



Village of Liverpool, New York



Community Design Handbook

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Prepared by:



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1.0 INTRODUCTION

1.1 OVERVIEW

The intended purpose for this handbook is to link the Village of Liverpool's land use and development planning objectives, policies and regulations expressed through its Comprehensive Plan 2025, Zoning Ordinance and other community planning initiatives with evolving community design goals and objectives. This handbook provides additional project design and development guidelines and standards that must be consulted in order to create desirable visual characteristics for projects and places within Liverpool.

In order to convey some guidance

towards creating the vision for the future of Liverpool identified in its Comprehensive Plan, this handbook utilizes a mixture of text, photographs, diagrams, sketches and illustrations.

Two primary goals for this handbook are to

- 1.) Provide guidance on how to visually enhance what already exists in the community,
- 2.) Recommend design guidelines and standards for new forms of development and redevelopment of existing areas in Liverpool.

1.2 SUBJECTS

This handbook considers and addresses the following planning and design elements relative to existing and future land use in Liverpool:

- New Development Projects
- Infill Development Possibilities
- Redevelopment Possibilities
- Site Layout
- Building Orientation
- Building Design
- Architectural Styles and Materials
- Pedestrian Circulation
- Parking and Vehicular Circulation
- Landscape Design
- Streetscape Design
- Signage
- Project Design Review

1.3 TRENDS

Community design handbooks, or “pattern” books, are becoming more commonplace and complex as a local decision-making tool. Handbooks are being used more often, not only as guidance materials for local decision-makers but as a regulatory instrument to encourage, perhaps through incentives, or require through standards of development, the design of projects in communities of all sizes.

There are a number of trends which show the direction that handbooks and pattern books are taking.¹

- There is a trend in making the material contained in pattern books more explicit. The design guidelines they contain are becoming more specific and detailed.
- Guidelines are becoming more tailored. Neighborhoods and municipalities are realizing that the guidelines, not the review procedures, should be individualized.
- More often than not, the guidelines are voluntary and not mandatory. However, some communities are replacing this idea with requirements for review, thus making the guidelines mandatory as development standards.

- Design guidelines are being used as a tool for meeting and melding the objectives of private interests and public interests.
- Guidelines are ever more being used in combination with other public strategies to enhance the aesthetic and design character of communities.

1.4 IMPLICATIONS

The following design and development guidelines and standards of development shall be considered in all new development and significant redevelopment projects in the Village of

¹ APA 2006 pp.657-658

Liverpool. These guidelines and standards, where noted, address various forms of land use, including residential and non-residential development. This handbook, in combination with existing land use policies, strategies and other community planning initiatives will significantly enhance the quality of life for Village residents and visitors.

1.5 USE OF THIS HANDBOOK

The Village of Liverpool shall encourage the implementation of the design and development guidelines and standards presented in this handbook within the boundaries of the community. Design features that are encouraged as guidelines that are not considered

regulatory are identified separately from those design features that are considered to be standards and, therefore, regulatory. The distinction is apparent through the terminology using terms such as “shall” as standards that are to be considered mandatory compared to terms such as “should” considered as guidelines and therefore, voluntary.

The design and development guidelines presented in this handbook shall be considered in all new development and redevelopment projects subject to review under the Village’s zoning, subdivision, site plan review and special permit approval processes. Design and development considerations in this

handbook are incorporated into Chapter 136 of the Village Zoning Ordinance and Article XIV Site Plan and Special Permit Review process.

The content of this handbook is intended to be an evolutionary process and not remain stagnant. It is the Village’s intention to periodically review the contents of this document as land use and real estate market trends change and as specific design-related needs of the community are identified.

This handbook is designed to guide local officials, developers, planners, property owners and citizens in regard to project design and development. These guidelines and standards are based on a

vision for the community established in Liverpool's Comprehensive Plan 2025. Therefore, this handbook depicts this future vision of Liverpool in various formats including text, photos, sketches and other graphic illustrations.

This handbook is intended to spur creativity in community design in accordance with Liverpool's Comprehensive Plan. Design and development guidelines allow for flexibility in creativity or function. The guidelines enable the Village to achieve desirable design objectives through its site plan review process and other permitting and approval procedures. Standards are the minimal acceptable conditions from the perspective of the

community in meeting its land use goals and objectives.

This handbook addresses design and aesthetic issues in both the private and public realm. Both private property and properties considered to be within the public realm must be fully integrated from a design perspective to create a vibrant, aesthetically pleasing community.

1.6 THE PRIVATE REALM

What is the Private Realm?

The private realm refers to properties that are under the ownership of a private owner or entity. The private

realm includes privately owned parcels that exist beyond the established boundaries of the public right-of-way. Activities and opportunities that may include new development, infill development, and redevelopment projects that occur within the private realm must consider the guidelines and adhere to the standards in this handbook.

New Development

New development refers to developing a use on an undeveloped, vacant or substantially underutilized property that did not exist previously. It is not only a significant change in the use, but it is also a significant change in intensity and

density as well as the visual effect of a site.

Infill Development

Infill development refers to development of lots that are vacant or not fully developed in areas that are already built-up. Examples of infill projects are additions to residential lots, single-lot development, redevelopment of brownfields, or multi-parcel projects in city centers.²

There are many issues that need to be addressed when considering infill development. It is extremely important to consider existing zoning regulations,

the condition and capacities of existing infrastructure such as sewer and water, site acquisition and development financing, parking necessities, and community concerns.³ It is also important to take into account the existing conditions of the area, which includes neighborhood character, block patterns, connections (existing land use patterns including street networks, open space systems, etc.), and existing amenities, such as views.⁴

Redevelopment

Redevelopment refers to developing underutilized, blighted or depressed areas with new uses or uses that

previously existed in an area. Redevelopment may be needed to retain residents, create new employment opportunities, establish a sense of place and community, attract youth, and provide for growth. Recommendations for redevelopment include, but are not limited to,

- Creating a new, unique and realistic vision for redevelopment that will raise the expectations for the area and surrounding areas.
- Encouraging commercial developments by offering a unique and distinct environment.⁵
- Making the area an attractive place to live, work and play.

² APA 2006 pp.456

³ Ibid

⁴ Ibid

⁵ www.uli.org – Community Renewal, October 2004



- Generating incremental tax revenues to pay for the public investment and to seed further investment and development.
- Providing an attractive return to the private developer commensurate with the risk and effort.⁶
- Increasing local employment opportunities by providing new sites for commercial and business development.
- Constructing new residential opportunities via apartments, condos, and other forms of residential units.
- Building parks and recreational facilities on vacant or open space lands.
- Improving the traffic patterns in the area to decrease traffic hazards and congestion.
- Removing obsolete, substandard, and deteriorated buildings and clearing debris-strewn empty lots in the area.⁷
- Allowing business property owners to convert vacant commercial space to housing units.⁸
- Allowing developers and property owners to convert small vacant lots into single-family housing units.⁹

1.7 THE PUBLIC REALM

What is the Public Realm?

The public realm refers to the network of public spaces, buildings and properties not typically owned by private individuals or entities. These are areas and spaces normally considered to include streets, sidewalks, parks, squares and plazas that make up the common areas shared by citizens in a community as part of their daily activities.

The public realm is important from a community design perspective because it is under the more direct control and management of a municipality as

⁶ Ibid

⁷ Ibid

⁸ Ibid

⁹ Ibid



compared to private properties. However, areas within the public realm are often under the control of multiple jurisdictions or agencies.

1.8 GOALS AND OBJECTIVES

This handbook is intended to facilitate a more seamless integration between the public and private realms in order to create a unique identity for Liverpool, foster a greater sense of community and community pride, and establish a higher quality of life through community design.

Additional goals include supporting economic development and redevelopment of underutilized areas,

facilitating creation of a pedestrian-friendly, mixed-use development pattern and supporting implementation of local and regional Smart Growth planning policies and strategies.

These goals can be achieved through partnerships between the public and private sectors. Several key community design objectives are identified throughout this handbook. These include

1. Creating a unique character for the community that is based on Liverpool's history and heritage, natural and human resources, and geographic setting along Onondaga Lake.

2. Establishing a comfortable, safe, visually interesting pedestrian-friendly environment for residents and visitors that will sustain Liverpool's "walkability" by non-vehicular users, including pedestrians, bicyclists and transit patrons.
3. Providing areas of continuous visual interest that integrate open space, recreation, cultural activities and places for social interaction.
4. Creating visually appealing downtown neighborhoods with

high quality specialty retail shops, businesses and restaurants.

5. Stimulating greater economic development, investment and revitalization of downtown Liverpool.
6. Highlighting public use and civic areas that provide a greater sense of community, social interaction and permanence in the Village.

The following chapters of this handbook provide standards and information to be considered and implemented in the Village of Liverpool development projects.

1.9 AREAS OF APPLICABILITY

The contents of this handbook are intended to be applied to all areas throughout the Village of Liverpool. When specific areas are most appropriate for implementing certain guidelines and standards, those areas are identified.

1.10 RULES OF INTERPRETATION

In applying the guidelines and standards contained in this Handbook, the contents are to be considered the minimum expectations of the Village in achieving its community design goals and objectives. In keeping with the

Comprehensive Plan, the guidelines enable the Village to realize its vision as a premiere waterfront community. At the same time, they allow for flexibility in design and creativity in helping the Village reach its goals.

An Applicant may request a modification, relief or exception from any development guideline or standard and such modification, relief or exception may be approved by the Village Planning Board if it can be shown that the community's design and aesthetic goals and objectives as indicated in this handbook, the Village Comprehensive Plan, and local zoning and land use regulations are being met by the Applicant.

