fighting services notify the Code Enforcement Officer of fire or explosion

- Reference to Chapter 58 Unsafe Buildings
- Operating Permit requirements for manufacturing, storing, or handling hazardous materials exceeding certain thresholds
- Reference to OFPC (New York State Office of Fire Prevention and Control) Inspections which may substitute for Code Enforcement Officer inspections of public buildings
- Adequate fee schedule for building construction
- Provision authorizing the Village to enter into intermunicipal agreements to carry out the provisions of Chapter 26

Chapter 32 Enforcement Procedures (added October 13, 2009 by Local Law 7-2009): Chapter 32 includes Section 32-1 which requires the enforcement officer to give notice of violation of any chapter of the Village Code other than Chapter 26 Building Construction and Chapter 58 Unsafe Buildings and Collapsed Structures, provides the noticing procedures, requires the violation to be abated, removed, cured, prevented or desisted within 30 days of notice service date, except that the compliance times shall be as set forth in Chapters 24, 30, and 45, allows the enforcement officer to extend the compliance period, and requires Village Board approval of an extension beyond 60 days.

Recommendations

Summary:

- Move Chapter 32 to appropriate section(s) of Chapter 65. Review Chapters 24, 26, 30, 32, 45, and 58 for consistency with the New York State Uniform Fire Prevention and Building Code.

Details:

- Chapters 24, 30, and 45 do not reference Chapter 32. This omission should be addressed.
- Chapter 32 enforcement procedures should be moved to the appropriate sections of Chapter 65, Article VII, Administration and Enforcement; Chapter 24 Brush, Grass and Weeds; Chapter 30 Dumping; Chapter 45 Property Maintenance, and any other appropriate chapter of the Code of the Village of Port Dickinson, and duplications and inconsistencies should be addressed. For example, stop work orders should take effect immediately.
- Any inconsistencies with Chapter 26 Building Construction and Chapter 58 Unsafe Buildings and Collapsed Structures should be addressed and made consistent with the New York State Uniform Fire Prevention and Building Code.

Chapter 44 Planning Board Rules and Regulations (Adopted July 11, 1995 as Local Law 5-1995, amended June 12, 2001 by Local Law 5-2001 and modified by Local Law 4-2006.)

Recommendations

- Move Planning Board Rules and Regulations from Chapter 44 to appropriate section of Chapter 65 to avoid duplication and inconsistencies and include membership and terms of office
- Include membership and terms of office.

Chapter 45 Property Maintenance (adopted July 9, 1974 as Local Law 5-1974 and later amended):

Recommendations

Summary:

- Address inconsistencies with Chapter 59 for abandoned vehicles.
- Give the code enforcement officer the power to remove the motor vehicle and to assess costs.
- Consider setbacks for home composting.
- Include Code Enforcement Officer property maintenance duties in the Chapter 26 duties.
- Section 45-3.4 Outdoor Wood Boiler Law
 - Consider prohibiting outdoor wood boilers. See Village of Johnson City.
 - Ensure consistency with DEC and EPA regulations and guidelines.

Details:

Section 45.07 Unregistered Motor Vehicles (added July 13, 2010 by Local Law 2-2010) prohibits the open storage of 1 or more unregistered motor vehicles on private or public property and prohibits the parking or storing of an unregistered motor vehicle on public property but exempts an unregistered motor vehicle or motor vehicle parts stored out of public view in a garage or other structure. Section 59-5 grants a restoration permit for 6 months.

- Inconsistencies with Section 59-5. Restoration permits. of Chapter 59, Vehicles, Abandoned, which upon written application and \$30 deposit allows the Village Enforcement Officer to issue a permit for the open storage of one (1) motor vehicle otherwise prohibited in Chapter 59, pending repairs for use on a public highway or other original intended use, should be addressed.
- Section 45.07 or other section of Chapter 45 does not specifically address notice of violation and penalties for offenses for violations of Section 45.07.
- Section 45-4.1 Removal by Village was added on August 14, 2001 by Local Law 10-2001 before Section 45.07 and not amended when Section 45.07 was added on July 13, 2010 by Local Law 2-2010. Section 45-4.1 gives the enforcement officer or contractor to the Village the power

to order the Village Department of Public Works to cut, trim or remove such hedges, brush, trees or lawns on the yard, lot, or open area but does not specifically address removal of vehicles or give the enforcement officer the power to have the motor vehicle removed or require all costs incurred by the Village, including the removal and/or destruction of the motor vehicle, to be assessed against the land where the violation occurs.

- Section 45-5. Penalties for offenses, Subsection A limits penalties for violations of Chapter 45 to a fine not to exceed \$100. This penalty should be reviewed for adequacy. The Village of Pittsford imposes a fine of at least \$50 not to exceed \$250 or imprisonment not to exceed 15 days, or both. Note: Section 45-5. Penalties for offenses, Subsection B was amended on May 8, 2012 by Local Law 3-2012 to allow the Village to seek restitution for costs incurred by the Village in identifying and remedying each violation, including but not limited to reasonable attorney's fees.
- Section 45-3. Registration, Subsection A. Yards, lots, and open areas, (6) requires vacant lots to be kept clean and free of physical hazards, rodent harborage and infestation, and shall be maintained in a manner that will prevent rubbish from being blown about them. Section 45-3. A. (6) does not require registration of vacant and/or defaulted mortgage real property. Note: The Village of Pittsford property maintenance code requires registration, inspection, security, and maintenance of vacant and/or defaulted mortgage real property.

Section 45-3.1 Home Composting added December 8, 1992 by Local Law No. 7-1992. Per the Broome County Director of Broome County Solid Waste Management, the Village of Port Dickinson composting regulations are very common. The only other addition in ordinances mostly from other states is the stipulation that no compost container (pile) may be located closer than one (1) foot to any rear or side property line. Section 45-3.1 only allows home composting in rear yards but should include setbacks.

Section 45-3.3.2 Registration of Rental Housing Units and Certificate of Compliance, Subsection D, requires the Code Enforcement Officer to maintain for public view a database of rentals registered under this section. This requirement should be included in the Code Enforcement Officer job duties.

Section 45-3.3.2 Registration of Rental Housing Units and Certificate of Compliance, Subsection E, allows a certificate of compliance to be issued for any rental unit upon satisfactory completion of a housing maintenance inspection. Section 45-3.3.2 requires a fee of \$5 per unit for each certificate issuance and/or renewal. Section 45-3.3.2 E should note who issues the certificate of compliance and conducts the housing maintenance inspection. If these duties are the responsibility of the Code Enforcement Officer, these duties should be included in the list of CEO duties. The \$5 fee should be reviewed for adequacy.

Section 45-3.4 Outdoor Wood Boiler Law was added March 8, 2011 by Local Law 3-2011. Section 45-3.7 A. provides that no person shall operate a New outdoor wood boiler that does not meet the requirements of Title 247 of the New York State Department of Environmental Conservation (NYSDEC) Rules and Regulations. Section 45-3.7 B. provides that no person shall use an Old outdoor wood boiler without a permit from the Village Code Enforcement Office.

- Consider prohibiting outdoor wood boilers. For example, the Village of Johnson City prohibits the construction and operation of outdoor wood burning furnaces.
- Section 45-3.7. F. requires old outdoor wood boilers to be set back a minimum of at least 50 feet from the nearest property line and 50 feet from the nearest public road. In comparison, 6 CRR-NY 247.5 (b) states that a residential-size new outdoor wood boiler shall not be located less than 100 feet from the nearest property boundary line.
- The Village of Port Dickinson outdoor wood boiler local law:
 - does not require a permit to operate New outdoor wood boilers
 - does not stipulate the district(s) in which outdoor wood boilers are allowed
 - does not require additional setbacks from sensitive uses
 - does not require a minimum acreage
 - does not stipulate the minimum setback or chimney height requirements of 6 CRR-NY 247
 - does not restrict operation to certain times of the year
 - does not address expansion, abandonment, discontinuance, or damage of old outdoor wood boilers
- For example, the Town of Plattsburgh requires a permit to operate outdoor wood boilers. Outdoor wood boilers are only allowed in the R-2, R-3, and R-4 districts and only permitted on lots two acres or larger. Outdoor wood boilers must be setback at least 200 feet from the nearest property line. Chimneys must be at least 20 feet high. The boiler can only be used from September 5 to May 31. Each unit must be equipped with a spark arrester.
- The NYSDEC adopted 6 NYCRR Part 247 “Outdoor Wood Boilers” on December 29, 2010. The rule took effect on January 28, 2011. On November 21, 2018 the EPA proposed amendments to the new source performance standards for Residential Wood Heaters. The Village should ensure that the outdoor wood boiler local law is consistent with the NYSDEC and EPA regulations and guidelines and amendments.
- **Section 45-5 Penalties** states that any person committing an offense against any provisions of this chapter shall, upon conviction, be guilty of violation of this chapter, punishable by a fine not to exceed \$100. Section 45-3.2.3 (avoidable alarm charges), Section 45-3.3.2 C. (landlord registration penalties) and Section 45-3.10 (outdoor wood boiler penalties) carry different penalties.
- Note: **Section 45-4, Enforcement** (amended February 13, 2001 by Local Law 2-2001) and **Section 45-4.1 Removal by Village** (added August 14, 2001 by Local Law 10-2001) pertain to yards, lots, and open

areas, not unregistered motor vehicles and wood boilers. Ensure that enforcement is adequate for each property maintenance issue.

