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1. Welcome Letters

A New Beginning........

As Mayor of the city of Houston, we want to share with you our excitement and what we consider to be the beginning of something great for our city. Several years ago there was a vision by a group of people under the leadership of Chickasaw Development Foundation which created interest and importance in the abandoned railroad corridor being converted into a rails-to-trails project known as “Tanglefoot Trail.” With this development, our city has been given a unique opportunity to become a place where our citizen’s quality of life has been improved. Houston now has an attraction that will draw people to visit and perhaps even relocate here in our community.

As citizens from our city meet with representatives from the Carl Small Town Center, we will work together to design a trailhead site and extensions to downtown. The realities of these opportunities will give us a better place to live, work, and play together. We want to thank the Citizens’ Institute on Rural Design for allowing Carl Small Town Center to lead this workshop over the next several days. We also want to thank the Mississippi State University students that are also participating and helping with the design of our new community.

Words really cannot express how grateful our community feels for the support that you will be giving us over the next few days. We look forward to working together with the Carl Small Town Center and Mississippi State University. With your assistance.......Houston’s DREAMS can become Houston’s ASSETS!

With sincere gratitude,

City of Houston, Mississippi

Stacey W. Parker, Mayor
Welcome!

On the behalf of the Carl Small Town Center, we would like to welcome you to Citizens’ Institute on Rural Design™ in Houston, MS for the Tanglefoot Trailhead. The Tanglefoot Trail, a 43.6 mile rails to trails starting in Houston, MS and ending in New Albany, MS, has impacted the entire Mississippi Hills Heritage Area, creating a national attraction for cyclists and benefit for local communities. For these communities, however, what services to provide these new visitors, how to connect the trail to their downtowns, and how to make the trail accessible for their own community has been a challenge.

The aim of this workshop is to provide some guidance to one community along the Trail, Houston, Mississippi. Through the workshop, both the Carl Small Town Center with students from the Architecture program at Mississippi State University and experts in cycling facilities, landscape architecture, wayfinding, state officials and community members will spend three days exploring these issues. The result will be a carefully thought out, well defined direction arrived at along with the community. The students from Mississippi State University will take the direction laid out at the workshop and refine the ideas further, creating a document that the City of Houston can use to communicate their vision.

The Carl Small Town Center has been committed to improving the physical environment for towns in Mississippi for the past 36 years. Part of Mississippi State University, the Carl Small Town Center has been involved with many of the towns on the Tanglefoot Trail, helping them to create new opportunities for their economic development and quality of life. We are proud to be partners with the City of Houston, the Chickasaw Development Foundation, the GM&O Rails to Trails Recreational District, Three Rivers Planning and Development District, the Citizens’ Institute on Rural Design™ and all of the other people and organizations that have made this workshop possible. Start Dreaming, Houston…

John Poros
Director, Carl Small Town Center
Mississippi State University
Welcome to Houston, Mississippi’s Citizens’ Institute on Rural Design™ (CIRD) Workshop!

We are very pleased to join the Carl Small Town Center in bringing this workshop to Houston, Mississippi, which was selected to receive technical assistance through a competitive national process.

The Citizens’ Institute on Rural Design™ (CIRD) works to help rural communities enhance their quality of life and economic vitality through facilitated design workshops. For more than 20 years, CIRD has brought together local leaders, non-profits, and community organizations with a team of specialists in design, planning, historic preservation and rural community revitalization to address challenges like strengthening local economies, enhancing rural character, leveraging cultural assets, and designing context supportive transportation facilities.

This workshop aims to generate a plan to link the Tanglefoot Trailhead to both Downtown Houston as well as the Natchez Trace Parkway as well as concepts for transforming the trailhead into a vibrant active community destination.

Over the course of two and a half days, workshop participants will engage in discussions about a broad array of interrelated topics, including public space design and programming, strategies for signage and wayfinding, and capturing the economic, social, and health benefits of multi-use trails. These topics will be covered not only through presentations, but also through site visits and as well as learning carousels, in which participants will join in lively discussions and design sessions led by the members of the workshop’s resource team members, four nationally-recognized designers and community development professionals who will speak throughout the event.

The Resource Team Members include:

- Andrew Barresi, Principal at Roll Barresi & Associates
- Heather Deutsch, Sustainable Transportation Planner at Toole Design Group
- Keith Holt, Southeast Region Director at Wisconsin Bicycle Federation
- Brice Maryman, Senior Landscape Architect and Lecturer at the University of Washington

This notebook will provide you with background information on Houston and the Tanglefoot Trail, as well as articles and reports on the subjects the workshop will address.
In it, you will find:

- Background on the Citizens’ Institute on Rural Design™ program and our partners
- Biographies of the speakers
- Workshop agenda
- Aerial maps of the project site
- A resource guide for rural planning and design
- A glossary of planning and design terms

Please use this notebook as a guide to the workshop. We encourage you to peruse the articles, and familiarize yourselves with the background provided on each of the speakers and presenters beforehand as well. For more resources, we invite you to visit the Resources for Rural Communities page on the CIRD website http://www.rural-design.org/resources.

We are confident that with the participation and collaboration of community members like yourself along with great professional expertise from both inside and outside the community, this workshop will move Houston, Mississippi forward in creating a link between the Tanglefoot Trailhead, Downtown Houston, and the Natchez Trace Parkway and a community anchor at the trailhead.

Thank you for participating and enjoy the workshop!

Cynthia Nikitin, Director
Citizens’ Institute on Rural Design™
2a. Program Background

CITIZENS’ INSTITUTE ON RURAL DESIGN™ ANNOUNCES 2014 AWARDS:

Communities from Mississippi, Missouri, Nebraska, and New Hampshire to Host Rural Design Workshops

Date: July 23, 2014

Washington, DC — The Citizens’ Institute on Rural Design™ (CIRD) announced today the four organizations selected to host this year’s rural design technical assistance workshops. CIRD workshops bring together local leaders, non-profits, community organizations, and citizens and a team of specialists in design, planning, community and economic development, and creative placemaking to address design challenges identified by the host community. Selected from a pool of 48 applicants by an advisory panel, the four 2014 workshop hosts are:

- Carl Small Town Center: Houston Community, Mississippi
- Oregon County Food Producers and Artisans Co-Op: Oregon County, Missouri
- Lincoln and Lancaster County Planning Department: Lancaster County, Nebraska
- University of New Hampshire Cooperative Extension (UNHCE): Franklin, New Hampshire

The community of Houston, Mississippi (pop. 3,562) will work with the Carl Small Town Center to generate a design for a cycling/pedestrian connection leading from their newest attraction - the Tanglefoot Trail - to the Natchez Trace Parkway, a 444-mile scenic drive and major destination for cyclists, to downtown Houston located seven miles away. The workshop in Oregon County, Missouri (pop. 10,997) will guide the renovation of one (in a series of) vacant buildings located on the town square into a multi-destination market and community center to serve as an economic incubator for artists and food producers in the county. Lancaster County, Nebraska will host a region-wide workshop gathering residents and leaders together from 12 rural villages (total pop. 7,967) to create a toolbox of design techniques and resources to help them recapture their sense of place. Franklin, New Hampshire’s (pop. 8,456) workshop will address how to revitalize the downtown in keeping with the goals of ensuring affordable housing options and age-friendly design for senior citizens statewide. Each of the selected organizations applied with multiple local partners. “We were extremely impressed by the volume and high quality of the applications we received. The selected communities demonstrate rich potential for leveraging partnerships to take action on a wide range of rural design issues,” said Cynthia Nikitin, CIRD Program Director and Senior Vice President of Project for Public Spaces, Inc. “Rural design is a valuable tool for citizens to use to build on existing assets and improve their community’s quality of life and long-term viability.”

CIRD offers annual competitive funding to as many as four small towns and rural communities to host a two-and-a-half day rural design technical workshop. CIRD awardees receive $7,000 to support the workshop, in-kind design expertise and technical assistance valued at $35,000, and additional training through webinars, conference calls, and web-based resources.
CommunityMatters® and CIRD will be offering capacity building events. These quarterly calls and webinars, open to the public, are geared towards people working on issues related to rural design or planning. These instructional calls will help participants develop the skills they need to succeed, as well as provide inspiration to help them get started. More calls and registration information will be provided on the CIRD web site later this summer. www.rural-design.org

About the Partners

The Citizens’ Institute on Rural Design™ (CIRD) is a National Endowment for the Arts leadership initiative in partnership with the U.S. Department of Agriculture and Project for Public Spaces, Inc., along with the Orton Family Foundation and the CommunityMatters® Partnership. Established in 1991, CIRD has convened more than 60 rural design workshops in all regions of the country, empowering residents to leverage local assets in order to build better places to live, work, and play. For more information visit www.rural-design.org.

CommunityMatters® is a national partnership of seven organizations with the common goal of building strong communities through the improvement of local civic infrastructure. The CommunityMatters partners aim to equip community members to strengthen their places and inspire change. The partners are: Deliberative Democracy Consortium; Grassroots Grantmakers; National Coalition for Dialogue & Deliberation; New America Foundation; Orton Family Foundation; Project for Public Spaces; and Strong Towns. CommunityMatters is a program of the Orton Family Foundation.

The National Endowment for the Arts, established by Congress in 1965, is an independent agency of the federal government. To date, the NEA has awarded more than $4 billion to support artistic excellence, creativity, and innovation for the benefit of individuals and communities. Join the discussion on how art works. Visit the NEA at arts.gov

USDA Rural Development administers and manages housing, business and community infrastructure programs through a national network of state and local offices. Rural Development has an active portfolio of more than $176 billion in loans and loan guarantees. These programs are designed to improve the economic stability of rural communities, businesses, residents, farmers and ranchers and improve the quality of life in rural America. rurdev.usda.gov

Project for Public Spaces (PPS) is a nonprofit planning, design, and educational organization dedicated to helping people create and sustain public spaces that build stronger communities. Founded in 1975, PPS has completed projects in over 2,500 communities and all 50 US states. PPS has become an internationally recognized center for resources, tools, and inspiration about Placemaking. pps.org

The Orton Family Foundation, founded in 1995, helps small cities and towns harness the inherent ability of citizens to imagine and achieve a culturally and economically vibrant future for their community. The Foundation’s Heart & Soul approach supports citizens in steering their town’s future by discovering the characteristics and attributes valued most in their community and, then, by placing those shared values at the center of local decision making. orton.org
2b. Project Background

**Tanglefoot Trail hits Houston**

Posted on November 26, 2012 by Chris Elkins in News

By Floyd Ingram/Chickasaw Journal

HOUSTON – Initial work on Tanglefoot Trail rolled into Houston this week with heavy equipment clearing brush along the trail.

Good weather has allowed work on the 44-mile asphalt path, that will stretch from New Albany to Houston, to move forward rapidly and initial work on the project should reach the southern terminal this week.

“This is grubbing work that clears the brush,” said Lee Nabors, Houston’s representative on the Rails-to-Trails Board of Directors. “That work will be followed by leveling and putting rock down and then laying asphalt. The asphalt has made it to about Foster Town Road and I’m glad to see this work get to Houston.”

Nabors said the project has an early April date to finish construction.