The following rules of interpreting the contents and terminology of this handbook apply.

- Terms, words and phrases such as “shall”, “will”, “must”, “is required”, etc. indicate standards which must be adhered to and/or implemented unless otherwise permitted by the Village.
- Terms, words and phrases such as “should”, “is encouraged”, “is desired”, “is recommended”, etc. indicate guidelines that are strongly encouraged to be implemented but are not considered mandatory.

- Terms, words and phrases such as “may”, “allowed”, etc. indicate permissible but not required actions.
- Terms, words and phrases such as “acceptable”, “satisfactory”, “adequate”, etc. indicate an acceptable approach to meet the intent of a standard or guideline, if an Applicant/Owner can demonstrate an inability to fully meet a recommended action due to site configuration, existing building elements, physical constraints, legal or regulatory constraints, or other constraints that may exist.

The guidelines and standards contained in this handbook are in addition to any

requirements by local codes and procedural requirements of the Village of Liverpool. The photos and illustrations used in this handbook are not intended to specifically illustrate details of how to meet local requirements but are presented as examples.

NOTE

The contents of this Handbook shall not be interpreted to override or supersede the requirements of other regulations and local laws in the event of a conflict in requirements or interpretation.

2.0 SITE PLANNING & SITE DESIGN

2.1 GOALS

Encouraging mixed-use development and the creation of specialty retail uses in downtown Liverpool are key ingredients to revitalizing the area. Mixed-use development encourages pedestrian activity and helps create and support neighborhoods that are vibrant and attractive, enhancing a community's quality of life and identity.

The following guidelines and standards apply to the entire Village and are particularly appropriate to infill

development and redevelopment within the four Business Districts and the Light Industrial District of the Village.

2.2 OBJECTIVES

A streetscape lined by buildings and streetside design features, promotes visual interest, particularly for pedestrians and provides for a safer, more comfortable walking environment in contrast to streetscapes consisting of large parking lots and vacant properties.

Buildings located near and along streets and close to street corners create pedestrian interest and mitigate the negative visual effects associated with

underutilized properties and large parking areas.

Site layout, including building orientation and parking lot location **must** consider the visual relationship of new/redeveloped buildings to the surrounding neighborhood. Building orientation, building use and location, the exterior building appearance, parking lot location and design, site landscaping, streetscaping, signage, lighting, accessibility of public spaces, and vehicular and pedestrian circulation **shall** be considered in the overall site planning, site design, and project review and approval process.

Building location and orientation on a site are significant design considerations that have a direct relationship to how the building looks and functions relative to its surroundings. Developers **shall** consider the location and orientation of buildings in regard to their overall visual impact on surrounding buildings and properties, public use areas, local streets and major public roadways.

New development or redevelopment **shall not** be visually intrusive on neighboring properties, obstruct views, create deep shadows or sharply contrast with the existing and/or desirable visual characteristics of various uses and areas in close proximity to development activity.

2.3 Mixed-Use

Mixed-use developments **are strongly encouraged** because they create a more “walkable” community, particularly along key roadways and in key downtown areas of Liverpool. Mixed-use developments are typically designed as pedestrian-oriented environments, at higher-densities than surrounding uses, and have an array of uses that allow citizens to live, work, play and shop in a single area.

There are typically three different types of mixed-use developments. These are vertical mixed-use buildings, horizontal

mixed-use buildings, or mixed-use walkable buildings.¹

Vertical mixed-use developments are appropriate to all business and the light industrial districts and contain many different uses within the same building. The lower floors usually contain public uses, such as street-level retail or commercial uses, while the upper floors usually contain private uses, such as residential units. However, these developments may also contain street-level retail with office/professional uses located above. These developments can include any number of different but

¹ APA 2006 pp.447-448

equally supportive uses within the same building.²

Horizontal mixed-use developments are appropriate to the B-4 and the light industrial districts and include single-use buildings (for example, individual buildings for commercial and residential uses) spread out within the development.³ This type of development may also be considered as multiple use areas.

Mixed-use "walkable" developments are a blend of the vertical and horizontal uses that are ideally within 0.25 miles, or easy walking distance of other uses,

destinations and activities.⁴ This type of mixed use is appropriate throughout the Village.

2.4 Specialty Retail

Specialty Retail typically refers to retail-oriented developments that include a wide variety of shops and services. Citizens are able to complete their daily shopping needs while also combining personal and leisure type activities. Specialty retail areas are designed to meet people's shopping needs, as well as their social and entertainment needs.

Successful specialty retail areas may include combinations of the following:⁵ Specialty retail may be an important component of a mixed use area. These areas may include:

- A mixture of retail and dining that are unique to the local market.
- Activity-based facilities such as a movie theaters, cinemas or sports-related venues.
- A pedestrian-oriented environment which includes public spaces for walking, social activity, sports and athletics, and public events.

² Ibid

³ Ibid

⁴ Ibid

⁵ APA 2006 pp.430

Specialty retail areas have unique characteristics and may be appropriate for planned unit development (PUD) in the Village. The land use, circulation patterns and spatial characteristics include⁶

- Higher than normal density
- Minimal or no building setbacks
- Mixed-uses including residences
- Limitations on curb-cuts for vehicle access
- On-street parking
- Hidden parking areas (parking lots to the rear or sides of the building or utilization of parking decks/municipal lots)

- Shared parking areas in order to promote walking to nearby venues.

These areas **should** be designed to contain and/or be contiguous to a variety of housing types and places of work in order for citizens to make the district part of their daily routine for various needs consisting of both short and long visits.⁷

There are at least six types of specialty retail areas:⁸

- *Festival Marketplaces*, which are leisure/tourist oriented and include a "tourism anchor" such as a museum,

aquarium, conference center or performing arts center.

- "*Lifestyle*" retail centers, where merchants are focused towards a small group of people, such as outdoor sports enthusiasts (i.e. fishing, rock climbing, hiking, etc.).
- *Activity-dominant* districts, which are focused towards a cinema or sports/concert/entertainment venue.
- *Food-market* related districts, which contain flea-markets and dining areas.
- *Strip center* tenant mix, which is designed like a "main street."
- *Education-supported* districts adjoining an educational campus.

⁶ Ibid

⁷ Ibid

⁸ Ibid

However, it is also possible to have combination districts or areas which combine any of the above uses. These have mixed-uses that promote walking, which includes being within walking distance of office and professional buildings as well as residences.⁹ An example of this would include cinema or sports venues, public park areas, residences and retail uses.

In Liverpool the downtown area is most conducive to establishing mixed use forms of development as a revitalization strategy. Mixed use development will promote greater pedestrian activity which is crucial to a vibrant downtown.

Liverpool **encourages** this form of development in those areas zoned as Business (B-1, B-2, B-3, B-4) and Light Industrial (LI).

As development and redevelopment occur within the Village, there are tremendous opportunities for creating high quality uses and venues within the community. The following guidelines and standards are intended to establish a higher quality of design and development that will make Liverpool unique among communities in the region.

2.5 STANDARDS AND GUIDELINES

2.6 Building Placement

- The orientation of new buildings and their rooflines **must** be compatible and consistent with existing or desirable development patterns in the neighborhood.
- The height, scale, massing and proportion of new buildings **must** be consistent with surrounding buildings on adjacent properties.
- Buildings **must** be oriented to maximize views of the fronts, not the sides or rear of the buildings from public roadways.

⁹ Ibid

- Views to and from Onondaga Lake and Onondaga Lake Park **must** be considered in building placement and design.
- Care **must** be taken to reduce or adequately screen undesirable views of large parking lots, service areas, outdoor storage facilities, utility areas, and delivery locations from surrounding streets and properties, particularly in residential areas.
- New buildings and parking areas **must** be oriented so as to provide for safe, distinctively separate and efficient circulation patterns among pedestrians, non-motorized and motorized vehicles.
- Buildings **should** face the street and be within 25 feet of the street curb or in-line with existing or established building setbacks. In some downtown areas zero setback along the public right-of-way boundary is appropriate.
- Buildings or the main portions of buildings **should** be located at the corner of a street intersection rather than parking areas.
- Off-street parking, loading and service areas **should** be located behind or to the side of the building, preferably the side farthest from an adjoining street. Parking **should not**

be provided at street corners in the downtown area.

2.7 Vehicular Circulation

A primary objective with regards to vehicular access and circulation is to maintain an acceptable level-of-service on roadways for safe and efficient traffic flow by limiting unnecessary turning movements, curb cuts (driveways), sightline problems, pedestrian conflicts and other potentially unsafe roadway conditions. Access management techniques **must** be considered to provide for safe, separated pedestrian circulation patterns in relation to vehicular movement.

New site entrances, curb cuts and driveways along major roadways **shall** be avoided as much as possible to eliminate additional turning movements that may cause further restrictions in traffic flow, decreased levels-of-service and most importantly unsafe pedestrian/vehicle conflicts. The following standards and guidelines have a direct bearing on defining the vehicular and pedestrian characteristics of an area.

Street Patterns

- A connected street system that provides residential access through neighborhood streets to the greatest extent possible **shall be encouraged**.

- New streets **shall be** interconnected in clearly discernable patterns consistent with the traditional grid or other street patterns of the Village wherever possible unless constrained by topography or other features.
- Street patterns **shall be** simple to provide the shortest and most direct routes to destinations.
- Curvilinear street patterns and cul-de-sacs generally increase construction and maintenance costs, gas consumption, and the amount of impervious areas of pavement and **shall be** avoided wherever possible. These uses **shall be** considered only

where natural or man-made conditions require their use.