Chapter 51. Street Construction (adopted on June 15, 1975 as Local Law 6-1975) and **Chapter 52. Streets and Sidewalks** (adopted on September 10, 1974 as Local Law 6-1974)

Recommendations

- Chapters 51 and 52 should be reviewed for consistency between the two chapters and with current State and federal laws, including ADA rules and regulations. Chapter 51 is referenced in Chapter 53. Subdivision of Land.
- See also **Complete Streets** below.

Chapter 53 Subdivision of Land (adopted June 10, 1975 as Local Law 5-1975 and amended on February 11, 1997 by Local Law 2-1997 and by Local Law 4-2007 to reference the Village of Port Dickinson Stormwater Management and Erosion and Sediment Control Local Law 2-2007).

Recommendations

Summary:

- Review for consistency with Village Law, related local laws, and Complete Streets standards.
- See recommendations for complete plans, include inspection fees, keep penalties current, require electronic plans, include Planning Board review schedule, reference County Referral, address internal inconsistencies, and delete reference to repealed General Municipal Law Section 239-K.

Details:

- See also New York State Village Law, Village of Johnson City Subdivision, and Town of Union.
- Section 53-6, Preliminary Layout, (7) should include the special flood hazard area and wetlands in the list of existing site conditions that should be shown on the preliminary layout.
- Section 53-6, Preliminary Layout, (15) (requests for rezoning) or other applicable subsection should request the preliminary layout to include any changes in the use, height, area and/or density or other regulations under Chapter 65 Zoning applicable to the area proposed for Subdivision.
- Section 53-6, Preliminary Layout, should request the preliminary layout to include names of adjacent subdivisions and the names of owners of record of adjacent acreage.
- Section 53-7. Final Subdivision Plat. A. Step I. Application for Approval. (1) requests original drawings of the subdivision plat in ink upon permanent material. This section should request the subdivision plat in electronic file as well as in hard copy.

- Section 53-7. A. (4) (f) should include sidewalks, streetlighting standards, and species of street trees in the list of permanent improvements to be shown on the subdivision plat.
- Section 53-7. D. (4) Filing of Decision on Final Plat. states that within five business days from the date of adoption of the resolution **approving the Final Plat**, the chairman or other duly authorized member of the Planning Board shall cause a copy of such resolution to be filed in the Office of the Village Clerk. In contrast, Village Law Section 7-728 9. states that within five business days from the date of the adoption of the resolution **stating the decision of the board on the final plat**, the chairman or other duly authorized member of the planning board shall cause a copy of such resolution to be filed in the office of the Village Clerk. This inconsistency should be addressed.
- Section 53-7. D. Step IV does not include the following language from Village Law Section 7-728. 7. (b) Approval of plat in sections. In granting conditional or final approval of a plat in final form, the planning board may permit the plat to be subdivided and developed in two or more sections and may in its resolution granting conditional or final approval state that such requirements as it deems necessary to insure the orderly development of the plat be completed before said sections may be signed by the duly authorized officer of the planning board. Conditional or final approval of the sections of a final plat may be granted concurrently with conditional or final approval of the entire plat, subject to any requirements imposed by the planning board. This omission should be addressed.
- Section 53-7. Final subdivision plat. F. Step VI. states that within 90 days of the final approval of the subdivision plat by the Planning Board, the sub-divider shall file a copy of the subdivision plat in the office of the County Clerk. Section 53-7. F. also states that Such final approval shall have been deemed to expire if the plat is not so filed within the said sixty-two (62) days. (Amended February 11, 1997 by Local Law 2-1997). Village Law 7-728. 11. Filing of final plat; expiration of approval. states that the owner shall file in the office of the county clerk or register such approved final plat or a section of such plat within sixty-two days from the date of final approval or such approval shall expire. The above inconsistency should be addressed.
- Section 53-7. H. Step VIII. (1) (inspections) does not require that the sub-divider to bear the costs of inspection of the work. This omission should be addressed.
- Referral Requirement: Section 53-7 should reference the requirement to refer subdivisions to the Broome County Planning and adjacent municipalities in accordance with Sections 239-l, -n, and -nn of General Municipal Law.
- Section 53-7 does not include the following language from Village Law Section 7-728. 11: In the event the owner shall file only a section of such approved plat in the office of the county clerk or register, the entire approved plat shall be filed within thirty days of the filing of such section with the village clerk in each village in which any portion of the land described in the plat is situated. Such section shall encompass at least ten percent of the total number of lots contained in the approved plat, and the approval of the remaining sections of the approved plat shall expire unless said sections are filed before the expiration of the exemption period

to which such plat is entitled under the provisions of section 7-708 of this article. This omission should be addressed.

- Section 53-9. A. General Standards (10) states that Land subject to flooding and deemed by the Planning Board to be uninhabitable shall not be platted for residential occupancy, nor for such other use as may increase danger to health, life or property or aggravate the flood hazard. Section 53-9. A. (10) also states that Such uses as shall be endangered by periodic or occasional inundation shall be permitted. Section 53-9. A. (10) should be reviewed for consistency with the Village Stormwater Management and Erosion and Sediment Control Local Law and flood local laws.
- Section 53-9. (17) states that all street, sidewalk and appurtenant construction shall be pursuant to the street standards of the Village of Port Dickinson and references Local Law 6-1975 (Chapter 51. Street Construction). See Chapter 51. Street Construction and Chapter 52. Streets and Sidewalks above and Complete Streets below.
- Section 53-13. Penalties for offenses. states that any violation of this chapter is an offense punishable by a fine not exceeding \$250 or by imprisonment not exceeding 60 days or by both such fine and imprisonment. Each day's continued violation shall constitute a separate additional violation. These penalties should be reviewed for adequacy.
- Note. The Town of Union Subdivision regulations seem less restrictive: Any violation of this chapter shall be an offense punishable by a fine not exceeding \$250 or by imprisonment not exceeding 15 days, or by both such fine and imprisonment. Each week's continued violation shall constitute a separate, additional violation. A first violation shall be deemed to have occurred from the date of written notification served by a designated official of the Engineering Department or from such date as may be designated in such written notice. (Amended 1-16-2002 by L.L. No. 1-2002)
- Section 53 does not specify the Planning Board review schedule prior to the public hearing. For example, Section 53 does not specify when the Planning Board must convene in regular or special session for preliminary review of the application.
- Section 53-7. F. references General Municipal Law Section 239-K which has been removed from General Municipal Law.

Chapter 58 Unsafe Buildings and Collapsed Structures (Adopted August 11, 1998 as Local Law 3-1998)

Recommendations

Summary:

- Provide adequate demolition terms, review monetary threshold for contracts, and address penalties and demolition issues such as fill, hazards, safety, dust, sidewalks, curbs, traffic, and tank removal.

Details:

- Section 58-9. Refusal to Comply. states that except in emergency as provided in Section 58-11) hereof, any contract for demolition and removal of a building in excess of \$20,000.00 shall be awarded through competitive bidding. This amount "in excess of \$20,000.00" should be reviewed for accuracy with current bidding requirements of the Village.

- Section 58-11. Emergency Cases. Includes the words repaired, secured, demolished, repair, and demolition. Section 58-11 should also include the words remove and removal.
- Chapter 58 does not include penalties for offenses. See Village of Pittsford
- Chapter 58 does not include regulations for demolition, such as general regulations, basement fill, adjoining structures and property, utilities, safety, dust, replacement of sidewalks and curbs, maintenance of traffic, removal of tanks, and hazardous conditions. See Town of Chenango.

Chapter 59 Vehicles, Abandoned (Adopted June 15, 1965 as Local Law 1-1965 and amended in its entirety on July 11, 1972 as Local Law 1-1972. Section 59-8 amended during codification with underlined text added May 8, 2012 by Local Law 3-2012.)

Recommendations

Summary:

- Define abandoned vehicle. Ensure Chapters 45 and 59 adequately address open storage, restoration permit, penalties, and fees. Vehicles needing repair and leaking fluids should not be stored outdoors.

