

Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

County City Town Village
(select one:)

of New Lebanon

Introductory Local Law No. 4 of the year 2025

**A LOCAL LAW TO AMEND CHAPTERS 81 AND 205 OF THE TOWN CODE
OF THE TOWN OF NEW LEBANON.**

Be it enacted by the Town Board of the Town of New Lebanon as follows:

See attached.

(If additional space is needed, attach pages the same size as this sheet, and number each.)

TOWN OF NEW LEBANON

INTRODUCTORY LOCAL LAW NO. 4 OF THE YEAR 2025

**A LOCAL LAW TO AMEND CHAPTERS 81 AND 205 OF THE TOWN
CODE OF THE TOWN OF NEW LEBANON**

SECTION 1

This local law shall be referred to as “A Local Law to Amend Chapters 81 and 205 of the Town Code of the Town of New Lebanon”.

SECTION 2

Article I of Chapter 81 of the Town Code of the Town of New Lebanon, relating to Building Code Administration Provisions, is hereby amended as follows:

A. Paragraph F of Section 81-4 of Chapter 81 of the Town Code of the Town of New Lebanon is hereby amended to read in its entirety as follows:

F. Issuance of building permits. An application for a building permit shall be examined to ascertain whether the proposed work is in compliance with the applicable requirements of the Uniform Code and Energy Code. The Code Enforcement Officer shall issue a building permit if the proposed work is in compliance with the applicable requirements of the Uniform Code and Energy Code; provided, however, that no building permit shall be issued if the property for which the building permit is sought is the subject of any of the following:

- (1) A stop work order asserting a violation of this Chapter 81 or Chapter 205 that remains unresolved or outstanding, unless the building permit is necessary to resolve such violation(s);
- (2) An order to remedy asserting a violation of this Chapter 81 or Chapter 205 that remains unresolved or outstanding, unless the building permit is necessary to resolve such violation(s);

- (3) A notice of violation asserting a violation of this Chapter 81 or Chapter 205 that remains unresolved or outstanding, unless the building permit is necessary to resolve such violation(s);
- (4) A previously issued building permit that has expired and for which a certificate of occupancy or certificate of compliance has not been issued, unless the building permit is necessary to complete the work authorized by the previously issued, expired building permit and to obtain a certificate of occupancy or certificate of compliance, or the previously issued building permit is withdrawn and no work has been commenced thereunder; or
- (5) A previously issued temporary certificate of occupancy that has expired and with respect to which a permanent certificate of occupancy or certificate of compliance has not been issued, unless the building permit is necessary to satisfy the terms and conditions of the temporary certificate of occupancy or to complete the work in order to obtain a permanent certificate of occupancy or certificate of compliance.

B. Paragraph B of Section 81-7 of Chapter 81 of the Town Code of the Town of New Lebanon is hereby amended to read in its entirety as follows:

B. Issuance of certificates of occupancy and certificates of compliance.

- (1) The Code Enforcement Officer shall issue a certificate of occupancy or certificate of compliance if the work which was the subject of the building permit was completed in accordance with all applicable provisions of the Uniform Code and Energy Code and, if applicable, that the structure, building or portion thereof that was converted from one use or occupancy classification or subclassification to another complies with all applicable provisions of the Uniform Code and Energy Code; provided, however, that no certificate of occupancy or certificate of compliance shall be issued if the property for which the certificate of

occupancy or certificate of compliance is sought is the subject of any of the following:

- (a) A stop work order asserting a violation of this Chapter 81 or Chapter 205 that remains unresolved or outstanding, unless the certificate of occupancy or certificate of compliance is necessary to resolve such violation(s);
 - (b) An order to remedy asserting a violation of this Chapter 81 or Chapter 205 that remains unresolved or outstanding, unless the certificate of occupancy or certificate of compliance is necessary to resolve such violation(s);
 - (c) A notice of violation asserting a violation of this Chapter 81 or Chapter 205 that remains unresolved or outstanding, unless the certificate of occupancy or certificate of compliance is necessary to resolve such violation(s);
 - (d) A previously issued building permit that has expired and for which a certificate of occupancy or certificate of compliance has not been issued, unless the previously issued building permit has been renewed and/or reissued, and the certificate of occupancy or certificate of compliance sought relates to work completed pursuant to such building permit, or the previously issued building permit is withdrawn and no work has been commenced thereunder; or
 - (e) A previously issued temporary certificate of occupancy that has expired and with respect to which a permanent certificate of occupancy or certificate of compliance has not been issued, unless the certificate of occupancy or certificate of compliance sought constitutes the permanent certificate of occupancy or certificate of compliance to replace such previously issued temporary certificate of occupancy.
- (2) The Code Enforcement Officer or an inspector authorized by the Code Enforcement Officer shall inspect the building, structure, or work prior to the issuance of a certificate of occupancy or certificate

of compliance. In addition, where applicable, the following documents, prepared in accordance with the provisions of the Uniform Code by such person or persons as may be designated by or otherwise acceptable to the Code Enforcement Officer, at the expense of the applicant for the certificate of occupancy or certificate of compliance, shall be provided to the Code Enforcement Officer prior to the issuance of the certificate of occupancy or certificate of compliance:

- (a) A written statement of structural observations and/or a final report of special inspections;
- (b) Flood hazard certifications;
- (c) A written statement of the results of tests performed to show compliance with the Energy Code; and
- (d) Where applicable, the affixation of the appropriate seals, insignias, and manufacturer's data plates as required for factory manufactured buildings and/or manufactured homes.

C. Paragraph D of Section 81-10 of Chapter 81 of the Town Code of the Town of New Lebanon is hereby amended to read in its entirety as follows:

D. Inspections. The Code Enforcement Officer or an inspector authorized by the Code Enforcement Officer shall inspect the subject premises prior to the issuance of an operating permit. Such inspections shall be performed either in person or remotely. Remote inspections in lieu of in-person inspections may be performed when, at the discretion of the Code Enforcement Officer or an inspector authorized by the Code Enforcement Officer, the remote inspection can be performed to the same level and quality as an in-person inspection and the remote inspection shows to the satisfaction of the Code Enforcement Officer or inspector authorized by the Code Enforcement Officer that the premises conform with the applicable requirements of the Uniform Code and the code enforcement program. Should a remote inspection not afford the Town sufficient information to make a determination, an in-person inspection shall be performed. After inspection, the

premises shall be noted as satisfactory and the operating permit shall be issued, or the operating permit holder shall be notified as to the manner which the premises fail to comply with either or both of the Uniform Code or code enforcement program, including a citation to the specific provision or provisions that have not been met; provided, however, that no operating permit shall be issued if the property for which the operating permit is sought is the subject of any of the following:

- (1) A stop work order asserting a violation of this Chapter 81 or Chapter 205 that remains unresolved or outstanding, unless the operating permit is necessary to resolve such violation(s);
- (2) An order to remedy asserting a violation of this Chapter 81 or Chapter 205 that remains unresolved or outstanding, unless the operating permit is necessary to resolve such violation(s);
- (3) A notice of violation asserting a violation of this Chapter 81 or Chapter 205 that remains unresolved or outstanding, unless the operating permit is necessary to resolve such violation(s);
- (4) A previously issued building permit that has expired and for which a certificate of occupancy or certificate of compliance has not been issued, unless the operating permit is necessary to complete the work authorized by the previously issued, expired building permit and to obtain a certificate of occupancy or certificate of compliance, or the previously issued building permit is withdrawn and no work has been commenced thereunder; or
- (5) A previously issued temporary certificate of occupancy that has expired and with respect to which a permanent certificate of occupancy or certificate of compliance has not been issued, unless the operating permit is necessary to satisfy the terms and conditions of the temporary certificate of occupancy or to complete the work in order to obtain a permanent certificate of occupancy or certificate of compliance.

SECTION 3

Chapter 205 of the Town Code of the Town of New Lebanon, relating to Zoning, is hereby amended as follows:

A. Paragraph D of Section 205-3 of Chapter 205 of the Town Code of the Town of New Lebanon, relating to Purposes, is hereby amended in its entirety to read as follows:

D. To promote a range of housing opportunities for all income levels;

B. Section 205-6 of Chapter 205 of the Town Code of the Town of New Lebanon, relating to District Regulations, is hereby amended to add new Paragraph F to read in its entirety as follows:

F. Regulations specific to the Central Commercial District (CC).

(1) Site and building design in the Central Commercial (CC) zoning district shall adhere to the Downtown Design Guidelines appended to this Chapter and incorporated herein by reference.

(2) Off-street parking shall be located to the rear or side of the building and to the rear of the front building line of the building that such parking serves.

C. Paragraph A of Section 205-11 of Chapter 205 of the Town Code of the Town of New Lebanon, relating to Zoning Enforcement Officer, is hereby amended to delete subparagraph (4) in its entirety.

D. Subparagraph (2) of Paragraph D, relating to Violations and Penalties, of Section 205-11 of Chapter 205 of the Town Code of the Town of New Lebanon is hereby amended to add new subparagraph (f) to read in its entirety as follows:

(f) No official or board shall accept, process, review, continue to process or review, or issue any decision on, any application under this Chapter 205, or issue any permit or approval under this Chapter 205, if the property for which the application is made or for which the permit or approval is sought is the subject of any of the following:

- [1] A stop work order asserting a violation of Chapter 81 or this Chapter 205 that remains unresolved or outstanding, unless such application, permit, or approval is necessary to resolve such violation(s);
- [2] An order to remedy asserting a violation of Chapter 81 or this Chapter 205 that remains unresolved or outstanding, unless such application, permit, or approval is necessary to resolve such violation(s);
- [3] A notice of violation asserting a violation of Chapter 81 or this Chapter 205 that remains unresolved or outstanding, unless such application, permit, or approval is necessary to resolve such violation(s);
- [4] A previously issued building permit that has expired and for which a certificate of occupancy or certificate of compliance has not been issued, until the previously issued building permit has been renewed and/or reissued, and such application, permit, or approval is necessary to complete work pursuant to such building permit, or the previously issued building permit is withdrawn and no work has been commenced thereunder; or
- [5] A previously issued temporary certificate of occupancy that has expired and with respect to which a permanent certificate of occupancy or certificate of compliance has not been issued, unless such application, permit, or approval is necessary to permit the issuance of such permanent certificate of occupancy or certificate of compliance.

E. Subparagraph (4) of Paragraph A of Section 205-13 of Chapter 205 of the Town Code of the Town of New Lebanon, relating to Special Use Permits, is hereby amended to read in its entirety as follows:

- (4) For uses requiring a special use permit, no building permit or certificate of occupancy shall be issued by the Building Inspector until such use has been approved by the Board as provided herein. No premises shall be occupied or used and

no certificate of occupancy shall be issued until all of the requirements of this section and all conditions of the special use permit have been complied with. To the greatest extent practicable, the Planning Board shall conduct special permit review and site plan review concurrently where both a special use permit and site plan review pursuant to § 205-14 are required.

F. Subparagraph (21)(f) of Paragraph E of Section 205-13 of Chapter 205 of the Town Code of the Town of New Lebanon, relating to Building Design of Expansions of Self-Storage Facilities Existing On or Before April 30, 2024, shall be amended to read in its entirety as follows:

(f) Building Design. All new buildings and structures shall be designed and constructed so as to be in keeping with the design and construction of buildings and structures then existing on the site. In considering whether this standard is met, the Planning Board shall consider the architecture, materials, colors, size, massing, and orientation of existing buildings and structures on the site.

G. Paragraph E of Section 205-13 of Chapter 205 of the Town Code of the Town of New Lebanon, relating to Prescribed Standards for Certain Special Permit Uses, is hereby amended by adding a new subparagraph (22) to read in its entirety as follows:

(22) Cemeteries.

(a) Burial or memorial plots with headstones, monuments, or other grave markers less than six feet in height in new cemeteries or proposed expansions of existing cemeteries shall be located no closer than 25 feet from any residential lot line or the applicable setback set forth in the Schedule 1, Area and Bulk Regulations, whichever is greater.

(b) Buildings and burial or memorial plots with headstones, monuments, or other grave markers that are six feet in height or greater in new cemeteries or proposed expansions of existing cemeteries shall be located no closer than:

[1] The greater of the applicable setback set forth in Schedule 1, Area and Bulk Regulations, or 50 feet

from any residential lot line, where there is no dense evergreen hedge, dense landscaped strip, or wall at least six feet in height that provides complete visual screening from all adjacent residential properties; or

[2] The greater of the applicable setback set forth in Schedule 1, Area and Bulk Regulations, or 25 feet from any residential lot line, where there is a dense evergreen hedge, dense landscaped strip, or wall at least six feet in height that provides complete visual screening from all adjacent residential properties.

- (c) All burials shall be undertaken in strict compliance with applicable state regulations.
- (d) The interment of pet cremated remains incidental to the burial of human remains is permissible in accordance with duly adopted rules and regulations of the cemetery and provided such interment complies with applicable state regulations.

H. Paragraph D of Section 205-14 of Chapter 205 of the Town Code of the Town of New Lebanon, relating to Site Plan Review Applicability, shall be amended to read in its entirety as follows:

- D. Site plan review and approval shall be required prior to beginning any new land use activity, engaging in any previous land use activity after having not engaged in such land use activity for a period of one year or more, changing any land use activity, or expanding the size or area of any land use activity, except with respect to the following:
 - (1) Construction of one- and two-family homes and ordinary accessory structures and related land use activities.
 - (2) Landscaping or grading, provided that such landscaping or grading is not undertaken in connection with a project that is otherwise subject to site plan review.
 - (3) Ordinary repair or maintenance of existing structures or uses.
 - (4) Exterior alterations or additions to existing structures which, when combined with all other exterior alterations

or additions over the past five years, results in an aggregate increase in total square footage of such existing structures during such five-year period of not more than 25%.

(5) Nonstructural agricultural or gardening uses.

- I. Paragraph C of Section 205-20 of Chapter 205 of the Town Code of the Town of New Lebanon, relating to Definitions, is hereby amended to amend the definitions of the following terms as set forth below:

CEMETERY

Land used or intended to be used for the burial of dead human beings, including columbaria and mausoleums. This term shall also include land and buildings actually used and essential in furtherance of cemetery purposes, including, but not limited to, storage facilities for necessary tools and equipment. This term shall not include family burial grounds in which no lots are sold to the public and in which burials are restricted to a group of persons related to each other by consanguinity, marriage, or partnership. Crematoria, mortuaries, and human composting facilities operated or proposed to be operated within the boundary of such lands shall be considered a use distinct from the cemetery, shall not be considered an accessory use to the cemetery, and shall comply with all provisions applicable to such use contained within this Chapter.

DWELLING, MULTIFAMILY

A dwelling or group of dwellings on one plot containing separate living units for three or more families, including apartments, cooperatives, condominiums, and other similar rental or ownership arrangements.

SHORT-TERM RENTAL

The rental or lease of any dwelling space within a residential property to transient fee-paying guests for a period of 30 consecutive days or less, but not including spaces that are rented for an aggregate total of 30 days or less over a 365-day period or a single dwelling space (e.g., bedroom) within an owner-occupied residence. Such residential properties may or may not be owner- or operator-occupied. The short-term rental arrangement may or may not include provision of one or more meals. The short-term rental use only includes occupancy; other activities such as group gatherings (e.g., weddings) are a separate use. A short-term rental shall be considered a residential use under this Chapter.

- J. Paragraph C of Section 205-20 of Chapter 205 of the Town Code of the Town of New Lebanon, relating to Definitions, is hereby amended to delete the following terms and their corresponding definitions:

PRIVATE SCHOOL

SOCIAL, RECREATIONAL OR FRATERNAL CLUB

THEATRE

- K. Paragraph C of Section 205-20 of Chapter 205 of the Town Code of the Town of New Lebanon, relating to Definitions, is hereby amended to add the following terms and their corresponding definitions set forth below, in appropriate alphabetical order:

ASSOCIATION QUARTERS

Facilities used by an association organized for a common purpose to pursue common goals, interests, or activities and usually characterized by membership qualifications, payment of fees and dues, regular meetings, and a constitution and bylaws.

COMMUNITY CENTER

A place where people can meet for social, educational, or recreational activities, typically associated with a particular community or neighborhood.

CONCERT VENUE

A building or part of a building devoted to showing motion pictures or for dramatic, dance, musical, or other live performances.

FITNESS CENTER

A place that offers exercise equipment and facilities for physical activity. This term includes health clubs, health spas, weight rooms, gyms, yoga studios, dance studios, martial arts studios, and similar facilities.

HUMAN COMPOSTING FACILITY

A place that engages in the process known as terramation or natural organic reduction that converts human remains into soil.

SCHOOL

A facility used primarily as an educational institution, providing teaching and classes for its enrollees, with or without sleeping and eating facilities for the employees and enrollees.

THEATER (EXCEPT DRIVE IN)

A building or part of a building devoted to showing motion pictures or for dramatic, dance, musical, or other live performances.

- L. Attachment 1, entitled “Area and Bulk Regulations,” of Chapter 205 of the Town Code, is hereby amended to read in its entirety as set forth on the annexed Attachment 1.
- M. Attachment 2, entitled “Zoning Law Use Table,” of Chapter 205 of the Town Code, is hereby amended to read in its entirety as set forth on the annexed Attachment 2.
- N. The Zoning Map of the Town of New Lebanon, entitled “Zoning Districts of the Town of New Lebanon,” adopted August 9, 2010 and amended from time to time thereafter, is hereby further amended to depict the zoning districts thereon as shown on the annexed Attachment 3.
- O. Attachment 4, entitled “Town of New Lebanon Downtown Design Guide” is hereby adopted and appended to this Chapter.