“I don’t think people realize how nice this trail will be and what is will bring to both Houlka and Houston and all the points along the trail,” said Nabors. “We’re pleased with the way work in coming along.”

Houston will be the southern gateway to Tanglefoot Trail. Houston’s gateway will feature a building with bathrooms and local history exhibits that tells a little about this area.

Houlka will be a “whistle-stop” where cyclists, runners and local walkers can stop and rest.

Nabors said bids on the four whistle stops on the trail will be opened Dec. 11. Bids for construction of the gateways have not been advertised.

Tanglefoot Trail runs through three North Mississippi counties — Union, Pontotoc and...
Chickasaw. The Trail begins at Main Street in New Albany and runs approximately 44 miles south to its end at Church Street in Houston.

If all goes according to schedule, the trail should be complete and open for public use by late spring or early summer 2013.

“There is not a doubt in my mind that once the trail open the entrepreneurial spirit of people around here will find a way to capitalize on this project,” said Nabors. “Bike shops, bed-and-breakfast inns and restaurants are just a few of the businesses the trail should draw to this area.”

Tanglefoot Trail has an estimated economic impact of as much as $4.8 million for Northeast Mississippi. The trail is expected to see up to 100,000 users each year.

The goal is to have trail users sleep in local motels, buy from local stores and eat at local restaurants.

The project is partially funded by a $9.6 million federal Transportation Enhancement grant administered by the Mississippi Department of Transportation. Other funding includes $350,000 in state money and a $100,000 trails grant from the Mississippi Department of Wildlife Fisheries and Parks.

But Nabors cautioned that the public is not allowed on the trail at this point.

“No one is more excited or wants to use this trail more than me,” said Nabors. “But it is still a construction site and we are having to keep people off it so they don’t get hurt. We’re just asking people to be patient.”

Houston Town Marshal Billy Voyles said police will be patrolling the trail and anyone found using it can be fined up to $375 for trespassing and if they are riding a ATV it can be seized.

“It’s under construction and until it is officially opened, people have to stay off it,” said Voyles. “This is the only warning we are giving and we will be strictly enforcing the no trespassing until it opens.”

The community is urged to contact local law enforcement if they see anyone walking or operating a vehicle on the trail during construction.
The rails-to-trails project will see the old GM&O railbed turned into a 10-foot wide multi-use trail for cyclists and pedestrians. The project will have two three-foot wide shoulders on each side of the trail.

The first phase of the project has brush being cleared from the rail-bed and the repair of about 30 bridges crossing creeks along the corridor. Phase One will see an asphalt surface stretching the length of the trail completed in 2013.

The second phase of the project will consist of design and construction of gateway buildings in New Albany, Pontotoc and Houston. This phase will also include the construction of “whistle stop” rest-area facilities at Ingomar, Ecru, Algoma and New Houlka.

Engineering Solutions of Pontotoc is the project engineer and Glasgow Construction of Guin, Ala., was awarded the construction contract.

Three Rivers Planning and Development District serves as the administrative and fiscal agent for

HOUSTON, Miss. (WCBI) - They gathered at the Tanglefoot Trailhead in Houston, near what is left of the old depot. A mix of community leaders, economic development officials and specialists in rural design, to talk about how the trail can serve the community.

“The hard work is done, the trail is here, it’s great, people are using it, but now we kind of look at, ok, how do we make this even better?” said Cynthia Nikitin, who is with the Citizens Institute on Rural Design, which picked Houston as one of four towns nationwide to help develop a plan to maximize public spaces.

There are many possibilities for development along Houston’s portion of the 44-mile-long Tanglefoot Trail which runs from New Albany south through Pontotoc into Chickasaw County. Options including recreation facilities, public spaces or other community amenities.

One of the main goals is to get visitors from the trailhead to the downtown area. A workshop set for early next year will look at ways to do just that.

MSU students from the “Carl Small Town Center” will help organize the workshop and will help implement ideas.

“It’s a really wonderful opportunity for them, it’s a real world project that they get to be involved in, they get to see first hand how to interact with community members and produce great results,” said Leah Kemp from the Carl Small Town Center.

Economic development officials say having a plan to draw more people to the trail and the community will benefit everyone.

“We want to develop further businesses, we want to develop the landscapes, so people are attracted into this community, it has much much potential,” said John Walden, chairman of the Chickasaw Development Foundation.

Once plans are finalized, experts will look at options to pay for the projects.

The workshop to gather ideas for development along the Tanglefoot Trail in Houston is set for mid February.

Watch a video here:

2d. Partner Background

The Carl Small Town Center

Housed in the College of Architecture, Art and Design at Mississippi State University and established in 1979, the Carl Small Town Center seeks to initiate theoretical and applied research and to serve as a national focus for the collection, storage, dissemination, and application of information pertinent to issues of special interest in small towns. Activities include graphic and photographic documentation and computer imaging of the small town scene. The CSTC has participated in design case studies, environmental impact studies, and economic and marketing analyses. It provides research and service assistance to towns through the redevelopment of downtowns and the implementation of other comparable community improvement initiatives. Assistance projects include community design and improvement, economic diversification, town planning, conservation of architectural and historic resources, affordable housing design and technology, and other activities that affect quality of life in the community.

The CSTC Mission

Promote good design and planning for small towns, Promote regional planning and cooperation between communities, Encourage the development of public space and life within towns and communities, Promote sustainable development, Influence public policy on the built environment, Provide towns and communities with an active resource center for contemporary small town design issues, Promote collaboration between communities, students and faculty.

http://carlsmalltowncenter.org
3. Resource Team

Andrew Barresi
Principal, Roll Barresi & Associates, Cambridge, MA

Andrew Barresi is in charge of the overall management of Roll Barresi & Associates and directs the firm’s design efforts. He joined the firm in 1997 and has served as project manager for sign and wayfinding programs for Johns Hopkins University, the City of Newport, Duke University, Peabody Essex Museum, The Arnold Arboretum and Harvard Business School.

Andrew is an honors graduate of Wentworth Institute of Technology (Civil Engineering, 1987) and Massachusetts College of Art (Graphic Design, 1997). Prior to joining the firm, he was graphics coordinator for the Massachusetts Bay Transportation Authority, responsible for the design of graphic systems for the Authority in metropolitan Boston and surrounding cities and towns. He also managed the MBTA’s public arts program, “Arts on the Line” and ADA accessibility standards.

Andrew’s work on the City of Newport sign program has received an Annual Design Award from the Society for Environmental Graphic Designers. His work has been published in SEGD Design and Architectural Record.

Heather Deutsch
Sustainable Transportation Planner, Toole Design Group, Washington, D.C.

Heather Deutsch has worked on bicycle and pedestrian infrastructure projects for the past ten years for the Rails-to-Trails Conservancy, Washington, D.C.’s Department of Transportation and most recently with Toole Design Group. In addition to providing design assistance on hundreds of private and public transportation and public space plans, she has managed trail projects from land acquisition, to design and on to construction. At the Rails-to-Trails Conversancy she led a team that provided legal, acquisition, economic and design assistance to municipalities throughout the U.S. Previous urban planning work focused on under-served communities in redeveloping historic neighborhoods. She believes that the best design occurs when there is trust and collaboration and when the community actively participates with the support of subject experts who bring their experience and knowledge. Prior to planning, Ms. Deutsch worked for an NGO where she worked primarily in Kenya and Latin America. She holds a Master’s degree in Urban and Regional Planning from the University of North Carolina, Chapel Hill, and a BA in the History of Math, Science and Philosophy. She has traveled to 35 countries and bicycled across the country at the age of thirteen.
Keith Holt
Southeast Region Director at Wisconsin Bicycle Federation, Milwaukee, Wisconsin

Keith Holt, has spent most of the last decade advocating, encouraging, healthier lifestyles in the communities of color mainly using bicycling as the tool for change. Keith worked for more than five years for the Chicagoland Bicycle Federation (now Active Transportation Alliance) serving in a community liaison capacity, developing and maintaining relationships with the African-American communities throughout Chicagoland, and working to gain support for the organizations programs in those areas. Since moving to Milwaukee in 2007, he has brought that personal mission to the neighborhood where he lives and continues with the formation of Milwaukee Bicycle Works. He also serves on several board and committees; chairman of Milwaukee Bike Ped Task Force, Washington Park Partners Steering Committee and Board Member for the Bicycle Federation of Wisconsin.

Specialties: Urban trails and greenways; livable communities; cycling advocacy, event coordination/facilitation, youth development, bicycling in communities of color, urban built environment

Leah Kemp
Workshop coordinator and Assistant Director of the Carl Small Town Center

Leah is a licensed architect and serves the Carl Small Town Center as Assistant Director, managing projects and teaching a design seminar class each spring for the CSTC. She also teaches an online course within the College of Architecture, Art and Design at Mississippi State University, where she has taught both design and lecture courses. Kemp graduated cum laude from Virginia Tech where she earned a Bachelor of Science in Interior Design. She earned a Master of Architecture from Tulane University where she received a commendation for her Masters Thesis: Re-connecting New Orleans to the Mississippi River. Leah has practiced in Washington, DC, Nashville, TN, and Mississippi. Specialties: Urban trails and greenways; livable communities; cycling advocacy, event coordination/facilitation, youth development, bicycling in communities of color, urban built environment
Brice Maryman

Senior Landscape Architect, SVR Design Company & Lecturer, University of Washington, Seattle, WA

Brice, ASLA, LEED AP, is an award-winning landscape architect focused on designing and planning places that perform at SvR Design Company in Seattle. Whether working on children's playgrounds or public streetscapes, he is passionately concerned with the vitality and health of natural and cultural ecosystems. In addition to his work at SvR, he currently serves in a leadership role on the Board of Seattle Parks Commissioners. He co-founded the University of Washington’s Urban Green Infrastructure Certificate Program and co-directed the ASLA award-winning Open Space Seattle 2100 project with Nancy Rottle. Brice has been involved with several local organizations including the Great City, the Arboretum Foundation, and the Friends of Seattle’s Olmsted Parks that continue his deep commitment to balancing environmental and cultural values within the urban environment. He recently completed service as the Technical Advisory Committee Chair for Planning and Design for the STAR Community Index.

Cynthia Nikitin

Director, Citizens’ Institute on Rural Design

Cynthia Nikitin has led numerous large-scale and complex projects during her twenty-three years with Project for Public Spaces. Cynthia’s technical expertise stretches from the development of downtown master plans, transit facility and station area enhancement projects, to the creation of corridor-wide transportation and land use strategies, to the development of public art master plans for major cities, and the coalescing of government buildings, libraries and cultural institutions into civic centers. Cynthia is currently directing the Citizens’ Institute on Rural Design, a leadership initiative of the National Endowment for the Arts focused on providing technical design assistance to rural communities and small towns across the United States. She is also a regular keynote speaker at public forums, training sessions, and public workshops around the world.