- Street design and traffic calming measures, including reduced road widths, **shall be encouraged** to slow traffic in neighborhoods and areas of high pedestrian activity.

Driveways

- Site entrances and exits **shall be** clearly delineated and designed to provide for smooth traffic flow into and out of a site and within parking areas and **should** utilize curbing and landscaping to delineate traffic movement patterns.

- Driveways **shall** intersect adjoining roads at a right angle for maximum driver and pedestrian visibility and safety.
- Internal access to out-parcels **should** be provided over new ingress and egress points.
- Connecting parking lots and consolidating driveways for cross access of parcels is **encouraged** in commercial site design and layout.
- Restricting the number of driveways per lot to reduce potential traffic and pedestrian conflicts is **encouraged**.
- Locating access driveways away from intersections at the maximum distances possible is **encouraged**.
- Entrances and exits **should** be attractively designed, signed, landscaped, and well-maintained to better delineate driveways as access locations.
- Delineation of driveways in interior portions of sites **should** be accomplished using trees and other plant materials rather than bollards or other less attractive, man-made materials.
- Entrances to large residential and non-residential developments **should** have well-landscaped medians and tree-lined access roads for better delineation and appearance.

Parking Areas

- All surface parking **shall** be paved.
- Parking in front yards, excessively wide driveways and paved parking areas on public rights-of-way **shall not** be allowed unless otherwise permitted by the Village.
- Off-street parking areas that consolidate rear parking lots are **encouraged** as well as the use of shared driveways to limit the number of access points to a site or new curb

cuts that may otherwise be needed along major corridors.

- Internal circulation of shared parking areas and driveways **should be** clearly delineated by curbing, green areas and landscaping.
- Off-street parking areas **should be** screened from street frontages and adjoining residential properties by brick or stone masonry walls, black ornamental metal fencing, earthen berms, dense landscape plantings or combinations of these elements no less than four (4) feet or more than six (6) in height.

- Fencing of parking areas **shall be discouraged** in favor of more permanent, natural and durable screens unless fencing is of high quality and consistent with overall site design goals.
- Parking to the rear or sides of buildings **shall be encouraged** over parking areas between the building's front façade and major public roads.
- The design of large parking lots of more than twenty (20) spaces **should** include perimeter landscaping and landscaped islands at a ratio of approximately one island to each twenty spaces.

- Green space and landscaping **should be** provided between highway rights-of-way and parking areas where possible.
- Landscaped buffers and islands **should** consider the use of a variety of plant materials for visual appeal and year-round effect. Plant materials **should** include deciduous and evergreen trees, shrubs and/or perennial flowering plants.

2.8 Public Transit Stops

Transit stops should be integrated into mixed-use developments along major corridors for both function and design. These transit stops should be

conveniently located near major pedestrian areas and major building entrances and safely separated from vehicular traffic.

- Transit stops **must** be ADA compliant.
- Where practical bus stops **should be** located at or near building entrances and have identifiable architectural and site features.
- Transit stops **should** include basic pedestrian amenities including pedestrian scaled lighting, seating, trash receptacles, and durable

vandal-proof shelter from the weather.

- Materials and colors used in the construction of transit stops **should be** compatible with nearby adjacent development.
- Transit stops **should** provide a curb-side concrete pad for wheelchair loading and serve as a clear zone for passengers to avoid being splashed by passing vehicles.

2.9 Pedestrian Circulation

The benefits realized by creating a more “walkable” community include less

reliance on the automobile, decreased traffic congestion, a healthier citizenry, greater social interaction among neighbors and businesses, and a strengthened sense of community. The result will be residential neighborhoods and business areas that are not isolated from each other by major roadways or other physical constraints.

Sidewalks and Crosswalks

Land use along major corridors **must** support pedestrian and non-motorized activities. Therefore, it becomes very important that the design of new development and significant redevelopment projects that occurs along corridors create physical linkages between different adjoining land uses

via a continuous network of sidewalks and/or trails.

The design of new developments and redevelopment projects **must** provide for a safe and attractive pedestrian and non-motorized environment, including connections to existing or future sidewalks, trails and bike lanes. Street networks **shall be** designed to be pedestrian-friendly by providing adequate and safe separation of pedestrians and non-motorized means of transportation from vehicles.

- Sidewalks and granite curbs **shall be** provided along both sides of the public right-of-way of municipal streets wherever possible in the

Village. This is particularly important in high traffic commercial areas. Granite curbing **is required** unless otherwise approved by the Village.

- Sidewalks **shall be** constructed of concrete with a minimum width of five (5) feet. Widths of up to twelve feet or more may be appropriate in some high pedestrian traffic business areas, for example along First, Second and Oswego Streets.
- Sidewalks **should** provide landscaped areas between the street curb or paved shoulder of the road and the street side edge of the sidewalk (the verge), particularly in residential areas. This area may only

be paved as part of a streetscaping plan upon the approval of the Planning Board.

- Planting strips (green space or snow storage areas) of at least five feet in width where practical between the edge of pavement and the inside (roadside) edge of sidewalks **shall be** provided rather than paved asphalt or concrete surfaces, particularly in residential districts. This planting strip **may be** substituted for compatible pavement materials (bricks, cobblestone, etc.) in commercial and business districts.
- Sidewalks **shall be** provided at all new development or redevelopment

projects along major corridors, including business and residential districts, to connect to adjacent land uses and existing sidewalks.

- All sidewalks, pedestrian and non-motorized pathways **shall be** designed to be barrier-free and accessible to the public and meet federal, State and local ADA accessibility standards.
- Sidewalks outside the public right-of-way **shall be** provided at all new development or redevelopment projects as connections between the public sidewalk and primary entrances to non-residential buildings.

- Well-defined crosswalks to connect sidewalks along major roadways are of paramount importance for public safety. In most cases, crosswalks **shall be** defined by signage, painting and striping, but in some instances pavement materials, such as brick pavers, **may be** used upon approval from the permitting agency to identify high pedestrian use areas.

2.10 Public Spaces

The provision of public spaces and open space areas becomes an important social issue as land use density in developed areas increases. The need for public space and open spaces is

especially significant to the elderly and children.

Public spaces typically include parks, sidewalks, trails, plazas, atriums, courtyards, terraces, parking areas, and public gardens. Site design **shall consider** public areas that are not only available to the public but safe, comfortable and accessible to all citizens. Above all, public spaces **must be** useable since they contribute positively to an area by encouraging social interaction and promoting a sense of community.

- Small parks, pocket parks, and plazas **shall be** an important consideration in overall building and

site design as places for public gatherings and socializing, particularly at institutional sites such as municipal buildings, schools, libraries, meeting halls, etc.

- The design of public use areas **shall** consider views, climate, protection from weather extremes, solar angles, shade and shadow effects, public safety and security in order to be considered.
- The Village **encourages** the creation of gateway features, including appropriate landscaping and signage at key pedestrian and vehicular entrances into the Village including, but not limited to

Onondaga Lake Park, Onondaga Lake Parkway, Oswego Street, Old Liverpool Road, First Street, Second Street, Vine Street and Tulip Street.

2.11 Maintenance

Continual maintenance and upkeep of buildings and grounds is necessary to realize the full potential and benefits of good site and building design. The selection of materials during site and building design **must** consider their maintenance requirements as perhaps one of the most important phases in the design and site plan approval process.

- Materials **shall** be selected for their longevity, durability and ease of

maintenance as well as their appearance.

- For their detailed site and building design, developers **shall consider** and avoid design configurations and features that result in accumulation of debris, leaves, trash, dirt and rubbish or other long-term maintenance problems.
- Building facades and landscaped grounds **shall be** maintained, repaired and replaced, if necessary, on a regular, seasonal basis. Maintenance requirements **shall** include removal and replacement of dead or diseased plant materials on an annual basis.

- To provide continual maintenance of buildings and grounds the Village **strongly encourages** the creation of homeowner and condominium associations, business improvement districts, and similar established organizations and groups particularly as part of planned unit developments (PUD) and other large scale projects.



Figure 2-1 Development scenario in the B-1 District along First Street, note building styles and placement.



Figure 2-2 First Street mixed-use development based on zero setbacks and build-to lines.



Figure 2-3 Development in the B-1 and B-2 Districts showing pedestrian connections to Onondaga Lake.



Figure 2-4 Public transit along First Street will encourage support of business and residential uses.



Figure 2-5 Possible development scenario in the LI District showing mixed-use office and business uses.



Figure 2-7 Traffic calming measures such as raised crosswalks are necessary for safe pedestrian areas.



Figure 2-9 Pedestrian streetscapes need to include places for relaxation and social interaction.



Figure 2-6 This scale of building development and public spaces is encouraged in the B-2 District.



Figure 2-8 Public art is an important design element in pedestrian environments to add visual interest.



Figure 2-10 Buildings placed at street corners are effective in creating a pedestrian-friendly downtown.



Figure 2-11 Buildings near the street with attractive streetscapes enhance the pedestrian experience.



Figure 2-13 Roundabouts are effective in managing vehicular and pedestrian circulation and may be suitable in the Village for traffic calming. (Dan Burden)



Figure 2-15 Transit stops should be integrated into new developments to provide shelter from the elements in a well-designed setting. (Dan Burden)



Figure 2-12 Buildings that use traditional materials present a sense of permanence in a community.



Figure 2-14 The area between the sidewalk and curb (the verge) should be paved in high traffic areas, but need to be well maintained.



