

Commission on Sustainable Development and Smart Growth Implementation Matrix

Action Category	Recommendation	Action Step	Timeframe(s)	Implementation Responsibility
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Climate Protection

Implementation of Mayors' Climate Protection Agreement

	Join the ICLEI – Local Governments for Sustainability’s Cities for Climate Protection (CCP) campaign.			
	<ul style="list-style-type: none"> * Complete the application process for ICLEI – Local Governments for Sustainability’s CCP. * City employees and advisory board members should use the membership to access sustainability and climate protection programs in other municipalities, form partnerships and participate actively in the development and implementation of their index. * Implement the five milestones of the CCP using the ICLEI software to provide a simple, standardized means of calculating greenhouse gas emissions, of establishing targets to lower emissions, of reducing greenhouse gas emissions and of monitoring, measuring and reporting performance. 			

Land Use

Planned Development: Smart Growth

	Embrace Smart Growth principles that encourage public and stakeholder collaboration to create a plan for a livable city consistent with community values.			
	<ul style="list-style-type: none"> * Utilize the resources available at Smart Growth America and/or engage consultants well versed in Smart Growth to analyze and update the City’s existing Comprehensive Plan, Local Waterfront Revitalization Plan, and Place Making for Prosperity in accordance with Smart Growth Principles and SmartCode using a strong community engagement process. * Educate City Planning and Zoning Board, Council members and related staff, in the Principles of Smart Growth, using resources available from Smart Growth America so that they can begin to evaluate proposed new development by Smart Growth principles. * Encourage and incentivize development that supports Smart Growth by Working through the Binghamton Economic Development Office and Binghamton Local Development Corporation and the Building and Code Department. * Initiate and encourage discussion at a regional level on adoption of Smart growth and Sustainable Development principles. This can occur through the Southern Tier East Regional Planning & Development Board (STERPDB). 			
	Use Brownfield and Greyfield redevelopment as a primary resource for infill and economic development consistent with community developed vision and goals.			
	<ul style="list-style-type: none"> * Incorporate discussion of Brownfield/ Greyfield redevelopment into community based planning discussions * Use NYS Brownfield programs and resources effectively to plan for proposed redevelopment in the First Ward, Brandywine corridor and North Chenango corridor * Consider how financial incentives can be used to leverage desirable redevelopment (Note: the Binghamton Local Development Corporation (BLDC) has been working on this). Short Term Action * Develop a localized PowerPoint presentation on Smart Growth from one of the templates available from Smart Growth America to be used to educate and raise awareness about Smart Growth Principles and how they related to local development. Short Term Action * Develop a steep slope overlay district that puts development restrictions on those areas to prevent erosion, excessive runoff, and landslides. 			

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Smart Growth needs a Smart Code	Integrate SmartCode into City planning and policy on an incremental basis including the use of overlay districts. Start with a planned process of public education, priority setting and calibration for local character and metrics.			
	<ul style="list-style-type: none"> * Convene a “SmartCode Onsite” educational workshop presented by known leaders in the field to create a consensus on the value and applicability of Smart Code in the City of Binghamton. Invite a broad base of stakeholders. * Conduct public charrettes working with participants from the workshop, municipal officials who have enacted SmartCode and leading experts in the field, to identify opportunities and mechanisms for Smart Code implementation. * Establish responsibility, an implementation plan, benchmarks, and evaluation metrics * Follow through on implementation and evaluation. Continue public education using the example districts. Expand as indicated. Short Term Action * Expand the boundaries of the “core city” so that redevelopment, including new construction, takes advantage of existing/public parking rather than requiring significant new parking. Short Term Action * Evaluate and calibrate maximum setback requirements for development in commercial districts to ensure ease of access and aesthetic quality. Short Term Action * Institute a special use permit and review for developments of 70,000 square feet or more. 			