Cynthia is an expert in using placemaking to create safer cities and upgrade informal settlements in the developing world. She is currently spearheading PPS’s alliance with UN-HABITAT and the Ax:son Johnson Foundation to create 300 great public spaces in cities across the developing world in fulfillment of a UN Habitat General Resolution that seeks to incorporate public space planning and programming as part of slum upgrading, gender mainstreaming, and
urban regeneration projects. She has lead placemaking training initiatives for the City Council of Nairobi and the City of Johannesburg. Cynthia is also PPS's representative on the UN Habitat's Global Network for Safer Cities.

Cynthia is also a leader on using investments in walking and transit to leverage livability goals. She authored one of the first books on transportation and livable communities, has run more than 30 comprehensive transit and corridor planning projects, and recently completed a research project for the US Federal Transit Administration aimed at developing evaluation and engagement tools to assist low-income communities in becoming involved in the transportation planning process. Under contract to NYS DOT, she managed a three year TOD education and planning initiative for 8 communities along the Tappan Zee Bridge Corridor. Currently she is working to help revitalize two of New Jersey's most distressed cities using safer places and creative placemaking techniques.

Cynthia has delivered keynote addresses at many US and Canadian Library Association events and the Alberta Museum and Americans for the Arts annual conferences. She is an adjunct faculty member of Clark University in Worcester, MA and guest lectures at universities across North America, in Moscow, Russia, and South Korea.

**John Poros**

**Workshop Coordinator and Director, Carl Small Town Center**

John Poros is an Associate Professor in the School of Architecture at Mississippi State University. He is currently the director of the Carl Small Town Center, a community design and outreach component of the School of Architecture. The Carl Small Town Center is a nationally recognized community design center with awards from the American Planning Association and the American Institute of Architects. Work of the Center has been shown at the National Building Museum in Washington, D.C. and as far away as Berlin, Germany. Before joining the faculty at Mississippi State seventeen years ago, Prof. Poros worked with the internationally known architecture firm of Kieran Timberlake Associates in Philadelphia for seven years. Prof. Poros received his Masters of Architecture degree from the Harvard Graduate School of Design and his Bachelor of Arts from Columbia University.
4. Houston, Mississippi Workshop Agenda

February 22 - 24, 2015

February 22- 24, 2015
Houston Civic Center
635 Starkville Rd
Houston, MS 38851

Sunday, February 22, 2015

12:00 p.m.  Wheeled Parade
Parade will depart promptly at 12:15pm from the east side of the courthouse on Jefferson Street. Parade will end between 12:30pm and 12:45pm at the Tanglefoot Trailhead. Community members are encouraged to travel with the group using an active mode of transportation.

12:45 p.m.  Tanglefoot Trailhead Event with Interactive Idea-Gathering Stations
Participants will be asked contribute ideas on what could make the trailhead a great space.

Monday, February 23, 2015

8:30 a.m.  Coffee

9:00 a.m.  Welcome & Introductions
Mayor Stacey W. Parker, Mayor of Houston, Mississippi
Cynthia Nikitin, Director, Citizens’ Institute on Rural Design™

9:30 a.m.  Translations: Cycling Do’s and Don’t’s of a Small Town
Heather Deutsch, Sustainable Transportation Planner, Toole Design Group, Washington, D.C.

10:00 a.m.  Presentation: Effective Wayfinding in Small Towns and on Cycling Paths
Andrew Barresi, Principal at Roll Barresi & Associates, Cambridge, Massachusetts

10:30 a.m.  Translations: Identify Findings, Outcomes, and Develop Workshop Goals
Facilitated by: Leah Kemp and John Poros, Carl Small Town Center
Group will discuss findings and outcomes from the previous day’s activities and brainstorm any new ideas for the Tanglefoot Trailhead and the connection to downtown Houston.

12:30 p.m.  Lunch

1:30 p.m.  Presentation: Successful Trailhead Activities
Keith Holt, Southeast Region Director, Wisconsin Bicycle Federation, Milwaukee, Wisconsin

2:00 p.m.  Design Charrette: Heart and Soul Placemaking – What Makes Houston Unique?
Participants will work with the Resource Team Members to build a program of activities that will support the needs identified by the community.

4:00 p.m.  Translations: Recap of Next Steps
Participants will report out key findings, highlight lessons learned, and agree upon ideas for further development by the Resource Team Members.
Tuesday, February 24, 2015

8:30 a.m. Registration, Coffee, and Refreshments

9:00 a.m. Translations: Recap on Feedback & Ideas Gathered
Facilitated by: Leah Kemp and John Poros, Carl Small Town Center
Group will discuss the cumulative findings and outcomes from the two previous days to set the stage for the final day of the workshop.

9:30 a.m. Presentation: Great Community Spaces & Cycling Facilities
Brice Maryman, Senior Landscape Architect, SVR Design Company, Seattle, Washington

10:00 a.m. Design Charrette: Bricks and Mortar Placemaking – Designing the Trailhead
Participants will work with the Resource Team Members to design a physical space that will support the program of events compiled by the community.

12:30 p.m. Lunch

1:30 p.m. Design Charrette Continued: Refine Bricks and Mortar Designs

2:30 p.m. Prepare for Public Presentation

4:00 p.m. Public Presentation
5a. Map of Tanglefoot Trailhead Site
5b. Map of Downtown Houston
5c. Section drawings at the Trailhead Site
5d. Houston Context Map including the Natchez Trace
5f. Natchez Trace Map
5g. Site Images
6. Supplemental Materials

TRAIL TOWN CASE STUDIES

Great Allegheny Passage Trail Town Program
River Town Program
North Country Trail Town Program
Northern Forest Canoe Trail Town Program

GREAT ALLEGHENY PASSAGE TRAIL TOWN PROGRAM

Location
Great Allegheny Passage, Pennsylvania

About the Trail
The trail is 150 miles long and connects to the C&O Towpath, a popular 335-mile trail. There are approximately 800,000 trail users annually. Nine out of ten trail users are bicycle users, the majority of whom are over 35 years of age. Overnight users spend an average of $114 per day and 35% of overnight users earn a household income in excess of $100,000.

Participating Towns
Nine towns have participated in the GAP Trail Town Program.

Established
2007

Management
The Allegheny Trail Alliance (ATA), with funding from Pennsylvania’s Department of Conservation and Natural Resources, and planning and fundraising help from The Progress Fund, developed the Trail Town concept in the early 2000s. The Progress Fund, a non-profit lender to travel and tourism businesses, now operates the Trail Town Program. The program expanded to western Maryland in 2009.

Funding Details
The Allegheny Trail Alliance is funded in part by the Pennsylvania’s Department of Conservation and Natural Resources and in part from private donors. The Alliance has partnered with other organizations to fund initiatives, programs, and grants.
The Progress Fund lends money to businesses along the trail. Since the program’s inception, the Progress Fund has provided $2.7 million in loans to 14 businesses. These loans leveraged an additional $4 million in business owner investment.

**Program Activities**
Activities include a combination of affordable lending for small businesses and technical assistance.

- **Promotion:** Trail Town Outreach Program
- **Technical Assistance:** Trail counts, Sustainable Business Certification, market reports (trail usage, business profiles, economic impact), entrepreneurial coaching
- **Grant / Services:** Public Art Program, Bike Rack Matching Program
- **Financial:** Small Business Lending

**Results**

- **New jobs and businesses resulted from the Trail Town program.** The Progress Fund commissioned economic reports in 2008 and 2012. Between 2007 and 2012, 76 new trail-related businesses opened and 49 remained open as of 2013. At least 93 jobs (net) were created. 23% of these businesses received loans from the Progress Fund. All businesses that received these loans are still in operation.

- **The trail attracts visitors with high income and a capacity for spending.** 35% of trail users report a household income of over $100,000, compared to 6% of participating town residents. In 2008, annual spending from trail users in towns was $40.8 million. Overnight users spend an average of $114 for lodging.
Town / Business Spotlight

Confluence House

Working with the Progress Fund, Sandy and Fred Younkin took out a $175,000 loan from the US Department of Agriculture IRP Program to purchase a bed and breakfast business in Confluence in close proximity to the Great Allegheny Passage. The B&B has been upgraded to include eco-friendly amenities and offers bicycle storage and packed lunches for trail users. The B&B has an average rating of 4.5 (out of 5) stars on TripAdvisor. Rates range from $95 to $165 per room, inclusive of breakfast. The B&B attributes approximately 60% of guests to trail users.

The Hostel on Main

Judy Pletcher of Rockwood, PA purchased an old grocery store with a $75,000 loan from the state’s First Industries Tourism Program through the Progress Fund and a bridge loan. Ms. Pletcher converted the building into a hostel with a capacity of 24 overnight guests to accommodate cycling and hiking groups on the Great Allegheny Passage (GAP). The hostel includes indoor bicycle storage and is located 3 blocks from an access point to the GAP. Rates range from $22 at a group rate to $60 for a private room.

NORTH COUNTRY TRAIL ASSOCIATION TRAIL TOWN PROGRAM

Location
Northeast and Midwest States

About the Trail
The North Country National Scenic Trail (NCTA), which is still under construction, will span 4,600 miles across the northeast and northern Midwest (from North Dakota to New York). Currently approximately 2,800 miles have been completed. The trail is administered by the National Park Service and supported locally by NCTA regional offices.

Citizens’ Institute on Rural Design - Houston, Mississippi
28
Program Activities
The trail town program offers resources (such as a checklist, logos, template MOU and presentation) that local organizations can use to develop strategies that will support trail users. The North Country Trail Association awards trail town designation to communities that have completed a series of actions outlined by the organization including offering services to trail users, adding trail planning and access to town planning activities, creating a signage plan, and other promotional activities. A standard trail town identity helps trail users plan multi-day trips along the trail by anticipating the availability of services in trail town communities.

Participating Towns
Wampum (PA), Middleville (MI), Petoskey (MI), St. Ignace (MI), Mackinaw City (MI), Mellen, Canastota (NY), Kalkaska (MI), Dayton (OH), and Darlington (PA).

Established
2011

Management and Funding Details
The North Country Trail Association, a nonprofit with a mission of coordinating individuals and organizations to build and maintain the North Country Trail, funds and manages the trail town program.
RIVER TOWN PROGRAM

Location
Pennsylvania

About the Trail
The program serves communities along three navigable rivers in Pennsylvania: The Allegheny River, the Monongahela River, and the French Creek. Adjacent land trails connect to these rivers.

Participating Towns
Blawnox, O’Hara, Etna, Millvale, Aspinwall, Sharpsburg, Point Marion, Greensboro, Rices Landing, Fredericktown, Brownsville, California Coal Center, Charleroi, Venango, Saegertown, and Cambridge Springs.

Established
2010

Management and Funding
The River Town Program is managed by the Pennsylvania Environmental Council (PEC), with grants from the Claude Worthington Benedum Foundation, and service support from the Student Conservation Association (SCA).

Program Activities
The program was modeled after the Great Allegheny Passage Trail Town Program, with a focus on town infrastructure investments to attract new business. The Pennsylvania Environmental Council (PEC) partnered with an economic development strategy consultant, McCollum & Associates (who also provided technical assistance to the Great Allegheny Passage Trail Town Program) to work with towns on community needs assessments. These needs assessments directed each town to specific improvements that would support the growing tourism economy.
This program does not include a capital lending element; the organization provides small grants and some assistance with funding procurement.