SECTION 4

If any word, phrase, sentence, part, section, subsection, or other portion of this Law or any application thereof to any person or circumstance is declared void, unconstitutional, or invalid for any reason, then such word, phrase, sentence, part, section, subsection, or other portion, or the proscribed application thereof, shall be severable, and the remaining provisions of this Law, and all applications thereof, not having been declared void, unconstitutional, or invalid, shall remain in full force and effect.

SECTION 5

This Local Law is enacted pursuant to the New York Municipal Home Rule Law.

SECTION 6

This Local Law shall become effective upon the filing of this Local Law with the New York Secretary of State.

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ZONING

205 Attachment 1

Town of New Lebanon

Schedule 1, Area and Bulk Regulations

District ¹	Minimum Lot Size	Maximum Building Coverage (Footprint) of Principal Building	Front Setback (feet) ^{3,6}	Minimum Side Yard Each Side (feet)	Minimum Rear Yard (feet)	Maximum Stories	Maximum Height (feet)	Minimum Road Frontage (feet)
RA-5	5 acres	10,000	Minimum 75	75	75	2 1/2	35	60
RA-2	2 acres	4,000	Minimum 75	50	50	2 1/2	35	60
RA-1	1 acre	4,000	Minimum 75	35	50	2 1/2	35	60
C ⁷	30,000 ⁴	75% of lot	Minimum 75	20 ⁵	25	3	40	100
CC	30,000 ⁴	75% of lot	Minimum 50 Maximum 100	15 ⁵	25	3	50	100
C-Rec	30,000 ⁴	50% of lot	Minimum 20 ⁵	25	25	3	40	200
C-I ⁷	30,000	25% of lot	Minimum 75	50	50	3	40	200
C-R ⁷	see Note 2	see Note 2	see Note 2	see Note 2	see Note 2	see Note 2	see Note 2	see Note 2

NOTES:

- ¹ See regulations specific to overlay districts for additional area and bulk requirements.
- ² In the Commercial-Residential District, residential uses shall be subject to the area and bulk regulations applicable to the RA-1 District, and commercial uses shall be subject to those applicable to the Commercial District.
- ³ Measured from the center of the traveled portion of the road.
- ⁴ Except for wholesale store, hotel and/or motel, which requires two acres minimum.
- ⁵ Fifty when adjacent to residential zone, and 40 when adjacent to existing building.
- ⁶ Except as pertains to motor vehicle sales businesses, which may display vehicles being outside a structure with a setback of no less than 25 feet from the edge of pavement.
- ⁷ Self-storage facilities shall comply with both this Schedule 1 and, as applicable, Section 205-13 (E) (20) (d) or Section 205-13 (E) (21) (e).

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ZONING

205 Attachment 2

Town of New Lebanon

Zoning Law Use Table

KEY:

SP = Special use permit (may be subject to Site Plan Review pursuant to § 205-14)

P = Permitted use (requires zoning permit; may be subject to Site Plan Review pursuant to § 205-14)

TSP = Town Board Special Permit (pursuant to Chapter 189, Telecommunications Facilities)

See § 205-14 for applicability of Site Plan Review by the Planning Board.

Any use not listed shall be prohibited.

	Residential-Agricultural/Conservation	Residential-Agricultural	Residential-Agricultural	General Commercial	Central Commercial	Commercial-Recreational	Commercial - Industrial	Commercial-Residential
	RA-5	RA-2	RA-1	C	CC	C-Rec	C-I	C-R
Residential Uses								
Accessory dwelling unit	P	P	P	SP	SP			P
Boardinghouse or group home	SP	SP	SP	SP	SP			SP
Compact home	P	P	P	SP	SP			P
Customary accessory uses	P	P	P	P	P	P		P
Manufactured home	P	P	P	SP	SP			SP
Mobile home park			SP					SP
Multifamily dwelling	SP	SP	SP	SP	SP			SP
One-/two-family dwelling	P	P	P	SP	SP			P
Temporary housing	SP	SP	SP					SP

ZONING

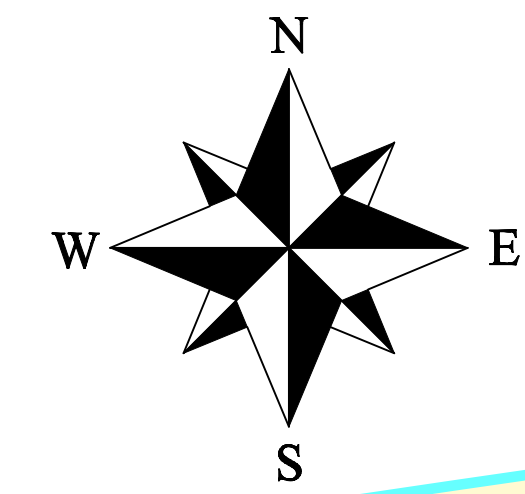
	Residential-Agricultural/Conservation	Residential-Agricultural 2	Residential-Agricultural 1	General Commercial	Central Commercial	Commercial-Recreational	Commercial-Industrial	Commercial-Residential
	RA-5	RA-2	RA-1	C	CC	C-Rec	C-I	C-R
Nursing home		SP	SP	SP	SP			SP
Place of worship	P	SP	SP	SP	SP			SP
Professional office		SP	SP	P	P	P	P	SP
Public park, forest or recreational area	P	P	P	P	P	P		SP
Retirement home	SP	SP	SP	SP	SP		SP	
School		SP	SP	SP	SP			SP
Short-term rental	SP	SP	SP	P	P			SP
Small business operation (SBO)				SP	SP	SP	SP	SP
Roof-mounted solar energy systems for on-site consumption	P	P	P	P	P	P	P	P
Ground-mounted solar energy systems for on-site consumption, under 1,000 square feet	P	P	P	P	P	P	P	P
Ground-mounted solar energy systems for on-site consumption, over 1,000 square feet	SP	SP	SP	SP	SP	SP	SP	SP
Large-scale solar energy systems and community solar energy systems	See § 205-18 (D) (1) (a)							
Stable, commercial	SP	SP	SP	SP		SP		
Stable, private	P	P	P	P		P		

NEW LEBANON CODE

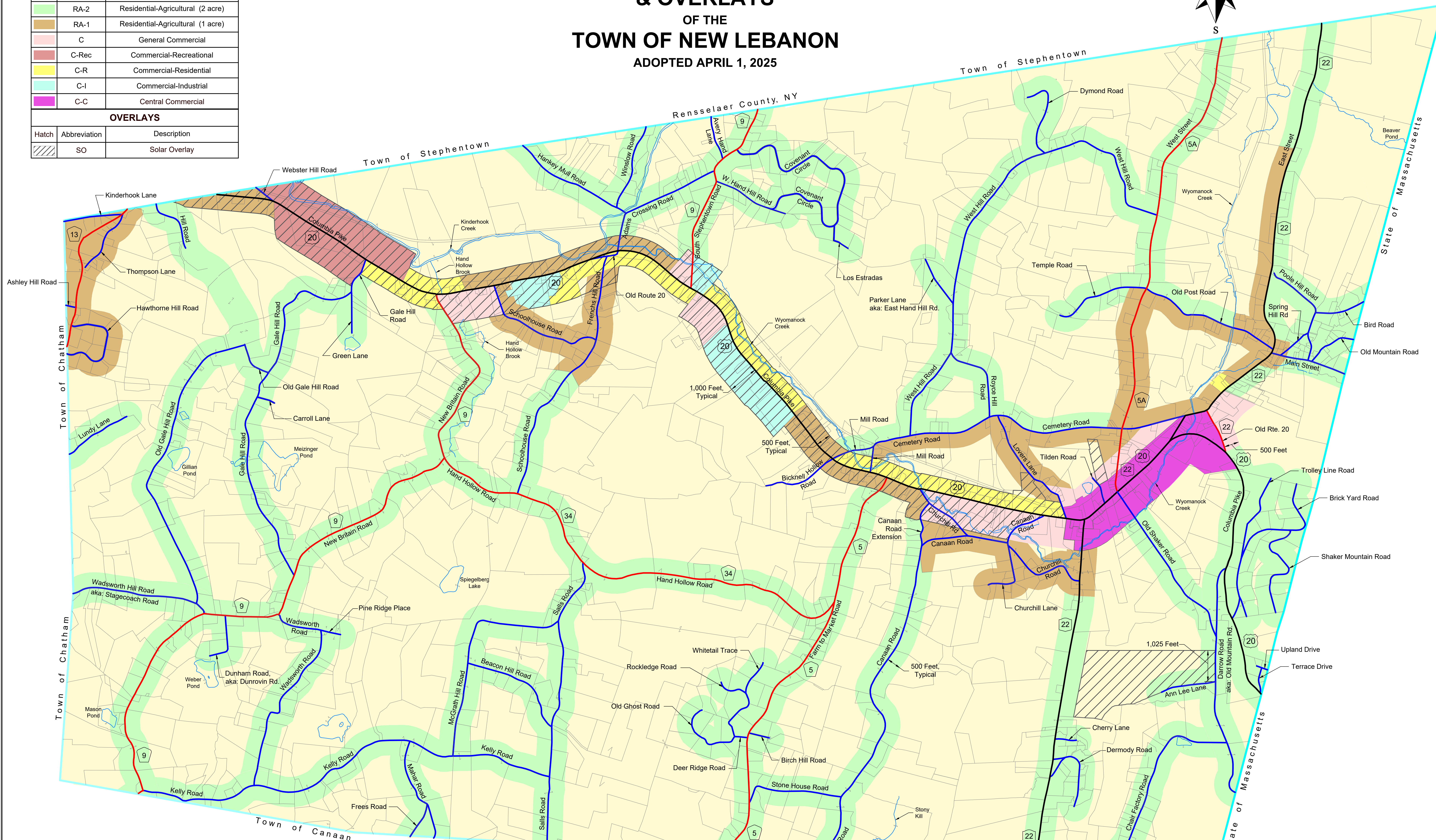
	Residential-Agricultural/Conservation	Residential-Agricultural 2	Residential-Agricultural 1	General Commercial	Central Commercial	Commercial-Recreational	Commercial-Industrial	Commercial-Residential
	RA-5	RA-2	RA-1	C	CC	C-Rec	C-I	C-R
Telecommunications facility	TSP	TSP	TSP	TSP	TSP	TSP	TSP	TSP
Temporary-business trailer				SP	SP	SP	SP	SP
Veterinary hospital	SP	SP	SP	SP	SP			
Business Uses								
Adult use							SP	
Auction sale, excluding livestock auction				SP	SP			
Automobile racing facility						SP		
Bank				P	P	P	SP	P
Bar				SP	SP	SP		SP
Bowling alley				P	P	P		P
Cannabis Consumption Facility				SP	SP	SP		SP
Cannabis Retail Dispensary				SP	SP	SP	SP	SP
Car wash				SP	SP	SP		SP
Commercial Event Venue				SP	SP	SP	SP	SP
Commercial excavation	SP							
Commercial trades operation				SP	SP		SP	SP
Community Center				SP	SP	SP		SP
Concert venue				P	P	P		
Convenience store				P	P	SP		P
Dance hall				P	P	P		
Farm market		SP	SP	P	P	P		P
Farm stand	P	P	P	P	P	P		P
Fitness Center				SP	SP	SP		SP
Flea market or Farmers' market				SP	SP	SP		
Food Truck				P	P	P	P	P
Greenhouse	P	P	P	P	P		P	P

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ZONING DISTRICTS & OVERLAYS OF THE TOWN OF NEW LEBANON ADOPTED APRIL 1, 2025



ZONING DISTRICTS		
Color	Abbreviation	Description
	RA-5	Residential-Agricultural/Conservation
	RA-2	Residential-Agricultural (2 acre)
	RA-1	Residential-Agricultural (1 acre)
	C	General Commercial
	C-Rec	Commercial-Recreational
	C-R	Commercial-Residential
	C-I	Commercial-Industrial
	C-C	Central Commercial
OVERLAYS		
Hatch	Abbreviation	Description
	SO	Solar Overlay



NOTES:

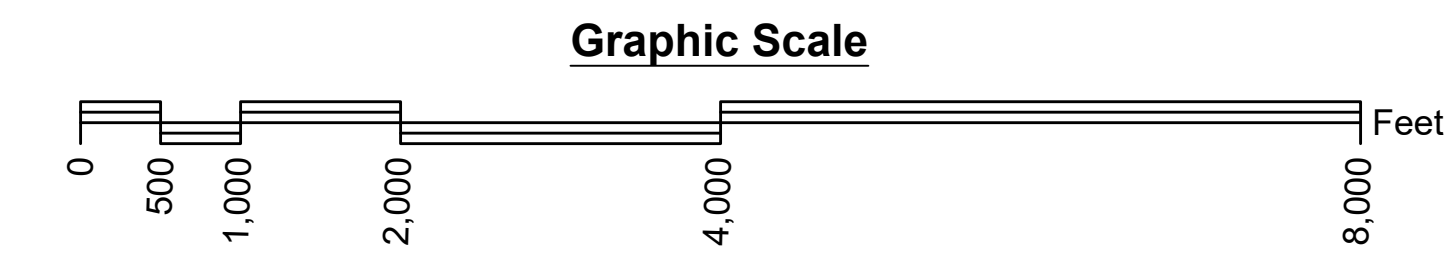
The base data/information/drawing used in creating this map is a tax map file obtained from the Columbia County Real Property Tax Service. That file is named New Lebanon 2019 SS and represents the tax mapping for the Town of New Lebanon as of the beginning of 2019.

Tax maps were prepared for reference only. They are not intended for use in the conveyance of land. Absolutely no accuracy or completeness guarantee is implied or intended.

This map has been created to visually show the Zoning Districts and Overlay Areas in the Town of New Lebanon, NY. The tax map parcels are shown by a thin light grey color line and are to be used only for locating vicinities.

Except where depicted otherwise, the width/depth of all other Zones is 500 feet from the centerline of the roadway.

Solar Overlay: The Solar Overlay is in three (3) areas of the Town. It is along the US Route 20 corridor between Lovers Lane/Canaan Road and the western point of US Route 20 and shares the boundary of the RA-1 (Residential-Agricultural, 1 acre), C (General Commercial), C-Rec (Commercial-Recreational), C-R (Commercial-Residential) and C-I (Commercial Industrial) zoning districts; with a single exception, all of tax map parcel 19.2-1-88.1 is included. The second area is all of tax map parcel 19.2-1-20 on Tilden Road. The third area is a portion of tax map parcel 29.-1-17 on Darrow Road.



ROADWAY LEGEND		
Color	Symbol	Description
		U.S. Route
		New York State Route
		County Road
		Town Roadway

Except where depicted otherwise, the width/depth of the General Commercial (C), the Commercial-Recreational (C-Rec), and the Commercial-Industrial zones is 1,000 feet from the centerline of the roadway.

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TOWN OF NEW LEBANON DOWNTOWN DESIGN GUIDE

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NYMS-TA SHARS ID# 20220356

 in.site:architecture

Street, New Lebanon Center, N.Y.

