

# TOWN OF NEW LISBON COMPREHENSIVE PLAN

NEW LISBON, NEW YORK



PREPARED BY THE NEW LISBON COMPREHENSIVE PLAN COMMITTEE  
WITH PLANIT MAIN STREET, INC.

DRAFT

MAY 3, 2008



## VISION STATEMENT

In our Vision for the Town of New Lisbon in the future, our community character is preserved, civic pride sustained and quality of life enhanced. In the coming years, we carefully manage new growth and development while respecting private property rights in order to *protect* the integrity of our Town, its hamlet centers, small businesses, cultural & civic institutions, public parks, and our natural resources; *preserve* historic buildings, open space, a vibrant agricultural & farming community and scenic vistas to and from the Butternut Creek; *enhance* the provision of business services and access to telecommunications infrastructure; *provide* sustainable public infrastructure and services to meet growing community needs in a cost-effective manner; provide housing opportunities for a range of household incomes; and set quality design standards to ensure that new growth and redevelopment enriches our community aesthetics and is in harmony with the existing fabric of the Town of New Lisbon.

Comprehensive Plan Committee

## CHAPTER 12 PLAN IMPLEMENTATION

In order for this Comprehensive Plan to be effective, the Town of New Lisbon must actively apply the policies that are contained within the Plan. Furthermore, its Planning Board must use the Comprehensive Plan as a framework to guide their decisions with respect to the review of development proposals.

Certain recommendations contained herein will require the subsequent action of the Town Board in order to enact recommended revisions to the Subdivision Regulations, Site Plan Review Law and other land use regulations. Other actions such as the preservation of natural resources, transportation improvements, or the development of programs to support the historic preservation will require the collaboration between the Town, County, State and not-for-profit entities. These actions are outlined in implementation tables provided in this Chapter along with the party responsible for taking a leadership role in the implementation of the policy or program.

Each member of the Town Board and Planning Board should have a copy of this Comprehensive Plan. The Town Board may want to appoint a Comprehensive Plan subcommittee to spend time each month reviewing progress on the implementation of this Comprehensive Plan and coordinating efforts with other entities where necessary.

The following pages provide a summary of the major recommendations that are part of this Plan. The recommendations are organized under the broad topic areas as follows: Land Use Regulations, Natural Resource Protection, Transportation, Cultural, Recreational & Historic Resources, Community Facilities, Agricultural & Farmland Protection as well as Economic Development policies for New Lisbon.

For each subject there is a list of specific recommendations, along with an indication of when the recommendation should be implemented and the party responsible for ensuring that the recommendation is followed. The Implementation Plan table is useful in helping the Town Board to set priorities for the subsequent actions that will be necessary to implement this Comprehensive Plan.

Some recommendations should be implemented immediately including the recommended revisions to certain land use regulations. Other measures will be implemented in the “short-term” within two (2) years of adopting this Comprehensive Plan. There are still other recommendations that are “long-term” in nature - meaning they are anticipated to be completed over a 2-5 year timeframe. It is not reasonable to assume that all the recommendations contained herein will be implemented immediately. The implementation of the Plan is meant to be a process that will occur over a period of years. Setting priorities ensures the process will get underway.

**“IN ORDER FOR THIS COMPREHENSIVE PLAN TO BE EFFECTIVE, THE TOWN BOARD AND ITS PLANNING BOARD MUST ACTIVELY APPLY THE POLICIES THAT ARE CONTAINED WITHIN THE PLAN.”**