- **Technical assistance:** The River Town Program funds market analysis and community assessments.

- **Public art and wayfinding:** The PEC and SCA provide technical assistance, funding and labor to create community gateway signage and trail wayfinding.

- **Real estate database:** The PEC hosts a database of business opportunities based on the community needs assessments. Each river town webpage has a listing of business opportunities.

**Results**

- **New businesses resulted from the River Town program.** The River Town Program states that several new business ventures have been established since the implementation of this program.

- **The first Mon River Sojourn attracted over 60 participants to the Mon River area.** Two communities hosted sold-out a paddling event in 2012 to attract new visitors to the river trail. In 2013, the PEC hosted a “River of the Year” Paddling series of group paddles to explore the river and communities. This river won a “Pennsylvania River of the Year” award (based on a public online voting platform).

- **Each community has made improvements to their historic and riverfront areas.**

**Town / Business Spotlight**

**Aspinwall Marina:** Lacking public access to the waterfront, the PEC supported Friends of the Riverfront, a local community organization to raise funds to purchase a private marina and open it to the public. Profits from
the marina go towards the Aspinwall Riverfront Park, a conceptual park adjacent to the marina.

NORTHERN FOREST CANOE TRAIL TOWN

Location
New York, Vermont, Quebec, New Hampshire, Maine

About the Trail
The Northern Forest Canoe Trail is a 740-mile trail of historic travel routes through connected rivers and lakes between Old Forge, NY and Fort Kent, ME, crossing Vermont, New Hampshire, and Quebec.

Participating Towns
Webb (NY), Richford (VT), Errol (NH), and Eustis/Stratton (ME).

Established
2006; program revamped in 2012

Management and Funding Details
The Northern Forest Canoe Trail (NFCT) is a nonprofit organization, which manages and funds the trail town program.

Program Activities
The Northern Forest Canoe Trail (NFCT) organization was formed with the goal to organize and promote both stewardship of the trail and the communities along the trail. Many of the goals and priorities of the program overlap with trail town principles; the organization subsequently launched an official “trail town” program to formalize and focus community revitalization efforts. The program, still in the planning phase, will offer technical assistance and funding or funding procurement. The program will also establish a set of criteria towns must meet to earn a “trail town” designation.

• Technical assistance: The NFCT chooses towns to act as pilot trail towns and will provide a systems analysis to identify goals for each town. The NFCT partners with local organizations to provide training to businesses.

• Marketing: The NCFT hosts a trip planner website which promotes area businesses and supports and promotes events along the trail.
• **Funding:** Participating trail towns are expected to provide in-kind or financial resources to support program goals.

**Results**

• **Increased tourism.** According to a NFCT report, area businesses in Richford reported an increase in visitation after NFCT work to improve river access, including formal parking areas, access trails, staircases, and signage.

• **The trail attracts visitors with high income and a capacity for spending.**

**Town / Business Spotlight**

**Webb:** The town of Webb received funding from the Central Adirondack Partnership for the 21st Century for a waterfront revitalization master plan and design. The plan was part of the 90 Miler Blueway Strategy, supported by the Northern Forest Canoe Trail program.

**Richford:** NFCT organized volunteers to improve access to the Missiquoi River, part of the canoe trail. The Grey Gables Bed and Breakfast offers special rates for canoe trail paddlers as well as facility use and breakfast for canoe paddlers who camp in an adjacent facility. The inn also promotes an inn in St. Albans along the Missisquoi Rail Trail for long-distance bicyclists. The owners have noted a significant increase in business due to river trail access. The B&B has a 5-star rating on TripAdvisor. Rates range from $99 to $139.
6b. Sidewalk Recommendations

Sidewalk Recommendations

Typical Residential Cross-Section
(Low and Moderate Density Residential)

- Tree Box: 6 feet preferred
- Sidewalk: 6 feet minimum
- Green Space

Typical Residential Cross-Section
(Near schools, areas of high activity, etc.)

- Tree Box: 6 feet preferred
- Sidewalk: 8 feet minimum
- Green Space

Typical Commercial Cross-Section
(Downtown Area)

- Tree Box/Bike Parking: 6-8 feet preferred
- Sidewalk: 8-10 feet
- Café Area: 6-8 feet preferred
6c. Photos of Bike Infrastructure and Trails
Bike racks (can be very creative)
Citizens' Institute on Rural Design - Houston, Mississippi

Painted streets – beautiful and can connect towns to trails…
Bicycle Friendly Business

- Water
- Bathrooms
- Bike Storage
7. Resource Guide for Rural Planning and Design

Planning

The American Planning Association (APA) represents the interests of planning and planners. APA dues support the development of planning policy, public information, and fellowships and awards. Members belong to a local chapter with its own conferences, meetings, and newsletters. APA publishes books through its own Planners Press. These books and others in the field of planning are available through the Planners Bookstore in Chicago. APA Publishes Planning magazine, APA Journal, Land Use Law & Zoning Digest, and Zoning News. APA’s Planning Advisory Service (PAS) provides members with PAS reports which cover subjects of current interest to practicing planners; the Memo, a monthly bulletin; and access to a national data bank of zoning and subdivision ordinances, agency reports, books and periodicals.

American Planning Association
1776 Massachusetts Avenue, N.W. Suite 704
Washington, DC 20036
(202) 872-0611 Internet: http://www.planning.org
APA Planners Bookstore
1313 East 60th Street
Chicago, IL 60637
(312) 955-9100

The Council of State Community Affairs Agencies, a membership association consisting primarily of state agencies, addresses the common interests and goals of states with respect to community and economic development, housing, public works assistance, and state-local relations.

Council of State Community Affairs Agencies
Hall of States Building
444 North Capitol Street, N.W. Suite 251
Washington, DC 20001
(202) 393-6435

The National Association of Conservation Districts (NACD) is the national grassroots organization that serves as the spokesman for the nation’s nearly 3,000 soil and water conservation districts. Its activities are aimed at advancing the resource conservation cause of the local districts and the millions of cooperating landowners and land managers whom they serve. The NACD operates five regional offices in addition to its Washington, DC headquarters. NACD keeps its members and subscribers informed through the Tuesday Letter and The District Leader, both monthly newsletters. The Conservation Technology Information Resource Center is a clearinghouse for information on soil and water conservation and water quality practices on cropland.

National Association of Conservation Districts
509 Capitol Court, N.E.
Washington, DC 20002
(202) 547-6223

Housing

The Building Officials and Code Administrators International (BOCA), a membership association of construction code officials, was established to provide a forum for the exchange of knowledge and ideas concerning building safety and construction regulation. BOCA maintains ongoing model code development activity, conducts regular training and education programs, offers a variety of model construction codes and code-related publications, and provides code interpretation assistance to its members. It also produces two bi-monthly publications.

Building Officials and Code Administrators International
4051 West Flossmore Road
Country Club Hills, IL 60478
(708) 799-2300

The Center for Community Change helps low-income groups develop strong community organizations. A broad range of assistance is offered, including organizational development, coalition assistance, help to groups in raising money, and working with them to rehabilitate housing and revitalize neighborhoods. The Center publishes a quarterly newsletter and technical publications.

Center for Community Change
1000 Wisconsin Avenue, N.W.
Washington, DC 20007
(202) 342-0519
The Center for Neighborhood Technology, a non-profit research, public policy, and technical assistance organization, seeks affordable, locally controlled ways for city residents to meet needs for housing, energy, jobs, and a healthy environment. Six program divisions make up the Center: energy services, housing services, neighborhood investment, industrial development, public issues, and The Neighborhood Works newsletter.

Center for Neighborhood Technology  
2125 West North Avenue  
Chicago, IL 60647  
(312) 278-4800

The Council for Rural Housing and Development (CRHD), as the only national nonprofit corporation whose sole focus is the Farmers Home Administration (FmHA) Section 515 program, advocates an effective and adequately funded rural rental housing program in a fair tax environment for private sector participants. CRHD maintains a working relationship with FmHA and provides its members with access to knowledgeable staff to field questions. The Council publishes CRHD Report, a monthly publication; Rural Survival Alert (RSA), a newsletter; and special mailings. It holds mid-year and annual meetings, plus two seminars each year on the Low Income Housing Tax Credit.

Council for Rural Housing and Development  
2300 M Street, N.W., Suite 260  
Washington, DC 20037  
(202) 955-9715

The Housing Assistance Council (HAC) is a service organization that works to increase the availability of housing for low-income people in rural areas. It administers a revolving loan fund, provides technical assistance, undertakes research and training programs, and publishes booklets on housing issues and programs. The Council also publishes HAC News, a biweekly newsletter.

Housing Assistance Council  
1025 Vermont Avenue, N.W., Suite 606  
Washington, DC 20005  
(202) 842-8600

The International Conference of Building Officials (ICBO) is a nonprofit service organization owned and controlled by its member cities, counties, and states. The ICBO’s aims are to publicize, maintain and promote the Uniform Building Code and its related documents, develop uniformity in regulations pertaining to building construction, educate the building official, and formulate guidelines for the administration of building inspection departments. Membership in ICBO is open to all governmental units as well as other segments of the building construction industry. ICBO publishes a periodical, Building Standards, but its primary publication is the Uniform Building Code and its related volumes. ICBO operates five regional offices.

International Conference of Building Officials  
5360 South Workman Mill Road  
Whittier, CA 90601  
(213) 699-0541  
www.icbo.org

The National Association of Home Builders (NAHB), a federation of more than 800 state and local builder associations, monitors state and local legislation, offers technical and legal assistance, and sponsors educational seminars and conferences.

National Association of Home Builders  
1201 15th Street, N.W.  
Washington, DC 20005  
(202) 822-0200

The National Association of Housing and Redevelopment Officials (NAHRO) is a professional association for housing and community development professionals. The association publishes the Journal of Housing, NAHRO Monitor newsletter, and a catalog of housing related books.

National Association of Housing and Redevelopment Officials  
1320 18th Street, N.W.  
Washington, DC 20036  
(202) 429-2960  
www.nahro.org
The National Community Development Association (NCDA) is composed of more than 450 local governments that administer federally supported community/economic development, housing, and human service programs. NCDA works through its members to counsel at the federal level on new program design and current program implementation. Members receive up-to-the-minute mailings of federal legislative and administrative developments.

National Community Development Association
522 21st Street, N.W., Suite 120
Washington, DC 20006
(202) 293-7587

Land Use and Natural Resources
The American Farmland Trust (AFT) informs Americans about the issues posed by rapid depletion of the nation’s farmland, the harmful effects of soil erosion, and other threats to the agricultural viability of the land. AFT undertakes projects, directly through cooperating organizations and individual landowners, which demonstrate farmland protection techniques, and assists farmland protection policy efforts and land use initiatives by local, state, and federal government.

American Farmland Trust
1920 N. Street, N.W., Suite 400
Washington, DC 20036
(202) 659-5170
www.farmland.org
Northeastern Field Office: (413) 586-9330

The American Forestry Association (AFA) advocates the protection, wise management, and enjoyment of both rural and urban forest resources in America. Its objective is to maintain and improve the health and value of trees and forests throughout America and to attract and cultivate the interests of citizens, industry and government.