NEW LEBANON DOWNTOWN DESIGN GUIDE

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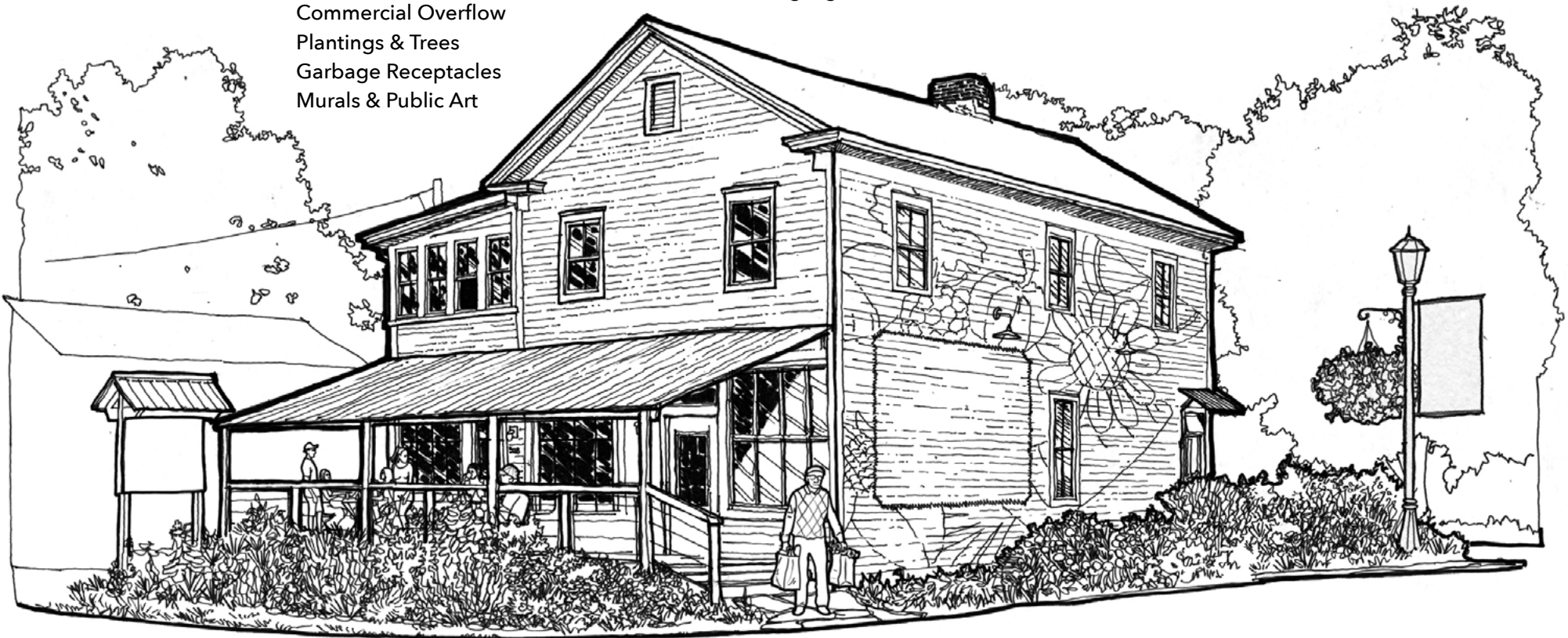
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INTRO

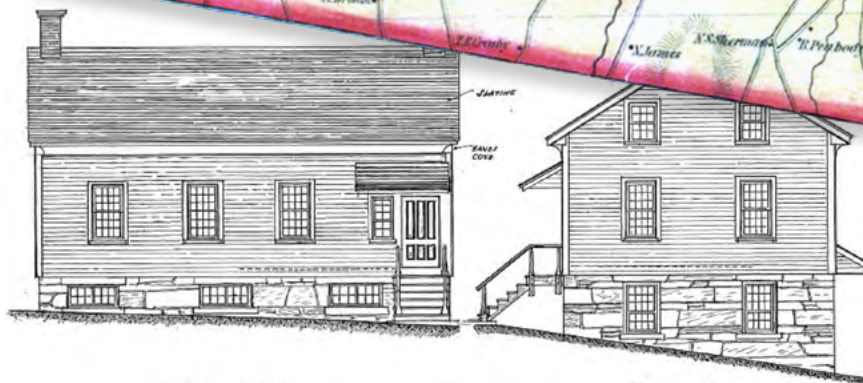
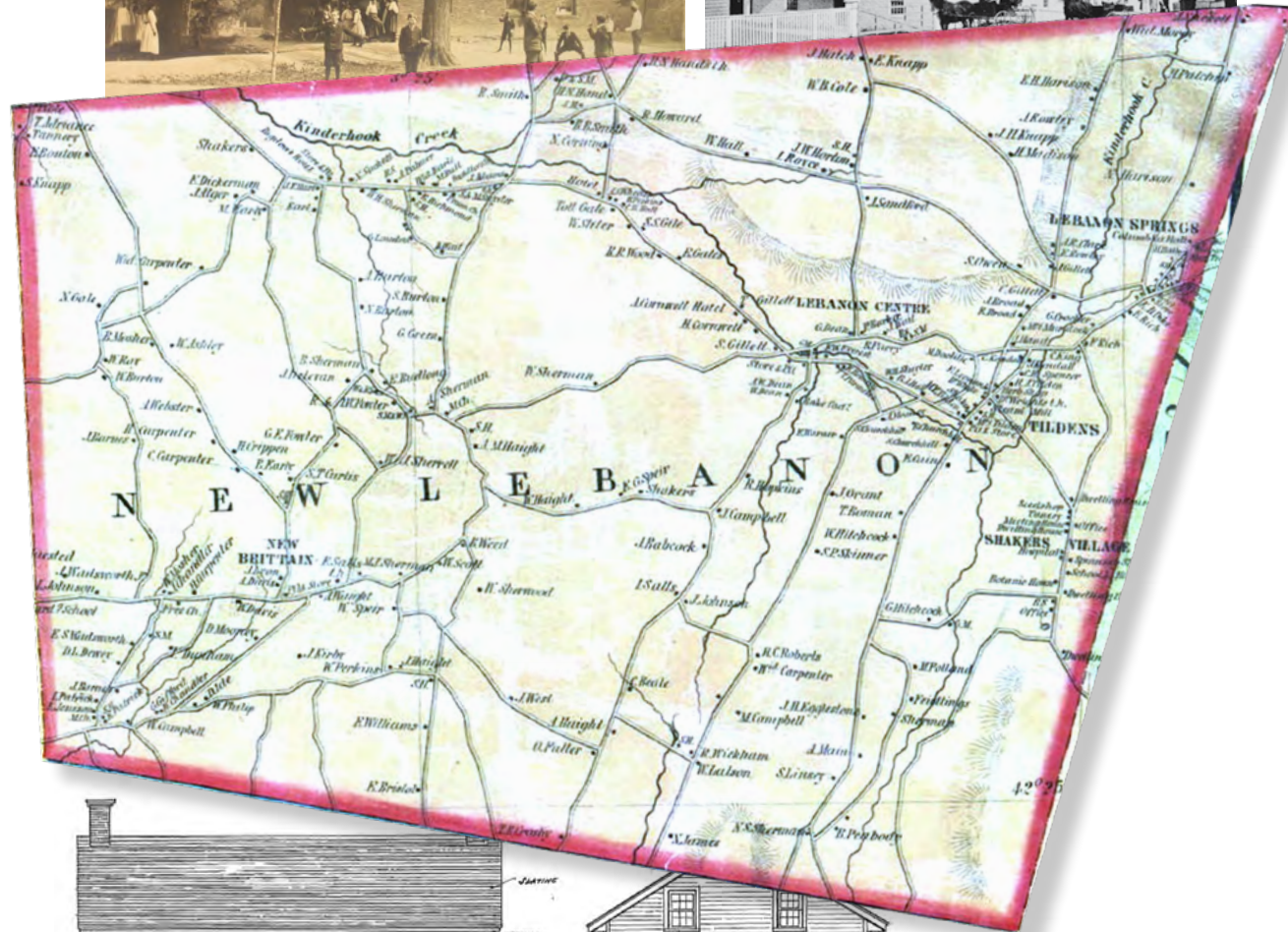
HISTORY

The Town of New Lebanon was established in 1819 after being partitioned off from the Town of Canaan. A number of small hamlets made up the town including New Lebanon Springs, Mount Lebanon, and New Lebanon.

The development of this area in the 1800s was brought on by the convergence of 2 major overland transportation routes. A stage road that traveled from Boston to Albany passed directly through the Hamlet of New Lebanon (present day U.S. Route 20) and the Harlem Extension Railroad was also within close proximity. As a fertile agricultural valley, the establishment of the Tilden Pharmaceutical Company expanded local industry in New Lebanon. A strong tourist economy to the nearby springs also helped to bolster growth of the town.

The United Society of Believers, or the Shakers, established their first official community in Mount Lebanon in 1787. The community grew to be 6,000 acres with over 600 residents, hundreds of buildings, and established itself as the administrative and spiritual headquarters of the community spanning throughout the eastern United States.

One intent of this document is to provide guidance to owners looking to make historically sensitive building renovations that contribute to and enhance the unique sense of place found in New Lebanon, while utilizing modern materials and methods.



EAST (REAR)
ELEVATION

NORTH END
ELEVATION

LOCAL CHARACTER

With its origins as a rural stage-coach and train stop along two busy transportation corridors, an overarching generational theme for the downtown would be a *friendly country roadhouse*.

By definition, a roadhouse is typically a small mixed-use structure built on or near a major road in less populated areas that serves passing travelers - providing food, drinks, accommodation, fuel, and parking to guests and their vehicles. Buildings are typically modest, and reflect the agrarian and vernacular building styles of their period of construction. Shops are primarily run by the small population of local residents. **They are resilient, accommodating, and full of character.**

Although the transportation methods have changed drastically since Route 20 was used by horse drawn carriages, the idea of a commercial corridor that capitalizes on the flow of traffic through it remains the same.

As a result, many businesses have successfully created pockets of pedestrian activity on their premises to accommodate and attract their patrons and activate their site. While a dense, walkable downtown main street is a desirable trait in many communities, the reality is that New Lebanon has historically been a small rural community with constraints such as flooding, limited municipal water supply, and space limitations that have kept density low within the downtown.

A Vision for Downtown:

“A downtown of modest, attractive commercial buildings that activate their exteriors and lots in pedestrian focused ways to attract customers and enhance local quality of life.”



Simple details are highlighted with a contrasting paint scheme; with signage visible from the road and covered outdoor seating inviting people to stop and stay for a while.

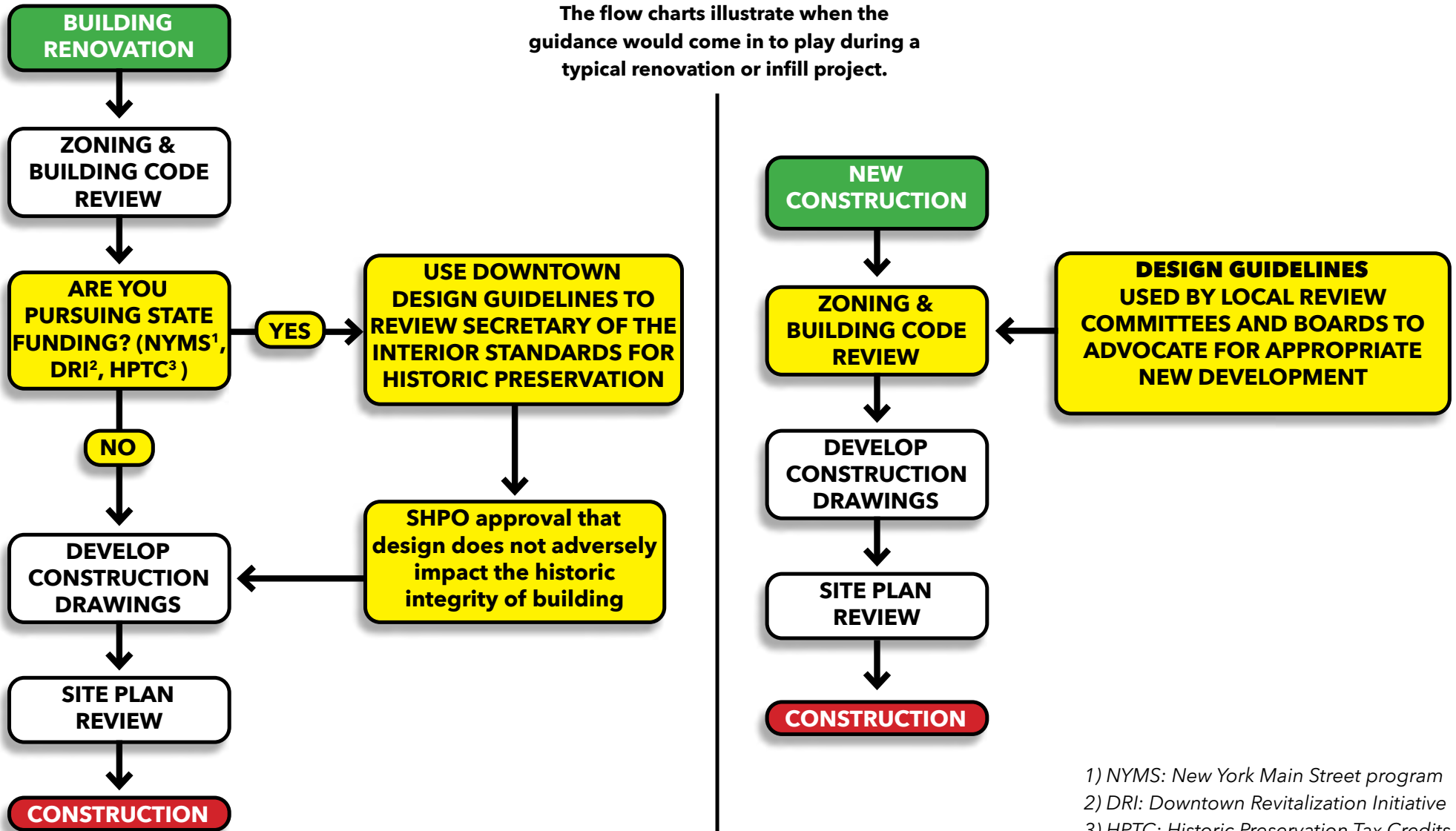


Exterior common spaces become communal living rooms for pedestrians.

HOW TO USE THIS GUIDE:

The purpose of the New Lebanon Downtown Design Guide is not to impose new regulations onto the existing fabric of downtown - but to illustrate some of the current downtown regulations, and provide examples of best practices that can meet the needs of various state grant programs and historic preservation tax credits. Throughout this document, you'll find diagrams and summaries of the town's existing signage laws, as well as zoning references to help guide developers and current residents towards projects that respect and leverage the authentic character of the downtown.

The flow charts illustrate when the guidance would come in to play during a typical renovation or infill project.



1) NYMS: New York Main Street program
 2) DRI: Downtown Revitalization Initiative
 3) HPTC: Historic Preservation Tax Credits



In order to protect the historic integrity still preserved (and often hiding) in places all across the United States, the Secretary of the Interior has developed a set of standards. These are used by the state preservation office when assessing projects proposed to receive funding. These guidelines are used to ensure that proposed changes do not adversely impact the historic characteristics of a building or place.

A few “rules of thumb” from the list are as follows:

- Retain defining characteristics
- Preserve historic features
- Do not create false historical features
- Restore instead of replace
- New additions should enhance and be noticeably different from the original structure.

Are you applying for historic rehabilitation tax credits on an eligible building? Are you seeking funding via the DRI's Building Improvement Fund, a New York Main Street target area, or anchor grant? **If yes to any of these; you need to follow these standards.**

SECRETARY OF THE INTERIOR STANDARDS FOR HISTORIC REHABILITATION

1. To be used, a property should **require minimal change to the defining characteristics of the building** and its site and environment.
2. The historic character of a property shall be retained and preserved. **The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.**
3. Each building is a snapshot of a specific time and place - **don't copy other building's detailing or create false historical elements.**
4. Most buildings will change over time; **those changes that have acquired historic significance in their own right shall be retained and preserved.**
5. Distinctive features, finishes, and construction techniques or **examples of craftsmanship that characterize a property shall be preserved.**
6. **Deteriorated historic features shall be repaired rather than replaced.** When replacement is unavoidable, the new feature should match the old in design, color, texture; and when possible - materials.
7. Chemical or physical treatments, like sandblasting, that cause damage to historic materials shall not be used. **The most gentle surface cleaning technique should be used and only if it is appropriate.**
8. Significant **archaeological resources affected by a project shall be protected** and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, alterations, or related new construction **shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old** and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that **if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**

SITE DESIGN SECTION 1

A downtown must do more than simply have well maintained buildings to create a vibrant setting for commerce, it inevitably supports the basic functions of local residents. Spaces like parking lots, covered patios, and outdoor cafe seating become places that residents will greet old friends and dine with their families.

Individual businesses and commercial property owners will find various strategies for activating their site in pedestrian focused ways that may fit within their established business model or theme.

Your site is the first thing customers will base their opinion of your business on.

Do you look open? Is this the right place? Where is the entry? Where do I park?

Good site design is inviting, simple, and clear. Customers should find no hurdles between them stopping their car and entering your business.



RULES OF THUMB:

- When possible, place parking in the rear of new developments as opposed to its street frontage.
- Use native and adaptive plantings between the building frontage and the street to mitigate storm-water runoff, screen traffic noise, and create pockets of pedestrian space.
- Use a variety of signage scaled for both pedestrians and automobiles to accommodate for various forms of transportation on the site.
- Separate residential and commercial occupancies whenever possible to maintain quality of life for mixed-use residents

SITE DESIGN AND LAYOUT

The following diagram illustrates best practices for a mixed use site plan at the intersection of two heavily trafficked roads.

Residential and commercial occupancies are separated through the use of individual parking lots and site access, as well as buffering/screening between both occupancies.

Commercial parking is convenient, however it is pushed away from the building to accommodate outdoor seating or overflow should the tenant require it later - providing maximum flexibility for future tenants.





Use bold, colorful banners and downtown wayfinding.



WAYFINDING & SIGNAGE

A united wayfinding and signage campaign for the businesses of downtown New Lebanon has the potential to create a unified element that is shared between downtown locations

While commercial tenants are unable to directly use public infrastructure for advertising, way-finding can still effectively be used to impact businesses in a positive way. Way-finding can call attention to specific historic areas or events, parking areas, points of interest, or even thematic colors and plants.

Another opportunity for commercial way-finding is sandwich board style signage to act as an extension to individual storefronts -- with due care taken not to infringe on circulation on the sidewalk. It is advised not to use low-quality plastic boards, but to instead use durable materials that reflect your business. These signs are permitted if temporary and removed during non-operating hours.



Similar "OPEN" flags or A frame signs can be used across the commercial corridor to create a unified element amongst the downtown.