<b>Town of New Lisbon Comprehensive Plan Implementation Plan</b>				
<b>No.</b>	<b>Recommendations</b>	<b>Action</b>	<b>Priority</b>	<b>Responsibility</b>
<b>Natural Resource Protection</b>				
<b>1</b>	Direct development away from areas where slopes are greater than 15% (steep slopes) [Sections 5.2 & 5.10.1]	Policy	Immediate	Planning Board Town Board
<b>2</b>	Limit the maximum grade of new driveways to 15% and the maximum grade of new roads to 12% [Section 5.2 & 5.10.1].	Policy	Immediate	Planning Board Town Board
<b>3</b>	Educate the public about the importance of maintaining wellhead protection zones around their wells. [Sections 5.3 & 5.10.2].	Policy	Immediate	Planning Board Town Board
<b>4</b>	Enforce NYSDEC requirements to maintain a 100-foot setback between development and adjacent wetlands for watercourses [Section 5.3.2 & 10.2].	Policy	Immediate	Planning Board Town Board
<b>5</b>	Limit the development of buildings within the 100-year floodplain [Section 5.3.3 & 5.10.2].	Policy	Immediate	Planning Board Town Board
<b>6</b>	Encourage landowners to retain and restore riparian zones along the Butternut Creek or West Branch of the Otego Creek and to participate in the CREP grant program [Section 5.3.4 & 5.10.2].	Policy	Immediate	Planning Board Town Board
<b>7</b>	Require SWPPP in accordance with the NYSDEC State Pollution Discharge Elimination System (SPDES) general permit for commercial developments or major subdivision applications [Section 5.3.5 & 5.10.2].	Policy	Immediate	Planning Board Town Board
<b>8</b>	Require developers to design a reserve field into their septic system designs [Section 5.4].	Policy	Immediate	Planning Board Town Board
<b>9</b>	Situate homes in the vicinity of ridgelines back from the edge of the ridge on slopes of 15% or less and encourage retention of trees [Section 5.5].	Policy	Immediate	Planning Board Town Board
<b>10</b>	Protect night sky and limit light pollution through the use of down-lit lighting with horizontal cut-off lens [Section 5.6].	Policy	Immediate	Planning Board Town Board
<b>11</b>	Support invasive plant eradication efforts and aquatic invasive species eradication efforts [Section 5.7].	Policy	Immediate	Town Board OCCA
<b>12</b>	Encourage landowner participation in the NYSDEC Forestry Management Program and work with State to create a program for Sugar Bush [5.8].	Program	Short-term	Town Board AAC
<b>13</b>	Seek EPA Targeted Watershed Grant funds to conduct stream restoration projects and to develop Unpaved Road and Road Ditch Plan [Section 5.10].	Grant Application	Short-term	Town Board County Planning
<b>Immediate = 1 Year</b>		<b>Short-Term = 1-2 Years</b>		<b>Long-Term = 2-5 years</b>

<b>Town of New Lisbon Comprehensive Plan Implementation Plan</b>				
<b>No.</b>	<b>Recommendations</b>	<b>Type</b>	<b>Priority</b>	<b>Responsibility</b>
<b>Transportation</b>				
<b>14</b>	Require a <i>traffic impact study</i> by an independent engineer for any application involving an activity likely to generate more than five-hundred (500) trip-ends per day [Sections 6.3 & 6.12].	Policy	Immediate	Planning Board Town Board
<b>15</b>	Promote <i>traffic calming</i> through education, enforcement and engineering [Sections 6.4 & 6.12].	Policy	Immediate	Planning Board
<b>16</b>	<i>Require interconnection of streets</i> between subdivisions or easements that provide for future connection of streets [Sections 6.5 & 6.12].	Policy	Immediate	Planning Board Town Board
<b>17</b>	Encourage <i>joint access driveways</i> between adjacent commercial sites by requiring joint access agreements [Sections 6.6 & 6.12].	Policy	Immediate	Planning Board Town Board
<b>18</b>	Support the creation of a sidewalk system within the hamlet of Garrattsville to improve pedestrian safety [Section 6.7].	Policy	Immediate	Planning Board Town Board
<b>19</b>	Coordinate with County and State agencies to create new bikeways and trailways within the Town [Section 6.8].	Policy	Immediate	Planning Board Town Board
<b>20</b>	Maintain very-low volume road segments that have no year-round residences on a seasonal basis [Section 6.11].	Policy	Immediate	Town Board Highway Department
<b>21</b>	Enforce provisions of Local Law #2 of 2007 that limits construction of year-round residences on seasonal roads [Section 6.11].	Policy	Immediate	Town Board Highway Department
<b>22</b>	Ensure that sight distance for proposed driveways is sufficient to provide safe means of ingress and egress [Section 6.12].	Policy	Immediate	Town Board Highway Department
<b>23</b>	Explore the feasibility of using <i>aggregate surface roads</i> as an alternative to paving low-volume roads [Section 6.9].	Study	Short-term	Town Board Highway Department
<b>24</b>	Reach out to neighboring municipalities to determine support for a <i>Butternut Valley Scenic Byway</i> along NYS Route 51 [Section 6.10].	Intermunicipal Coordination	Short-term	Town Board OCCA/County
<b>25</b>	Secure grants through the EPA Targeted Watershed Grants program to fund a pilot program using <i>aggregate surface roads</i> as an alternative to paving low-volume roads [Section 6.9].	Grant Application	Long-term	Town Board Highway Department
<b>26</b>	Secure NYSDOT funding to develop a corridor management plan for a <i>Butternut Valley Scenic Byway</i> efforts [Section 6.10].	Grant Application	Long-term	Town Board OCCA/County
<b>Immediate = 1 Year                      Short-Term = 1-2 Years                      Long-Term = 2-5 years</b>				