American Forestry Association
P.O. Box 2000
Washington, DC 20013
(202) 667-3300 FAX 202-667-7751

American Rivers works to preserve the nation’s outstanding rivers and riverscapes. It works to enlarge the national Wild and Scenic Rivers system; advocates for state river protection laws, hydroelectric power policy reform and public lands planning; and provides technical assistance to state and local river organizations.

American Rivers
801 Pennsylvania Avenue, S.E., Suite 400
Washington, DC 20003
(202) 547-6900 FAX: (202) 543-6142
www.amrivers.org

The Archaeological Conservancy is a national, nonprofit conservation organization dedicated to acquiring and permanently preserving the best of the nation’s remaining archaeological sites. To save these sites, the Conservancy acquires the property by purchase, gift, or bargain sale to charity, secures the property and stabilizes the cultural resources, prepares a management plan and dedicates the property as a permanent archaeological preserve, and educates the general public about the destruction of our cultural heritage and how best to save what is left. Members receive The Archaeological Conservancy Newsletter.

The Archaeological Conservancy
415 Orchard Drive
Santa Fe, NM 87501
(505) 982-3278

The Conservation Fund, a national nonprofit organization, is dedicated to advancing land and water conservation with creative ideas and new resources. It provides specialized services ranging from land planning and acquisition to ecological assessment and communications support, and analyzes regulations, policies, and bills relating to natural resources and land use. The fund also publishes a bimonthly newsletter, Common Ground, and the bimonthly Land Letter, which discusses natural resource policy at the national level.

The Conservation Fund
1800 North Kent Street, Suite 1120
Arlington, VA 22209
(703) 522-8008
The **Environmental Defense Fund, Inc.** (EDF) is a nationwide public interest organization of lawyers, scientists, and economists dedicated to protecting and improving environmental quality and public health. EDF pursues responsible reform of public policy in the fields of energy and resource conservation, toxic chemicals, water resources, air quality, land use, and wildlife, working through research and public education, and judicial, administrative, and legislative action.

Environmental Defense Fund, Inc.
Headquarters: 257 Park Avenue South
New York, NY 10010
(212) 505-2100
www.edf.org

**Friends of the Earth** works to influence public policy, engages in research and litigation, and serves as a clearinghouse for information. The institute's special areas of concern include groundwater protection, strip mining, nuclear waste, and coastal resources.

Friends of the Earth
218 D Street, S.E.
Washington, DC 20003
(202) 544-2600
www.foe.org

The **Institute for Environmental Negotiation** provides neutral third-party mediation assistance to governments, businesses, and citizen groups in the settlement of land use, historic preservation, and environmental policy disputes.

Institute for Environmental Negotiation
164 Rugby Road
University of Virginia
Charlottesville, VA 22903
(804) 924-1970
www.virginia.edu/~envneg/IEN.html

The **Land Trust Alliance** is the national organization of land trusts. The Alliance provides specialized services, publications, information, and training for land trusts and other conservation organizations, and works for public policies that advance land conservation.

The Land Trust Alliance
1319 F Street, N.W. #501
Washington, DC 20004-1006
(202) 638-4725 FAX: (202) 638-4730
www.lta.org

The **Mineral Policy Center** was founded in 1988 to bring environmental controls to the mining industry. The center directly assists local community groups working on mining problems, lobbies Congress and federal agencies, and works with the courts. It publishes Clementine, Journal of Responsible Mineral Development, and other bulletins.

Mineral Policy Center
1325 Massachusetts Ave. N.W., Suite 550
Washington, DC 20005
(202) 737-1872

The **National Association of Service and Conservation Corps** (NASCC) is a nonprofit education association made up of conservation and service corps operating in states and cities. It serves as an information exchange network for members concerning conservation corps administration and management, promotes conservation and service values among staff and corps members, offers technical assistance to those interested in launching new corps, and promotes establishment of federal, state, and local programs. NASCC sponsors an annual national conference and regional seminars and workshops for youth corps advocates and related youth service programs.

National Association of Service and Conservation Corps
666 Eleventh St., N.W.
Washington, DC 20001
(202) 737-6272
www.nascc.org

The **National Parks and Conservation Association** (NPCA) is a private, citizen-funded organization devoted solely to defending, expanding, and conserving the National Parks. NPCA works as an ally and constructive critic of the National Park Service. The Park Education Center provides extensive information on our nation’s parks, while citizen action programs give citizens an opportunity to get personally involved in issues. Members of NPCA receive National Parks, a bi-monthly magazine.

National Parks and Conservation Association
1776 Massachusetts Ave., N.W.
Washington, DC 20036-1904
(202) 223-6722
www.npca.org
The National Wildlife Federation (NWF) functions as a nonprofit conservation education organization dedicated to creating and encouraging an awareness of the need for wise use and management of those resources upon which lives and welfare depend: soil, air, water, forests, minerals, plant and wildlife. NWF undertakes a conservation education program, distributes periodicals and educational materials, sponsors outdoor education programs in conservation, and litigates environmental disputes.

National Wildlife Federation
1400 Sixteenth Street, N.W.
Washington, DC 20036-2266
(202) 797-6800
www.nwf.org

The Natural Resources Defense Council, Inc. (NRDC) is a nonprofit membership organization dedicated to protecting America's endangered natural resources and to improving the quality of the human environment. The Council combines government agencies from various disciplines, bringing legal action and disseminating citizen information.

Natural Resources Defense Council, Inc.
40 West 20th Street
New York, NY 10011
(212) 727-2700
www.nrdc.org

The Nature Conservancy, an international environmental organization, works to protect the habitat of rare plants and animals. The Conservancy operates 50 state offices, regional and field offices, and maintains 1,100 nature preserves. It also publishes Nature Conservancy Magazine.

The Nature Conservancy
1815 North Lynn Street, Suite 400
Arlington, VA 22209
(703) 841-5300
www.tnc.org

The Rails-to-Trails Conservancy (RTC), a nonprofit organization, is devoted to converting abandoned railroad rights-of-way into trails for public use. In partnership with citizen groups, public agencies, railroads, and others, the Conservancy is working to build a transcontinental trailway network. RTC’s program includes technical assistance, public education, advocacy, negotiation, legislation, and regulatory action. Publications such as the Citizen’s Manual, Legal Manual, and the newsletter Trailblazer, in addition to conferences and statewide meetings, keep advocates up to date on rail-trail regulations and procedures.

Rails-to-Trails Conservancy
1100 17th Street, NW
10th Floor
Washington, D.C. 20036
(202) 331-9696 FAX (202) 331-9680
www.railtrails.org

The Sonoran Institute works with communities to conserve and restore important natural landscapes in Western North America, including the wildlife and cultural values of these lands. The Institute's efforts create lasting benefits, including healthy landscapes and vibrant livable communities that embrace conservation as an integral element of their economies and quality of life.

Sonoran Institute
201 S Wallace
Bozeman, MT 59715
(406) 587-7331
www.sonoran.org

The Trust for Public Land (TPL), a nonprofit organization with twelve offices located throughout the U.S., is a network of experts in real estate negotiation, finance, and law, dedicated to protecting land for the public’s use and enjoyment. Neither a membership nor advocacy group, TPL assists public agencies, landowners, and citizens’ groups to protect land of recreational, historic, and scenic value. Its projects range from lot-sized neighborhood gardens to vast additions to forests, parks, and national recreation areas.

The Trust for Public Land
116 New Montgomery Street, Fourth Floor
San Francisco, CA 94105
(415) 495-5660
www.tpl.org
Design

The American Institute of Architects (AIA), the national organization for professional architects, is supported by regional and local chapters nationwide. The AIA offers a variety of publications pertaining to architecture and urban design, and maintains a complete architectural library.

American Institute of Architects
1735 New York Avenue, N.W.
Washington, DC 20006
(202) 626-7300
www.aia.org

The American Institute of Graphic Artists (AIGA), a national nonprofit organization, promotes excellence in the graphic design profession through competitions, exhibitions, publications, professional seminars, educational activities, and projects in the public’s interest. AIGA has 30 geographically diverse chapters, each representing the graphic design profession on a local level. The institute sponsors a biennial conference and publishes a quarterly journal, The AIGA Journal of Graphic Design.

American Institute of Graphic Artists
1059 Third Avenue
New York, NY 10021
(212) 752-0813
www.aiga.org

The American Society of Landscape Architects (ASLA) is the professional organization for landscape architects. Its goal is to inform the public about the profession, land design, planning, and management issues. The Open Committee on the Rural Landscape provides a forum for landscape architects and other disciplines with an interest in agriculture and rural landscape matters.

American Society of Landscape Architects
4401 Connecticut Avenue, N.W., Fifth Floor
Washington, DC 20008-2302
(202) 686-2752 FAX (202) 686-1001
www.asla.org

Americans for the Arts, the national clearinghouse for arts board members, volunteers, and individuals, offers several publications, including Connections Monthly and Connections Quarterly as well as various books and annual conferences. In the past NALAA has worked on adaptive use and historic preservation projects for the performing arts.

Americas for the Arts
1000 Vermont Ave. NW 12th floor
Washington, DC 20005
(202) 371-2830
www.americasforthearts.org

The National Assembly of State Arts Agencies (NASAA), a nonprofit membership organization, serves as the collective voice and service organization for arts agencies. NASAA provides professionals and volunteers with opportunities for information exchange, leadership development, and issues analysis. The organization publishes NASAA News and ArtView.

National Assembly of State Arts Agencies
1010 Vermont Avenue, N.W., Suite 920
Washington, DC 20005
(202) 347-6352

Through Our Town, subject to the availability of funding, the National Endowment for the Arts (NEA) will provide a limited number of grants for creative placemaking projects that contribute towards the livability of communities and help transform them into lively, beautiful, and resilient places with the arts at their core. Our Town prioritizes partnerships between arts organizations and government, private, and nonprofit organizations to achieve livability goals for communities. Our Town offers support for projects in two areas:

- Arts Engagement, Cultural Planning, and Design Projects that represent the distinct character and quality of their communities
- Projects that Build Knowledge About Creative Placemaking

Our Town, NEA
400 7th Street
SW, Washington, DC 20506
202.682.5400
webmgr@arts.gov
http://arts.gov/grants-organizations/our-town/introduction
Partners for Livable Communities is an international coalition of more than 600 organizations and individuals committed to improving communities’ economic health and quality of life through collaborative resource management. Partners serves as a national resource center for information on the built and natural environments and offers a research and referral service on a broad range of community improvement projects. Partners publishes a newsletter semiannually.

Partners for Livable Communities
1429 21st Street, N.W.
Washington, DC 20036
(202) 887-5990 FAX 202-466-4845
www.livable.com

Project for Public Spaces (PPS), a nonprofit organization, specializes in the planning, design, and management of public spaces. PPS’s objective is to improve public spaces so they are more usable, lively, safe, and enjoyable. PPS considers public spaces to include all of the areas, interior or exterior, publicly or privately owned, to which the public has access and which form the common life of a community. PPS provides a newsletter update as well as various books and videos.