OUTDOOR FURNITURE

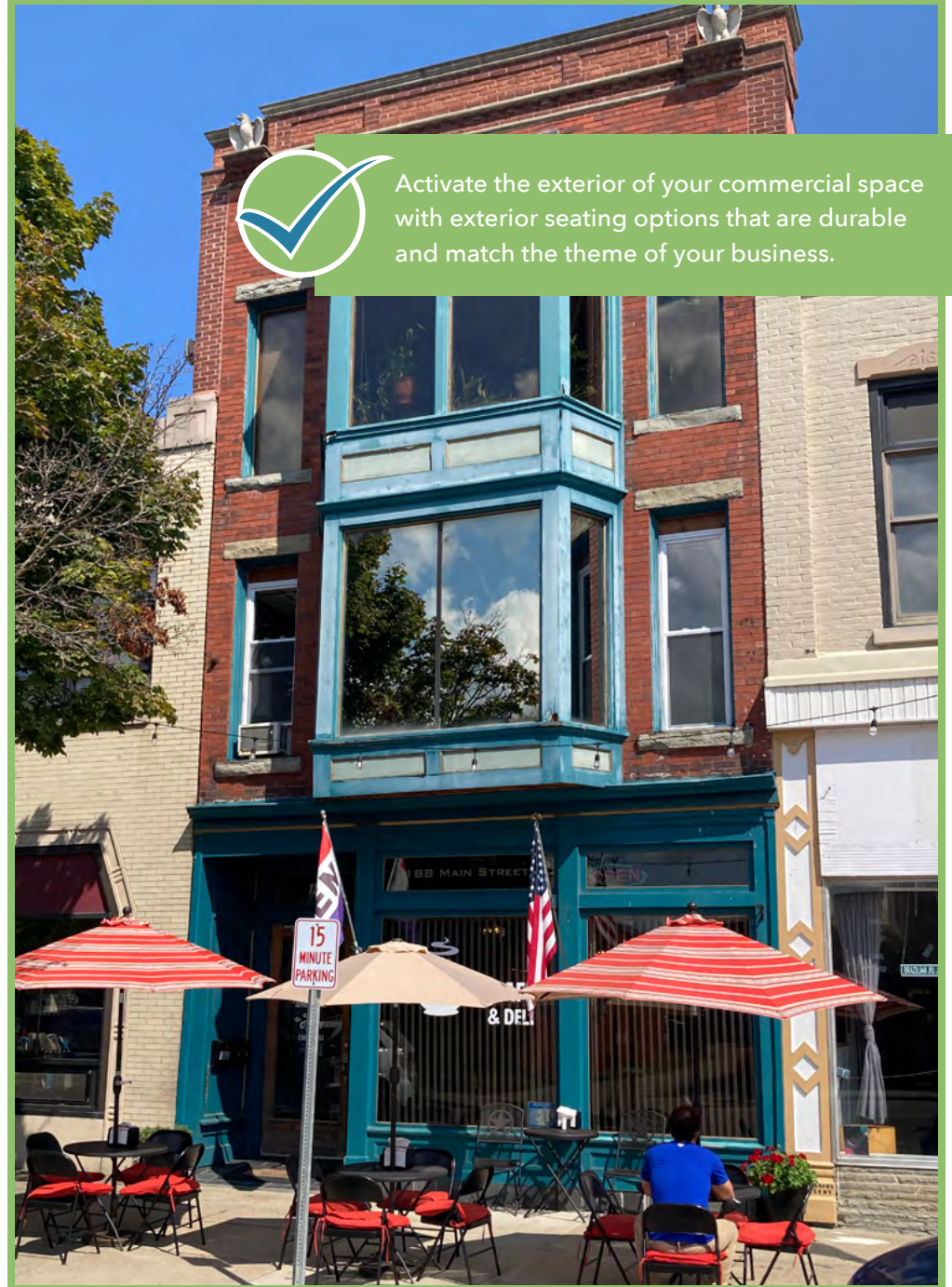
When appropriate and where sidewalk dimensions allow, use outdoor seating as a way to extend indoors to outdoors and add to depth and scale. Park benches, tables, and chairs made of wood or metal are preferred as they are durable, can be maintained, and are easily repaired.

The street can be further activated with elements such as swings, perpendicular signs, seating, and other three dimensional elements that interact with the public realm. Owners are encouraged to use elements that best fit their storefront's particular aesthetic, marketing, or functional needs. A variety of options are available. Due to light weight, lack of durability, inability to be repaired, and residential application, plastic lawn furniture is discouraged for downtown use.





Activating your site with games can also be another way to encourage pedestrian activity!



Activate the exterior of your commercial space with exterior seating options that are durable and match the theme of your business.

Find seasonal events and activities that breathe new life into overlooked downtown spaces and enhance foot traffic throughout the community.



Use large parking lots to develop festival plazas, food truck rodeos, and other public events that support downtown businesses.

PLANTINGS & BUFFERS

One of the most aesthetically pleasing elements of a streetscape is landscaping. Acting as a buffer between pedestrians and traffic, it enhances the overall quality of a downtown significantly.

While commercial tenants can't plant street trees, they are encouraged to provide additional plantings where appropriate. Large- and medium-sized potted plants can emphasize entry spaces, and hanging baskets can add repetition in between storefront windows and under awnings. Mounted flower baskets under windows are also common choices for decoration on both upper and lower store windows.



Use planter boxes beneath windows to add a pop of color and nature to a downtown.



Use plants and planters to add visual interest to your storefront. Very little is as appealing as a quiet afternoon spent in dappled light eating with friends.



Maiden Grass



Black-Eyed Susans

Use low maintenance, native plantings within the public realm that draw inspiration from the agricultural history of New Lebanon. Plants native to hardiness zones 5a and 5b would be most appropriate to ensure survival. Evaluate salt hardiness when using next to a salted and plowed roadway.



Coneflower



Catmint



Spirea

Get creative with plantings! Ornamental cabbage is grown in Boston because of its resilience to salt and cold weather, it adds a beautiful purple touch!



Utilize rain gardens, planted areas, and other stormwater mitigation techniques to create a buffer between pedestrian areas and automobile ones.





Municipal garbage bins can be interesting! What kind of art or theme could you show on your municipal infrastructure?



Coordinate with your local DPW to ensure public refuse bins are attractive, well placed, and taken out at reasonable intervals.



GARBAGE RECEPTACLES

A tidy site and streetscape provides the appearance of safety and care that is necessary for a positive experience the public.

Commercial entities, specifically ones that provide goods or services with discarded packaging, should take due care not to overburden the existing waste infrastructure. If municipal waste bins are overflowing with packaging from your business, it is considerate to provide additional refuse containers in front of your business to accommodate the added waste.

Dumpsters and other large garbage receptacles should be visually screened from the street using a variety of methods ranging from fencing, placement, and even vegetation. This provides a tidy appearance to spaces adjacent to buildings where they are normally stored.

Curb-side trash bins on the street should correspond to areas with large volumes of garbage. Garbage bins come in many different styles and sizes, a style that compliments the existing character and elements of the area should be selected. Many communities find that waste bins and other street furniture can provide branding opportunities when paired together.



Don't use untested methods or materials for murals.



Historic events and characters make great murals for large, uninteresting building facades.



MURALS

Murals may be an option as a design proposal for buildings that lack specific historic identity, side street facades, pedestrian alleyways, or large monolithic areas of facades that may not have any viable alternatives for renovation. Murals and art communicate to pedestrians that a place is lived in and cared for - providing a feeling of safety and ownership of the public realm.

Mural planning and placement should use the following rules of thumb:

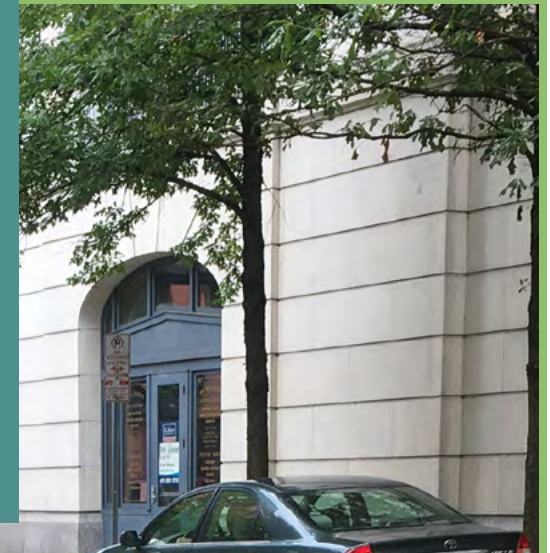
- Professionally executed with craft and care on a well maintained surface
- Convey a sense of place in some artistic way, be it color, symbology, notable figures, signage, etc...
- Be maintained over the course of its lifespan.
- Provide some level of public input when funded/placed in public space.
- Avoid high concentrations of murals or overshadowing architectural characteristics.

PUBLIC ART

Public art be another simple and effective way that a community can take ownership and pride in their public spaces. Often, green spaces such as parks make natural locations for municipal art - but finding art in unexpected places can also be beneficial to the urban environment.

Bike racks can be a great opportunity to playfully engage the public realm with art. Other opportunities are municipal infrastructure such as bridges, or overlooked objects like electrical boxes. Public art should be durable, well received by the community, and reflective of the people and place.

Over time, communities with a critical mass of public art can become destinations in their own right, further helping businesses nearby. Business districts should think how they can sponsor or help make public art as a benefit to themselves and the community.



Art can be applied to everyday objects such as electrical boxes or other unsightly infrastructure.



Public art can be playful AND functional.



Historical art installations can bring an educational component to public spaces lacking visual interest.



Integrating seating and planters together to create garden like spaces when possible.



Install playful public art that draws inspiration from agricultural themes.





Playful color schemes and themes can add to the vibrancy and personality of a community.



Public art can come in big and small sizes. Encourage people to creatively leave their mark on the downtown.



Display products on the street to attract customers and enhance curb appeal.



Encourage businesses to use bumpouts, large setbacks, and oversized sidewalks for outdoor seating.



STOREFRONTS

SECTION 2

Visual access is one of the most important and often overlooked aspects of commercial storefront design. By providing clear views inside a commercial space, neighbors and would-be customers passing by a commercial space can answer the following questions:

- **Is this business open?**
- **Is this business safe or inviting?**
- **What is for sale here?**

All of these questions are most easily answered when a storefront maintains unblocked window openings across the majority of its street frontage. As a rule of thumb, at least half of the ground floor level should be clear glass.

By maintaining transparency into your business, you can quickly communicate to the public you are safe, open, and inviting. Avoid using displays and signs that prohibit views in and out, including large shelving units with their backs facing the window. Blinds and window tinting should be discouraged over the use of awnings and fixed shading options that create exterior gathering spaces.

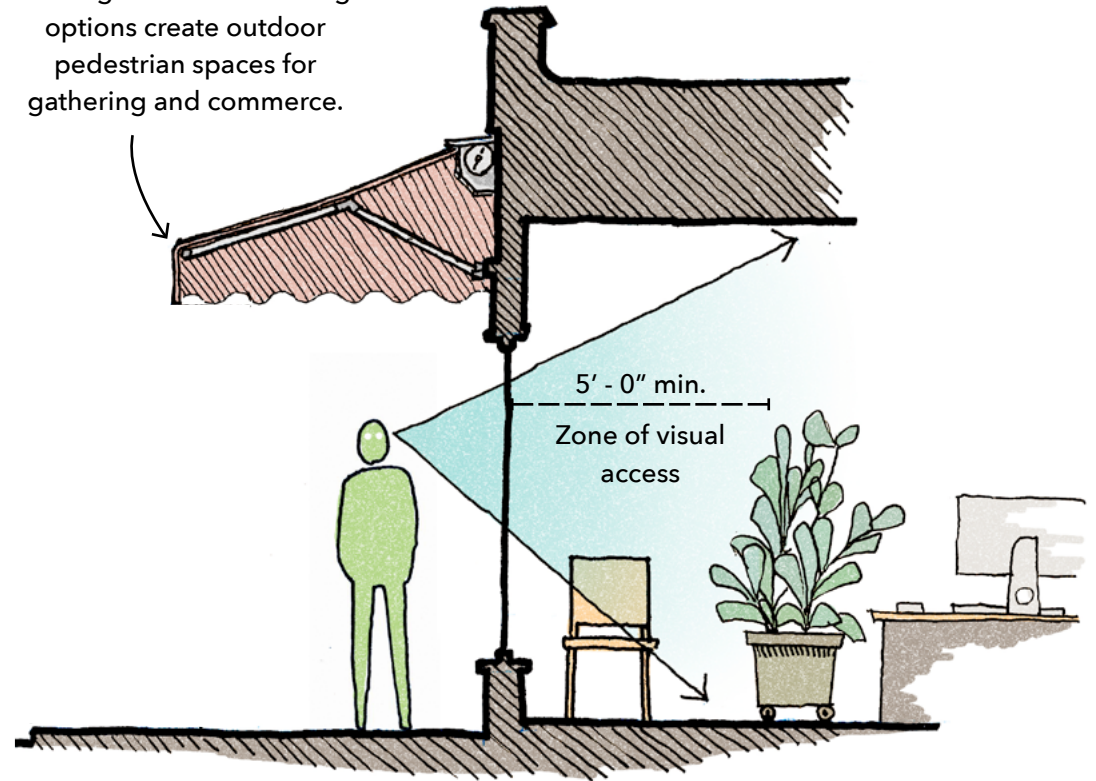


Historic roadhouses often attracted weary travelers looking for food and protection from the elements by having large inviting windows illuminated with activity and warmth.

Modern storefronts can also attract weary travelers speeding by in similar ways - via inviting pedestrian environments overflowing with warmth and activity.



Awnings and fixed shading options create outdoor pedestrian spaces for gathering and commerce.



In the case of ground floor office and professional spaces, things like waiting rooms and communal areas should be kept up front. The use of low walls, screens, and plants can help to create a sense of privacy for workers further inside the building, while not entirely blocking views.

At night, storefronts should be modestly lit from the interior to provide ambient light and safety to the pedestrian realm, as well as showcasing products and displays to the public. Lighting should be selected to optimize the display of goods or services being sold within the business, as well as customer comfort.



Create and maintain large, glass, street-level storefronts with transparency at the frontage. Limit window signage to de-clutter views into the space. Recessed entryways offer protection from the elements.



Illuminated storefront displays can provide safety and visual interest during non-operational hours.



WINDOWS:

When selecting window packages, colors and sash profiles should be selected to compliment existing architectural character. Frame and sash profiles should be sized within existing window openings when possible - matching the size and dimension of historic or existing windows. Large openings should be broken up with smaller windows to create visual interest and repetition and avoid large uninterrupted surfaces.

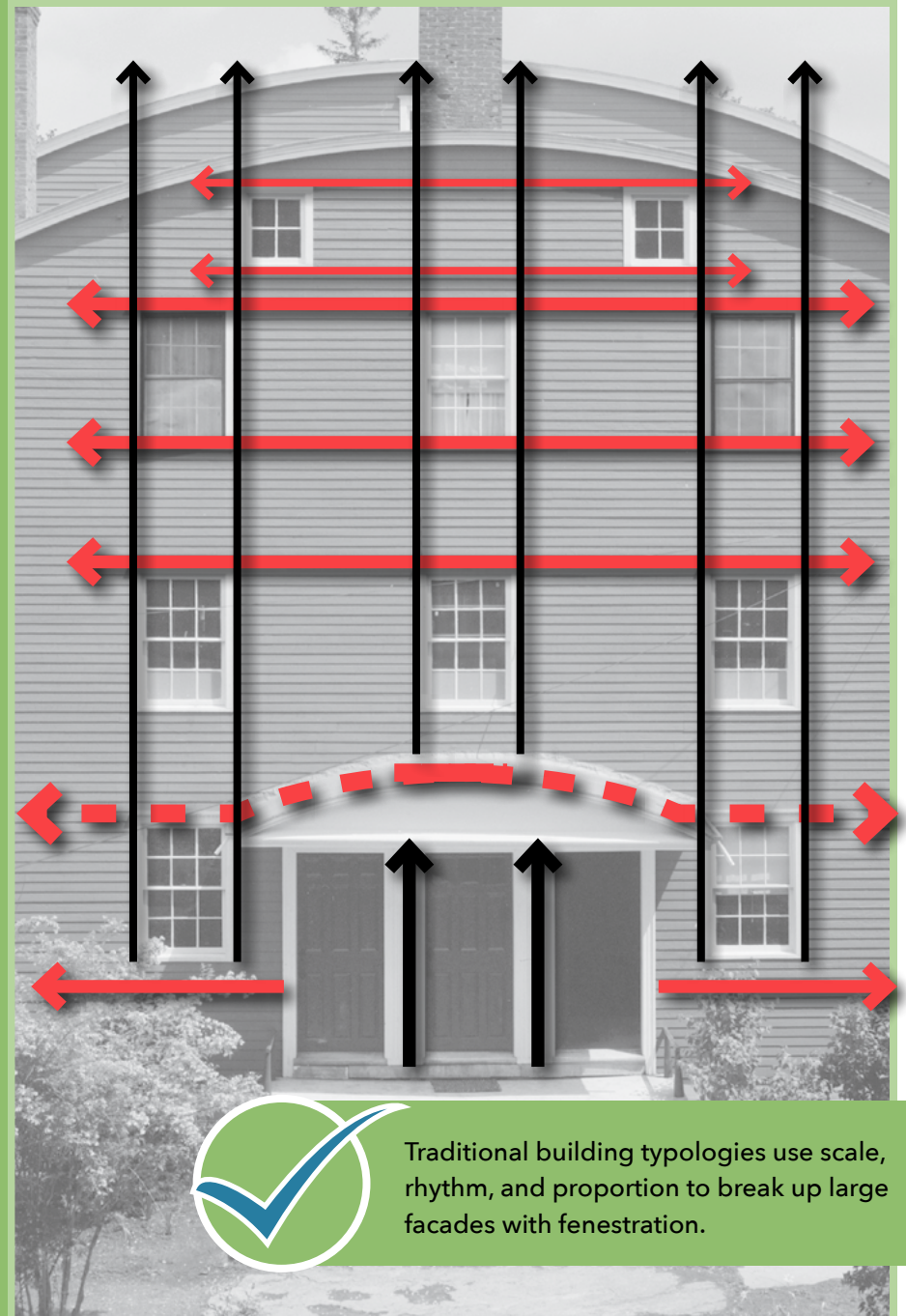
Transom windows are typically horizontal bands of windows placed above the door height that continue across a storefront. These type of windows provide extra daylighting deeper into the storefront, as well as provide opportunities for signage, lighting, detail, and depth within the composition. Existing transom windows that have been removed or covered up should be restored when possible.