Town of New Lisbon Comprehensive Plan Implementation Plan				
No.	Recommendations	Type	Priority	Responsibility
<b>Transportation</b>				
27	Coordinate with Otsego County to expand dial-a-bus services in the Town for Senior residents.	Capital Improvement	Long-term	Town Board Otsego County
28	Reserved			
<b>Cultural, Historic &amp; Recreational Resources</b>				
29	Use the Archeological Sensitivity Map as a guide in determining when an archeological survey should be required [Section 7.1].	Policy	Immediate	Planning Board
30	Support efforts by local landowners to preserve their historic buildings and the preservation of historic resources [Section 7.3].	Policy	Immediate	Town Board Town Historian
31	Support efforts to list eligible properties on the State and National Register of Historic Places [7.3].	Policy	Immediate	Town Board Town Historian
32	Support efforts by local landowners to preserve historic schoolhouses, barns and historic cemeteries by providing letters of support for grant applications to the State Office of PRHP [Section 7.3.1, 3.2, 3.3].	Policy	Immediate	Town Board Town Historian
33	Support efforts by property owners to participate in the Conservation Tax Credit (CTC) Program [Section 7.4].	Policy	Immediate	Town Board
34	Ensure that <i>payment-in-lieu of parkland fees</i> are collected to offset expenditures associated with new development [Section 11.2].	Policy	Immediate	Planning Board Town Board
35	Coordinate with the New York State DEC to seek their assistance in developing more trails for public use within the Texas Schoolhouse State Forest and Gilbert Lake State Park [Section 7.2].	Intermunicipal Coordination	Short-term	Town Board NYSDEC OCCA
36	Designate seasonal roads for cross-country ski trails during winter months and plow off-street parking areas [Section 7.2].	Policy	Short-term	Town Board Highway Department
37	Create a Town of New Lisbon Recognition of Historic Resources Program [Section 7.4].	Program	Long-term	Town Board Town Historian
38	Reserved			
<b>Immediate = 1 Year</b>		<b>Short-Term = 1-2 Years</b>		<b>Long-Term = 2-5 years</b>

<b>Town of New Lisbon Comprehensive Plan Implementation Plan</b>				
No.	Recommendations	Type	Priority	Responsibility
<b>Community Facilities Recommendations:</b>				
<b>39</b>	Support efforts at the State level to provide incentives to encourage and retain volunteer firemen and ambulance workers through the Emergency Services Incentive Act [Section 8.9].	Policy	Immediate	Town Board Fire Department Ambulance Squad
<b>40</b>	Continue to support efforts to keep the Garrattsville Post Office in the hamlet of Garrattsville [Section 8.9].	Policy	Immediate	Town Board
<b>41</b>	Oppose the construction of additional major electrical transmission lines through the Town of New Lisbon [Section 8.9].	Policy	Immediate	Town Board
<b>42</b>	Explore opportunities with the US Postal Service to re-establish a Post Office in the New Lisbon hamlet [Section 8.9]	Intermunicipal Coordination	Short-term	Town Board
<b>43</b>	Create a Capital Improvement Plan (CIP) for all of the Town’s capital facilities (e.g. Town Hall, Highway Barn and Park) [Section 8.9].	Plan	Short-term	Town Board Highway Department
<b>44</b>	Explore the feasibility of creating of a New Lisbon Library/Museum to improve the community’s accessibility to research materials and preservation of important community archives [Section 8.9].	Plan	Short-term	Town Board Town Historian Not-for-profits
<b>45</b>	Create of Town of New Lisbon Library and Museum [Section 8.9].	Capital Improvement	Long-term	Town Board Town Historian
<b>46</b>	<b>Reserved</b>			
<b>Agriculture and Farmland Protection:</b>				
<b>47</b>	Promote the New York Farm Link Program as a means of keeping working farms going [Section 9.2].	Policy	Immediate	Town Board
<b>48</b>	Continue the Town’s strong support of its existing right-to-farm law [Section 9.2].	Policy	Immediate	Town Board
<b>49</b>	Encourage cluster or conservation subdivisions to retain prime farmland [Section 9.2].	Policy	Immediate	Planning Board Town Board
<b>50</b>	Support Purchase of Development Rights applications by providing letters of support [Section 9.2].	Policy	Immediate	Town Board Ag Committee
<b>Immediate = 1 Year</b>		<b>Short-Term = 1-2 Years</b>		<b>Long-Term = 2-5 years</b>