Details:

- Section 59-2. Definitions. does not include a definition of abandoned vehicle, such as abandon(ed), discard(ed), and junk(ed), or specify the length of time a vehicle may be unattended before considered abandoned. However, Section 59-1. Purpose. states “The serious of the matter of the outdoor storage of abandoned, junked, discarded or inoperative motor vehicles upon privately owned properties within the village increases with the passage of time.”
- Section 59-5. Restoration Permits states that upon written application and \$30 deposit the Village Enforcement Officer may in his discretion issue a permit for the open storage of one (1) motor vehicle otherwise prohibited by this chapter, pending repairs. However, Section 45.07. Unregistered motor vehicles C. Prohibition. prohibits the open storage of one (1) or more unregistered motor vehicles on private or public property within the Village and no unregistered motor vehicle shall be parked or stored or allowed to be parked or stored by the owner or by any other person on public property. Section 45.07. D. Exemptions. 1. exempts an unregistered motor vehicle or motor vehicle parts stored out of public view in a garage or other structure.
 - Above inconsistencies between Section 59-5, 45.07, and 45.07 D. should be addressed.
 - Vehicles abandoned or not abandoned, in need of repair and leaking fluids should not be stored outdoors.
- Section 59-5. Restoration permits. A. imposes a \$30 permit deposit, C. imposes a \$5 permit fee and a \$30 permit deposit, and D. allows the permits to be issued for not in excess of 60 days and may be extended only once up to 15 days. These fees and duration should be reviewed.
- Section 59-8. Penalties for offenses. A. imposes a fine not to exceed \$250 or imprisonment not to exceed 15 days or such fine and imprisonment. Section 59-8. B. allows the Village Board to take court action or proceeding to compel compliance or to restrain the violation. In addition, Section 59-8. B. was amended on May 8, 2012 by Local Law 3-2012 to allow the Village to seek restitution for costs incurred by the Village in identifying and remedying each violation. The Village should review these penalties because they were last amended in 2012. Section 59-8 does not address second or subsequent violation. For example, the Town of Union imposes the same penalties for first time violation for inoperative vehicles but also includes penalties for second or subsequent violation. The Town of Union amended the penalties for inoperative vehicles in 2013.

Chapter 66: Zoning Board Rules: Listed in the Code Table of Contents but not in the Code.

Recommendation

- Any chapter or section pertaining to the Zoning Board of Appeals should be incorporated into Chapter 65. Zoning.

RECOMMENDATIONS FOR OTHER LAND USE AND ZONING MATTERS

Solar Energy

- Adopt NYSERDA solar energy model local law.
- Equipment that is attached to the structure should be located on non-primary elevations, preferably the rear elevation or in another location that is not significantly visible to the public.
- Rooftop equipment should be located on a non-primary roof slope and set back from the roof edge so that such equipment is visually concealed to the greatest extent possible.
- Roof mounted solar panels should be placed flat to the roof surface, rather than being angled up.
- Care should be taken to minimize the physical damage to the structure and to maximize the reversibility of the work.
- SHPO may be required for historic structures
- Systems should be installed where least visible and obtrusive and with the least impact to the integrity and character of the historic building, structure, site or district while maintaining efficient operation of the solar device.
- Systems should be removable and not damage the historic building, structure, or site.
- Install in rear yard or side yard in a location not readily visible from a public right of way.

Wireless Telecommunications (small cells and 5 G)

- Adopt wireless telecommunications local law.

Planning and Zoning for Aging in Place, Senior Housing, and Livability for All Age Groups

According to the New York State Department of State (NYS DOS) “Aging in Place” online training course, the Center for Disease Control defines aging in place as “the ability to live in one’s own home and community safely, independently, and comfortably, regardless of age, income, or ability level.” Housing issues related to addressing the needs of the growing elderly population include maintaining affordability and providing the range of living spaces that the elderly require through the progressive phases of the aging process. The NYSDOS “Aging in Place” online training course and *Senior Housing Regulations Two Model Laws*, March 2016, handbook include the following planning and zoning options to accommodate aging in place:

- **Land uses for seniors**, such as **Group Homes for the Elderly, Attached and Detached Accessible Dwelling Units (Elder Cottages and Granny Flats), and Adult Day Care**. Group homes or shared residences for the elderly improve affordability for older residents who can no longer afford to maintain a single-family detached home on their own and allow elderly to age in place in multi-generational neighborhoods. Elder cottages are free standing structures installed adjacent to single-family units, offering extended family living, community support for the elderly, and greater independence than provided in an institution. The special permit process can be used to address design, location, lot size, parking, homeowner eligibility, space and dimensional requirements, quality, and duration. Note: Catholic Charities operates two group homes for adults with developmental

disabilities in the Village of Port Dickinson. See Catholic Charities of the Diocese of Syracuse's web site.

- **Livable communities for seniors (and all age groups)** include senior-friendly amenities that make livable, sustainable communities, such as community design that encourages pedestrian activity and allows for public transportation options in multi-family housing developments. Livable communities include affordable housing types, walkability, walkable neighborhoods close to amenities and existing infrastructure, transit choice and access, health and support services, low crime, civic engagement, sustainability (green design, gardens and open space), adaptive reuse (converting existing buildings like convents and schools to senior living facilities).
- **Universal Design:** Universal design aims to make everyday tasks easier for people of all ages, sizes, and abilities and includes features such as entrances without steps, doorways and hallways that accommodate wheelchairs and walkers, counter heights that accommodate wheelchairs, and accessible bathrooms.

Building and Site Design for New Multiple-Residential and Commercial: Below are recommendations for better building and site design for new multiple-residential and commercial development.

- Site plan should include building materials (masonry, metals, wood siding and trim, paint and coatings), building features (windows, doors, roofing, drainage systems, facades, awnings, signage), and site features (streetscape, trees, plantings, circulation, fencing, enclosures)
- Building should be oriented with the primary façade and entrance doors facing the public street and should be connected by sidewalk to the Village's public sidewalk system.
- Building should be designed in accordance with the small-scale, historic character and design that distinguishes the Village of Port Dickinson.
- Buildings should have varied roof heights, projecting bays, gables, recesses, or porches, not large or long continuous wall or roof planes, to produce a scale that is visually compatible with the Village of Port Dickinson's distinctive aesthetic character.
- Buildings should relate to the massing, fenestration style, proportions, form, and historic design tradition of the Village buildings.
- No building should have a continuous facade plane, such as more than 100 feet in length.
- Building materials should reflect the appearance of existing Village buildings. Use traditional durable exterior building materials, such as wood, brick, stone.
- Entrances should be connected by sidewalk to the Village's public sidewalk system.
- Fencing should reflect the historic local design.
- Mechanical equipment should be located on the backs and sides of buildings and should be screened from view from the public street and sidewalk. Address noise.
- New development should be consistent with the goals of the Village's Comprehensive Plan
- Streetlighting shall be decorative street lighting
- Development should include landscaping and trees.
- Sidewalks should have trees and be continuous across driveway entrances.
- Site should include appropriate loading access and space

- Parking area should be screened and landscaped and located to the side and behind buildings where feasible and include setbacks
- Multiple-family Dwellings should include separation distances between buildings (25 feet) and setback of 50 feet to property line, recreation area or open space and landscaping

Complete Streets

Consider including Complete Street principals in the Chapter 65-20 site plan review criteria and encouraging Complete Streets in site plans. A complete street is designed for people of all ages and abilities, pedestrians, drivers, public transportation riders, and bicyclists, that address street lengths, street widths, curb extension, raised crossings, and street grid. The **Binghamton Metropolitan Transportation Study (BMTS) Complete Streets Policy** provides the following definition and vision/purpose statement: **Definition:** Complete streets are roadways designed to safely and comfortably accommodate all users, including, but not limited to motorists, bicyclists, pedestrians, transit and school bus riders, delivery and service personnel, freight haulers, and emergency responders. “All users” includes people of all ages and abilities. **Vision and Purpose:** The desired outcome of the Complete Streets Policy is to create an equitable, balanced, and effective transportation system where every roadway user can travel safely and comfortably, and where sustainable transportation options are available to everyone. **Goals of this Complete Streets Policy** are:

- To create a comprehensive, integrated, and connected transportation network that supports compact, sustainable development and provides livable communities.
- To ensure safety, ease of use, and ease of transfer between modes for all users of the transportation system.
- To provide context sensitive design flexibility for different types of streets, areas, and users.