Figure 2-16 Mixed-use Development Scenario for First Street in Downtown Liverpool

This development scenario could take place along First Street in Liverpool as a mixed-use Planned Unit Development (PUD) or as individually constructed buildings. Note that buildings are contemporary in style, but contain traditional architectural features including cornices at rooftops and consistent proportions for windows and doorways. Building heights vary although all contain three floors. The front facades face the street with zero setbacks and alternating buildings and features project outwards or are recessed from the street. Streetscaping and amenities are pedestrian in scale.

3.0 BUILDING DESIGN

3.1 GOALS

The design of new buildings in Liverpool shall emphasize longevity and a sense of permanence in the community. This is most easily accomplished by the use of traditional building materials such as brick, concrete and stone particularly for commercial uses and community-oriented (civic) buildings that are long-lasting, attractive and easily maintained.

Also, the placement of a building has a direct effect on the visual quality of a neighborhood. A building's setback and any encroachment into the public right-of-way and its design have a significant

effect on the spatial qualities of a street and potential uses of the building.

Building design shall be based on traditional architectural styles and avoid ultra modern or contemporary styles which overly exhibit current design trends that may be short-lived and out of character with desirable styles already developed in Liverpool. Non-traditional and overly ornate building styles may look outdated in just a few short years after their construction. In building design, compatibly mixing new materials with traditional styles is desirable and encouraged. The use of "green" or LEED-certified building design is also desirable and encouraged.

3.2 DEFINITIONS

Neo-traditional Single or Two Family Style (see Photo 3-16) – A single or two- family structure that typically includes a front porch with sidewalks to the street and an attached or detached garage. The detached garage is located to the rear of the house and may contain living space above the garage for family member use only. The attached garage is located to the rear of the house and may be accessed by an alleyway or driveway.

Brownstone Style (see Photo 3-17) – An attached single family structure that

shares a common wall with other single family structures containing outside entrances or unit entrances from a common entryway and an attached or detached garage. The detached garage is located to the rear of the structure. The attached garage is located to the rear of the structure, is not visible from the front lot line, and may be accessed by an alleyway or driveway. Typically brownstones are considered to be constructed of brick or stone.

Townhouse Style (see Photo 3-18) –

A two or three story residential structure containing dwelling units with different residential amenities found on each level and which is connected by one or more walls to a series of similar units, usually

sharing the same street frontage.

Willow Barn (see Photo 3-19 to 3-23)

– Unique to the Village of Liverpool are Willow Barns, which were used during the nineteenth and twentieth century to help serve the local willow weaving industry. The Comprehensive Plan supports preserving, and where historically appropriate, recreating these unique structures consistent with the neighborhood’s context and character. Based on local research, characteristics of Willow Barns include:

1. End elevation square side to side and plate.
2. Side dimension 1/3 larger than end

3. Roof slope 6x12 to 12x12 with 12” – 8” overhang
4. Corner boards & verge board
5. Eave trim board & verge board (board under rake trim board)
6. Windows upper and lower (both sides) 6’ x 6’ double hung
7. Jam easing 3”-4”
8. Head easing 5”-6” with drip cap
9. Second story willow entry door with no apparent symmetry
10. Wood siding horizontal board (nominal width 6”)

Setback – A setback is the distance a building façade is located from the property line, usually expressed as a minimum or maximum distance in feet.

Setback requirements are identified in the zoning ordinance.

Encroachment – Encroachment is the distance that a portion of a building, such as a staircase, bay window, or porch can extend out from the property line or facade of a building into the setback or public right-of-way.

Zero Setback – A zero setback is the placement of a building on the property line, thus creating a sense of comfort and enclosure for pedestrians. This type of setback is most appropriate for mixed-use buildings with commercial, retail or office uses on the ground floor and residential or office uses above. A zero setback is most appropriate for

buildings that front First Street and Second Street and connecting streets between the two in the Downtown area.

3.3 STANDARDS AND GUIDELINES

3.4 Building Placement

- Buildings **shall be** built to the property line (zero setback) along First Street wherever practicable although front facades may project outward or be recessed from other nearby buildings.
- No portion of the ground floor front façade of buildings along First Street **shall be** farther than three (3) feet from the property line. This allows

for pilasters and other building façade features including building projections and recesses without encroachment into the public right-of-way.

- Upper floor projections of buildings, such as balconies and other architectural features **shall require** a permit for encroachment into the public right-of-way.

3.5 Building Design and Features

The following criteria are intended to promote creativity and variety in design compatible with and complementary to traditional design elements and architectural principles already

established in Liverpool. These principles are intended to encourage creative design solutions that will result in projects with an attractive and almost timeless visual appearance.

Large-scale, mixed-use projects including residential, professional office, commercial, light industrial and institutional uses **must be** compatible in scale and character with nearby developments, particularly other non-mixed use residences.

- Building styles and materials that complement neighborhood character and design objectives, particularly where residential uses are nearby, shall be favored over corporate,

franchise-style architecture.

- The floor to floor height of the first story of new mixed-use buildings **shall be** at least fifteen (15) feet to accommodate retail uses, whether or not that is their immediate intended purpose.
- All building facades visible from public streets, public areas and residential neighborhoods **shall** have features of suitable scale and utilize construction materials that integrate consistently and compatibly with the visual characteristics of surrounding areas.

- The rear facades of buildings that are visible from public streets and public viewpoints **shall have** a finished quality, utilizing materials and colors that are consistent with the remainder of the building.
- Public spaces **shall be** integrated into the design of large-scale non-residential developments where public use is expected or encouraged. These spaces may include seating areas, courtyards, gardens and plazas. This is especially true for institutional uses and large-scale businesses that are open to the public.

- Loading and delivery areas, outdoor storage facilities/areas, trash collection areas and employee parking areas **shall** incorporate suitable site and landscaping features. These areas **shall not be** located in full public view of major roadways and residential areas.
- Landscaping features **shall** include appropriately-sized deciduous and evergreen plant materials to mitigate the effects from year-round public exposure of utilities, fencing, lighting and noise.
- A top cornice line, parapet wall, belt course or intermediate cornice, pilasters and/or columns and

prominent and/or recessed entrances **are strongly encouraged** building design elements for new structures.

- Traditional architectural styles exhibited in the Village **are encouraged** over highly ornate and/or ultra modern styles.
- The use of drive-thru design **is discouraged** throughout the Village.
- Peaked roofs with varied rooflines **are appropriate** for some non-residential buildings to mimic nearby residential areas and characteristics.

- The minimum height of mixed-use buildings **is encouraged** to be two stories.
- Contemporary interpretations of historic features and patterns **are acceptable**.

3.6 Building Materials

- Materials **shall have** desirable architectural character and quality.
- Materials **shall be** selected for harmony and compatibility in color and texture with adjoining buildings. Brick, native stone, stone, concrete, plaster and high quality wood trim products and treatments **are**

encouraged over the use of metal or similar non-traditional materials as primary building materials.

- Buildings **shall** make use of the same materials, or those that are architecturally harmonious and visually compatible, for all building walls and exterior building components that are either wholly or partly visible from major roadways.
- Materials **shall be** considered for their durable quality, longevity and ease of maintenance. Inappropriate use of materials, for which they are not intended, and non-typical construction practices in their installation **shall be** avoided.

- Front and side building façade materials **shall be** of subtle colors and low reflectance to prevent glare. Colors that are classic and traditional in appearance, neutral, timeless, and of earthen tones **shall be encouraged** over non-traditional, bright or neon colors.

- Combinations of the following materials **are encouraged** and/or **acceptable** in the design of new buildings fronting major streets:

- New or used face brick
- Masonry
- Terra cotta
- Cut stone and/or cast stone

- Textured and/or decorative concrete
- Stucco/exterior plaster (only acceptable if smooth troweled and used for upper stories)
- Wood and metal cornices, door and window frames
- Stone, brick and formed concrete for cornices and pilasters
- Clear un-tinted glass for windows

3.7 Windows and Doors

- Building components such as windows and doors **shall be** compatible in scale and proportion to one another and to desirable

patterns already established within the Village.

- A well-designed building entrance **shall be** visible from the street and be the focal point of the building's front façade. Recessed entrances **are encouraged** particularly when such entrances add to the overall appearance of the façade.
- Building entries **shall be** accessible at grade and located along the street front.
- Street addresses at building entries **shall be** clearly displayed with numbers that are a minimum of three (3) inches high. Numbers

greater than ten (10) inches **will be** considered under the Village's sign regulations.

- Colors for framing doors, windows and other features **shall be** harmonious with other building elements.
- There **shall be** no long, blank, featureless building facades. Building wall appearance **shall be** enhanced with windows or other architectural design and/or landscape features such as recessed areas, projecting walls or well-landscaped with trees and shrubs in order to avoid monotony in design and appearance.

- Earth tone colors such as browns, tans, brick red, grays, terra cotta with suitable accent colors including white **should be** used in building design.
- The following materials **are prohibited** in the design of new buildings along major streets:
 - Rough stucco
 - Reflective, mirrored, tinted or opaque glass
 - Imitation stone or brick made of plastic, fiberglass and/or concrete
 - Rough sawn or natural unfinished wood

- Used brick with no fired face (previously used as interior bricks)
 - Plastic and fiberglass panels
- Garish building and accent colors **are prohibited**. The use of compatible accent colors is **encouraged**.

3.8 Utilities and Storage

Utility facilities and areas may include electrical and gas distribution facilities, transformers, meters and air-conditioning units. Utilities **may be** located at ground level or rooftops, but their visibility to the public **must be** minimized.

Storage areas include uses such as trash collection locations (dumpsters), loading and unloading docks and bays, services bays and outdoor storage areas or storage facilities/buildings. All utilities and storage areas **shall be** located at the rear of buildings and visually hidden from major roadways, residential uses, public streets and public view.