Project for Public Spaces, Inc.
419 Lafayette, 7th Floor
New York, NY 10003
(212) 620-5660
www.pps.org

Scenic America, a nonprofit membership organization, is devoted to protecting America’s scenic resources and community character. Scenic America conducts workshops and provides information and technical assistance on sign control, tree ordinances, scenic highways, growth management, and all forms of aesthetic regulation.

Scenic America
21 Dupont Circle, N.W.
Washington, DC 20036
(202) 833-4300

The Society of Environmental Graphic Design (SEGD), an international nonprofit organization, was founded to formalize graphic design as a profession, to increase public awareness of the discipline, and to promote high standards of professional conduct within the field. SEGD sponsors several award programs and conferences; publishes a quarterly newsletter, technical information, and a resource directory; and awards scholarships to fund student research projects in environmental graphic design.

Society of Environmental Graphic Design
47 3rd Street
Cambridge, MA 02141
(617) 577-8225

The Waterfront Center, a nonprofit corporation, promotes urban waterfront enhancement through consulting and publications services. The Center publishes Waterfront World Spotlight Quarterly, as well as various books and reports.

Waterfront Center
1536 44th Street, N.W.
Washington, DC 20007
(202) 337-0356
www.waterfrontcenter.org

Historic Preservation - Public Agencies
The Advisory Council on Historic Preservation advises federal agencies, the President, and Congress on preservation policy. The council also reviews proposed projects in which federal funds are involved in order to evaluate and mitigate potential effects on historic properties.

Advisory Council on Historic Preservation
1100 Pennsylvania Avenue, N.W.
Washington, DC 20004
(202) 786-0503
www.achp.gov

The National Park Service (NPS) of the U.S. Department of the Interior is the principal federal agency responsible for preservation law and activities. The National Historic Preservation Act of 1966, with amendments, creates the basic framework for community preservation planning and provides the legal structure for the retention of historic properties. The Act established the National Register of Historic Places to recognize, identify and evaluate significant historical properties. The federal government provides funding for the listing and federal review process and provides incentives to encourage reuse of income-producing historic properties.
The Certified Local Government Program, administered by the National Park Service, provides information on certified local governments, which are local governments with historic preservation programs that meet prescribed standards. These governments are then eligible for special enhanced participation in national preservation programs and grants-in-aid and technical assistance from the state historic preservation officers to assist in carrying out preservation activities at the local level.

Certified Local Government Program
Heritage Preservation Services - National Park Service
1849 C Street, NW, NC330
Washington, DC 20240
(202) 343-6005 FAX (202) 343-3921
www2.cr.nps.gov/clg/

State Historic Preservation Officers (SHPO) State Historic Preservation Officers are the state-level public-sector preservation partners. Each state is required to appoint an SHPO and to appropriate funds to match federal preservation dollars. States are additionally required to identify historically significant properties and nominate them to the National Register. SHPOs also administer state and/or local federal grant programs, provide technical assistance on rehabilitation and the National Register, and participate in the federal rehabilitation tax incentives certification program. Contact the National Conference of SHPOs to identify the SHPO in your state.

National Conference of State Historic Preservation Officers
444 North Capitol Street, N.W. Suite 332
Washington, DC 20001-1512
(202) 624-5465

Historic Preservation - Private Groups

The Alliance for Historic Landscape Preservation provides a forum for communication and exchange of information among its varied members and promotes the preservation and conservation of historic landscapes in all their variety. The Alliance publishes a newsletter and a members’ directory and is working with the National Park Service on standards and guidelines for landscape preservation.

Alliance for Historic Landscape Preservation
82 Wall Street, Suite 1105
New York, NY 10005
(617) 491-3727

The American Historical Association (AHA), a professional association for historians, has as its mission the advancement of historical scholarship. The AHA brings together nearly 5,000 institutions and 14,000 individuals, including university faculty, public historians, independent scholars, archivists, librarians, and secondary school teachers. AHA members receive The American Historical Review, Perspectives and the AHA Annual Meeting Program.

American Historical Association
400 A Street, S.E.
Washington, DC 20003
(202) 544-2422
chnm.gmu.edu/aha/index.html

The American Society of Civil Engineers (ASCE) established the Committee on History and Heritage of American Civil Engineering (CHHACE) in 1964, with the purpose of furthering preservation, knowledge, and appreciation of engineering history and heritage. The committee administers the Historical Civil Engineering Landmark Program to identify and give recognition to historically significant engineering projects. It also sponsors the publication of an historical series.

American Society of Civil Engineers
345 East 47th Street
New York, NY 10017
(212) 705-7671
www.asce.org

ASCE - Committee on History and Heritage of American Civil Engineering
1015 15th Street, N.W., Suite 600
Washington, DC 20005
(202) 789-2200
The **National Alliance of Preservation Commissions** serves as an alliance of local preservation commissions that provides information regarding historic preservation law, local ordinances, design review, and local preservation planning. The alliance maintains a speakers’ bureau and publishes the periodic Alliance Review.

National Alliance of Preservation Commissions  
c/o School of Environmental Design  
609 Caldwell Hall  
University of Georgia  
Athens, GA 30620

The **National Alliance of Statewide Preservation Organizations** is the clearinghouse for information about statewide preservation organizations.

National Alliance of Statewide Preservation Organizations  
c/o Historic Hawaii Foundation  
P. O. Box 1658  
Honolulu, HI 96806  
(808) 537-9564

**Heritage Preservation** (formerly The National Institute for the Conservation of Cultural Property, Inc) serves as a national forum for conservation and preservation activities in the United States. It provides leadership and coordination in national efforts to promote and facilitate the conservation of the nation’s patrimony, which includes cultural property, architecture, and natural history specimens in both public and private collections. NIC provides coordination in identifying issues and needs, in formulating strategies and solutions, and in initiating programs to ensure the preservation of the nation’s cultural property. The Institute publishes Council Update and the Save Outdoor Sculpture! Update, as well as other publications.

Heritage Preservation  
1730 K Street NW  
Washington, DC 20006  
(202) 632-1422 FAX: 202-634-1435  
www.heritagepreservation.org

The **National Trust for Historic Preservation** (NTHP) is a nonprofit organization chartered by Congress to foster an appreciation of the diverse character and meaning of America’s cultural heritage. The National Trust publishes Historic Preservation magazine, Historic Preservation News, and Preservation Forum, as well as numerous books through its Preservation Press. NTHP acts as a clearinghouse for information on all aspects of preservation, assists in coordinating efforts of preservation groups, provides professional advice on preservation, conducts conferences and seminars, and maintains historic properties.

The National Trust operates six regional offices and one field office that should be contacted first about the following three programs. The goal of the Community Organization Effectiveness Program (COEP) is to strengthen organized preservation efforts at the local level. The National Preservation Loan Fund (NPLF) promotes the revitalization of commercial and industrial centers, the conservation of neighborhoods and rural communities, and the preservation of archeological and maritime resources. The Preservation Services Fund (PSF) supplies grants intended to increase the flow of information and ideas in the field of preservation.

National Trust for Historic Preservation  
1785 Massachusetts Avenue, N.W.  
Washington, DC 20036  
(202) 588-6000  
www.nthp.org

The National Trust operates a number of special programs at its headquarters in Washington, DC. Among them are:
- Public Policy Center: (202) 588-6255
- Historic District Commissions: (202) 588-6255
- National Main Street Center: (202) 588-6219
- Rural Heritage Program: (202) 588-4037
- Heritage Tourism Program: (202) 623-1504

**Preservation Action (PA)** is a national grassroots citizen lobby, with lobbying coordinators in each state. PA assists in drafting legislation, monitors proposed legislation, provides expert testimony, and works with federal agencies that administer preservation programs.

Preservation Action  
1350 Connecticut Avenue, N.W., Suite 401  
Washington, DC 20036  
(202) 659-0915 FAX: (202) 296-2705

The **Society for American Archaeology** (SAA) is a nonprofit, international scholarly and professional association comprised of avocational archaeologists concerned about the discovery, interpretation, and protection of the archaeological heritage of America. While SAA boasts an active grassroots network throughout the country, it also maintains an office of Governmental Relations that works closely with...
Congress and federal agencies. The society has initiated a major public awareness project called Save the Past for the Future.

The Society for American Archaeology
Office of Governmental Relations
1333 Connecticut Avenue, N.W., Suite 400
Washington, DC 20036
(202) 293-1774 FAX: (202) 293-1782
www.saa.org

The International Council on Monuments and Sites (ICOMOS) is an international, nongovernmental professional organization composed of 60 national committees which form a worldwide alliance for the study and conservation of historic buildings, districts, and sites. The United States Committee of ICOMOS (US/ICOMOS) helps to exchange technical preservation information and expertise, and highlights the American preservation system. US/ICOMOS Newsletter is published monthly, ICOMOS Information quarterly, and publications are updated regularly in the US/ICOMOS Booklist.

United States International Commission on Monuments and Sites
1600 H Street, N.W.
Washington, DC 20036
(202) 842-1866
www.icomos.org

Rural Development

The Center for Rural Affairs works to help low-income people, is concerned about the well-being of small, moderate-sized, and beginning farmers, and particularly focuses on Nebraska and neighboring states. The center publishes Small Farm Advocate, a quarterly newsletter, and Center for Rural Affairs, a monthly newsletter.

Center for Rural Affairs
P.O. Box 405
Walthill, NE 68067-0405
(402) 846-5428
www.cfra.org

The Heartland Center for Leadership Development is an independent, nonprofit organization developing local leadership that responds to the challenges of the future. A major focus of the Center’s activities is practical resources and policies for rural community survival. Programs and publications stress the critical role played by local leadership in facing challenges, and to that end the Center’s practical programs include training communities, businesses, and organizations in developing the capacity for locally directed strategic planning, helping policy-makers clarify key questions in the future of communities and states, and conducting field-based research related to leadership and its potential impact.

Heartland Center for Leadership Development
941 O Street, Suite 900
Lincoln, NE 68508
(402) 474-7667 FAX: 402-474-7672
Internet: http://www.4w.com/heartland/

The Highlander Research and Education Center, an adult education center, has been developing curriculum materials for adults on economic development and the changing economy of the Appalachian region. The Highlander Economics Education Project was developed to help people in rural Appalachian communities understand the changing economy and develop ways of dealing with the economy and community economic development. The project has included developing resource materials, conferences, and community workshops.

The Highlander Center
1959 Highlander Way
New Market, TN 37820
Tel: (423) 933-3443 Fax: (423) 933-3424
hrec@igc.apc.org

The Institute for Community Economics (ICE) has a range of programs which assist the efforts of community residents to gain control over and benefit from local economic development. ICE has developed the community land trust and loan fund models to address the problems of lower-income communities suffering from limited access to land, housing, and capital. ICE also provides community organizational and development assistance to community groups and public agencies around the country. The Institute is responsible for Community Economics, a quarterly newsletter, as well as other publications.

Institute for Community Economics
151 Montague City Road
Greenfield, MA 01301
(413) 774-7956
The National Association of Counties (NACo) represents the more than 3,000 county governments in the United States. Its goals are to improve county government, act as a liaison with other levels of government, serve as a national spokesperson for counties, and advance public understanding of the role of counties.