Green Building Design and Alternative Energy Measures

Consider encouraging green building design and alternative energy in site plan review, such as:

- Green roofs/walls to reduce energy cost and stormwater runoff
- Geothermal energy
- Solar panels
- Bioretention system to process and remove contaminants and sediments from stormwater runoff by collecting stormwater runoff into a treatment area
- Permeable pavement sustainable materials to reduce runoff, trap solids, and filter pollutants
- onsite stormwater harvest/reuse to collect rainwater in rain barrels or cisterns for irrigation

Landscaping, Screening, and Buffering Standard

- Include standards for landscaping, screening, and buffering to ensure an acceptable degree of landscaping, screening, and buffering, including landscaping standards for multiple-residential and non-residential buildings and grounds, parking lots, driveway entrances, street frontages, and freestanding and ground-mounted signs, and multiple-residential and non-residential properties bordering residential districts and uses.

Tree Removal

- Consider establishing regulations to protect heritage trees, native trees, and urban groves. For example, the **City of Beverly Hills Tree Removal Regulations and Removal Permit Ordinance** requires that no person shall damage or remove or cause to be damaged or removed, any protected tree on a single-family residential property in the City of Beverly Hills without first obtaining a permit, and includes an application, exemptions, violations, and penalties. Protected trees include heritage trees, native trees, and urban groves.

Dumpsters and Trash Containers

- Consider establishing supplementary regulations that:
 - Prohibit trash receptacles in the front yard or in locations visible from public rights-of-way.
 - Dumpsters should not be allowed to remain permanently in the R District. See City of Ithaca.
 - Include enclosure and location requirements.

Portable Storage Containers

- Portable storage containers should be prohibited in a Residential district or on a vacant commercial lot, except for construction project, unforeseen and uncontrollable event, or moving.
- A portable storage container should not be placed on any property more than, for example, two times per calendar year and not more than 30 days at a time except for 3-month extension for good cause
- Portable storage containers should be securely closed when not in use.
- Note: City of Summerville Regulations includes application, licensing, duties, and fees for the user and hauler, violations and enforcement, emptying and removal times, content, setbacks, size, screening requirements, labeling, ground cover, and mandatory pick up requirements.

Fraternities and Sororities:

- Consider establishing supplementary and special use permit regulations for fraternities and sororities as well as definitions, zoning district(s), public hearing requirements, and Planning Commission approval for fraternities and sororities to the extent necessary in the Village of Port Dickinson. Examples from other municipalities are provided below:

- **City of Binghamton** requires special use permits.
- **City of Albany, New York** requires special use permits; classifies fraternity and sorority houses as “group living, other,” a place of residence in which a group of non-family persons live together in rooms or areas that do not constitute individual dwelling units, hotel, rooming house, dormitory, or community residential facility; requires separation distance of 500 feet between existing group living, other; requires 1 off-street parking space per 600 square feet of gross floor area and 3 bicycle parking spaces for a group living, other; and requires certain square footage per occupant.
- **City of Ann Arbor, Michigan**
 - Defines Fraternity or Sorority House as a building used by a college fraternity or sorority as a principal place of residence for its members affiliated with a university located in Ann Arbor and recognized membership.
 - Does not consider fraternity or sorority as a functional family.
 - Permits fraternities and sororities in the mixed-use commercial districts.
 - Permits, with special exception, fraternities, sororities and student cooperatives affiliated with the University of Michigan in the Two-Family Dwelling and Student Housing District which includes single-family houses.
 - Requires a public hearing and Planning Commission approval based on zoning district, Comprehensive Plan, and neighborhood character consistency, traffic, demand on public services and facilities, off-street parking, and open space
 - Specific Standards for Fraternities and Sororities include the following: onsite resident manager, minimum Lot size and lot area per occupant, minimum dwelling square footage, screening and landscape buffering, maximum number of occupants, minimum requirements for kitchen facilities and common areas, 1 off-street parking space for each 5 beds and 1 bicycle space per 2 beds, and sign requirements

Automotive Service Station, Motor Vehicle Repair Shops

- Require separation distance from residences, hospital, library, school or church (150 feet or more).
- Require setback of at least 10 feet from adjacent uses.
- Require hard surface ground cover for area traveled by motor vehicles.
- Restrict storage to 1 month and require appropriate enclosure for waste oil, oil cans, tires, discarded motor vehicle parts, and other waste materials
- Include landscaping, signage, and lighting requirements
- Restrict number of vehicles for repair and storage at one time
- Prohibit vehicle sales
- Require service and repairs to occur within enclosed structure
- Restrict length of time vehicles for repair can be stored outside
- Require spill prevention

Outdoor Recreation

- Provide definitions indoor and outdoor recreation to guide the Village Board. The PUD – Recreation District regulations include parks, golf driving ranges and putting courses, ice-skating rinks, tennis

courts, athletic field, and other indoor/outdoor recreational uses that the Village Board finds appropriate.

- Ensure adequate supplemental regulation to address the other indoor/outdoor recreational uses, such as go-cart tracks for go-cart rides, including separations distances, operating hours, sale or use of alcoholic beverages, adequate toilet facilities, screening, noise-absorbing materials, vehicles ownership requirements, and parking requirements.

Quarries and Excavation Facilities

- Quarries and excavation facilities are defined in Chapter 65. Provide supplemental regulations for quarries and excavation facilities and references to Environmental Conservation Law, Article 15 if these uses occur in the Village of Port Dickinson.

Transportation or Freight Terminal Facilities

- Provide supplemental regulations for transportation or freight terminal facilities if this use could continue to exist in the Village of Port Dickinson. See Town of Union

Outdoor Sales and Display

- Provide supplemental regulations for commercial outdoor display areas, including maximum gross floor area percentage, display area shall not block automotive traffic, private sidewalks, fire lanes, or other travel lanes, and the items for display area is for sale, not storage.

Open Storage (Listed under Schedule of Regulations, Remark 24)

- Outdoor storage should not occur in the front yard
- Outdoor storage should be limited to certain percentage of the lot area
- Screening should be well maintained
- Contractor storage should include separation distances (200 feet from sensitive receptors)
- Protective fencing should comply with the setback requirements. Remark 24 exempts protective fencing from the setback requirements.
- Outdoor storage areas should be paved, graded, and drained.
- Address outdoor storage in Special Flood Hazard Area.
- Address fuel tank storage.

Outdoor Lighting

- Include standards for outdoor lighting to address design, location, and light spillover and glare for potential commercial and industrial development.