- Rooftop utilities **shall be** effectively hidden from the view of motorists, residents and pedestrians at street level.
- Rooftop screens **shall be** constructed from materials that are consistent in color and texture with

the building's primary exterior design materials.

- All gas and electric meters and other facilities **shall** either be incorporated internally into the structure or be of similar color and materials to the principal structure so as not to be visually distinct.
- Mechanical equipment or other utility hardware on the roof, ground level, or buildings themselves **shall be** screened from public view with materials that are harmonious and compatible with the building, or located in such a manner as not to be visible from residential uses, public areas, walkways and streets.

- Landscaping of potentially visible utility boxes located along major public rights-of-way **shall be** screened to the greatest extent possible using plant materials and landscaping while still allowing for access and maintenance.
- All accessory buildings (garages, sheds, storage buildings, etc.) and structures **shall be** compatible and/or consistent with the materials and colors of the principal building(s).
- High quality, decorative fencing, plant materials and/or masonry materials **shall be** used to screen trash disposal and collection areas

(dumpsters) and other outdoor storage areas from adjoining residential properties.

- The use of natural plant materials, including trees, shrubs and perennials **is encouraged** to screen ground level utilities and outdoor storage buildings and areas as part of an overall site landscaping plan.
- Private and public utilities **should be** buried underground wherever possible.

3.9 Residential Development

New single family residential development projects **shall be**

compatible in scale, form and mass with surrounding residential areas and adjacent uses. New infill residential development **shall be** sensitive to adjacent properties and not introduce housing styles that are inconsistent in patterns of development, scale, mass, form, or style with surrounding residential units or neighborhoods, unless such changes are desired by the community.

- If a single house design is used repeatedly, the use of varying materials, colors, window treatments and other design details **shall be** used to distinguish one unit from another.

- The orientation of new houses **shall** follow established patterns where either the fronts or sides of homes are seen from public areas.
- New housing development **shall** avoid consistent use of styles that emphasize garages as a visual focal point of a house's design.
- New development **shall** avoid to the greatest extent possible, visual monotony caused by long, straight lines of similar looking houses along a street.
- Houses that are identical in appearance, building elevation, floor plans, etc. **shall be discouraged** from locating on adjacent lots, or directly across the street from each other.
- Variation in roofline, roof features (peaks, dormers), porches, doors, windows and paint details **is encouraged**.
- New development **is encouraged** to use landscaping elements extensively to help distinguish housing units and neighborhoods.
- Landscaped entranceways into neighborhoods **are encouraged**.



Figure 3-1 Mixed-use building design can be contemporary and vary materials and styles.



Figure 3-3 Buildings at higher densities that mix uses create a pedestrian-friendly atmosphere.



Figure 3-5 A traditional downtown should integrate buildings of similar style and scale close to the street.



Figure 3-2 Two-story buildings should accommodate retail or business uses at ground level.



Figure 3-4 The use of brick with wood trim is a traditional building style that is encouraged.



Figure 3-6 This is a grocery store disguised as several separate buildings and uses.



Figure 3-7 Building features and public art create a visually interesting pedestrian atmosphere.



Figure 3-9 This type of residential style may be appropriate for downtown areas of Liverpool.



Figure 3-11 Building placement and sidewalk design are important when creating a walkable environment.



Figure 3-8 Properly scaled buildings like these in the B-1 and B-2 District with pedestrian areas can overlook Onondaga Lake and Onondaga Lake Park.



Figure 3-10 This style of residential design may be appropriate along Oswego Street and elsewhere.



Figure 3-12 Mixed-use buildings with recessed upper floors reduces a building's mass.



Figure 3-13 Unique building design and use of building materials help create an attractive environment that is desired for the Village.



Figure 3-15 Higher density design for two-family or multi-family housing may be appropriate in some areas of the Village.



Figure 3-17 The use of brick and traditional materials makes this “brownstone” style home appropriate for some areas of the Village.



Figure 3-14 Infill residential development should be consistent with the existing character of the Village.



Figure 3-16 This housing style is preferred for two-family homes within the Village.



Figure 3-18 Although all design elements illustrated in this photo may not be appropriate to the Village three-story single-family town homes can provide density in downtown Liverpool to support local business activity. The variety and use of materials makes a dramatic statement and provides a memorable identity.



Figure 3-19 Restored Willow Barn used as a garage.



Figure 3-21 Restored Willow Barn used as a garage.



Figure 3-20 Restored Willow Barn used as a garage next to a non-restored Willow Barn. (Barn structures are not attached.)



Figure 3-22 Restored Willow Barn used as a museum at the Gleason Manson.

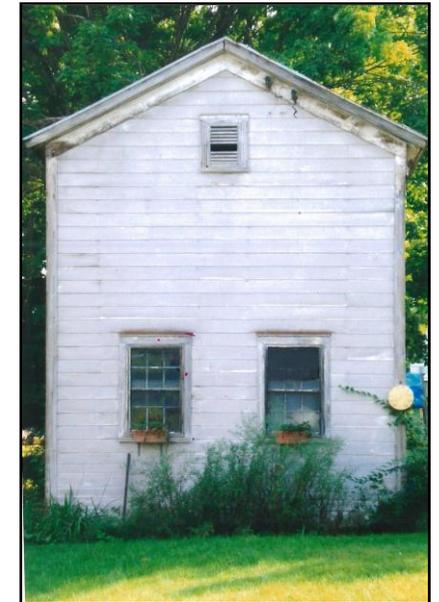


Figure 3-23 Profile of Willow Barn.

4.0 STREET DESIGN

4.1 GOALS

The Village, through its Comprehensive Plan and other planning initiatives encourages creating a more walkable, pedestrian-friendly community than presently exists in Liverpool. This is most achievable in areas where new development is occurring or is likely to occur based on present zoning and where redevelopment is envisioned as desirable.

Becoming a more pedestrian-oriented community can be achieved through changes in both the public and private realms. Streets throughout the Village should be designed as the principal

public spaces of the community and appropriately scaled to the pedestrian.

The following guidelines and standards encourage the development of a continuous network of interconnected streets, sidewalks, bike lanes and pedestrian (non-motorized) pathways that link neighborhoods and key destinations in the community. These guidelines and standards encourage the development of safe and attractive environments for pedestrians, bicyclists, and other non-motorized means of travel in Liverpool.

4.2 STANDARDS AND GUIDELINES

4.3 Street Trees & Pedestrian Amenities

Street trees, streetscape furnishings and pedestrian amenities **must be** considered as part of an integrated, well-conceived street design and streetscaping plan along major road corridors within the Village. A streetscape plan **shall** at a minimum include street trees, for shade and comfort, and street lighting for safety and security.

The placement of any materials within the public right-of-way **requires** the permission and approval of any

jurisdictional agency with authority over the right-of-way which may include the State and/or County Department of Transportation or others.

In the event that plant or other streetscaping materials cannot be placed within the public right-of-way, the placement of trees, plant materials and furnishings (for example, benches, planters, lighting) may be possible alongside the public right-of-way with the support and permission of the private property owner. The placement of materials and amenities outside of the public right-of-way could be part of an overall development or redevelopment project undertaken by

either the public or private sector or in partnership with one another.

- The provision of streetside amenities **shall be** encouraged along all pedestrian sidewalks where possible. This includes the placement of suitable species of street trees, pedestrian lighting, landscape plant materials, benches, etc.
- Trees, shrubs, flowers or other materials **shall not** restrict views of or from pedestrian areas or cause the creation of any potentially unsafe situations.
- In addition to sidewalks, new development and redevelopment

projects **shall**, if necessary, consider the use of trees and/or other vertical design elements just outside the public right-of-way (lampposts, plant materials, etc.). The use of these materials is intended to create effective physical and visual buffers between sidewalks, vehicular traffic and parking areas as well as a means to better define the edges of the public right-of-way.

- The planting of street trees **shall be** a long-term objective throughout the Village with a consistent appearance and in the use of tree species and spacing inside or outside the public right-of-way.

- Tree species with root growth habits that do not cause damage to pavements, sewer, water lines or other infrastructure **shall** be selected.
- Street side trees **should be** planted at 15 to 30 feet intervals for a continuous canopy and no closer than approximately 5 feet from sidewalks, approximately 5 feet from streets, and approximately 8 feet from driveways or as otherwise established by local jurisdictions.
- Acceptable street side tree species include, but are not limited to the following:

Where space may be limited

- Flowering crabapple
- Hedge maple
- Callery or similar pear
- Thornless honey locust
- Hawthorn
- Eastern hophornbeam
- American hornbeam
- Upright European hornbeam
- Eastern redbud
- Serviceberry
- Amur maple
- Paperback maple

Where more space allows

- Little-leaf linden
- Northern hackberry
- Ginkgo

- Black tupelo
- Upright English oak
- Green ash

4.4 Street Furniture and Accessories

- Street furniture and accessories **shall not** result in damage or have the potential to damage the public streetscape or block pedestrian access or visibility.
- Accessory features **shall be** located within the first three (3) feet of the façade and generally range in height between 18 to 30 inches.

- Street furniture and accessories **shall be** made of durable materials. Plastics and treated wood **are discouraged**.
- Planters, public art and other accessories can enhance a building's front façade, soften the streetscape and **may be** located in front of a building.

4.5 Lighting

Lighting objectives are different for motorists and pedestrians. High intensity lighting mounted on poles of considerable height is meant to illuminate roadways for safe vehicular

travel. However, lighting intended for motorists may create an uncomfortable or undesirable pedestrian atmosphere. The following information is provided in addition to other lighting regulations within the Village. See page 4-17 for acceptable lighting fixtures.