For commercial storefronts, use of wood or aluminum-clad wood windows is preferred. Anodized-aluminum windows can be specified to many historically sensitive colors, and dimensioned with appropriate sash and sill profiles.

Vinyl windows are prohibited for use in historic commercial renovations by the State Historic Preservation Office (SHPO). Vinyl windows are a residential product, typically come in limited colors, often have thin and flat sash profiles, and are less durable.

Windows that have been tinted or treated with reflective coating are also prohibited for historic renovations by the SHPO. Glazing should be transparent and allow for daylighting and visual access.

Environmental considerations should be made during the selection of window units. When needed, look for double paned insulated glass and provide thermal breaks to optimize energy performance within your commercial space. Avoid using inefficient window systems that increase air infiltration and decrease energy performance.



Traditional building typologies use scale, rhythm, and proportion to break up large facades with fenestration.

Replace storefronts with energy efficient, modern windows with historically appropriate trim and sash profiles. Match the rhythm and scale of upper floor fenestration.



When replacing upper floor windows, don't use undersized replacements.



If upper floor windows have been removed, they can still be expressed through shutters and other historic treatments.



Commercial and residential entries should be different enough to distinguish their use.



DOORS:

A door is the first interaction your customers will have with your business - so care should be taken to ensure a welcoming and inviting experience. Keep your door clean and well maintained.

Uninterrupted full-glass and half-glass doors allow for visibility in and out. Do not use blackout windows, or windows treated with reflective coatings that prohibit views within and without.

Exterior doors that lead to residential second floors may be stile-and-rail doors without glass.

The intention is that doors leading to upper floors should appear as "secondary" doors to pedestrians as compared to the full glass doors that lead to ground floor businesses. This hierarchy communicates to pedestrians which door is which in a subtle, unsigned way.

Transoms above doors should be restored to allow for light to enter into the stairway or storefront.

For standard commercial storefronts, doors should be wood or steel, and match the building in profile and character. Vinyl is not an acceptable alternative.

Under no circumstances should doors be covered by exterior rolling shutters or gates of any kind. These "safety" solutions only increase the appearance of crime without any regard for real statistics of commercial break-ins. Security alarms, cameras, and guards can offer alternative methods of alleviating crime that do not detract from the appearance or perceived safety of the area.

SIGNAGE

SECTION 3

Signage is one of the most constantly changing elements of a building, being added and removed with each new commercial tenant. At its best; signage has the ability to enhance the existing architectural character of a building, showcase branding elements of the tenant, and communicate to customers where to go. At its worst; signage can cover up and detract from architectural characteristics, have too much cluttered branding, and confuse customers.

Before you begin to design your signage, you should step back and look at your building facade to begin to answer the following questions:

- **What kind of space for signage is there on the building currently?** Is there a signboard zone above the storefront? Do you only have large windows to use? Is there space for a projecting sign?
- **How could my choice of signage enhance the architectural character of the building?** Would a vintage carved sign be more fitting than modern back-lit lettering? Is there a historic sign that needs repair/re-purposing? What style and time period is your building?
- **What elements of my branding or business can be reflected in the design?** Could one of your brand colors be used in a new color scheme for the facade? Is there a logo that would make an amazing window decal? What's the least you can get away with?
- **What do I need to actually communicate to my customers?** Keep it simple! We live in a digital age - a good website and Google listing is much more important today than putting your phone number in bold on a sign. Try to keep things basic and stick to your name, tagline, and address if necessary.

DOWNTOWN SIGNAGE GUIDANCE

Review this summary of the existing signage laws found in your current zoning.

BUSINESS USES

FREESTANDING SIGNS		
Maximum number permitted	(1) per business	S 205-17.B(13)A
Maximum Area	24 sf	S 205-17.B(13)A
Maximum Height	30 feet	S 205-17.B(9)
	4 feet for monument or masonry-type signs or bases	S 205-17.B(10)
ATTACHED TO BUILDING		
Maximum number permitted	(1) per business	S 205-17.B(13)B
Maximum area	Greater of 24 sf or 1/2 foot per linear foot of building frontage up to 100 sf	S 205-17.B(13)B

MULTI-BUSINESS COMPLEX

FREESTANDING SIGNS		
Maximum number permitted	(1) per complex	S 205-17.C(1)
Maximum Area	24 sf, plus 10 sf for each individual business space therein up to 75 sf	S 205-17.C(1)
Maximum Height	30 feet	S 205-17.C(1)
ATTACHED TO BUILDING		
Maximum number permitted	(1) per business	S 205-17.C(2)
Maximum area	24 sf	S 205-17.C(2)

OTHER PROVISIONS

Window Signage Area	Not to exceed 25% of window/door surface	S 205-17.G(7)
Banners or Flags	(3) permitted, not to exceed 15 sf each	S 205-17.B(11)C
Illumination	Non--flashing, shielded illumination that does not cause glare is allowed	S 205-17.B(14)
Feathered, tear drop, and blade flag signs	Prohibited	S 205-17.B(16)
Transom/upper floor window signage	Limited to (2) lines of text only	S 300-5.5E (4)
	Lettering must not exceed 8"	
	Only allowed on primary street frontages	

BUSINESS USES

GENERAL SIGNAGE GUIDANCE

The Town of New Lebanon has signage regulations within the zoning code that have been summarized or added to in the following section to assist you in adding new signage to your building. Signage regulations in the Town of New Lebanon vary for individual businesses and multi-business complexes.

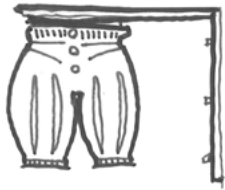
ATTACHED TO BUILDING

24 sf or **X** linear feet x 0.5 = total area up to 100 sf

WALL SIGNAGE



PROJECTING SIGNAGE



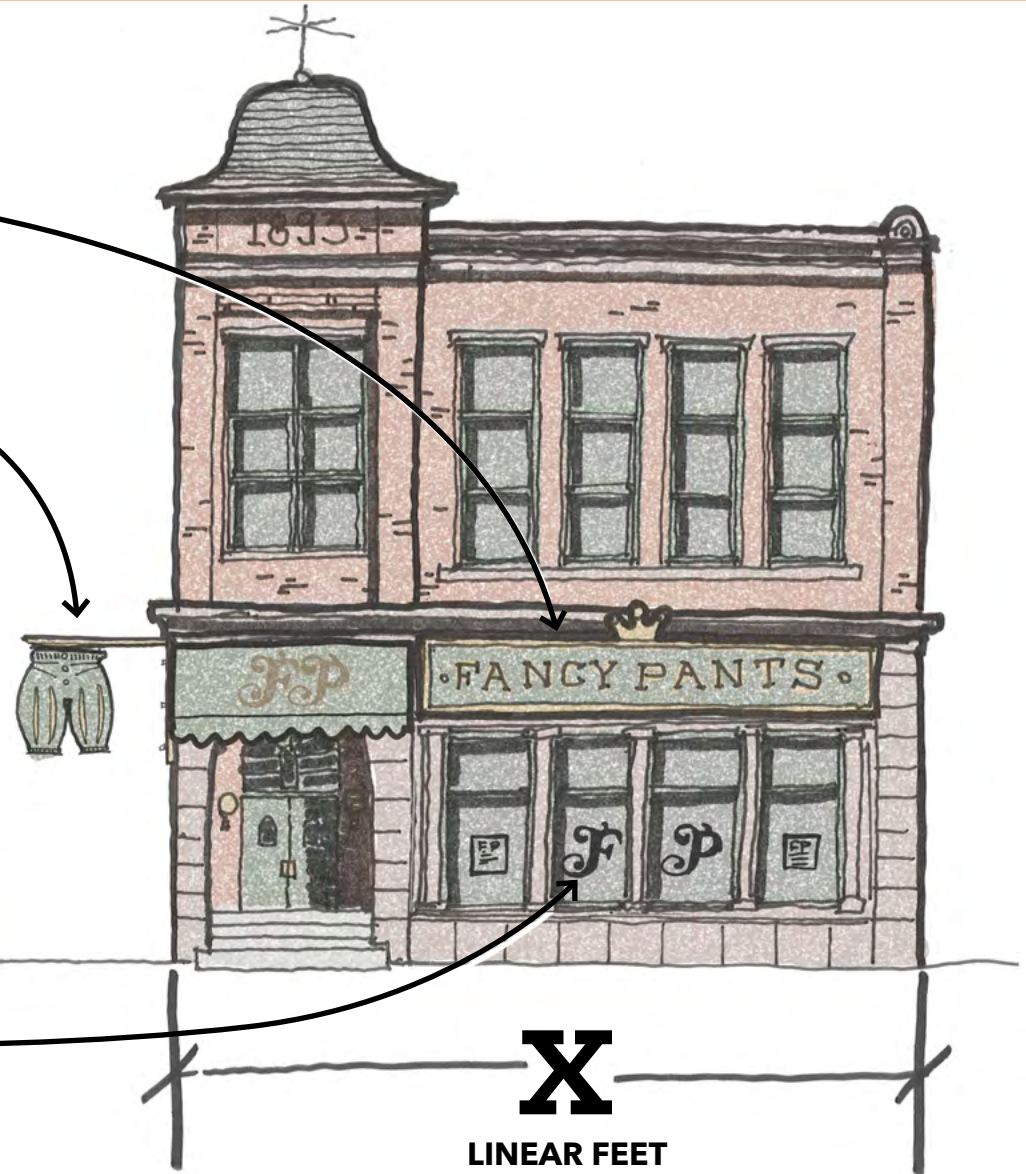
FREESTANDING

1 per building frontage



WINDOW SIGNAGE

25% of each window max



X
LINEAR FEET

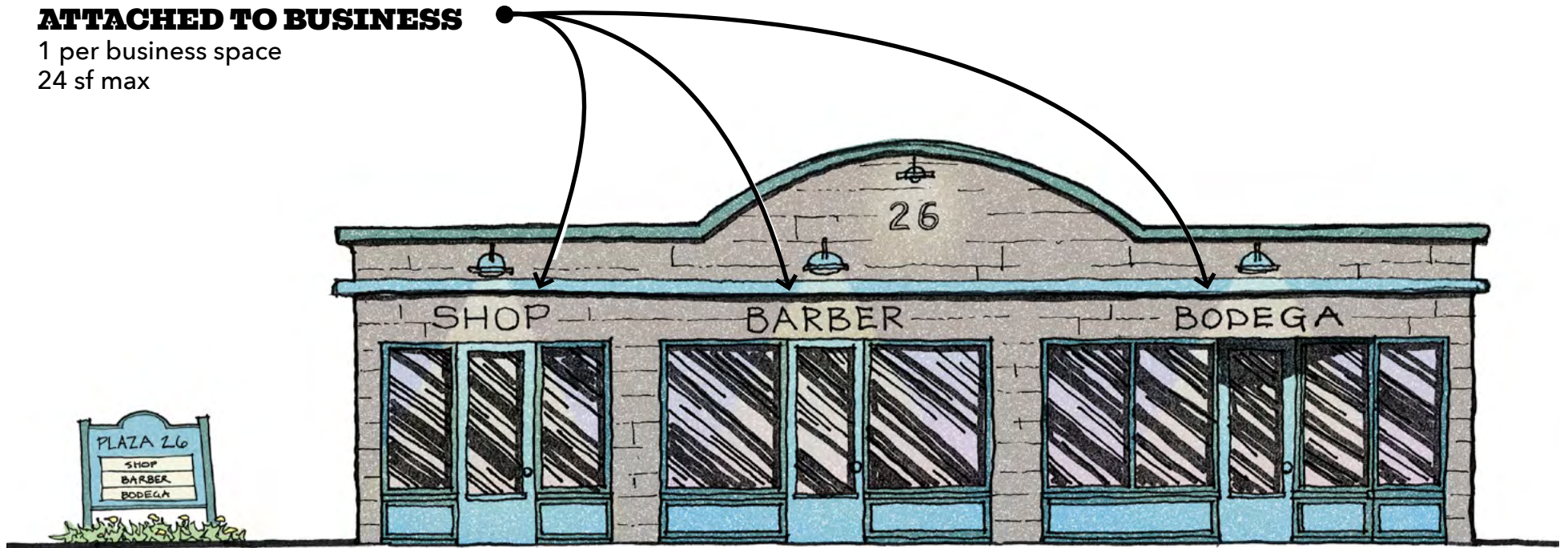
MULTI-BUSINESS

GENERAL SIGNAGE GUIDANCE

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ATTACHED TO BUSINESS

1 per business space
24 sf max



FREESTANDING

1 per building frontage
24 sf + 10 sf for each individual business
up to 75 sf

BUILDING MOUNTED SIGNAGE

Building mounted signage is defined as a sign mounted to and parallel to the surface of a building. Typically, an establishment only has one frontage - and needs only one wall sign. In New Lebanon, provision allows for buildings with two separate frontages to have wall signs at both.

The scale and placement of the lettering and sign boards is important. Signboards above storefront windows or awnings should not cover second floor windows and should be in proportion with the overall height of the building. Signboard materials should be uniform with the storefront, with colors contrasting the lettering for legibility.

Only the business name should fit within the allotted signboard space; additional words and descriptions can appear as lettering on awnings or valances, window lettering, and perpendicular signs.

Do not place lettering or signboards within the second floor portion of the façade, and do not use lettering or signage that is over-sized for the particular façade.

Internally lit, plastic signage is discouraged, however raised letters can be back-lit. Raised, back-lit sign letters are allowed, however they should only be used if appropriate for the facade. Typical fascia signs should be lit from above via downlighting, spotlighting, or linear fixture. Fixtures should be directed away from upper floor residential windows, and avoid overlighting and glare.





Develop signage proposals that match and enhance the existing architectural features.

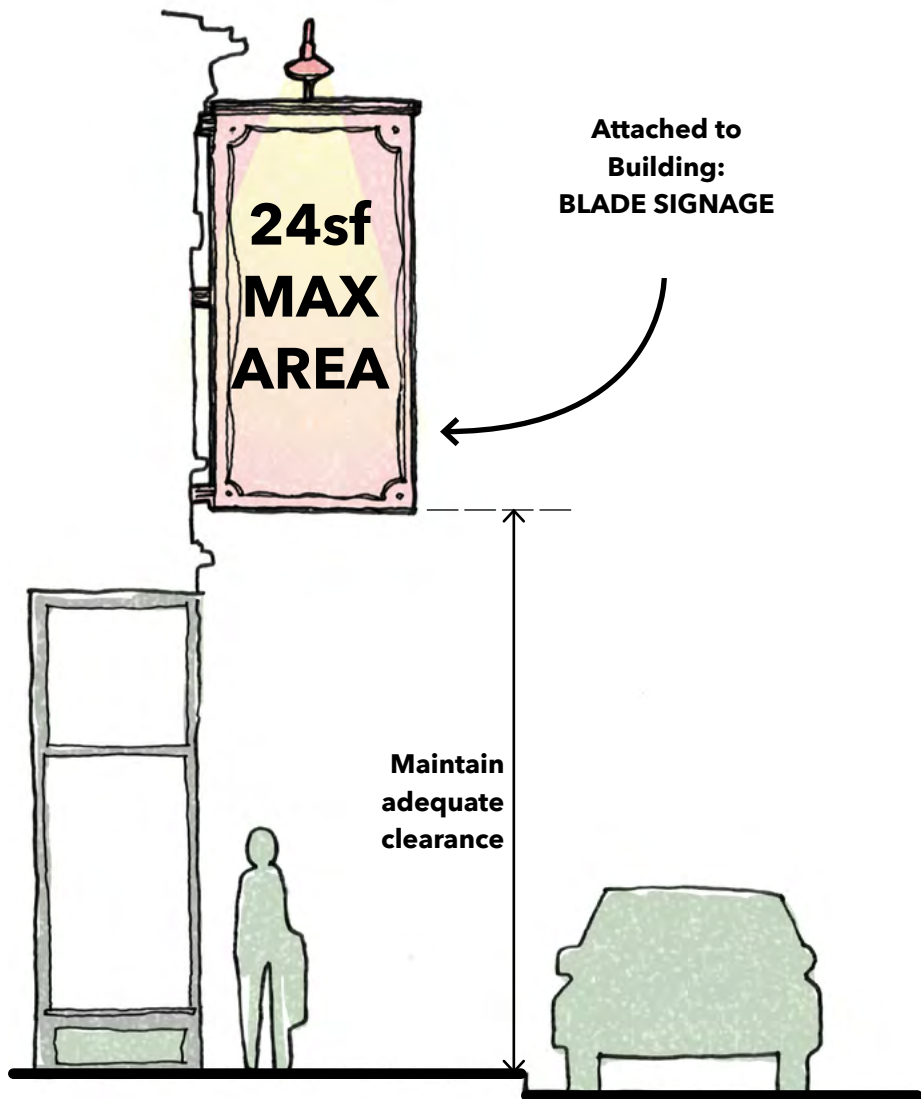


Do not use oversized signs that cover upper floor windows or original architectural features.