<b>Town of New Lisbon Comprehensive Plan Implementation Plan</b>				
No.	Recommendations	Type	Priority	Responsibility
<b>Agricultural &amp; Farmland Protection Recommendations :</b>				
51	Allow certain supplemental farming activities as-of-right without requiring site plan development review [Section 9.2].	Policy	Immediate	Planning Board Town Board
52	Encourage owners of abandoned farmland to put such lands to productive use through the planting of tree farms [Section 9.2].	Policy	Immediate	Town Board OCCA
53	Work with County to ensure weight limits for County Roads and bridges are sufficient to accommodate milk tankers and fertilizer trucks [Section 9.2].	Policy	Immediate	Town Board Highway Department AAC - County
54	Provide support letters to area farmers that are applying for Otsego County Soil & Water Conservation District Ag non-point Source Abatement and Control Grants [Section 9.2].	Policy	Immediate	Town Board
55	Form a New Lisbon <i>Agricultural Advisory Committee (AAC)</i> with representative from the Town Board and local farmers [Section 9.2].	Resolution	Short-term	Town Board Local Farmers
56	Create a <i>New Lisbon Farmer's Market</i> in the hamlet of Garrattsville to support local farmers, maple producers, niche cheese producers and local craftsmen [Section 9.2].	Program	Short-term	Town Board AAC CCE
57	Coordinate with Cornell Cooperative Extension (CCE) to identify opportunities to create value-added products [Section 9.2]	Program	Short-term	Town Board AAC CCE
58	Create a <i>Sugar Bush Trail Map</i> to promote New Lisbon Maple Products and extend the tourism season within the Town [Section 9.2].	Create Brochure	Short-term	Town Board Maple Producers County Tourism
59	Encourage area farmers to work with the County Soil and Water Conservation District (SWCD) to implement Agricultural Environmental Management (AEM) practices by providing letters of support for grant applications [Section 9.2].	Grant Application	Long-term	Town Board SWCD AAC Local Farmers
60	<b>Reserved</b>			
<b>Immediate = 1 Year</b>		<b>Short-Term = 1-2 Years</b>		<b>Long-Term = 2-5 years</b>



<b>Town of New Lisbon Comprehensive Plan Implementation Plan</b>				
<b>No.</b>	<b>Economic Development Recommendations</b>		<b>Priority</b>	<b>Responsibility</b>
<b>61</b>	Strongly support efforts to upgrade infrastructure needed to enhance agriculture and support growth in small businesses including cottage industries [Section 10.2].	Policy	Immediate	Town Board
<b>62</b>	Coordinate with the County Economic Development Office to let them know the types of businesses that are appropriate within the Town of New Lisbon [Section 10.3].	Policy Coordination	Immediate	Town Board
<b>63</b>	Support development of value-added agri-businesses and further diversification of agriculture within the Town [Section 10.4.3].	Policy	Immediate	Town Board AAC
<b>64</b>	Support landowner participation in the NYSDEC forestry management program as well as efforts to develop tree farms Section 10.4.2].	Policy	Immediate	Town Board
<b>65</b>	Support further development of small-scale eco-friendly businesses and cottage industries that complement New Lisbon’s rural character in terms of the design and scale of new buildings [Section 10.4.3].	Policy	Immediate	Town Board Planning Board
<b>66</b>	Discourage large-scale industrial uses [Section 10.4.3].	Policy	Immediate	Town Board
<b>67</b>	Support the establishment of bed & breakfast in order to provide year-round accommodations for visitors within the Town.	Policy	Immediate	Town Board
<b>68</b>	Inform local small business owners about Otsego County Economic Development Departments low-interest loan programs [Sections 10.3].	Newsletter or mailing	Short-term	Town Board AAC
<b>69</b>	Coordinate with the County Department of Tourism to better promote New Lisbon Attractions [Section 10.4.5].	Program Development	Short-term	Town Board County Tourism Local Businesses
<b>70</b>	Explore feasibility of creating a Butternut Valley Scenic Byway with neighboring towns [Section 10.4.5].	Intermunicipal Coordination	Short-term	Town Board OCCA
<b>71</b>	<b>Reserved.</b>			
<b>72</b>	<b>Reserved.</b>			
<b>Immediate = 1 Year</b>		<b>Short-Term = 1-2 Years</b>		<b>Long-Term = 2-5 years</b>