National Association of Counties
440 First Street, N.W., Eighth Floor
Washington, DC 20001
(202) 393-6226
www.naco.org

The National Association of Development Organizations (NADO), a national grassroots network, promotes locally based economic development organizations in America's small cities and rural areas. NADO members include multi-county planning and development organizations, state, county and city agencies, educational institutions, and private businesses. Member organizations engage in activities designed to create and maintain private sector jobs. For up-to-the-minute information, NADO publishes special reports and NADO News, a weekly newsletter, and conducts an annual conference and regional training workshops.

National Association of Development Organizations
444 North Capitol Street, N.W., Suite 628
The Hall of the States
Washington, DC 20001
(202) 624-7806 FAX: (202) 624-8813
www.nado.org

The National Association of Regional Councils (NARC) is a membership organization for regional councils across the country, with affiliate membership for other public and private organizations with an interest in planning, development, and governance at the regional level. Representing the nation's more than 500 regional councils, NARC serves as the national source of information for and about regional councils. NARC holds an annual conference which provides a forum for information exchange and an annual Washington Policy Conference in Washington, D.C. Among the several publications produced by the association are weekly and bi-weekly newsletters and special reports.

National Association of Regional Councils
1700 K Street, N.W., Suite 1300
Washington, DC 20006
(202) 457-0710
www.narc.org

The National Association of State Departments of Agriculture (NASDA) is a nonprofit organization composed of commissioners, secretaries and directors of the Departments of Agriculture in the fifty states and four trust territories. NASDA's purpose is to provide a voluntary, nonpolitical organization to promote unity and efficiency in administration of agricultural statutes and regulations, to develop cooperation between departments of comparable agencies with the United States Department of Agriculture and with persons interested in agriculture, and to establish federal-state cooperative programs to promote agricultural interests.

National Association of State Departments of Agriculture
1616 H Street, N.W.
Washington, DC 20006
(202) 628-1566 FAX: (202) 628-9461

The National Association of Towns and Townships (NATaT), a membership organization, offers technical assistance, educational assistance, and public policy support to local government officials. The association publishes ten issues per year of NATaT's Reporter.

National Association of Towns and Townships
1522 K Street, N.W., Suite 730
Washington, DC 20005
(202) 737-5200
www.natat.org

The National Rural Electric Cooperative Association (NRECA) represents the national interests of rural electric systems. NRECA provides legislative services and programs in management training, insurance, public relations, and advertising. Two major publications of NRECA are Rural Electrification magazine and the Rural Electric Newsletter, which reports mainly on legislative and governmental matters. The association and its members also support supplemental energy and environmental research and administer a program of technical advice and assistance in the development of rural electric systems in 37 countries.
The **Small Towns Institute** is a nonprofit corporation dedicated to collecting and disseminating information on new and innovative ideas concerning the issues and problems facing small towns and non-urban areas. The institute publishes Small Town, a news journal containing perspectives from a variety of sources that share a common interest in enhancing the future of small communities.

Small Towns Institute  
P.O. Box 517  
Ellensburg, WA 98926  
(509) 925-1830

The **Townscape Institute, Inc.** is a nonprofit public interest organization concerned with increasing the livability of cities, towns, and neighborhoods through the conservation, interpretation, and enhancement of the man-made environment. Program areas include townscape planning and interpretation, urban design and public art, preservation education, and environmental advocacy through lectures, publications, films and exhibits.

The Townscape Institute, Inc.  
Two Hubbard Park  
Cambridge, MA 02138  
(617) 491-8952

The **United States Department of Agriculture (USAD)** works to support the American agricultural economy to strengthen rural communities; to protect and conserve our natural resources; and to provide a safe, sufficient, and nutritious food supply for the American people. The Department's wide range of programs and responsibilities touches the lives of every American every day. The USDA’s **Rural Development** program is committed to helping improve the economy and quality of life in all of rural America by providing financial programs to support essential public facilities and services as water and sewer systems, housing, health clinics, emergency service facilities and electric and telephone service. Rural Development promotes economic development by providing loans to businesses through banks and community-managed lending pools, while also assisting communities to participate in community empowerment programs.

Rural Development (USDA)  
1 (800) 670-6553  
Internet: www.rudev.usda.gov

The **Yellowstone Business Partnership** promotes community vitality, a prosperous economy and a sustainable environment throughout the Yellowstone region. It does so by serving as a progressive voice for businesses that value each of these elements in making decisions with a long-term view.  
Yellowstone Business Partnership  
P.O. Box 7337  
Bozeman, MT 59771

### Funding

The **Council on Foundations**, a nonprofit membership organization for grantmakers, promotes and strengthens organized philanthropy. The Council represents grantmakers, their concerns, and their interests to public policymakers, the media, and the general public. Membership includes almost 1,200 independent, operating, community, public and company sponsored foundations, corporate giving programs, trust companies and international foundations. Council programs help members achieve their charitable goals. The Council publishes Foundation News and Council Columns, bi-monthly and bi-weekly publications, respectively.

Council on Foundations  
1828 L Street, N.W., Suite 300  
Washington, DC 20036  
(202) 466-6512 FAX: (202) 785-3926  
www.cof.org

The **Foundation Center**, a service organization, functions as a source of information on foundations, their patterns of giving, and their fields of interest. The center maintains offices and libraries open to the public in New York, Washington, DC, San Francisco, and Cleveland and collections in nearly 150 cooperating libraries throughout the country. It also provides a toll-free number for information of services and publications.
The Bureau of Land Management (BLM), in the U.S. Department of the Interior is responsible for the management of 341 million acres of public lands located primarily in the West and Alaska, in addition to scattered parcels in other states. BLM manages this land for multiple use and sustained yield. Land use plans are developed with public involvement to provide orderly use and development while maintaining and enhancing the quality of the environment.

Bureau of Land Management
18th and C Street, N.W.
Washington, DC 20240
(202) 208-5717
www.blm.gov
8. Glossary of Planning & Design Terms

**accessory use** — a use incidental to, and on the same lot as, a principal use, such as a detached garage apartment on a residential lot.

**adaptive use** — conversion of a building into a use other than that for which it was designed, such as changing a warehouse into a gallery space or housing.

**agricultural district** — the legal designation of farmland (with the consent of the owner) to remain in agricultural use for a predetermined number of years in exchange for a tax credit or other financial incentive.

**amenity** — design features which are valued by the users of a building, public space, or community. Examples of amenities include open space, landscaping, seating, an outdoor amphitheater, and public art.

**architectural drawings** — used by architects and other design professionals during the design process. An axonometric drawing appears three-dimensional and is generally an overhead view. An elevation is a two-dimensional drawing which shows a facade or side-view of a design. A perspective also creates the illusion of three-dimensionality, but with reference to relative depth or distance. The plan illustrates the room or spatial layout, as well as the placement of various design elements (walls, trees, buildings). A section cuts through the design, illustrating wall heights, grade changes, and the like.

**attractiveness analysis** — attractiveness analyses combine maps representing cultural and natural features most suitable to a proposed change in the landscape. A finished analysis would result in the identification of the areas best suited for proposed changes.

**axonometric** — see architectural drawings

**axis** — a real or imaginary straight line around which the parts of a structure or plan are symmetrically or evenly arranged or composed.

**background buildings** — buildings that may lack exemplary character or significance but are essential to creating a sense of place.

**balance** — the relationship between masses and spaces in which a compositional equilibrium or tension is established.

**buffer** — a strip of land identified on a site plan or by a zoning ordinance, established to protect one type of land use that is incompatible with another adjacent use or occupant. Normally, the area is planted and/or left natural and kept in open space.

**building cap** — maximum allowable construction in a designated area or city. For example, San Francisco limits annual downtown office space construction to 475,000 square feet and Petaluma, Calif., limits the number of residential building permits issued annually.

**buildout** — the maximum allowable buildable area as stipulated by land use controls like zoning or a building cap.

**certified historic structure** — for the purposes of the federal preservation tax incentives, any structure subject to depreciation as defined by the Internal Revenue Code that is listed individually in the National Register of Historic Places or located in a registered historic district and certified by the Secretary of the Interior as being of significance to the district.

**certified rehabilitation** — any rehabilitation of a certified historic structure that the Secretary of the Interior’s standards have determined is consistent with the historic character of the property or the district in which the property is located.

**charette** — a quick, intensive collaborative design exercise that generates ideas for a project or plan.

**circulation** — movement patterns of pedestrians and vehicular traffic.

**cluster development** — a development design technique that concentrates buildings in specific areas on a site to allow the remaining land to be used for recreation, common open space, and preservation of environmentally sensitive areas. Units are grouped on a smaller land parcel for each unit than specified as the minimum lot size for an individual unit, but the average density for the zone must be maintained.

**collaboration** — a team effort with the contribution of professionals in different fields, such as architects, landscape architects, engineers, and artists.

**colonnade** — a linked row of columns providing shade and protected passage.
compatibility — 1. The characteristics of different uses or activities which allow them to be located near each other in harmony. Some elements affecting compatibility include intensity of occupancy as measured by dwelling units per acre; floor area ratio; pedestrian or vehicular traffic. Also, complementing uses may be compatible, like residential and retail uses. 2. The characteristics of different designs which allow them to be located near each other in harmony, such as scale, height, materials, and fenestration.

comprehensive plan — (see masterplan) a broad-reaching general plan for a large area such as a state, county or municipality. Elements of the plan may include land use, housing, natural resources, traffic and circulation, and child care.

conservation — as defined by Gifford Pinchot, the wise use and management of natural resources to achieve the greatest good for the greatest number of people for the longest period of time. This definition may be expanded to include some forms of preservation, and the consideration of all resources, e.g., natural, cultural, and economic.

contrast — the use of a variety of techniques (light & dark, hard & soft, course & fine) to establish definition among spaces or design elements.

core — the central area of a hamlet, village, or town, generally identified by the clustering of buildings in close proximity, particularly retail shops, services, and government offices.

cornice — the top of a wall or building element made evident by an assembly of projecting moldings which strike a definitive limit to that section of the building.

demolition by neglect — the destruction of a building, structure, or landscape through abandonment or lack of maintenance.

density — measurement of the number of units, e.g. housing, or persons per acre, which may indicate the level of activity in an area.

design competition — a way to select design professionals, not merely on the basis of reputation, but on the basis of a specific response to a project at hand. A competition may take a variety of forms, but should always include a program, which defines the project, and a jury of design professionals and local residents.

design guidelines — criteria established to direct development. Good guidelines offer options without restricting design and reflect community image and character.

design review board — a municipal body, generally made up of designers and laymen and appointed to serve by the local governing body, which reviews the design component of proposed developments or modifications to existing developments, generally within a specified area.

directional emphasis — refers to the predominant emphasis of a design element or building, either horizontal or vertical. Recognizing this aspect of design is especially important when designing additions to historic buildings or when planning a new development in a historic district.

dismantling — taking apart a structure piece by piece, often with the intention of reconstructing it elsewhere.

displacement — the movement of individuals, businesses, or industries from property or neighborhoods because of economic development (as in the urban fringe) or economic decline (as in the agricultural heartland).

district — an area which has a distinct character or purpose, such as an area with predominantly historic buildings, arts facilities, ethnic residents, or unique topography.

displacement system — the combination of impact and attractiveness analyses to determine what areas are both preferred by development and sensitive to development impacts. This is called “early warning” because it forewarns communities of impending land use conflicts.

easement — a less-than-fee interest in real property acquired through donation or purchase and carried as a deed restriction or covenant to protect important farmland, open spaces, views, or building facades and interiors.
edges — delineation of districts or areas which could be physical in nature (e.g. medieval walls or greenbelts) or psychological (e.g. major street joining residential and commercial districts). Hard edges create a break between areas. Waterways and busy thoroughfares are generally strong hard edges, which create a physical or psychological barrier. Soft edges create a subtle break or transition between areas or uses and, unlike hard edges, are not particularly difficult to cross. For instance, a plaza, park or a nonoffensive change in land use is considered a soft edge.