Lighting in pedestrian areas **shall** include low-angle pedestrian-scale lampposts that illuminate full color spectrum light for more realistic nighttime colors and prevention of glare.

Lighting features **shall** complement building design and be consistent in appearance throughout a development site. However, as with the use of other

design elements, creativity in design **shall be encouraged**.

- Illumination **shall be** consistent with neighborhood ambient light levels and accepted industry standards such as those of the Illuminating Engineering Society of North America (IESNA).
- Lighting fixtures **shall be** shielded and direct light downward in most applications to limit the amount of light escaping off-site except in situations where low level lighting is used specifically to highlight landscape features, buildings and pedestrian walkways.

- Exterior lighting **shall be** considered as part of the design concept for a building and site. Light fixtures, standards, and all exposed accessories **shall be** harmonious to a building's design and not result in undesirable lighting off-site.
- Adequate lighting **shall be** provided for safety and security reasons and incorporated into the site and building design process.
- Floodlights, the use of other high intensity lighting as well as moving, blinking and strobe lighting **shall be strongly discouraged**.

- Vandal resistant light fixtures **shall be** used to the greatest extent practical.
- Lighting elements in pedestrian areas as part of site design **shall be** pedestrian-scale, typically 12 to 15 feet in height, made of durable metal and vandal-proof materials and ornamental, but not overly ornate in appearance.
- Any ornamental lighting used in site design and in view of the public right-of-way **shall be** consistent in style and street lighting patterns acceptable to the Village's design objectives.

Lighting **should be** used to enhance landscaping, building features and textures, pedestrian areas, public spaces, building entrances and site entry points.

4.6 Signage

The location, size, design, materials and lighting of signs **shall be** considered as an important part of a site's overall design. Signage **shall** enhance a building's architecture and complement a site in terms of its consistency with building scale and architectural styles.

Signs **shall not** appear as an afterthought to a building or site's design or be visually dominant and

shall be consistent with other local codes and ordinances. The following is provided in addition to other sign regulations in the Village.

- Sign size **must be** consistent with the Village's Zoning Ordinance requirements.
- Signs **shall** complement their surroundings and convey its message clearly and simply. Signs **shall be** weather and vandal proof to the greatest extent practical.
- Ground-based signs **shall be** well-landscaped and maintained using plant materials of suitable scale, numbers and form.

- Roof-mounted signs **are prohibited.**
- Freestanding signs **shall** incorporate the architectural style and character of the building(s) it identifies. Large-scale freestanding signs **are prohibited.**
- Signs **shall have** appropriate scale and proportion to a site and its use.
- Signs **shall be** designed as an integral part of the architectural features of the building.

- Sign height **shall be** proportional to local zoning districts and permitted uses.
- Wall signs incorporated into a building's façade **shall be** framed and limited to one sign for each side of the structure to prevent visual clutter.
- Colors and materials used for signs **shall be** consistent with primary building colors and materials.
- Lighting **shall be** adequate to enhance the sign's overall appearance.

- Intense lighting that produces glare or off-site impacts **is prohibited**.
- Exposed supports to stabilize signs, including wires and cables **are prohibited**.
- Only the business name, street address, building name and logo **shall be** allowed on an awning or canopy. No other advertising **shall be allowed**.
- Lettering **shall not** exceed 40% of the awning area.
- Wall signs or low-profile signs **are preferred** over pole-mounted or projecting signs.

- Neon tubing and other high intensity accent treatments **is not encouraged** in sign, façade or building design.

4.7 Landscape Design

Landscape design not only improves the appearance of a site, but also enhances both pedestrian and vehicular access and management. Plant materials and landscaping features, such as masonry walls, can serve to highlight points of entry to a site or a neighborhood as well as identify pedestrian and vehicular circulation routes.

Landscape designs often do not realize their full potential and effectiveness for a variety of reasons. Some of these reasons may include insufficient amount of landscaping materials, primarily plants; poorly designed landscape plans using incompatible or inappropriately sized materials; and a lack of adequate maintenance that may include irrigation or regular removal and replacement of dead or diseased plant materials.

- All new development and redevelopment **shall include** landscaping as part of the overall site design process. Landscaping **shall not** be an afterthought to site development or the building design

process, but integrated as a primary design consideration.

- Perimeter landscaping **shall be** provided along property lines where there is a change in land use, especially between non-residential uses and adjoining residential properties.
- Landscaping **should be** used to accentuate building entrances, pedestrian corridors and building features. Foundation plantings **should be** used around all buildings.
- Plant materials and man-made elements (brick pavers, concrete, etc.) **should be** used creatively to

delineate and highlight building and site entry points and serve to act as gateways into development areas, business and office parks, and residential neighborhoods.

- Landscaping **should be** used to define parking areas, vehicular and pedestrian circulation routes.
- The ground plane that abuts the public right-of-way **should be** paved with terrazzo, concrete pavers, concrete, stone, brick, tile or other high quality hardscape material acceptable to the Village. The use of asphalt and loose gravel materials **is** prohibited.

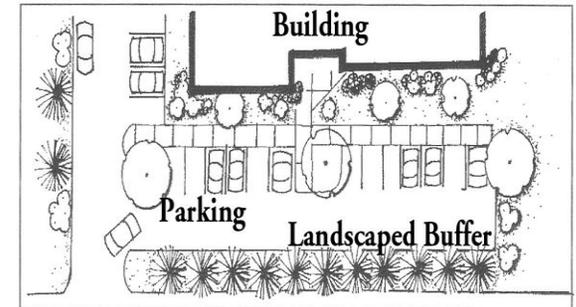
- The use of native plant materials **shall** take precedence over exotic or non-native plant species. Invasive plant species **shall not** be used.
- Year-round effectiveness of plantings **must be** considered and **shall** include a mix of deciduous and evergreen trees and shrubs.
- Landscape designs **shall** incorporate existing, desirable trees and shrubs found on site as much as practicable. In particular, healthy mature trees and vegetated areas **shall be** preserved and maintained to the greatest extent possible.

- Grading of a site **shall** blend in with existing contours of adjacent parcels and not result in abrupt changes in grade. Earthen berms, if used, **should not** appear overly engineered or linear, but have a more natural, non-linear, undulating appearance.
- Undisturbed natural areas that function as screens and buffers **are preferable** to new plantings.
- All plant materials **should be** sized to create an attractive appearance and effective visual screen within three years of installation. Trees and shrubs **should be** creatively

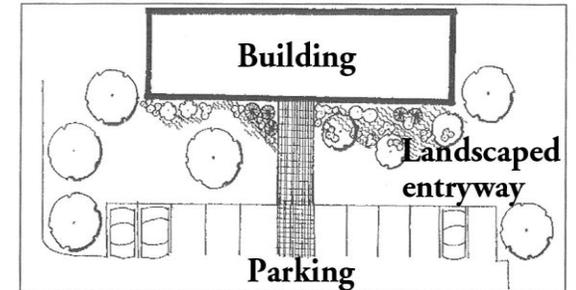
grouped together to form visual focal points of interest.

- Irrigation **is encouraged** to maintain plants in healthy condition.
- Excessive varieties of plant materials **should be** avoided in favor of creating an attractive, cohesive landscape design.
- Grading under the drip line of mature trees to be protected **is discouraged** to avoid soil compaction and root damage.
- Developers **are encouraged** to use the services of professional

landscape architects and landscape designers.



Landscaping should define parking and pedestrian areas.



Landscaping should accentuate building entrances.

4.7 Buffers and Screens

Physical buffers and visual screens between different, adjoining land uses are critical design elements that **shall be** utilized to reduce undesirable visual impacts. In developed areas, visual screens **may be** a combination of structural elements (walls) and non-structural natural elements (earthen berms and plant materials). The use of some types of wooden fencing (for example, stockade) and particularly those requiring regular maintenance, and chain link fencing along or in the immediate view of major roadways and public rights-of-way **shall be** avoided. The following information is provided in

addition to other buffer regulations in the Village.

- Structural screening walls **shall** appear as extensions of a building's design and repeat architectural features including building materials, textures and colors. For example, red brick buildings could use matching red brick materials if structural screening walls are used.
- Screening walls **shall not** be painted. Rather screening walls constructed of high quality, long lasting, but not necessarily high cost materials **are preferred**.

- Fences and railings **shall be** a minimum of thirty-six (36) inches and a maximum of forty-two (42) inches in height.
- All screening walls 50 feet or greater in length that are visible from major roadways **shall be** designed to minimize visual monotony through changes in height, material, texture and the use of plant materials.
- A combination of structural screens, such as low walls, and/or natural landscape plant materials **should be** provided where possible between parking lots and sidewalks or other pedestrian use areas.

- Fences, railings and walls **are discouraged** except to screen surface parking lots, vacant and unimproved lots, and to protect pedestrians against grade changes or other unsafe conditions.
- Solid walls, including seating walls, **shall be** a minimum of eighteen (18) inches and a maximum of thirty-two (32) inches in height. Seating walls **shall be** at least sixteen (16) inches in width at their top face.
- Dense landscaping and structural materials **shall be** used to screen unattractive views of outdoor storage areas, trash enclosures and ground level mechanical and electrical equipment.
- The appearance of security fencing **shall be** enhanced by landscaping along the fence line with evergreen and deciduous plant materials.
- Fences, railings and walls **shall be** constructed of metal, brick and stone. Plastic, chain link and wooden fences **are discouraged**.
- The use of chain link fencing as buffers and screens **is prohibited**.
- Berms, if used, shall be a minimum 36 inches high in combination with plantings and no greater than 1 foot vertical rise to a 3 foot horizontal run ratio and **should** appear as natural as possible.