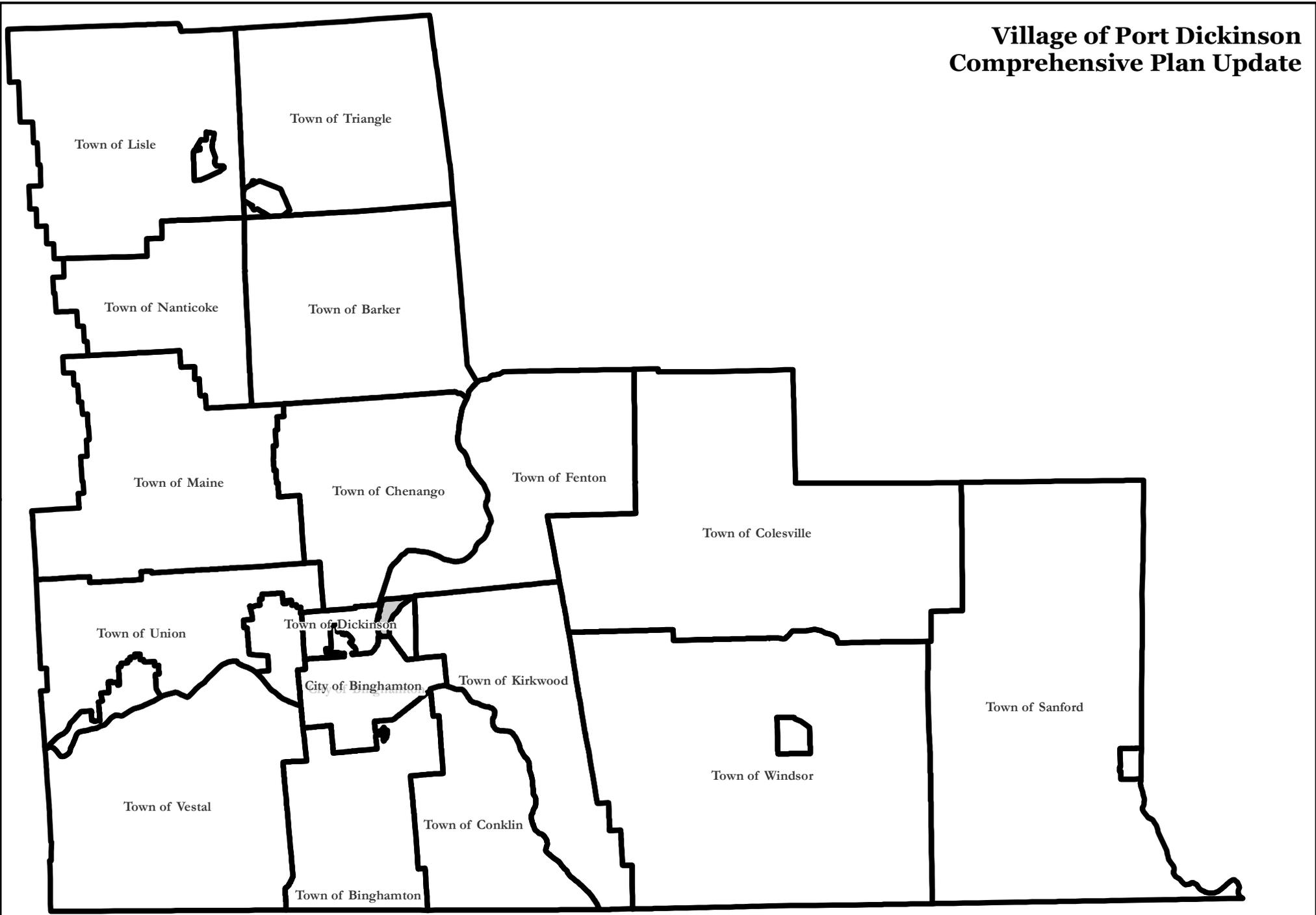
Development Standards for All Land Uses

- Consider making the development standards in the Schedule of Regulations for the PUD – Industrial District Remarks 14 through 26 (methods of collection, measure, and chemical analysis, noise, odor,

dust and dirt, parking, vibration, noxious gases, glare, radioactive materials, fire and safety hazards, open storage, smoke, and water pollution) under the heading of development standards applicable to all land uses. See Town of Kirkwood and City of Ithaca.

- See also Section 65-20 A. Noise.

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1 inch equals 4 miles

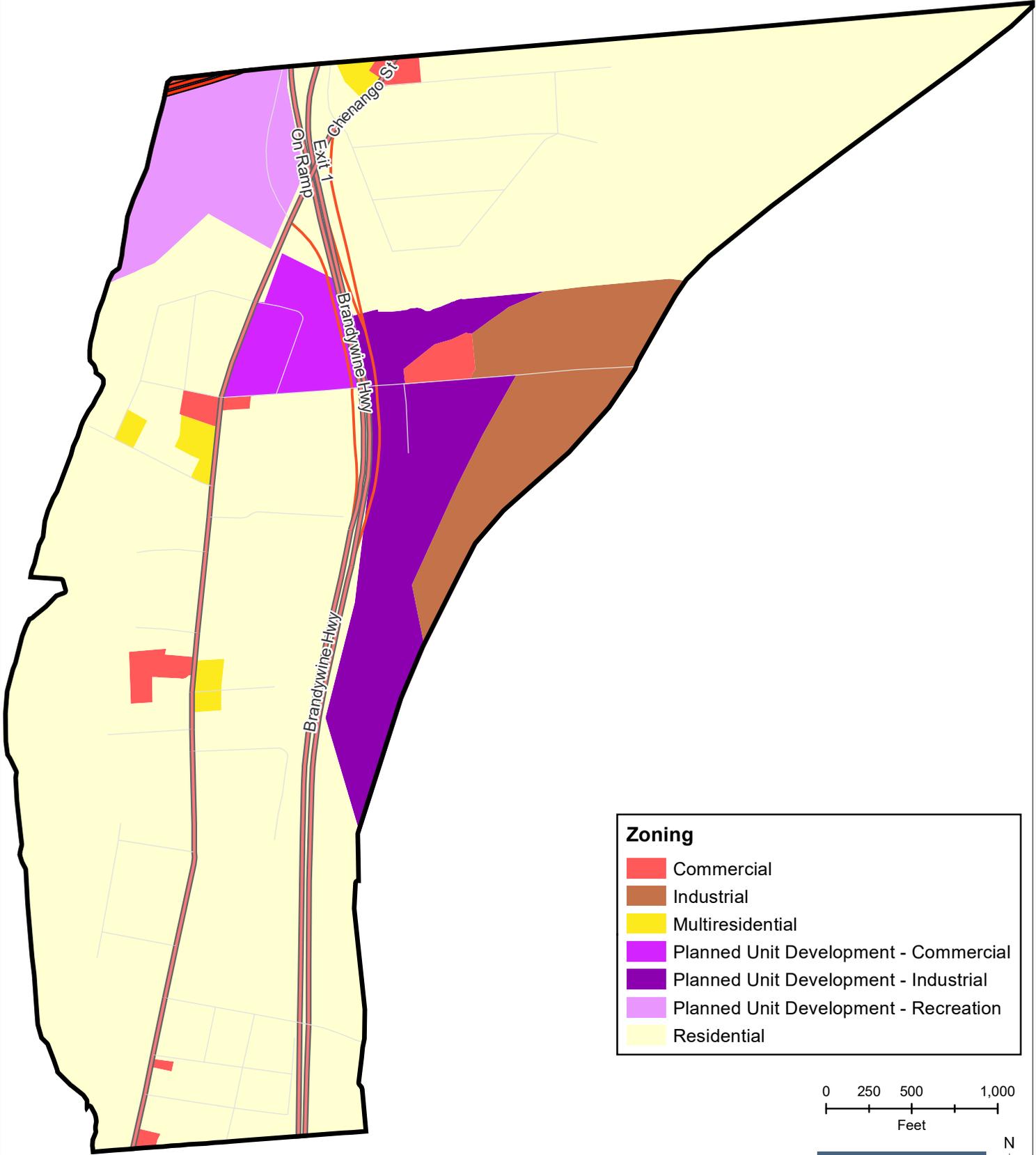


Legend

 Village of Port Dickinson

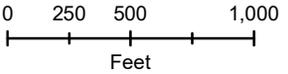


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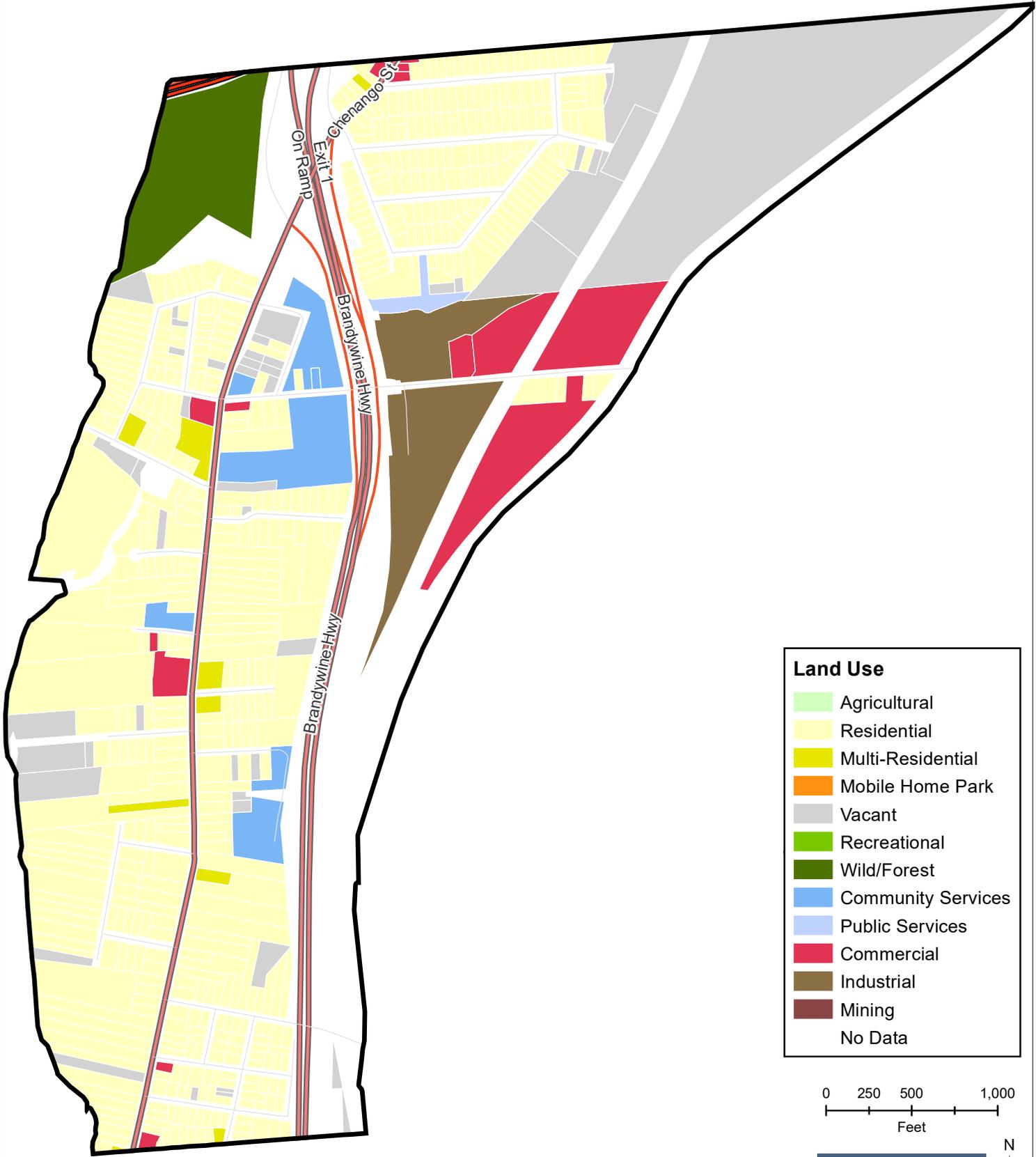
Zoning