Remember to coordinate colors, fonts, and styles among all of the different components of your signage.





BLADE / PERPENDICULAR SIGNAGE

Perpendicular signs are two-sided signs that project outward from the exterior wall of a structure. They provide a great opportunity for pedestrian focused signage that can be seen as people approach a storefront from the sidewalk.

Blade signage should only be used on ground floor commercial spaces, with a maximum of one per tenant. If you choose to propose a projecting sign, remember that the square footage cannot exceed 24sf.

The mounting point of a projecting sign needs to be below the window sill level of the second story. A strong, durable mounting bracket or arm must be used to avoid damage during high winds. For signs that swing freely and are hung, it is suggested that nylon washers (or similar) are used to avoid squeaking during movement. It is best to avoid signage that is overly heavy and strains the mounting arm under load.

Projecting signs should never be internally lit, and should only be lit from exterior fixtures. Dimensional carved signage is preferred for its historic appearance and legibility. The interplay of light and shadow on the depth of a dimensional sign provides more visual interest than a flat surface.

Care should be taken to not oversize signs - remember that the bigger you make the sign, the bigger your neighbor has to make theirs. Keeping signage at a smaller, more pedestrian oriented scale is highly encouraged. Perpendicular signage should also be coordinated with awnings to avoid collision.



Use gold leaf to catch light and improve legibility while providing a timeless look.



Don't use internally lit plastic signs or signs with 3rd party branding as the primary focus.



Coordinate your branding so that it is consistent among all of your signage. Use decorative brackets and playful shapes.

Use sculpted signage to show your business in a more symbolic way.



TOWN OF NEW LEBANON: DOWNTOWN DESIGN GUIDE
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Carved signage reads well in most lighting conditions, and enhances historic character by referencing past eras of craftsmanship.

AWNING SIGNS

Awnings provide an opportunity to extend the storefront into the pedestrian realm and engage passers-by. It can be fixed, or operable - allowing for it to be rolled up during inclement weather or when not needed. It can even signify to the public that your shop is open, much like a welcome flag.

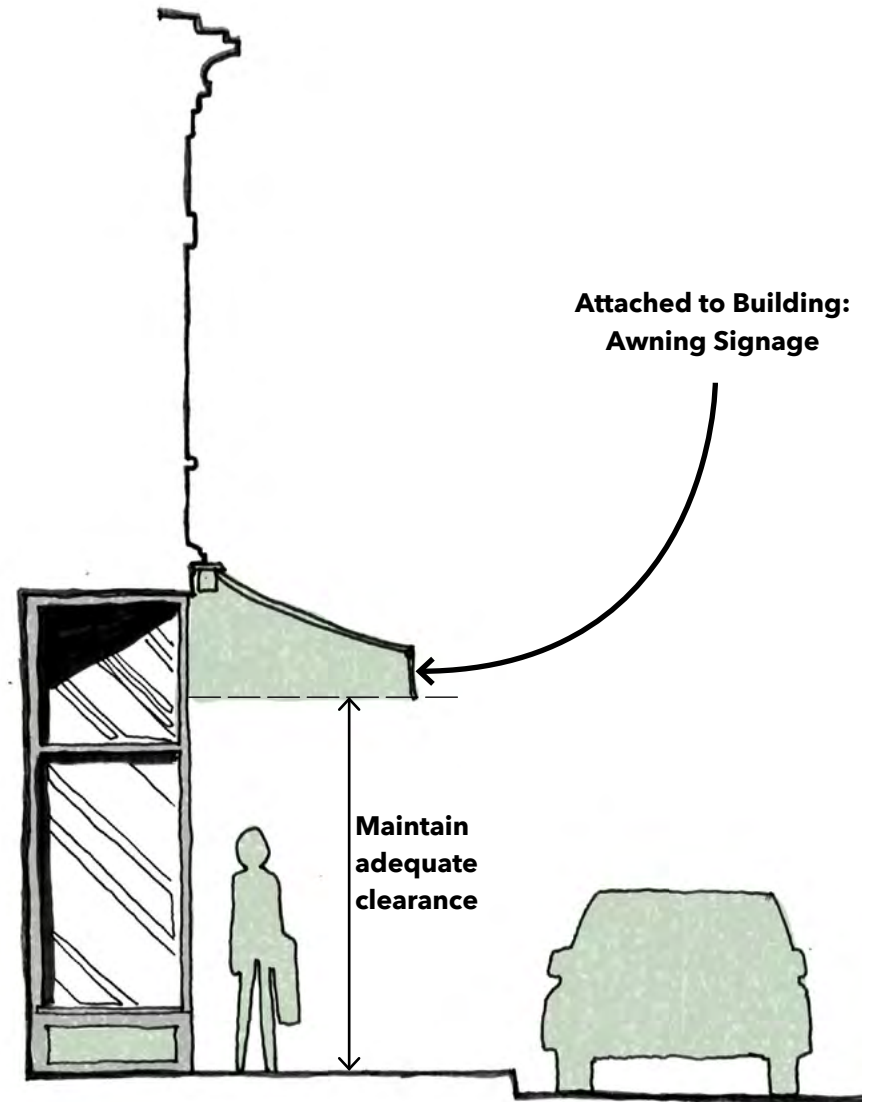
An awning sign is a sign printed on any of the surfaces of an awning, and is typically made of fabric. Lettering is most effective when printed on the valance or fringe of the awning.

It is encouraged to use fabrics and surfaces that are easy to clean - such as coated fabrics or contemporary metal canopies and awnings if a permanent solution is required.

Awnings are most useful on storefronts that face east, west, and south with regards to shading and protecting from glare. Depending on the season and time of day, you may want to shade your storefront from direct sunlight to avoid heating the space or causing visual discomfort to employees and customers.

Awnings should be sized relative to the openings they cover, and may have a triangular or curved profile. Avoid materials that simulate others, such as aluminum or plastic awnings that mimic fabric. Coordinate fabric awnings with the building's color scheme to highlight storefronts.

Awnings can be used to provide shelter for outdoor seating from both rain and sun, and is encouraged to provide a cozy, comfortable pedestrian environment.





Use awning colors to tie branding into the facade design with low impact to the building.



Don't use backlit or vinyl awnings

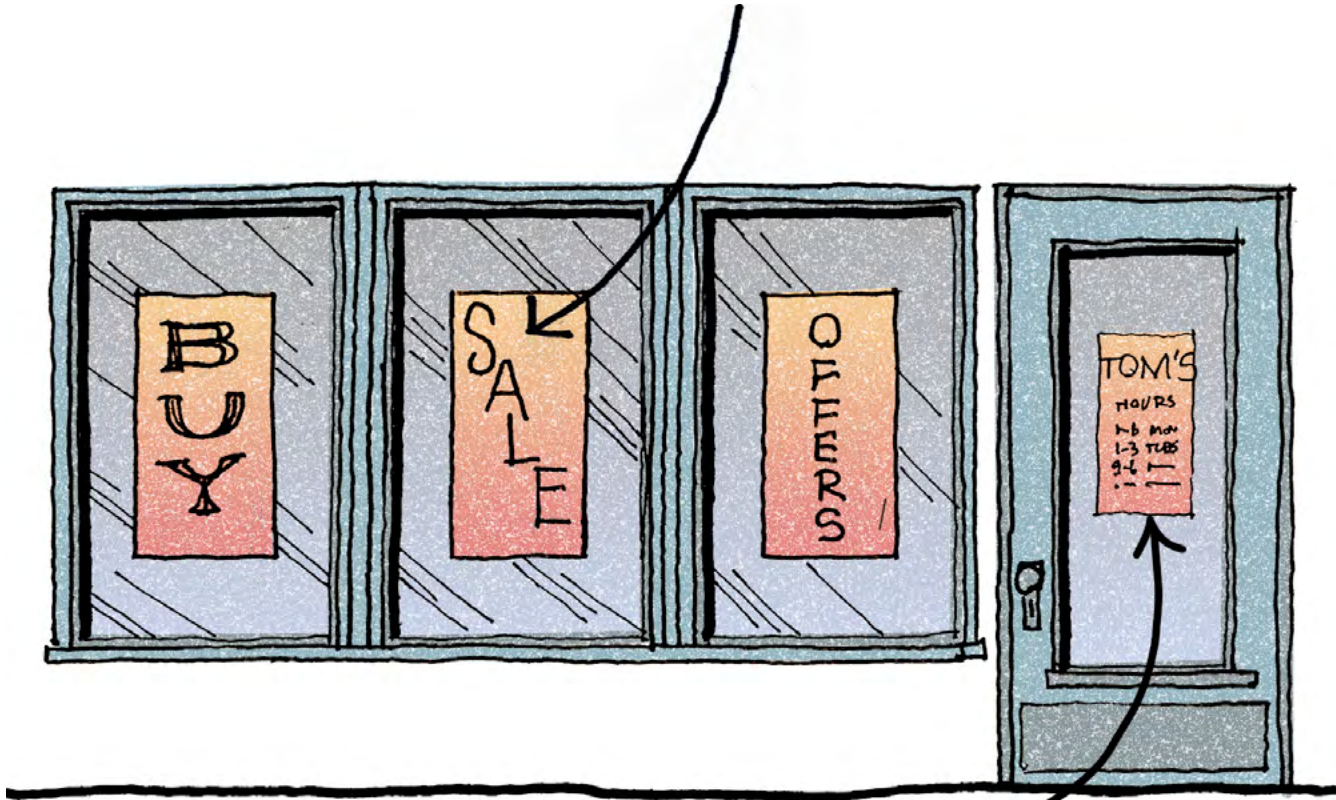


Use the valance of an awning as a substitute for wall signage if a signboard is unavailable.



Structured awnings and balconies can provide more permanent outdoor seating opportunities in places with a setback.

Window and door signage area can be no greater than 25% of total area



Hours of operation signs up to 2 sf not included in area calculations

WINDOW & DOOR SIGNS

Windows and transparency in and out are the most crucial elements of any storefront from a safety perspective. Window and door signage and lettering should be carefully organized and applied so as to not clutter or prohibit viewing into the business at any time. Branding, style, color, and font should be coordinated with the building to ensure a proper fit.

Window and door lettering can be painted, gold leaf, or applied vinyl. Window signage should ideally not be more than 50% of the overall window area. Zoning in New Lebanon only has provisions for maximum size and area - allowing for design flexibility.

Window signage is the most high impact, low cost signage solution available to most businesses. When combined with clear views into a clean, orderly establishment - window signage can draw the eye into a shop and attract customers. It is also a very appropriate substitution for wall signage when a storefront has no signboard zone.

Window Signage Area	Not to exceed 25% of window/door surface	S 205-17.G(7)
Hours of Operation	Not in excess of 2 sf not in application of regulations	S 205-17.G(3)



Don't cover storefront window openings.



Use transparent backing on your window lettering to allow views inside to products and displays.



Our small downtowns have a long legacy of commercial storefronts that use transparent lettering to showcase products.



Use a variety of smaller, pedestrian scaled signs to communicate to your customers as opposed to one large sign.



FREESTANDING SIGNAGE

A freestanding sign is a self-supported sign attached to a pedestal, posts, or a perimeter wall. A maximum of one freestanding sign is permitted per business or multi-business complex.

No part of a freestanding sign may encroach upon a public right-of-way. Signage must be attached firmly to posts or a perimeter wall that is integral to its structure, with materials selected to match or enhance the existing architectural character.

Freestanding signs can be a great signage option for businesses with large parking lots or setbacks that may need help drawing attention from the right-of-way. Large setbacks can often decrease visibility.

Care should be taken to ensure lighting is appropriate for the location. Signage can utilize raised planter beds to help provide visual interest - however they should be maintained to be free of debris and weeds.



FREESTANDING SIGNS		
Maximum number permitted	(1) per business	S 205-17.B(13)A
Maximum Area	24 sf	S 205-17.B(13)A
Maximum Height	30 feet	S 205-17.B(9)
	4 feet for monument or masonry-type signs or bases	S 205-17.B(10)



Ground signs can also be a great opportunity to show multiple tenants within a small shopping area.



Avoid large, oversized, internally lit plastic signage that does not match the character of a town.



Ground signage can help draw the eye to your business when you have a large setback from the road.



Use carved dimensional signage with simple, lightly decorated posts for a clean historical look.



MATERIALS SECTION 4

A typical issue occurring in older commercial buildings is that they show the scars of decades of business. Years of signage being taken down and put up. Windows covered up with siding instead of replaced. Brick buildings covered up with stucco and then later stone veneer...

The following guidelines will help you to determine the appropriate materials to use during your building renovation.

DESIGNING FOR LONGEVITY

- Whenever possible; repair original materials before replacing them or covering them up.
- If replacement is required, only use materials that don't require replacement as their only option for maintenance. *(example: fiber-cement clapboard would be an acceptable wood substitute because it is dimensional, and can be manipulated and finished similarly to wood.)*
- Products simulating wood can be painted and are easily maintained - colors for painted surfaces can be changed as required.
- Look for products that can be recycled at the end of their lifespan.
- Avoid products that contain or produce harmful pollutants, off-gas, or chemicals during their lifespan; as they lower the quality of air inside the building and out.
- When feasible; local, natural materials and durable composites are best choices.
- Do not use new masonry or stone veneers, or new siding applications when they do not accurately represent the original materials or history of the structure.



Don't use inauthentic materials and veneers on your storefront to imply a different materiality for its construction.



Do not use vinyl or metal siding to cover up the fenestration of a facade on its upper floors.



Do not use EIFS to cover original materials or in places requiring durability.



Use materials that can be repaired and maintained similarly to the original - such as fiber cement in place of wood.





Shakers used modest, easily constructed (for the time) details that were simple to maintain over time, and repetition to make the scale more human in the landscape.



The Shakers may have had a religious meaning behind the three doors seen at this meeting house - but by referencing the unique curved roof with the awning, the eye is drawn to the entry without signage, using only hierarchy and scale.



Do not cover original materials such as masonry or wood cladding with inappropriate materials such as stone veneers or vinyl siding. Do not cover up original storefront openings or details.

Don't paint unpainted masonry. Flaking paint on masonry surfaces may be indicative of moisture buildup within a wall cavity.



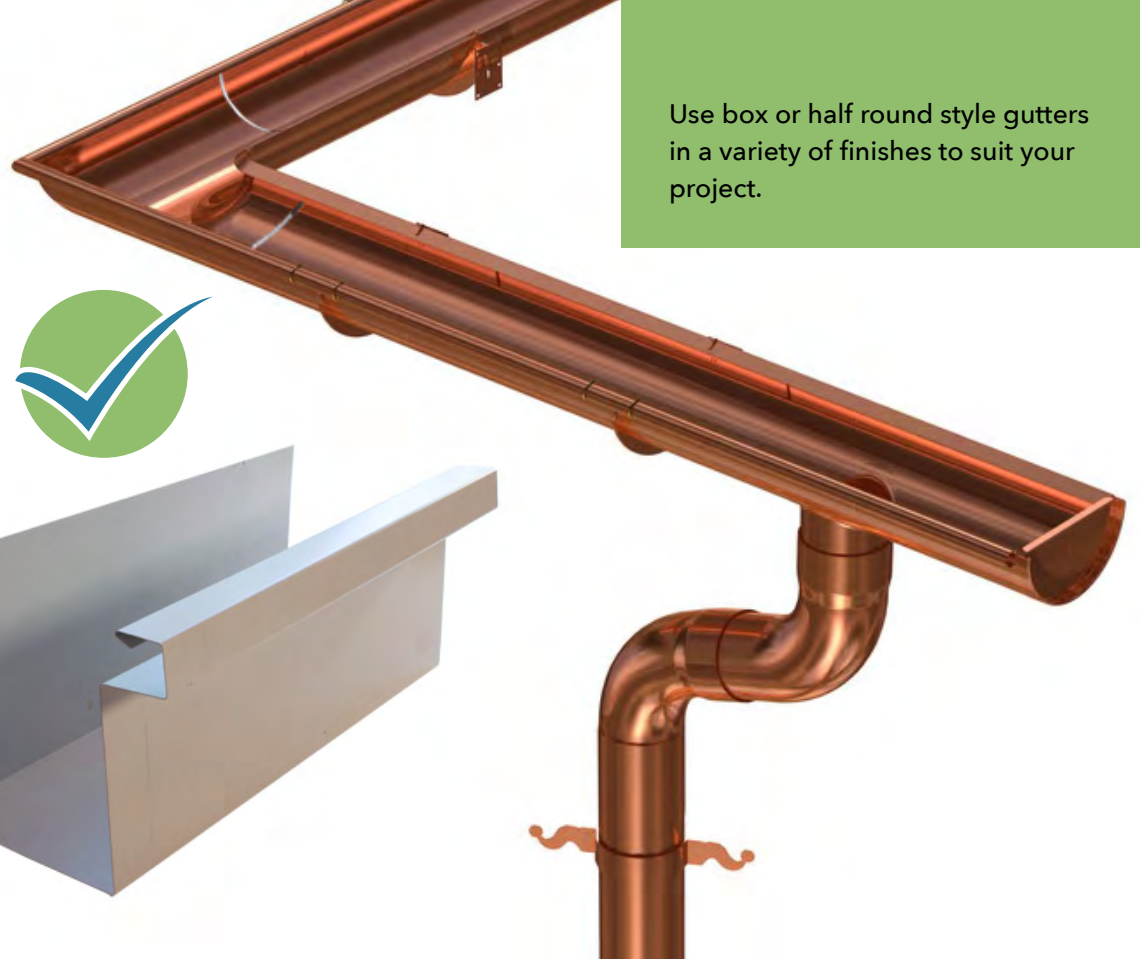
Repair and replace damaged masonry with as close a match as possible. Avoid mismatched brick repair.