<b>Town of New Lisbon Comprehensive Plan Implementation Plan</b>				
No.	Recommendations		Priority	Responsibility
<b>Land Use Law Recommendations:</b>				
<b>73</b>	Ensure that <i>adequate buffers</i> are provided between residential and commercial or industrial development [Section 11.3.2].	Policy	Immediate	Planning Board Town Board
<b>74</b>	Ensure that <i>payment-in-lieu of parkland fees</i> are collected to offset expenditures associated with new development [Section 11.2].	Policy	Immediate	Planning Board Town Board
<b>75</b>	Amend <i>Subdivision Regulations</i> to implement recommendations discussed in this Comprehensive Plan [Section 6.5 & 11.2 & 11.3.1].	Local Law	Immediate	Planning Board Town Board
<b>76</b>	Amend <i>Site Development Plan Review Law</i> in accordance with recommendations contained with this Comprehensive Plan [Sections 6.4, 6.6, 11.2 and 11.3.2, 11.3.3 & 11.3.4].	Local Law	Immediate	Planning Board Town Board
<b>77</b>	Ensure the existing land use laws and building codes are enforced [Section 11.3.5].	Local Law	Short-term	Town Board County BD
<b>78</b>	Create and adopt a <i>Junk Vehicle and Junk Storage Local Law</i> that applies to all lands except working farms [Section 11.3.5].	Local Law	Short-term	Planning Board Town Board
<b>79</b>	Create a <i>Mobile Home Local Law</i> to provide better regulations of mobile homes, mobile home parks and campers [Section 11.3.6].	Local Law	Short-term	Planning Board Town Board
<b>80</b>	Continue to evaluate the Town’s land use laws to determine necessary revisions and or the enactment of additional land use laws needed to effectively regulate land use in order to protect the health, safety and welfare of New Lisbon’s residents and its community character.	Policy	On-going	Planning Board Town Board
<b>81</b>	Continue to assess the Town’s land use development trends in order to assess whether some form of local zoning may become necessary [Section 11.5].	Policy	On-going	Planning Board Town Board
<b>82</b>	<b>Reserved.</b>			
<b>83</b>	<b>Reserved.</b>			
<b>Immediate = 1 Year</b>		<b>Short-Term = 1-2 Years</b>		<b>Long-Term = 2-5 years</b>

Site lighting should be sufficient to facilitate the safe and convenient circulation of motorists and pedestrians, but not too bright so as to produce excessive light and glare. Given the rural character of the Town, coupled with the desire of the community to retain its Night Sky, lighting shall be designed, directed and shielded in such a manner that direct light does not leave the perimeter of the site.

All outdoor lighting, including the fixture, pole, and other supporting elements, shall be designed to complement the overall design of the site and prevent excessive glare. To minimize excessive lighting, entry points and pedestrian crosswalks can be lit with accent lighting that helps to define these areas rather than using brighter lights throughout the site. Lower-level lighting can then be used in other areas of the site where less lighting is required. Shorter lighting poles can also be used to light pedestrian walkways. The following shall be incorporated into all commercial lighting plans.

- Timing mechanisms and photo cells to reduce light levels and conserve energy during non-operational hours.
- Light that is mounted on the building shall also be down-lit and integrated as an architectural component of the building.
- All pole-mounted lighting (as shown above) shall have a full cut-off lens that does not allow light to shine above a 90-degree angle measured from the vertical line from the center of the lamp.
- Low pressure or high-pressure sodium lights, metal halide, florescent and compact florescent lights are encouraged.
- Height of poles shall not exceed building heights and should be limited to no greater than 18 feet in height as measured from the ground to the top of the lighting pole.

Light Fixture		Vertical
<p>Ground-mounted Billboard Floodlights</p>	<p>Top-mounted Billboard Floodlight (carefully focused onto billboard)</p>	
<p>Post-style Lamp (more than 1,800 lumens)</p>	<p>Post-style Lamp (lamp set in opaque top)</p>	
<p>EXAMPLES OF SOME COMMON LIGHTING FIXTURES</p>		
<p>Typical "Wall Pack"</p>	<p>Typical "Shoe Box" (forward throw)</p>	
<p>Typical "Yard Light"</p>	<p>Opaque Reflector (lamp inside)</p>	
<p>Area Flood Light</p>	<p>Area Flood Light with Hood</p>	

Above: Examples of "Poor" and "Good" lighting fixtures.  
Source: Otsego County Conservation Association "Starry Nights in Otsego County"