- Commercial
- Industrial
- Multiresidential
- Planned Unit Development - Commercial
- Planned Unit Development - Industrial
- Planned Unit Development - Recreation
- Residential



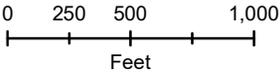
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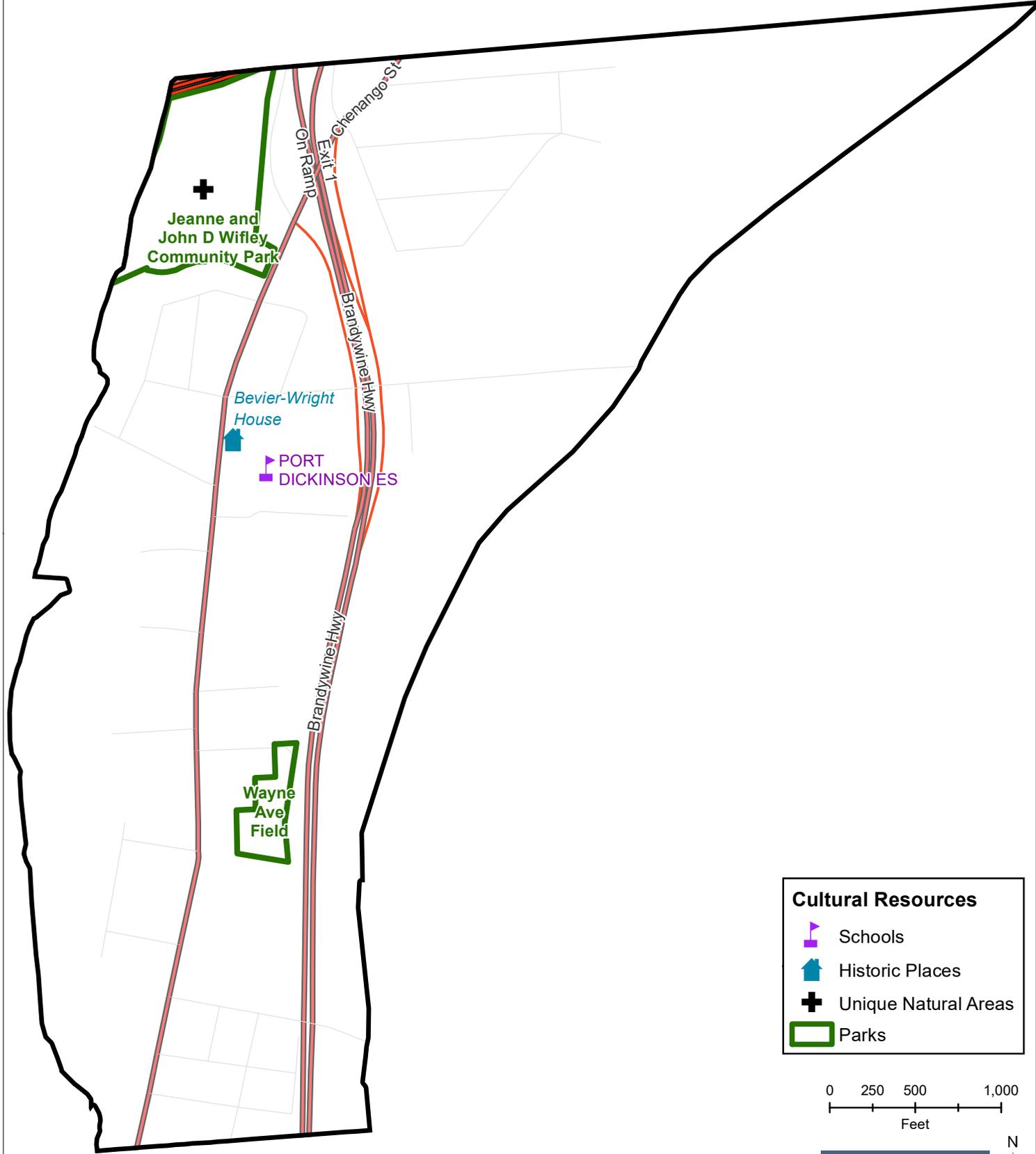
Land Use

- Agricultural
- Residential
- Multi-Residential
- Mobile Home Park
- Vacant
- Recreational
- Wild/Forest
- Community Services
- Public Services
- Commercial
- Industrial
- Mining
- No Data



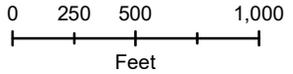
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Cultural Resources

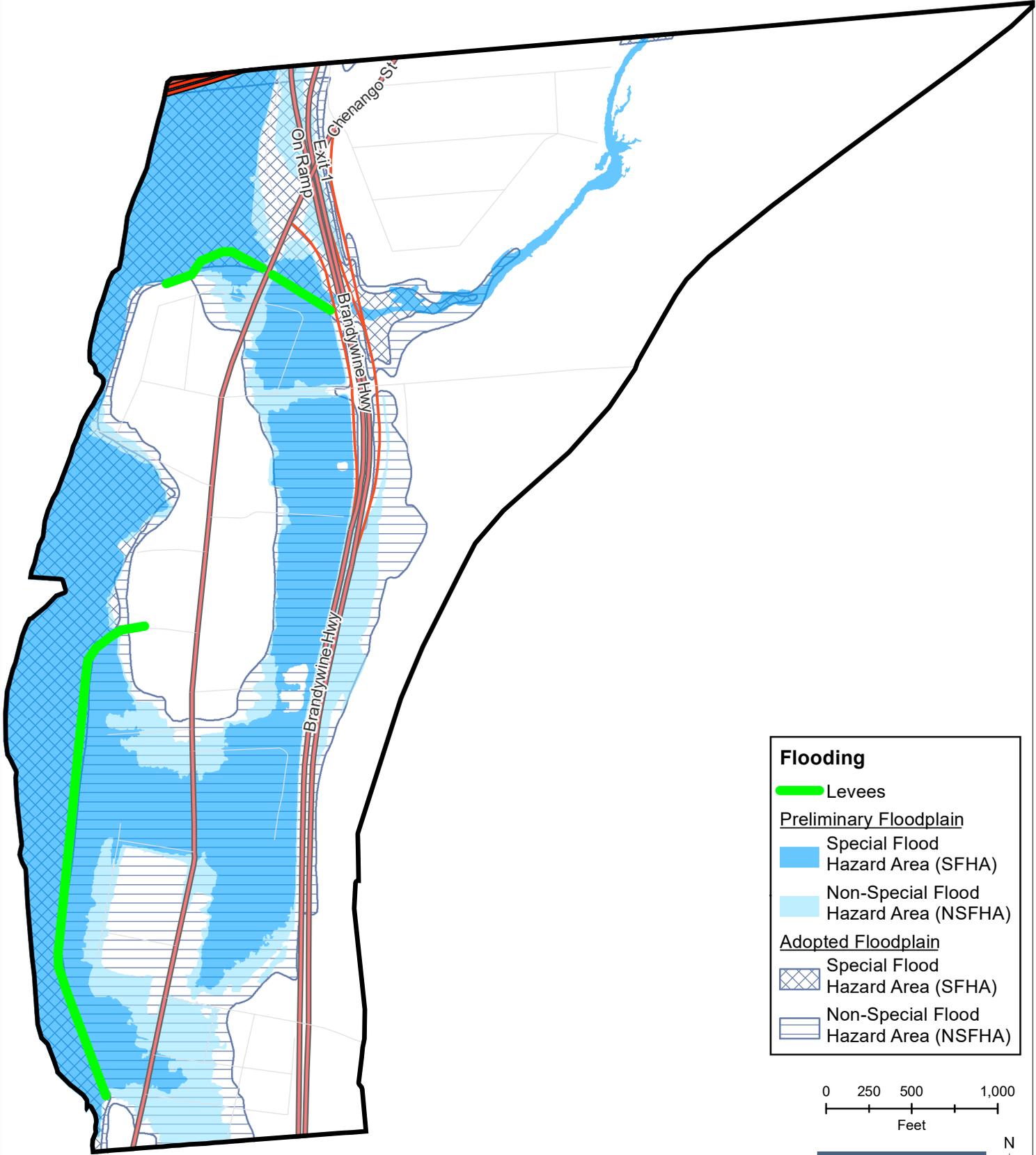
-  Schools
-  Historic Places
-  Unique Natural Areas
-  Parks