Stormwater Management

Improving Municipal Code

	Undertake the process laid out in detail in the handbook created by the non-profit Center for Watershed Protection: BETTER SITE DESIGN: A Handbook for Changing the Development Rules in Your Community.			
	<ul style="list-style-type: none"> * Find Out What the Development Rules are in Your Community. * See How Your Rules Stack Up to Model Development Principles. * Consider Which Development Rules Might Be Changed. * Start A Local Roundtable Process. 			
	Implement the following short-term actions:			
	<ul style="list-style-type: none"> * Improve municipal oversight of compliance with the State Pollutant Discharge Elimination System (SPDES) General Permit for Construction Activities, which requires that erosion and sediment control practices be in place on construction sites over one acre in size before ground is broken, and be maintained throughout construction until sitework is complete. * The Planning Commission can encourage preservation of areas of existing vegetation on development sites when reviewing site plans for approval, especially near streams and on steep slopes. * The Planning Commission can require a limit of disturbance to be shown on all development plans. Encourage developers to restrict clearing and land disturbance to the minimum area required for construction and construction access. * Create a Public Transportation Overlay District with reduced off-street parking requirements in areas with good public transportation available. * Use porous pavement or permeable pavers to pave a municipal site as a demonstration project. * Provide incentives to private developers for the use of permeable pavements * Create a brochure for developers explaining the nature and benefits of the newer best practices for stormwater management such as permeable pavements, filter strips, rain gardens, bioretention, and open vegetated channels as alternatives to the traditional catch basin and pipe arrangements, and letting them know that the City looks favorably upon their use. * Encourage the construction of green roofs. 			

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Detection and Elimination of Illicit Discharges into the City's Stormwater Systems	Continue to implement an illicit discharge detection and elimination programs.	<ul style="list-style-type: none"> * Develop a plan to detect and address non-stormwater discharges, including illegal dumping, into the MS4. * Educate public employees, businesses, and the general public about the hazards associated with illegal discharges and improper disposal of waste. * Determine appropriate best management practices (BMPs) and measurable goals. * Use "The Galveston County Health District Pollution Control Division's Guidance Manual for Identifying and Eliminating Illicit Connections to Municipal Separate Storm Sewer Systems (MS4s)". 		
Emerging Contaminants	Encourage proper disposal of prescription and over-the-counter drugs to prevent further contamination.			
Good Housekeeping for Municipal Operations	Continue to develop and implement a Good Housekeeping program, as required by the Clean Water Act.	<ul style="list-style-type: none"> * Develop maintenance activities, maintenance schedules and long-term inspection procedures for structural and non-structural controls to reduce floatables and other pollutants discharged from the separate storm sewers. * Implement controls for reducing or eliminating the discharge of pollutants from areas such as roads and parking lots, maintenance and storage yards including salt/sand storage and snow disposal areas, and waste transfer stations. These controls could include programs that promote recycling (to reduce litter) minimize pesticide use and ensure the proper disposal of animal waste. * Develop procedures for the proper disposal of waste removed from separate storm sewer systems and areas listed in the bullet above, including dredge spoil, accumulated sediments, floatables, and other debris. * Explore ways to ensure that new flood management projects assess the impacts on water quality and examine existing projects for incorporation of additional water quality protection devices or practices. * Establish some measurable goals to gauge the effectiveness of the program. The goals should consider the needs and characteristics of the City and the area served. We recommend that the City use the National Menu of Stormwater Best Management Practices 		
Stormwater Policy and Procedure Workgroup	Establish a Stormwater Policy and Procedure Committee comprised of City Hall employees from Engineering, Planning, Building and Construction and Public Works.	<ul style="list-style-type: none"> * Assign a Stormwater Officer and delegate responsibilities for database maintenance, program implementation, plan review and inspections. * Implement a program to identify and rectify illicit discharge hotspots * Review existing Stormwater laws, policies and procedures to identify areas of need. * Identify sources of funding for combined system separation. 		
Sustainable Building				
<i>Historic Preservation and Sustainability</i>				
Role of Commission on Architecture and Urban Design	Increase and strengthen the role of the Commission on Architecture and Urban Design.	<ul style="list-style-type: none"> * Revise existing or draft new ordinance which simply and clearly describes CAUD's role and authority. * Revise application for projects requiring review by CAUD. 		