Figure 4-1 Lighting, landscaping and street furniture (benches) should be well designed and integrated.



Figure 4-3 Signage should be landscaped and use similar materials to the principal buildings on site.



Figure 4-5 Landscape features provide visual interest and must be part of site design and development.



Figure 4-2 Enhanced streetscaping may be nothing more than some planters and flowers.



Figure 4-4 Plant materials and man-made materials like fencing soften the appearance of parking areas.



Figure 4-6 Landscaping and site design should utilize similar styles, features and materials found in the Village of Liverpool.



Figure 4-7 Streetscapes should include a variety of compatible plant and hardscape materials.



Figure 4-9 & 4-10 Lighting styles and streetscape materials should be consistent within the Village.



Figure 4-11 Maintaining open space areas in the Village is important to a waterfront community.



Figure 4-8 Streetscape materials and signage should be scaled to the pedestrian.



Figure 4-12 Cafes and other outdoor gathering areas are encouraged as part of lakefront development.



Figure 4-13 This type of sidewalk design is desirable with pedestrian amenities, such as street furniture.



Figure 4-14 Non-linear sidewalks can be desirable in creating a pleasing pedestrian experience.



Figure 4-15 Pedestrian crosswalks should be consistent with the sidewalk design in order to enhance pedestrian safety and calm traffic.



Figure 4-16 Landscaping along sidewalks should include evenly spaced trees consistent throughout the Village. Note the use of street trees which buffer the pedestrian from traffic. Also, on-street parking which creates an effective buffer for the pedestrian and creates a safe, walkable environment.

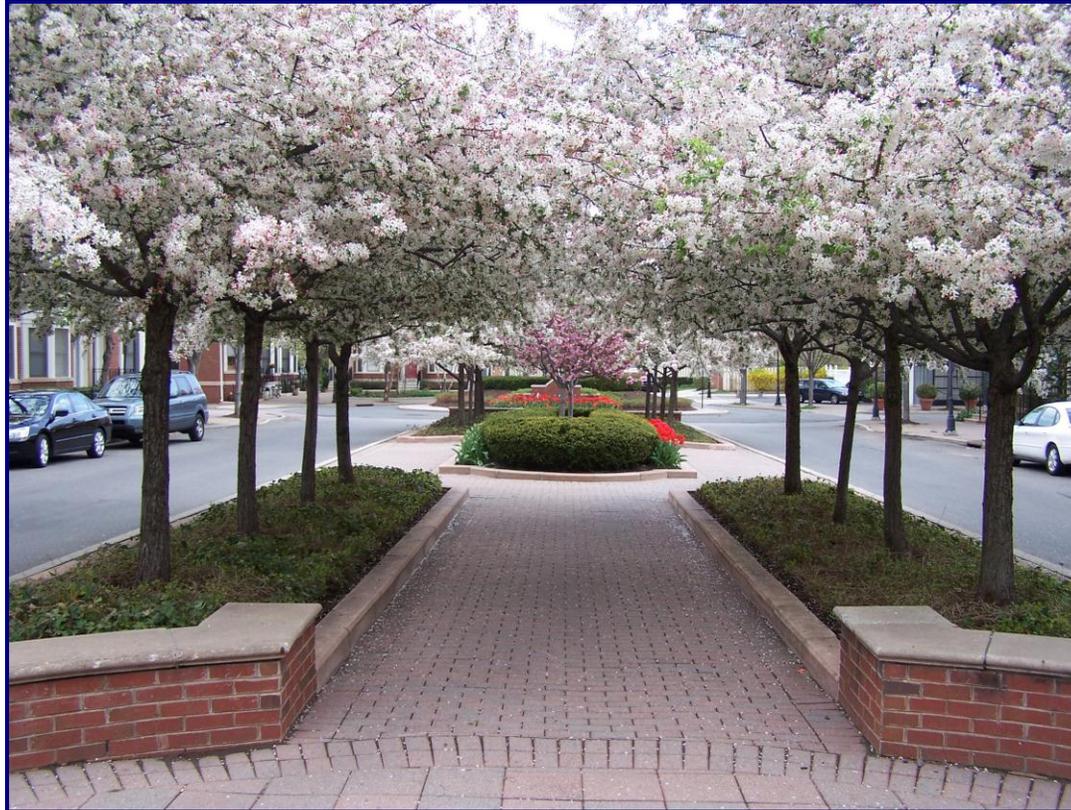
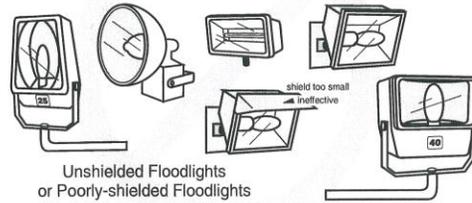


Figure 4-17 Landscaping and use of a median allows for traffic calming. The brick pattern creates balance and rhythm which is desirable for pedestrian use. This type of landscaping is desirable throughout the Village. Note the use of a median that is highly landscaped which calms traffic and encourages a pedestrian friendly and walkable environment. The use of brick and its pattern on the ground plane creates a rhythm for the pedestrian.

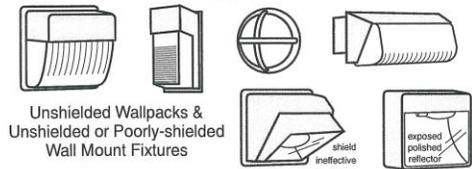
Examples of Acceptable / Unacceptable Lighting Fixtures

Unacceptable / Discouraged

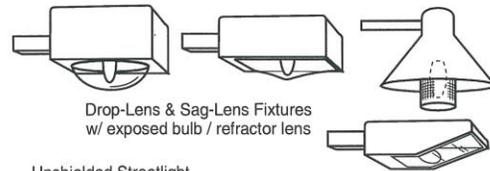
Fixtures that produce glare and light trespass



Unshielded Floodlights or Poorly-shielded Floodlights



Unshielded Wallpacks & Unshielded or Poorly-shielded Wall Mount Fixtures

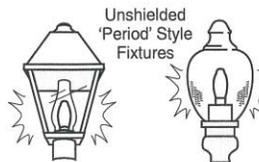


Drop-Lens & Sag-Lens Fixtures w/ exposed bulb / refractor lens

Unshielded Streetlight



Unshielded Security Light



Unshielded 'Period' Style Fixtures



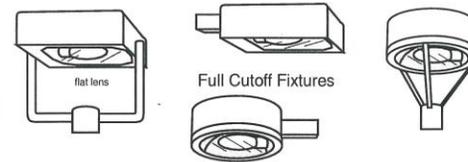
Unshielded PAR Floodlights



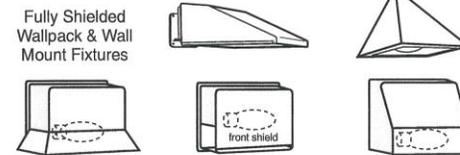
Drop-Lens Canopy Fixtures

Acceptable

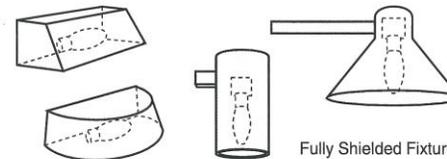
Fixtures that shield the light source to minimize glare and light trespass and to facilitate better vision at night



flat lens Full Cutoff Fixtures



Fully Shielded Wallpack & Wall Mount Fixtures



Fully Shielded Fixtures

Full Cutoff Streetlight



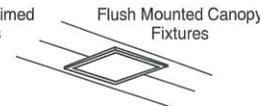
Fully Shielded Security Light



Fully Shielded 'Period' Style Fixtures bulb shielded in opaque top



Shielded / Properly-aimed PAR Floodlights



Flush Mounted Canopy Fixtures

BC 10/02

5.0 ADMINISTRATION

5.1 INTENT

The intended purpose for this handbook is to link the Village of Liverpool’s land use and development objectives, policies and regulations expressed in its Comprehensive Plan, Zoning Ordinance, Village Code and other local regulations with evolving community aesthetic and design goals. This handbook provides additional project design and development guidelines and standards that must be consulted during the Village’s Site Plan Approval and Special Permit processes as well as any

pertinent Supplemental Regulations contained in the Zoning Ordinance.

5.2 DESIGN REVIEW

Design Review is considered to be part of the Village of Liverpool site plan approval and special permit process. Design review is intended to protect the character of the Village and ensure that new development and significant redevelopment is compatible with surrounding neighborhoods without placing undue burden on an Applicant.

The Design Review process considers a range of design-related issues expressed throughout this handbook. Each issue

may appear to be insignificant by itself, but when considered in combination with other issues and elements of design the cumulative difference between good design and poor design can have profound effects on the aesthetic character of the community.

Design Review provides a number of direct benefits to the Village. These include:

- Enhancing community identity
- Protecting property values
- Promoting economic development

Under Community Design Review projects will be evaluated in three basic stages including:

1. Village review by the Code Enforcement Officer (CEO) who reviews the application for completeness and provides comments to the Planning Board possibly through the creation and recommendations of a Design Review Committee.

2. The Planning Board and/or Design Review Committee meets with the Applicant and in the case of the Committee forwards its comments with recommendations to the Village Planning Board.

3. The Village Planning Board considers the comments and

recommendations of Code Enforcement staff and the Design Review Committee if applicable, and testimony from the public, before rendering a final decision.