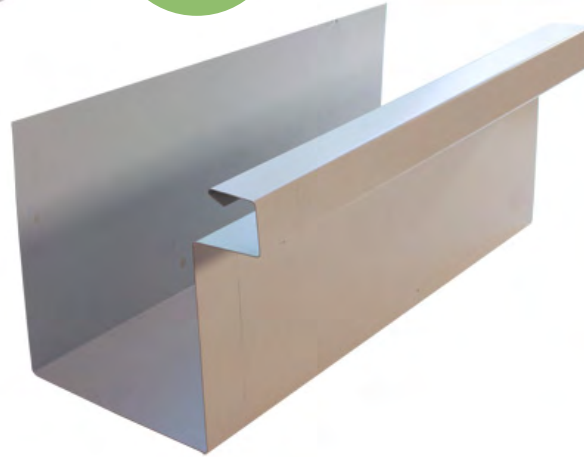
MASONRY

In some cases, older masonry buildings will require repairs to the brick and mortar. Brick, stone, and concrete block restoration requires differing treatments for repair. Simply power-washing can damage the surface of the masonry. After the surface has been cleaned of debris or old paint, bricks may need replacing and mortar joints repaired. Brick sealer can be applied to protect the restored brick. Always consult a professional before performing any masonry and brick work. Reference the National Parks Service, Technical Preservation Services - preservation briefs for more information on brick, mortar types, and restoration practices.

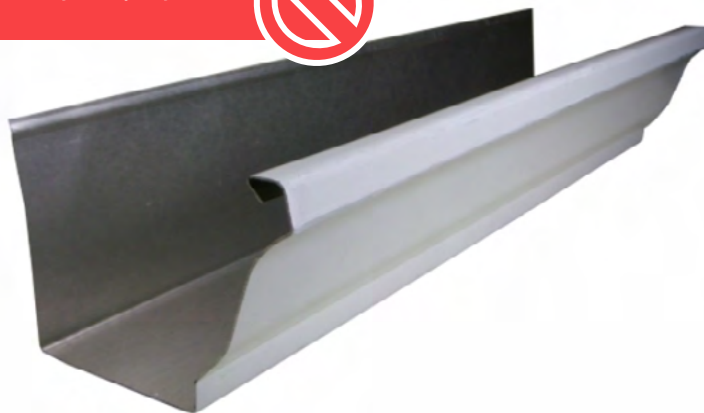
- Some brick types are required to be sealed or painted. Buildings may already have painted brick. **Only in these instances it would be appropriate to repaint the existing brick.**
- Do not use thin veneer/fake brick or stone applications when they do not accurately represent the building or the material.
- Do not use residential styled vinyl or metal siding. Many of these materials have unnatural trim, lintel and edge conditions that cause the facade to look too uniform and massive.
- Façade design proposals should never include covering original materials or column, cornice, sill, lintel, window, or panel detailing.



Use box or half round style gutters in a variety of finishes to suit your project.



Use box or half round style gutters in a variety of finishes to suit your project.



GUTTERS

Some buildings may require gutters and downspouts on their street sides. For these buildings, all gutters and downspouts should be galvanized steel, aluminum, copper or an approved substitute with a period and style-correct shape, such as "half-round." Residential "K-style gutters" create unwanted horizontal lines that may detract from the building trim and detailing, and should not be used.

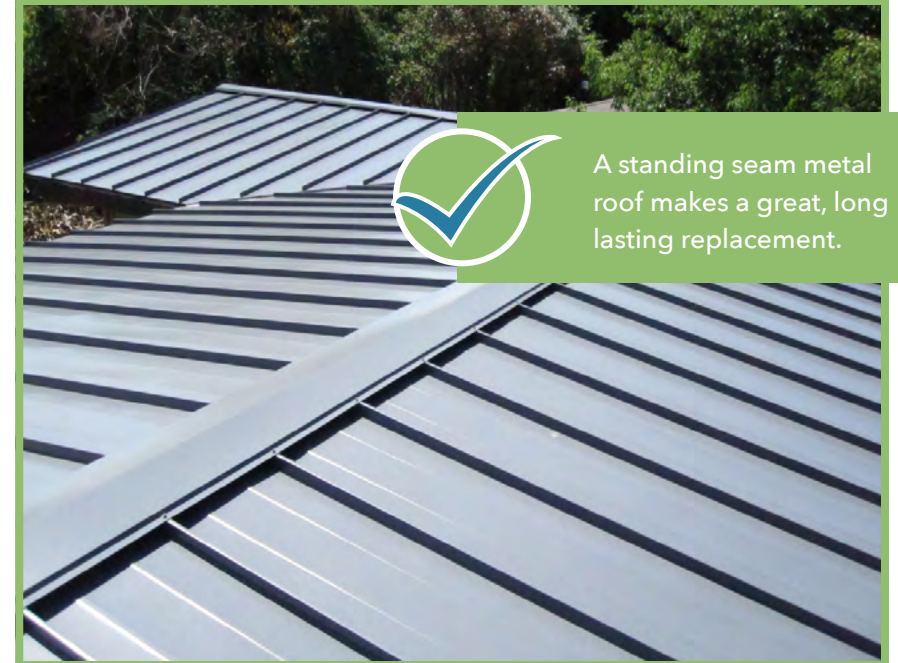
Ensure that gutters and downspouts are of adequate size to manage the volume of water that flows from the roof that it serves. Coordinate with the municipality to ensure that collected rainwater is conducted safely to storm drainage and not across the sidewalk where it becomes a safety hazard when temperatures drop.

ROOFING

Special consideration should be given to roofing materials that are visible from the street. Whenever possible, it is preferred that period-correct materials are used, such as real cedar, slate, or standing-seam metal. Standing-seam metal roofing has a long life span when properly installed and will help maintain cooler roof temperatures, helping to reduce mechanical cooling costs.

Asphalt shingles are less durable, will produce more heat, and depending on the age of your building's construction may not be appropriate for use - especially for commercial buildings.

- Low slope and flat roofs should take due care to provide adequate roof drainage, and mitigate the effects of settling that can occur on historic buildings over time.
- Original features such as skylights should be repaired or replaced when possible.





Restore original window openings that have been covered over. Previously painted masonry can be repainted to highlight details.



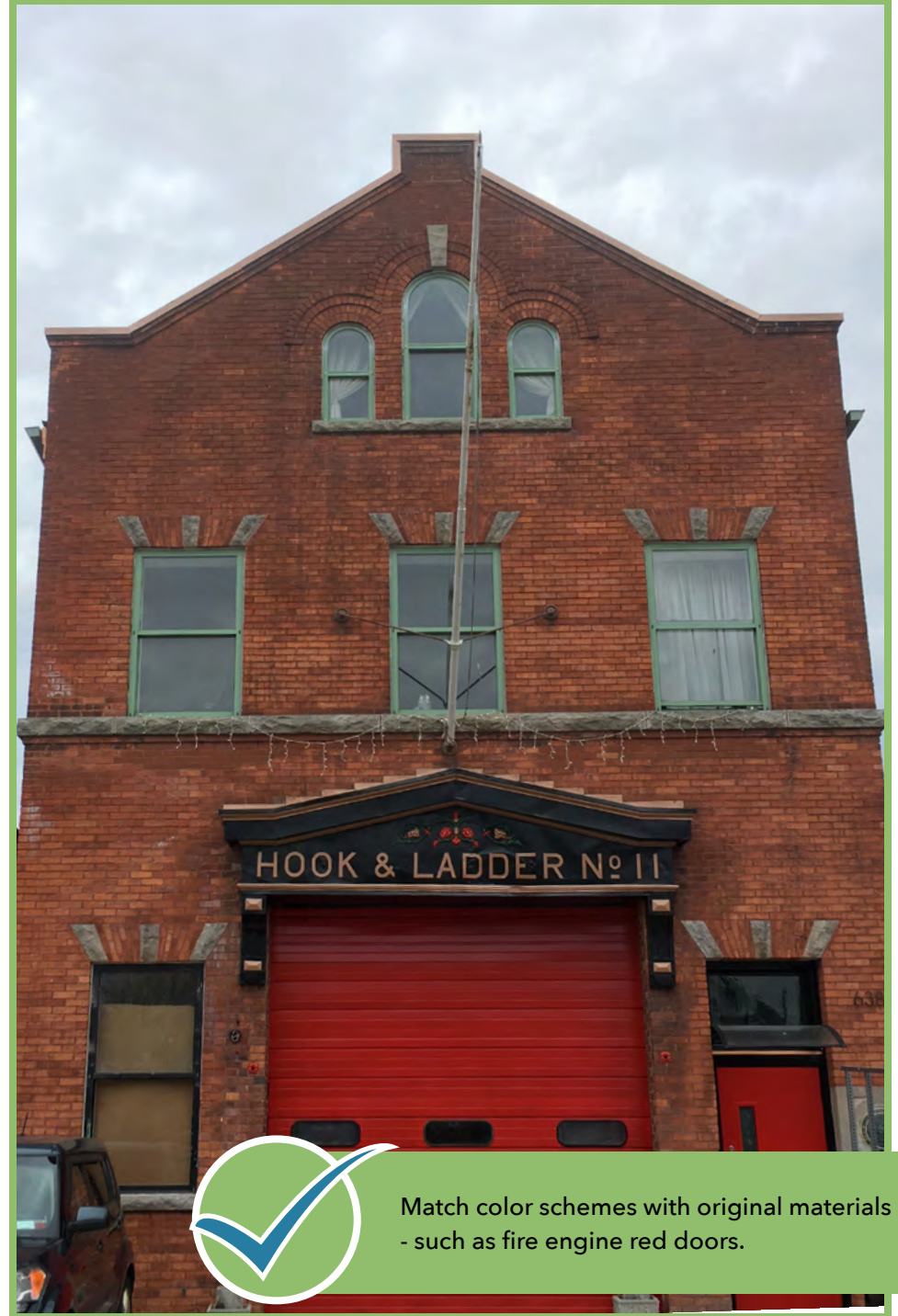
Restore original roofing materials and cornice detailing with modern historically sensitive materials whenever possible.

REFERENCE ORIGINAL MATERIALS

When feasible, a proposal should reference original fragments of the existing facade in order to re-establish its own recognizable, authentic identity. Details should be highlighted through careful color selection. Do not cover or remove column, lintel, or parapet details that provide historic character and address human scale.

Wood-framed buildings may require different approaches to detailing. Unlike their brick counterparts, they are more likely to have the eave side of a gable roof facing the street. Special attention should be given to how trim is treated around eaves and gutters. Restore original trim detailing when possible.

Color can be applied to new window and door finishes to breathe new life into a historic facade.



Match color schemes with original materials - such as fire engine red doors.

EXISTING DOWNTOWN MATERIAL SAMPLE

Not a comprehensive list of materials



BRICK



NATURAL WOOD SIDING



WOOD SIDING



NATURAL WOOD SIDING



WOOD SIDING

COLOR

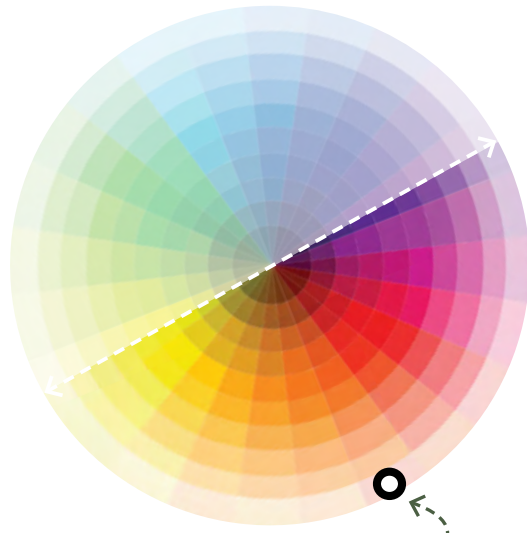
SECTION 5

Color and paint selection can be the most cost effective way to breathe new life into a facade that needs an update. This section will give you some general guidelines as well as provide numerous examples of well coordinated schemes to choose from. Some general color selection guidelines:

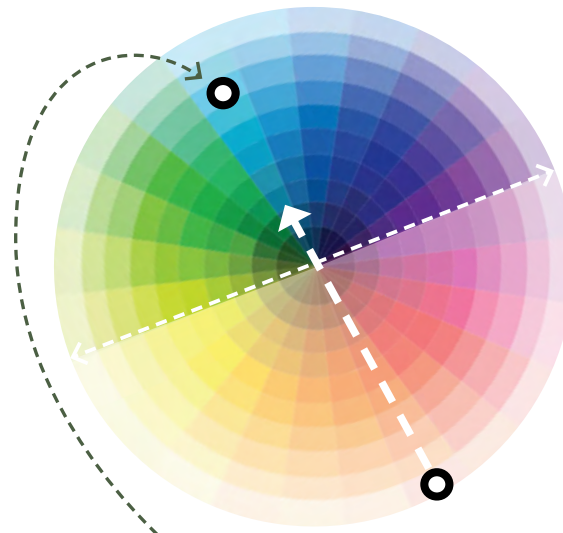
- **Look for interesting details** - What is your building made out of? Are there any interesting masonry details or decorative elements? Columns or overhangs? Parapets or window sills? Keep them in mind - color can be used to enhance their shape or form in the overall composition.
- **Start with the existing color of materials** - Paint color schemes should coordinate with natural tones and colors found in masonry or existing materials present on the facade. Where the brick condition allows, the brick should not be painted on these buildings. The natural color of the brick should be considered in the overall color scheme. Some brick restoration may be required. National Park Service's preservation briefs discuss masonry sealers in greater detail.



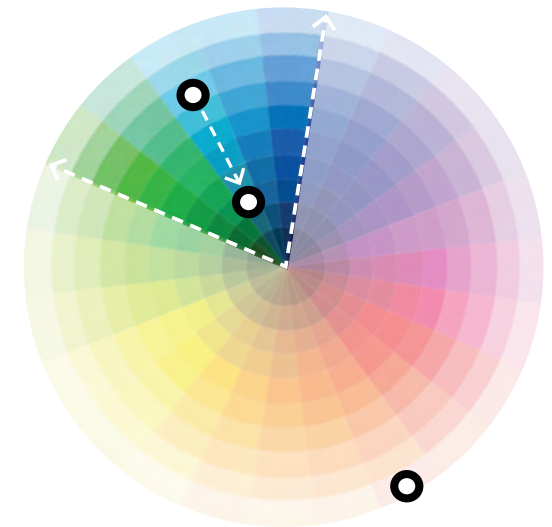
The 60:30:10 rule



1. Base color
(a warm gray brick)



2. Accent color
(complimentary to base color)



3. Secondary Color
(analogous to accent color)

The 60:30:10 rule - A Simple but effective rule of thumb for choosing a 3 color scheme is to use the 60:30:10 rule.

- **First**, choose a base color to take up around 60% of your facade area. Typically, one should use a somewhat muted mid-tone color for the base so that it allows the interesting elements to contrast and “pop out” more. If you have a masonry facade the color of the material can count for this.
- **Second**, choose a color complimentary (opposite side of the color wheel) to the base as an accent color to take up around 10% of the facade and provide a highlight interesting features or forms.
- **Last**, pick a color that is analogous (nearby on the color wheel) to your accent color to be the secondary color for the remaining 30% of facade area. Remember - you want a variety of dark and light colors so if your accent color is dark, choose a light secondary color for more contrast.

Be a good neighbor - Design proposals should also consider the colors of adjacent buildings or buildings shared between multiple tax parcels to ensure that complementary colors are being used across the streetscape. Avoid duplicating the colors of adjacent buildings

PAINTING COMMERCIAL STOREFRONTS:

For buildings with multiple commercial tenants, there are a variety of unique, acceptable ways to paint a building so that individual businesses are highlighted and easily recognizable to passers-by. There are two main approaches that one can take: the unified approach, or the independent approach.

It should be noted that there are no hard and fast rules regarding which method you choose, and that the most successful downtowns are comprised of buildings taking both views. This guide will outline the pros and cons of both approaches, and allow you to decide which course is right for your project.



UNIFIED BUILDING METHOD

Uniformity of color across storefronts and building details are used to full effect here, where the individual storefronts are all matching with the building. This scheme works incredibly well in high-turnover markets where tenants are often coming and going, as it keeps the building looking nice regardless of occupancy.



INDEPENDENT STOREFRONT METHOD

The independent storefront method is used here to help the shop owners visually stand out to potential customers. Each storefront is color coordinated to look good within the building and its neighboring businesses. This color scheme works well in buildings with franchises, where businesses can paint their storefronts to suit their individual branding or colors.



Unified Building Method

Matching storefront colors create a simple visual harmony by regulating a color scheme to be used by all commercial tenants. Typically, a base color or material is chosen for the building shell, with detailing, trim, doors, framing, and awnings given 1-3 other colors, depending on complexity and need.

Pros

- Building has a neat and orderly appearance and composition.
- Appearance of building can be determined by landlord, not tenants.
- Draws visual interest to the building shell's materiality and form.
- Building is relatively unchanged when tenants move in/out.

Cons

- A simple or modest building may appear uninteresting.