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	<ul style="list-style-type: none"> * Establish and adhere to submission deadlines for projects requiring review by CAUD. * Improve meeting process. 			
	Determine if CAUD has review powers for all properties located within Susquehanna Heritage Area.			
	<ul style="list-style-type: none"> * Research NY State Heritage Areas and review powers of local preservation boards. * If applicable, develop legislation to clarify CAUD's role in design review for Heritage Area properties. 			
Education and Outreach	Develop a pamphlet describing purpose and role of CAUD to be available for distribution.			
	<ul style="list-style-type: none"> * Work with CAUD members to determine information to contain in pamphlet. * Create layout for pamphlet. * Upload pamphlet and relative information to CAUD content page on City website. * Determine funding source for printing pamphlets. * Print pamphlets. * Distribute pamphlets. 			
	Improve CAUD page on City website.			
	<ul style="list-style-type: none"> * Work with CAUD members to determine information to display on website, including maps of historic areas. * Upload information to CAUD content page on City website. 			
	Develop signage plan for historic districts.			
	<ul style="list-style-type: none"> * Conduct a review of best practices for signage in historic districts. * Develop a signage plan for the historic districts. 			
	Develop design standards for historic districts.			
	<ul style="list-style-type: none"> * Pursue a grant to develop design standards for historic districts. * Procure a qualified consultant to develop design standards. 			
	Include information on local landmarks and properties located within the historic districts on the Broome County GIS website.			
	<ul style="list-style-type: none"> * Provide list of landmark properties to BC GIS. * Request that BC GIS create a layer that classifies properties as a local landmark or located within a historic district. * Request that BC GIS include location within historic district or local landmark on Property Information page. 			
	Include a note on property deed identifying a property's landmark status or location within a historic district.			
	<ul style="list-style-type: none"> * Work with Corporation Counsel to determine proper language to include on deeds. * Work with County's Real Property department to include language on deeds. 			
	Send out annual or bi-annual informational letters to owners of landmark properties and properties located within historic districts.			
	<ul style="list-style-type: none"> * Meet with City's Assessment and Data Processing Departments to discuss feasibility of including informational letter with tax or water bills. * In unfeasible to coordinate with other annual City mailings, create mass mailing for property owners of local landmarks or properties located within historic districts. 			

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	Educate local real estate agents on historic districts, local landmarks, and responsibilities of purchasing or owning a historic property.	<ul style="list-style-type: none"> * Perform outreach to Greater Binghamton Realtors Association to determine interest in topic and potential workshop. * Develop content for workshop. * Identify potential historic locations to host workshop. * Market event through various media outlets. * Conduct workshop. * Evaluate effectiveness of workshop. 		
Loss of historic structures & historic character of buildings	Strengthen historic preservation regulations in City Code.	<ul style="list-style-type: none"> * Determine best practices for historic preservation regulations. * Adopt legislation for new regulations. 		
Strengthen enforcement of historic preservation regulations.	<ul style="list-style-type: none"> * Conduct training for Code Officers on issues regarding historic properties. * Create and fill a position for an additional vacant property officer in the Code Enforcement Department. 			
Increase fines for Code violations on historic properties.	<ul style="list-style-type: none"> * Conduct study to identify enforceable fine amounts greater than currently exists. * Adopt new fine hierarchy for violations. 			
Expand current historic districts.	<ul style="list-style-type: none"> * Conduct study to identify need to expand boundaries of existing historic districts. * If expansion is warranted, perform outreach with landowners in proposed new boundary to discuss opportunities and constraints of historic districts. * Adopt new boundaries for existing districts. 			
Create new historic districts.	<ul style="list-style-type: none"> * Conduct study to determine districts to receive a historical designation. * Perform outreach and educate property owners with parcels located within proposed districts. * Adopt new districts. 			
Building Practices				
Green Building	Commit to promoting green building practices as an integral part of its sustainable development strategy.	<ul style="list-style-type: none"> * Create a Green Building Working Group made up of City staff, City Council members, private sector building industry representatives, community members, and other stakeholders. 		
Construction and Demolition Material Reuse and Recycling	Commit to promoting the reuse and recycling of construction and demolition waste.			