Details of each stage follows:

Stage 1. Schematic/Draft Plans

It is recommended that the Applicant informally meet with the CEO before completing any plans for the proposal. The Applicant should provide conceptual schematics of the proposal in an informal submission for preliminary review and comment.

The CEO staff may offer suggestions about particular issues or concerns that may be expressed during the formal review. These suggestions can be incorporated into draft plans early in the design process potentially saving the Applicant both time and money.

Once a complete application with draft plans is formally submitted and acceptable to the COE the proposal will be placed on the next scheduled Planning Board or Design Review Committee meeting agenda.

During its review of submitted draft plans the Planning Board, or Design Review Committee if applicable, will

consider site layout, landscaping, parking, driveways, circulation, signage, scale, materials, colors, styles and other design elements addressed in this handbook to determine how well the project fits in with surrounding uses and the community in general.

Stage 2. Draft Plans

The Design Review process is intended to fit efficiently into the Village’s existing development review procedures, including site plan and special permit applications to avoid unnecessary delays to the Applicant.

The Planning Board and/or Committee will judge the quality of the proposed project’s draft plans on behalf of those that may live, work and shop there in the future. The process allows for professional support from outside design consultants to insure that decisions are not arbitrary. This handbook allows for and encourages flexibility in design and does not require a specific style of architecture or design features. Illustrations provided in this handbook are intended to facilitate discussion.

In its review of a proposed project the Planning Board and/or Design Review Committee will be considering the

following types of questions relative to the project’s design.

- Will the project contribute to the overall quality of life in the Village and the quality of development in the community?
- Will the project fit in with the desirable character for the area and surrounding neighborhoods?
- Does the project incorporate basic principles of good design illustrated in the Community Design Handbook and the Village of Liverpool Comprehensive Plan?
- Does the project meet the requirements, expectations and

intent of the handbook in enhancing community design?

- Are special design features included in the project that will make it memorable and a source of community pride?
- Have features and materials been included that will be easily maintainable in years to come?
- Does the project reflect local heritage and contribute to community identity?
- Can the project be adequately served by the Village and local service providers?

The expectation is that projects that meet or attempt to meet the guidelines

and standards of the Village expressed in this handbook and in the Comprehensive Plan will pass through the Design Review process quickly.

Stage 3. Revisions and Final Plans

If applicable, the Design Review Committee recommends to approve a project or requires revisions, it so notifies the Applicant and Village Planning Board. The Village Planning Board considers all previous comments on the proposal and renders its final decision. The action and any conditions of approval are recorded in a Certificate of Appropriateness which will be sent to the Applicant.

If the approval is subject to conditions the Applicant must submit revised plans to the Planning Board that reflect these conditions as final plans. The Applicant is not required to go back to the Committee, unless specifically required to do so.

5.3 SUBMITTALS

The following information should be included in a submission for design review and approval. Many of these items may typically be required for site plan approval, special permits or buildings permits.

- A site plan at appropriate scale indicating existing and proposed buildings, lots lines, parking spaces, driveways, curbing materials, vehicle and pedestrian circulations and connections, landscaping, plant and hardscape materials, lighting and lighting fixtures, fencing, walls, sidewalks, signs and other materials relevant to project design that may be requested by the Planning Board and/or Design Review Committee. All information should be drawn to scale and show all relevant dimensions noting or illustrating exterior materials and information

used in building construction, landscaping and paving.

- Building elevation drawings for all four sides indicating design materials, colors, type of illumination fixtures and signs.
- Color photographs of the subject property shown in the context of adjoining properties within approximately 250 feet.
- Architectural or other sample materials including colors proposed and installation methods, as applicable.

- Conceptual building plans and drawings showing organization of building functions and spaces, building height, window fenestration, detailing, trim and façade materials.
- A brief written description of the project location, ownership information, proposed activity and uses.

5.4 DESIGN REVIEW COMMITTEE

The Design Review Committee, if established, may be comprised of three five (3-5) members appointed by the Board of Trustees. At least one member

should be a trained design professional. The Committee has three primary functions:

- To review development proposals in accordance with the Community Design Handbook.
- Advise the Village on evaluations and updates to the Community Design Handbook.
- To provide urban design expertise and advice on related aesthetic matters of importance to the community.

In reviewing a development proposal the Committee will recommend to the Planning Board to:

- Approve a project

- Approve a project with conditions
- Require redesign of a project

5.5 APPEAL

Decisions of the Committee and the Planning Board may be appealed to the Village Board of Trustees in accordance with Village procedures of appeal.

The Committee does not make decisions and determinations that are otherwise the responsibility and requirement of other Village boards such as re-zonings, special permits, conditional permits, variances, plan amendments, site plan approval or subdivisions.

5.6 PROJECTS SUBJECT TO REVIEW

Design review is required for:

- Major projects subject to permitting and site plan approval by the Village particularly within the mixed-use, business, and light industrial zoning districts
- Commercial buildings
- Professional offices
- Multi-family housing
- Planned Unit Developments
- Planned residential projects
- Public projects
- Exterior property alterations subject to issuance of a Building Permit

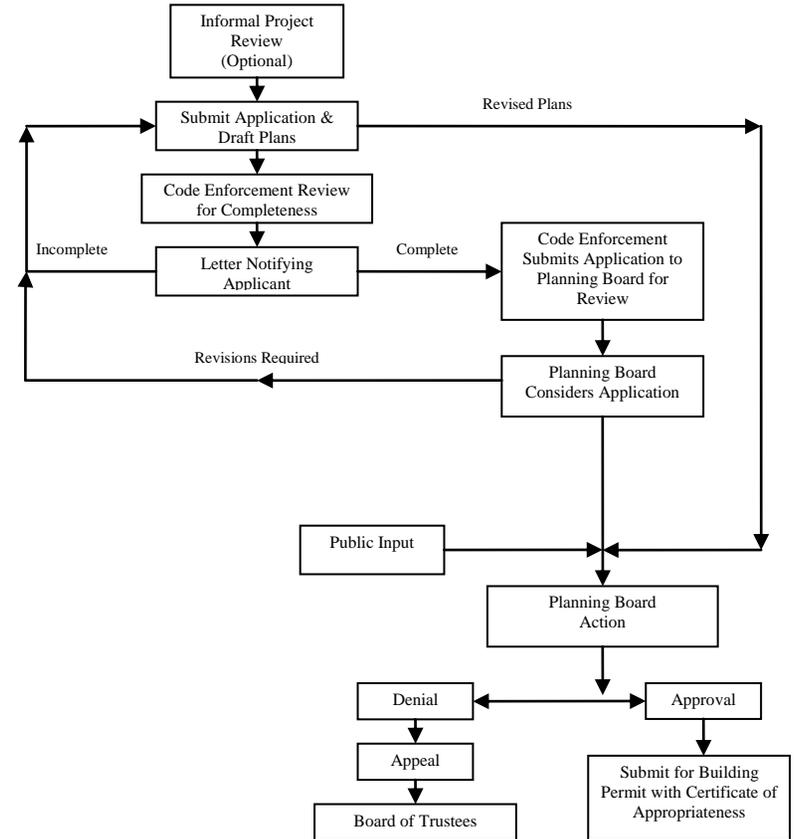
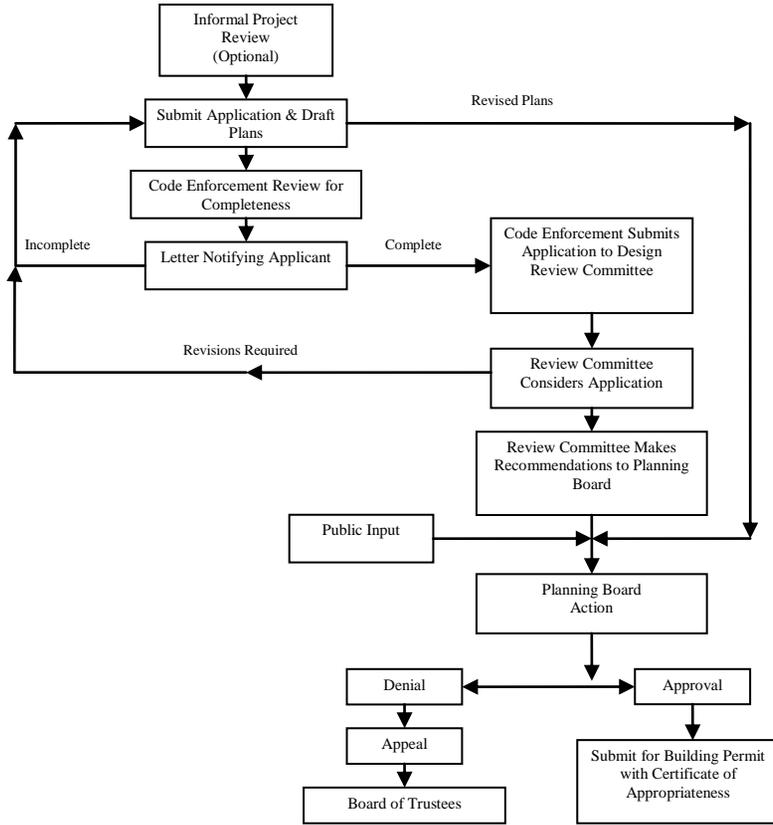
- Projects that require site plan approval or discretionary approvals

5.7 EXEMPT PROJECTS

One and two-family houses are exempt from design review. Also, normal exterior maintenance and repairs, as well as interior alterations, are exempt from design review for all types of buildings.

5.8 FEES

Design review is subject to a fee schedule charged to the Applicant as established by resolution of the Village Board of Trustees.



Design Review Process Alternatives