- Tenants are not as quickly distinguished.
- Less customization of storefronts for tenants.
- Larger buildings utilizing this painting technique may appear monotonous.

Suggestion

- Use this painting method for building shells with interesting or significant details to prevent storefronts and visual clutter from overpowering the building. This also works well for groups of offices or businesses that aren't competing for pedestrian attention.



Independent Storefront Method

The independent storefront method can create dynamic and engaging streetscapes by permitting the creativity of tenants to paint their storefronts. When done properly, these buildings create immense visual interest through engaging with the street not just with color that can draw attention to and distinguish the businesses there.

Pros

- Building has a dynamic and interesting composition.
- Draws visual interest to individual storefronts while keeping the building in the background.
- More appealing to commercial tenants with brand standards or color requirements such as franchises.
- Tenants are easily distinguished within a building.
- Very effective at breaking up long building facades.

Cons

- Can appear cluttered and unorganized if tenants choose clashing colors.
- More obvious whenever there are vacancies in the building.

Suggestion

- This painting approach is best used on simple and modest building shells that lack significant architectural detail or feature.





Use vibrant historic color palettes to call attention to architectural details.



Monochromatic color schemes use light and shadow to create depth in a contemporary way.





Shakers used simple two color paint schemes to preserve their finely crafted millwork from the elements.



The Shakers utilized classic, simple color blocking techniques when painting their buildings.

A common two color style is using a clean bold white for the trim around all the doors, windows, eaves and fascia, and siding trim. Then, a second color is selected for the body of the siding, which constitutes the majority of the facade.

Another common color style that appears boldly contemporary now is a completely monochromatic scheme. Typically these buildings are completely white.

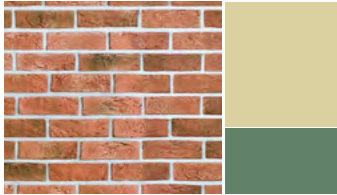


Coordinate color schemes with tones found in the existing masonry.

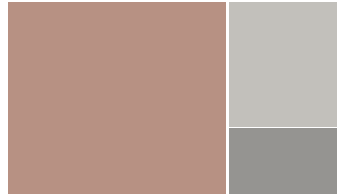


SAMPLE PAINT SELECTIONS:

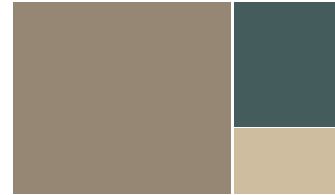
Disclaimer: When printed/viewed on a screen, some discrepancy may occur when viewing final colors. This is by no means a comprehensive list of colors, and creativity is encouraged.



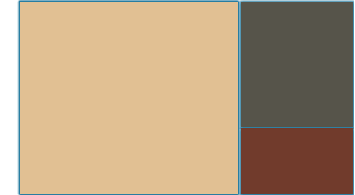
Base (60%) - BRICK
Analogous (30%) - SW 6701
Accent (10%) - SW 6453



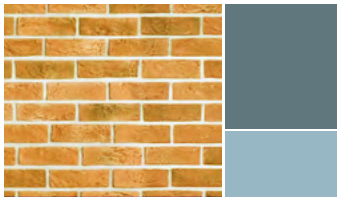
(60%) - SW 0034 Roycroft Rose
(30%) - SW 7649 Silverplate
(10%) - SW 7669 Summit Gray



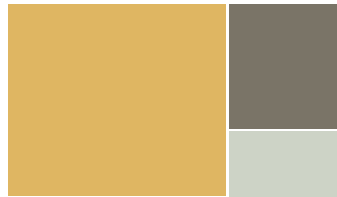
(60%) - SW 2820 Downing Earth
(30%) - SW 0016 Billiard Green
(10%) - SW 2822 Downing Sand



(60%) - SW 0044 Hubbard Squash
(30%) - SW 2846 Roy. Bronze Green
(10%) - SW 2839 Roy. Copper Red



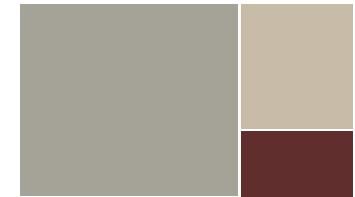
(60%) - BRICK
(30%) - SW 9141 Waterloo
(10%) - SW 9147 Favorite Jeans



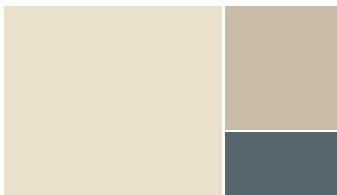
(60%) - SW 6395 Alchemy
(30%) - SW 0038 Library Pewter
(10%) - SW 0059 Frostwork



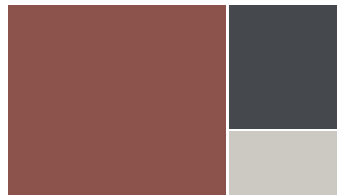
(60%) - SW 6162 Ancient Marble
(30%) - SW 6442 Supreme Green
(10%) - SW 6467 Kendal Green



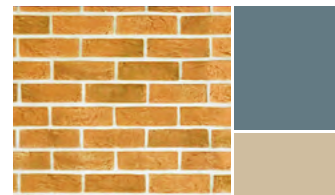
(60%) - SW 2821 Downing Stone
(30%) - SW 2822 Downing Sand
(10%) - SW 7585 Sundried Tomato



(60%) - SW 2829 Classical White
(30%) - SW 2822 Downing Sand
(10%) - SW 0032 Needlepoint Navy



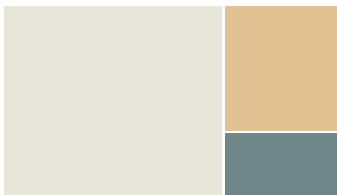
(60%) - SW 0033 Rembrandt Ruby
(30%) - SW 7076 Cyberspace
(10%) - SW 7015 Repose Gray



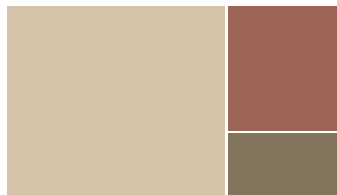
(60%) - Existing Brick
(30%) - SW 2819 Downing Slate
(10%) - SW 0036 Buckram Binding



(60%) - SW 6461 Isle of Pines
(30%) - SW 9154 Perle Noir
(10%) - SW 7005 Pure White



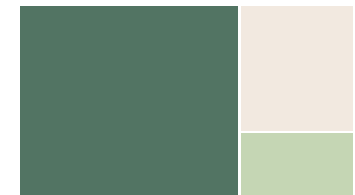
(60%) - SW 7008 Alabaster
(30%) - SW 6387 Compatible Cream
(10%) - SW 6221 Moody Blue



(60%) - SW 0036 Buckram Binding
(30%) - SW 0040 Roycroft Adobe
(10%) - SW 9124 Verde Marron



(60%) - SW 2812 Rookwood Jade
(30%) - SW 6460 Kale Green
(10%) - SW 6205 Comfort Gray



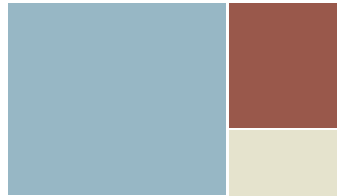
(60%) - SW 6459 Jadite
(30%) - SW 7004 Snowbound
(10%) - SW 6730 Romaine

SAMPLE PAINT SELECTIONS:

Disclaimer: When printed/viewed on a screen, some discrepancy may occur when viewing final colors. This is by no means a comprehensive list of colors, and creativity is encouraged.



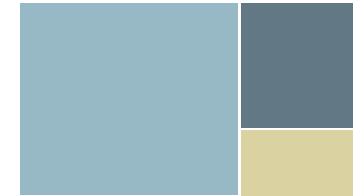
(60%) - SW 2803 Rook. Terra Cotta
(30%) - SW 2857 Peace Yellow
(10%) - SW 0050 Classic Light Buff



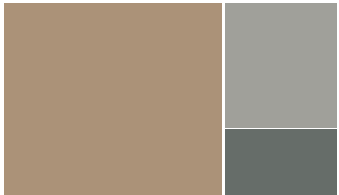
(60%) - SW 2863 Powder Blue
(30%) - SW 0040 Roycroft Adobe
(10%) - SW 2829 Classical White



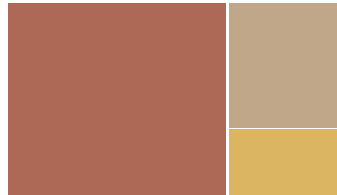
(60%) - SW 2846 Roy. Bronze Green
(30%) - SW 2845 Bunglehouse Grey
(10%) - SW 2844 Roycroft Mist Gray



(60%) - SW 2863 Powder Blue
(30%) - SW 0032 Needlepoint Navy
(10%) - SW 0073 Chartreuse



(60%) - SW 2835 Craftsman Brown
(30%) - SW 7655 Stamped Concrete
(10%) - SW 7622 Homburg Gray



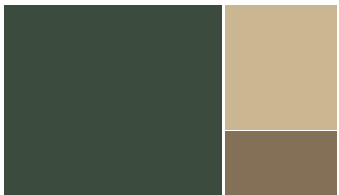
(60%) - SW 0040 Roycroft Adobe
(30%) - SW 7714 Oak Barrel
(10%) - SW 6395 Alchemy



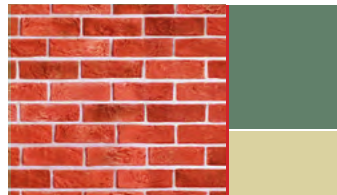
(60%) - SW 2839 Roy. Copper Red
(30%) - SW 2831 Classical Gold
(10%) - SW 2844 Roy. Mist Gray



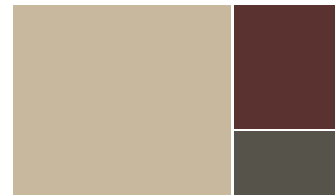
(60%) - SW 0016 Billiard Green
(30%) - SW 0011 Crewel Tan
(10%) - SW 2814 Rook. Antique Gold



(60%) - SW 0041 Dard Hunter Green
(30%) - SW 6121 Whole Wheat
(10%) - SW 6145 Thatch Brown



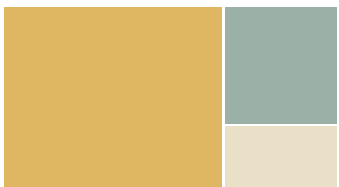
(60%) - Existing Brick
(30%) - SW 6467 Kendal Green
(10%) - SW 0073 Chartreuse



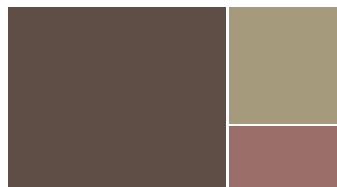
(60%) - SW 0011 Crewel Tan
(30%) - SW 2808 Rook. Dark Brown
(10%) - SW 2846 Roy. Bronze Green



(60%) - Existing Brick
(30%) - SW 2829 Classical White
(10%) - SW 0040 Roycroft Adobe



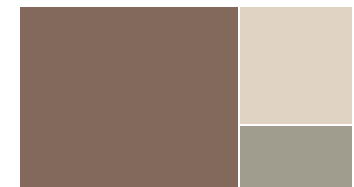
(60%) - SW 6689 Overjoy
(30%) - SW 9050 Vintage Vessel
(10%) - SW 6392 Vital Yellow



(60%) - SW 2808 Rook. Dark Brown
(30%) - SW 0024 Curio Gray
(10%) - SW 0004 Rose Brocade



(60%) - SW 6422 Shagreen
(30%) - SW 6530 Revel Blue
(10%) - SW 6808 Celestial



(60%) - SW 2836 Quartersawn Oak
(30%) - SW 7596 Only Natural
(10%) - SW 7746 Rushing River

EXISTING DOWNTOWN COLOR SAMPLE

Not a comprehensive list of materials - see previous chapters for more.



LIGHTING SECTION 6

Signage can be lit with a variety of lights and fixtures, however lights should be selected to enhance the exterior appearance of the building and improve legibility of the sign. Linear lighting fixtures can be used for lighting up long narrow sections of wall sign. Goose neck lights can help create repetition and provide safety on large uninterrupted surfaces. Back-lit letters can provide a modern and bold illumination for signage.

Lamp types may vary, but color rendering should be in the traditional incandescent range of warm, consistent colors (2,000K-3,500K). Consistency among multiple properties in terms of warm color light can have a big impact on the nighttime character of a commercial corridor.

Avoid internally-lit plastic signage lighting. Lighting should only be lit from the exterior. For some storefronts, neon signs may be appropriate, however novelty fixtures (ex. Miller high-life, cigars, open, etc.) are discouraged.





Lighting fixtures can use similar materials as the building - creating a sense of harmony.



Use linear lighting fixtures to apply consistent even lighting across a sign face.



Match color schemes with original materials - such as stained glass transom windows.



Avoid large internally lit surfaces.



Signage should use exterior lighting - such as halo lit signage mounted on existing masonry.



Use subtle lighting to highlight signage at night without over-lighting the surrounding.



Internally lit lettering is inappropriate for a historic downtown and discouraged.

Use mounting arms to direct lights onto signage and avoid shining directly into the public right of way.



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Lighting in the 3000k range provides a warm, cozy glow when used during the evening hours.



Do not use exposed LED strips to avoid harsh, unfocused, glaring light.



MAINTENANCE

SECTION 7

The following recommendations will help to avoid blight:

[A] Ensure that any exterior lighting lamps are not blown out and replace when required

[B] As paint begins to deteriorate, scrape clean and apply a fresh coat of primer and paint. When painting masonry – repair masonry, allow for the masonry to dry out before applying fresh coats of paint. Multiple applications may be required due to moisture escaping the brick until fully dried out.

[C] For brick buildings, over time the brick and mortar joints may need repair. By keeping the brick and mortar joints in good condition you will extend the overall life of the building while keeping the building looking clean

[D] EIFS: Unfortunately, false stucco products such as EIFS (Exterior Finish and Insulation Systems) lack durability and are easily damaged. When damage occurs the section should be replaced. EIFS should be installed with thoughtfully distributed construction joints, in a manner that allows portions to be replaced in a neat and seamless way.

[E] Windows should be kept clean. When windows crack or break

they should be replaced. Verify that caulking around windows and other openings is in good condition to extend the life of the windows and adjacent building materials.

[F] Lettering should be replaced if letters are missing or damaged.

[G] Do not board up damaged windows, repair them.

[H] Do not leave scattered, disorganized, or abandoned utilities attached to buildings.

[I] Fabric awnings will age and deteriorate over a long period of time. As the fringe or body become damaged beyond repair, the fabric should be replaced. The supporting structures can often remain in place. If there is lettering on the fringe for a particular business, the information should be kept up to date if the business changes. Any other awning types should be regularly inspected to ensure safety, cleanliness, and upkeep of finish materials

[J] Miscellaneous Items: Plantings in flower boxes and planters should be attentively maintained. Seasonal decorations should be placed and removed when appropriate and kept neatly organized while displayed.

GLOSSARY

SECTION 8

- Composition - The placement and arrangement of visual elements on a building.
- Cornice - An ornamental molding on a building above the storefront, typically adjacent to the signboard area and made of either wood or metal.
- Datum Line - a horizontal or vertical line overlaid on the facade of a building to help identify and organize the form and composition.
- Fascia - A wooden board or flat piece of material covering the ends of rafters.
- Fascia Sign - A term for "wall sign" used in the zoning code of New Lebanon.
- Fenestration - The arrangement of windows and doors on the elevations of a building
- Frame and sash profile - The thickness of a window and it's framing in relationship to the trim elements on a building.
- Infill - New construction that fills an existing hole in the urban fabric.
- Lintel - A horizontal support of timber, stone, concrete, or steel across the top of a door or window.
- Massing - The general shape and form of a building, or elements of a building.
- Proportion - The size relationship between elements within a building.
- Scale - The size relationship between a building or its parts and the human body
- Sill - A shelf or slab of stone, wood, or metal at the foot of a window or doorway.
- Stile-and-rail - A door typically used for residential applications that consists of horizontal (rail) and vertical (stile) framing members surrounding either wood or glass panels.
- Transom Windows - A window set above the top of a door or storefront.
- Valance - the fringe that hangs from the front of an awning, sometimes used as signage.

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto, designated as Local Law No. ___ of 2025 of the ~~(County)(City)(Town)(Village)~~ of New Lebanon was duly passed by the Town Board of the Town of New Lebanon on _____, 2025 in accordance with the applicable provisions of law.

~~2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer*.)~~

~~I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ and was deemed duly adopted on _____ 20____ in accordance with the applicable provisions of law.~~

~~3. (Final adoption by referendum.)~~

~~I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____.~~

~~Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on _____ 20____, in accordance with the applicable provisions of law.~~

~~4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)~~

~~I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) (repassed after disapproval) by the _____ on _____ 20____.~~

~~Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of _____ 20____, in accordance with the applicable provisions of law.~~

* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

5. ~~(City local law concerning Charter revision proposed by petition.)~~

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the City of _____ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on _____ 20____, became operative.

6. ~~(County local law concerning adoption of Charter.)~~

I hereby certify that the local law annexed hereto, designated as local law No. ____ of 20____ of the County of _____, State of New York, having been submitted to the electors at the General Election of _____ 20____, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph 1, above.

Marcie Robertson, Town of New Lebanon Town Clerk
Clerk of the county legislative body, City, Town or Village
Clerk or officer designated by local legislative body

(Seal)

Date: _____