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	<ul style="list-style-type: none"> * Adopt and gradually increase waste diversion requirements for construction and demolition for project receiving City funds. * Develop a construction and demolition diversion ordinance that phases in waste management plan and diversion requirements for construction and demolition projects. This ordinance should be created through a process that allows input and feedback from potentially impacted stakeholders. * Encourage the use of recycled and reused materials within City projects. * Work with Broome County to find ways to support the development of local construction and demolition waste recycling and reuse businesses. * Educate contractors and homeowners about the benefits of and opportunities for construction and demolition waste recycling. For example, the City should provide all Building and Demolition Permit applicants with Broome County's Reuse & Recycling Guide for Construction, which outlines the C&D recycling and salvage options available in the county. * Hold educational events for City Staff, contractors, and the public on deconstruction. * Promote the practice of deconstruction by implementing model deconstruction projects with funds for City building removal. * Partner with non-profits and other municipal agencies to develop deconstruction based job training programs. 			

Economic Development

Sustainable Economic Development Plan

	Formalize the smart growth principles into a core values document for sustainable economic development in the City of Binghamton and present it to internal and community stakeholders for comment.			
	Implement the recommendations made in other sections of this report that provide the policy framework for sustainable development, including updating of the city's comprehensive plan to incorporate the sustainable principles.			
	Support and amplify "buy local" and "grow our own" initiatives from the Economic Development Office and the community.			
	Organize/support seminars and round-table discussions with developers, business owners and community stakeholders to develop visions for commercial districts.			
	Develop marketing programs and incentives for sustainable development projects.			
	Ensure that locally-owned retail businesses will continue to thrive in Binghamton by adopting land use policies to curb development which is not community scaled, will weaken existing commercial centers, or drain public resources.			

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Green Jobs	Promote the development of green collar jobs in order to help stimulate our local economy, create quality, localized jobs, and to advance the broader goals for sustainability outlined in this report.			
		<ul style="list-style-type: none"> * Commit to Action: The first step is to affirm your community’s commitment to green-collar jobs. This will build public will and raise the visibility of this crucial issue. To accomplish this, sign the Local Government Green Jobs Pledge and pass a County or City Council Resolution detailing the next steps for implementation. * Create a Green-collar Jobs Taskforce: A successful green-collar jobs initiative requires the expertise, political capital, and resources of a wide variety of partners. Make sure to identify key leaders in your community and consult, develop, reinvigorate or realign partnerships with potential leaders and organizations such as: community organizations, unions, businesses, workforce development programs, schools, and advocates. * Identify Goals and Assess Opportunities: Build your successful strategies around local priorities, business conditions, and economic strengths. Ensure that overarching economic and environmental goals are integrated with job development. For example, when engaging in a comprehensive plan to reduce energy use and greenhouse gas emissions (such as ICLEI’s 5 Milestone process - www.icleiusa.org), consider how energy conservation programs or renewable energy development will provide opportunities for local job creation. * Create a Local Action Plan: A local action plan should address two essential areas: creating demand for green-collar jobs (job creation) and preparing a workforce to meet that demand (job training). This plan must build off of opportunities and partnerships, and align with your economic development and environmental strategies. Create demand for green-collar jobs with policies, investment, and incentives that expand the market for green products and services. Prepare a green-collar workforce by building on existing training programs that provide job seekers with “pathways out of poverty” and family-supporting, career-track jobs. * Evaluate, Leverage and Grow: A successful local strategy for green-collar job creation must be sustained over years. To ensure the longevity of your plan: track progress and quantify your achievements, and build on partnerships and successes to enhance public support and develop new resources! 		