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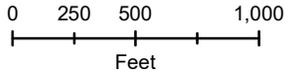


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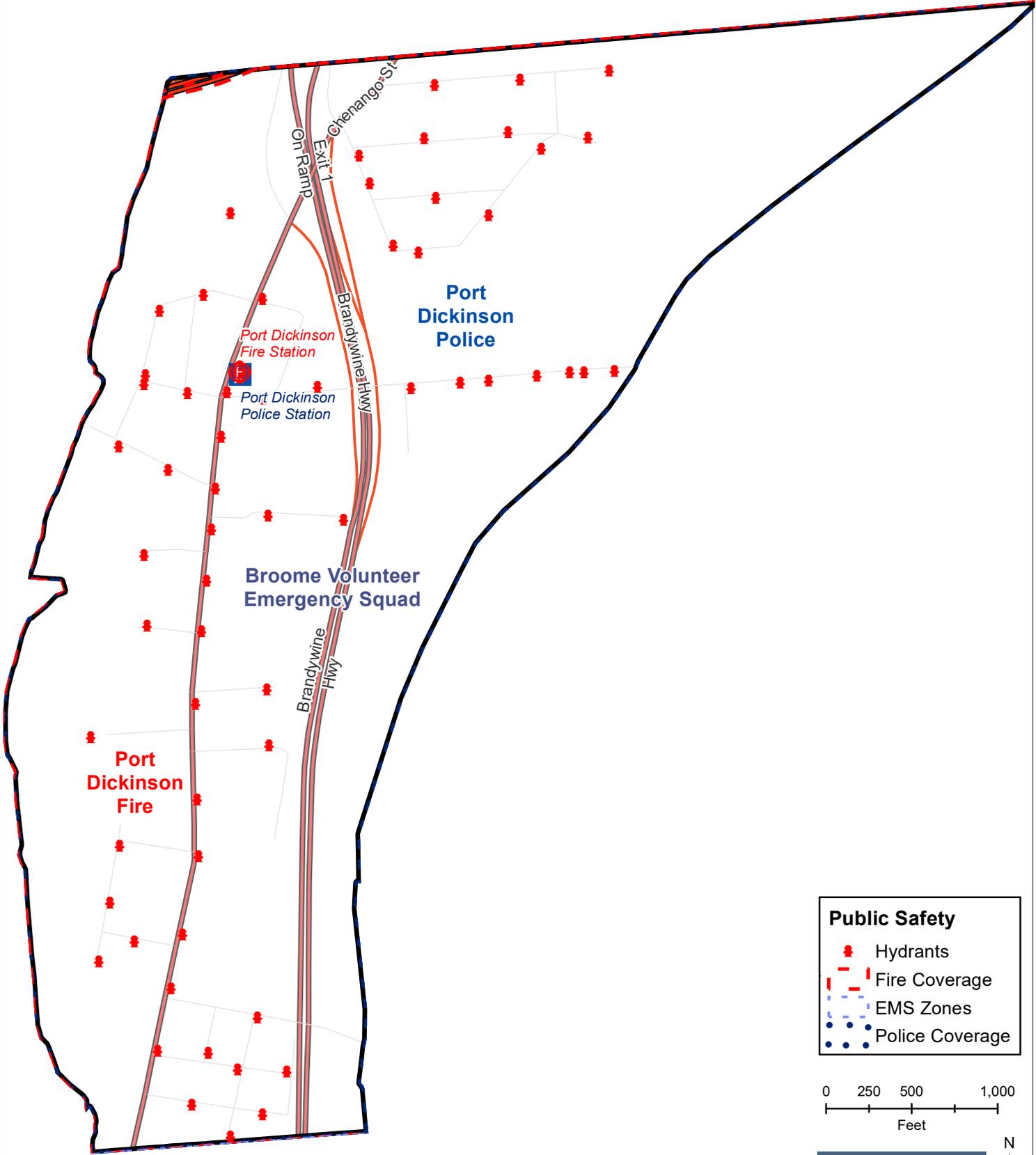
Flooding

- Levees
- Preliminary Floodplain**
 - Special Flood Hazard Area (SFHA)
 - Non-Special Flood Hazard Area (NSFHA)
- Adopted Floodplain**
 - Special Flood Hazard Area (SFHA)
 - Non-Special Flood Hazard Area (NSFHA)



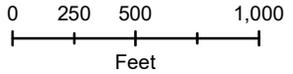
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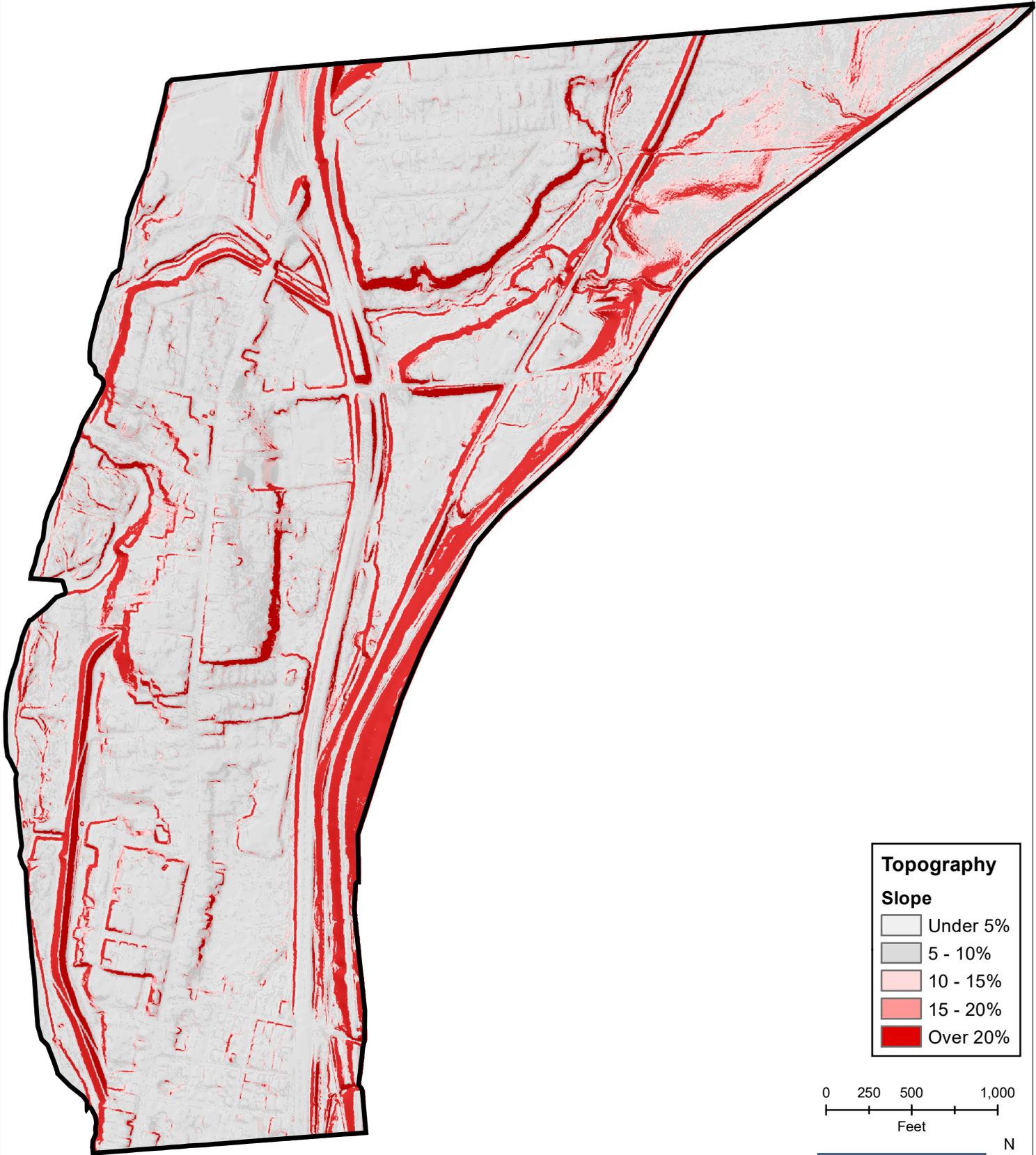
Public Safety

- Hydrants
- Fire Coverage
- EMS Zones
- Police Coverage



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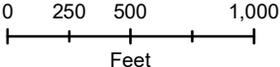
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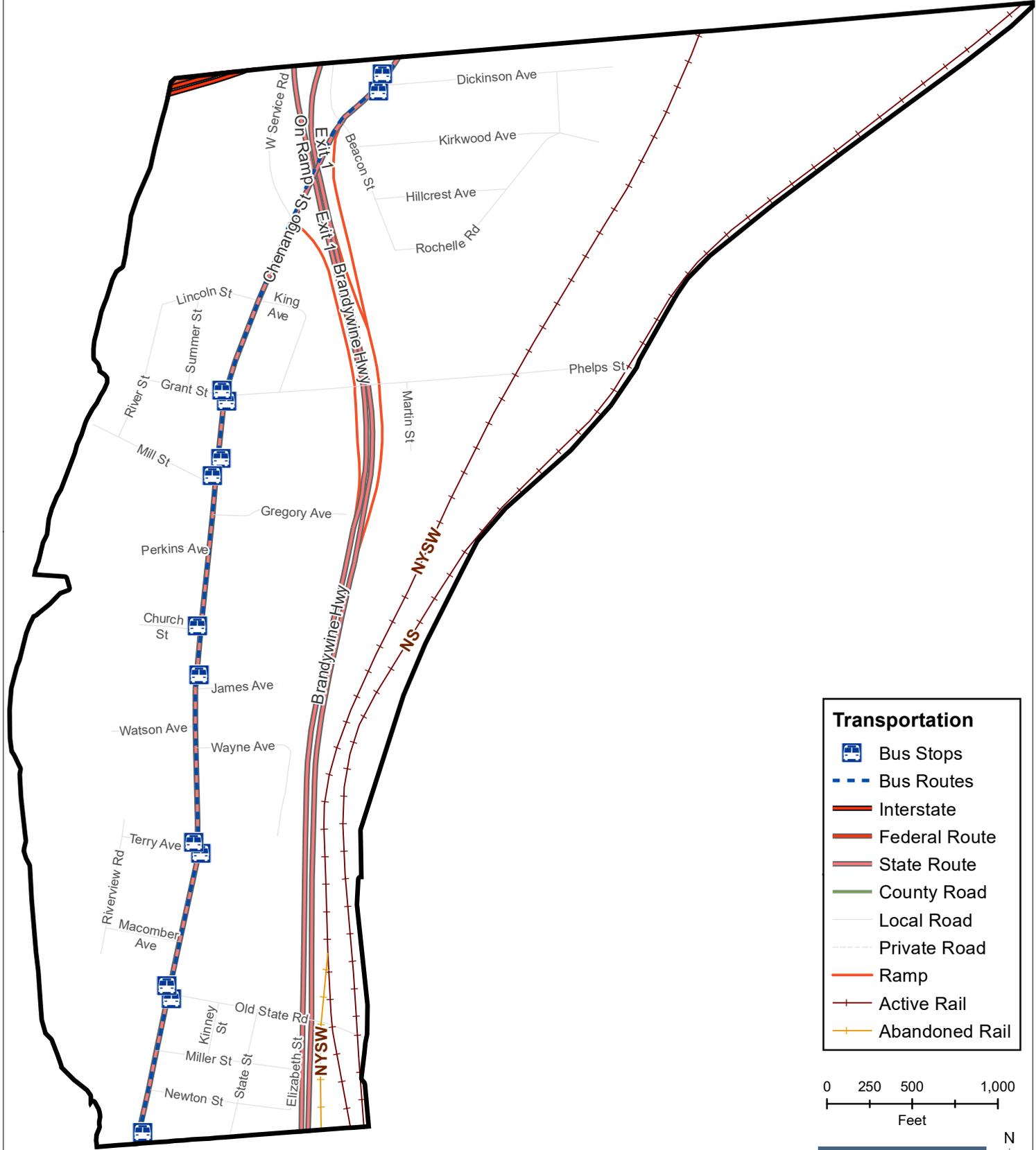
Topography

Slope

-  Under 5%
-  5 - 10%
-  10 - 15%
-  15 - 20%
-  Over 20%

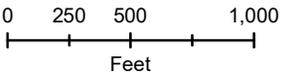


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Transportation

-  Bus Stops
-  Bus Routes
-  Interstate
-  Federal Route
-  State Route
-  County Road
-  Local Road
-  Private Road
-  Ramp
-  Active Rail
-  Abandoned Rail



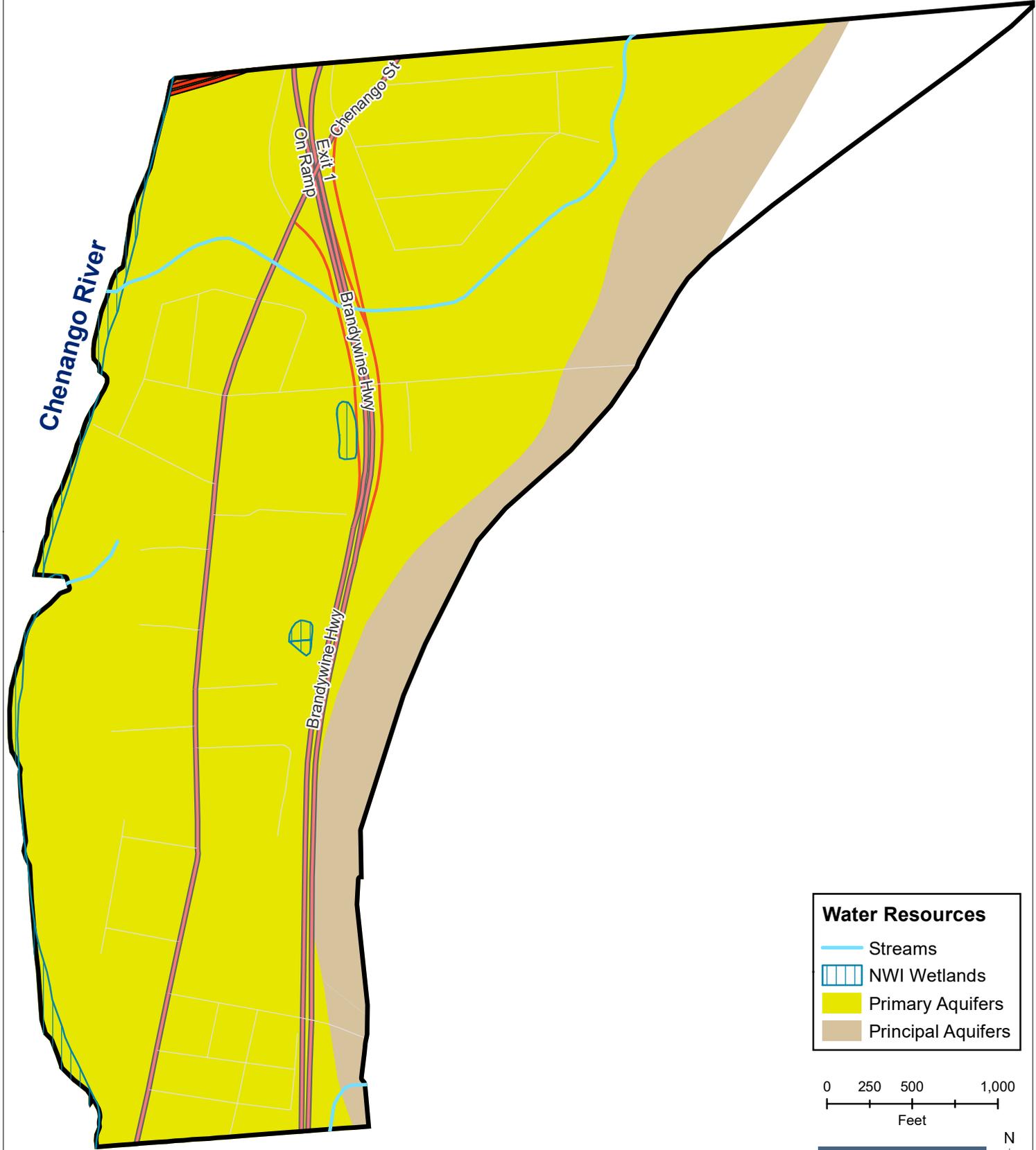
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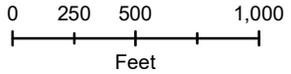


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Water Resources

- Streams
- NWI Wetlands
- Primary Aquifers
- Principal Aquifers



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