Environmental Impact Statement & Environmental Impact Report (EIS & EIR) — a legally mandated report (either federally by NEPA, or locally by similar state legislation) prepared to document the potential impacts of a proposed development project or action.

elevation — see architectural drawings

eminent domain — the power of government to acquire private property for public use for which the owner must receive just compensation. Redevelopment authorities, state universities, and special districts may also be empowered with eminent domain to acquire parcels of land for economic development uses, infrastructure, and other uses deemed in the public interest.

enclosure (sense of) — an experience where a pedestrian feels sheltered by the degree to which a space is defined by vertical and overhead planes. Trees, buildings, walls, streets widths, awnings, and canopies articulate a sense of enclosure.

environmental impact — influence of a development on the natural or built environment.

environmental simulation — images graphically representing the impact of proposed changes to the built on the natural environment. The technology is generated by a combination of computer, photographic, and film media. In the case of a proposed housing development, simulations may forecast the visual impact of the housing as seen from several points in the town. Also, the simulation can forecast how the position of the structures will influence street and sidewalk conditions like shadows and wind.

equity — cash investment (as opposed to mortgage debt) in a project. Sweat equity is the investment of the occupants’ own labor in rehabilitation work.

extended use — any process that increases the useful life of an old building, e.g adaptive use or continued use.

fabric (e.g. rural fabric) — the physical material of a structure, village, or town, connoting an interweaving of component parts.

facade — the exterior wall of a building exposed to public view or that wall viewed by persons not within the building.

facadism — the retention of only the facade of a historic building during conversion while the remainder is severely altered or destroyed.

FAR (floor area ratio) — a formula for determining permitted building volume as a multiple of the area of the lot. The FAR is determined by dividing the gross floor area of all buildings on a lot by the area of the lot. For example, a 6 FAR on a 5,000 square foot lot would allow a building with gross area of 30,000 square feet.

fee acquisition — acquisition of real property through exchange of a fixed fee (as opposed to an easement acquisition).

fenestration — design elements of the exterior (architectural) window treatments such as pattern, rhythm, and ornamentation.

focal point — a prominent visual feature in the landscape, often designed to attract and draw people to a particular location or space.

gentrification — the phenomenon of middle to upper income urbanites moving to urban neighborhoods or small rural towns (often associated with preservation efforts). Resulting problems include inflating real estate values, social tensions, and displacing lower income segments of the local population.
Geographic Information Systems (GIS) — computer systems that store, display, and manipulate a wide variety of map-related data. Such systems allow professionals to manipulate maps in the same way that a spreadsheet manipulates numbers. The data can be in the form of tables or maps. An advantage of GIS is that it can quickly combine and analyze maps regardless of differing sizes, thematic contents, and in certain cases, scales. This ability makes GIS an important decision support tool for managers, planners, and engineers.

greenbelt — a complete or partial ring of open space (green) encircling a town or city, usually at the urban fringe.

greenway — a “green” or undeveloped corridor of land, often following an existing linear feature like a river or canal, which is reserved for passive recreational use such as a walking or biking trail.

grid — a traditional American street plan, based upon Greek and Roman town planning ideas, using streets and alleys which are (primarily) perpendicular to one another. The grid pattern is often efficient from a traffic engineering standpoint and offers ease in orientation and way-finding.

growth management — the use of a variety of tools, including tax incentives, tax abatements, purchase and transfer of development rights, and comprehensive planning, to regulate construction in new areas.

hierarchy — the establishment of a system of relative importance or prominence (often in sequence from lesser to greater or vice-versa) of a series of spaces or design elements. historic

district — a geographically definable area with a significant concentration of buildings, structures, sites, spaces, or objects unified by past events, physical development, design, setting, materials, workmanship, sense of cohesiveness, or related historical and aesthetic associations. The significance of a district may be recognized through listing in a local, state, or national landmarks register and may be protected legally through enactment of a local historic district ordinance administered by a historic district board or commission.

historic rehabilitation tax credit — the Tax Reform Act of 1986 permits owners and some lessees of historic buildings to take a 20 percent income tax credit on the cost of rehabilitating such buildings for industrial, commercial, or rental residential purposes. The rehabilitated building must be a certified historic structure that is subject to depreciation, and the rehabilitation must be certified as meeting standards established by the National Park Service.

hydrology — the characteristics of surface and subsurface water at a particular site or location, including drainage, patterns of movement, and quality.

imageability — that quality in a physical object which gives it a high probability of evoking a strong image [physical form or shape] in any given observer. It is that shape, color, or arrangement which facilitates the making of vividly identified, powerfully structured, highly useful mental images of the environment.

impact analyses — sometimes called vulnerability analyses, impact analyses combine maps representing cultural and natural features most sensitive to a proposed change in the landscape. A finished analysis would result in the identification of the areas least suitable for proposed changes.

infill — housing or other development in a town or village that is designed to fill a void left by vacant or abandoned property. Generally, the purpose of infill is to revitalize the surrounding area.

infrastructure — public utilities, roads, and physical or social support systems in a community including water, gas, electricity, and schools.

inventory of resources — (also called survey) a list or matrix of identified resources within a community or area. The inventory is a valuable tool for analyzing the use of existing features and assessing needs.

land banking — the purchase or control of land by a local municipality or agency for the purpose of reserving land for future use or development.

landmark — 1. a structure or feature of historical, cultural, or architectural significance (see National Historic Landmark). 2. an object that is useful for orientation. This term is used without regard to historic value and can describe a maple tree or church steeple as well as a monument.
landscape character areas — homogenous areas of distinct and related landscape patterns, i.e. an upland dairy-agricultural landscape or a milltown-village landscape.

landscape patterns — the natural or cultural composition of forms in the landscape, such as topography, road systems, agricultural practices, and settlement/development practices.

landmarks register — a listing of buildings, districts, and landscapes designated for historical, architectural and other special significance that may carry protection for listed properties.

leapfrog development — development that occurs well beyond the existing limits of urban development and thus leaves the intervening vacant land behind and results in sprawl.

linkage — tying one sort of development to related services, i.e., requiring office space developers to provide a certain number of housing units or adjunct services like child care.

mapping — technique used for communicating information about the physical environment. Maps may represent physical features such as land use or topography or abstract concepts such as view corridors and pedestrian nodes.

mass — combines all three dimensions (length, height, and depth). A building is often composed of many masses, hence the term massing, which is often used to describe the form or shape of structures.

masterplan — an overall plan for a specific area such as a downtown, mainstreet, neighborhood, or waterfront that reflects community vision. A masterplan is more specific and detailed than a comprehensive plan.

mixed-use — a project or limited area of development which combines different uses, such as housing, retail, and offices, within one building, project, or site.

National Historic Landmark (NHL) — buildings, historic districts, structures, sites, landscapes, and objects that possess exceptional values or quality in illustrating or interpreting the heritage of the United States. The NHL program is run by the National Park Service, U.S. Department of the Interior.

National Register of Historic Places — the nation’s official list of historic, architectural, archeological, and cultural resources. It is maintained by the National Park Service, U.S. Department of the Interior.

node — a location or point of activity; a place where pedestrians and/or traffic converges.

neotraditional design — a recent trend in community design based upon the theory that design characteristics of the pre-automobile era were fundamentally more conducive to stronger and more diverse community social structure. Neotraditional designs focus upon strong, pedestrian friendly, formally organized streets; more intensive building densities; and mixed land use. Also known under the moniker “the new urbanism.”

ordinance — a legally codified mechanism for regulating the actions of the public, i.e. a zoning “ordinance” or a subdivision “ordinance.”

open space — undeveloped natural or agricultural land.

overlay mapping — a series of maps drawn to the same scale on transparent media, each representing a specific resource (i.e. soils, topography, wetlands, buildings, or historic sites). Analyses may be made by combining maps to see the spatial interrelation of various resources.

overlay zoning — a type of specialized land use regulation utilizing an existing zoning ordinance as an enabling legal structure. A single type of special resource or feature (i.e. properties of historic or environmental significance) may be designated within an “overlay zone,” in addendum to its existing zoning designation, thereby adding regulations in use without requiring a change in zone.

pedestrian flow — the direction, rate, and frequency of pedestrian movement in an area.

perspective — see architectural drawings.

plan — see architectural drawings.
planned unit development (PUD) — a form of development usually characterized by a unified site design for a number of housing units, clustering buildings and providing common open space, density increase, and a mix of building types and land uses. It permits the planning of a project and the calculation of densities over the entire development, rather than on an individual, lot-by-lot basis. It is usually administered through a special permit or rezoning process.

predictive analysis — the combination of impact and attractiveness analyses and market forces in an attempt to forecast future development quantities and patterns. This is potentially the most useful type of analysis for communities, but is the most difficult to accomplish. The further into the forecast, the more difficult accurate prediction becomes.

preservation — providing for the continued use of old and historic buildings, sites, structures, and objects. The means for preservation include restoration, rehabilitation, and adaptive use. According to the Secretary of the Interior, it is the act or process of applying measures to sustain the existing form, integrity, and material of a building or structure and the existing form and vegetative cover of the site. It may include stabilization work, where necessary, as well as ongoing maintenance of the historic building materials.

preserve — a vulnerable area protected from development, such as a natural area or an agricultural area.

proportion — the ratio or relative size of two or more dimensions. The term can be used to refer to the ratio of the height and width of a space or building, or to the relative size of a human figure.

public space — an open area within a village or urbanized area used by local residents and visitors and maintained as a public facility, e.g., parks or squares; also “public realm.”

ratio of solid to void — the solid-to-void relationship refers to the proportions between the total area of wall surface area and the area of holes (i.e. windows, doors, or arches) of a building. This relationship determines the appearance of a building in a very basic way, with the range of possibilities extending from a stone fortress to a glass house.

reconstruction — the act or process of reproducing by new construction the exact form and detail of a vanished building, structure, or object, or a part thereof, as it appeared at a specific period of time.

rehabilitation — the act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historical, architectural, and cultural values.

renovation — modernization of an old or historic structure. Unlike restoration or rehabilitation, renovation may not be consistent with the original design.

repetition — the recurrent use of a design element or material, e.g., spacing or pattern, color or texture (see rhythm and pattern).

resource integrity — may refer to historic, ecological, or other resources, and describes the degree to which the existing condition of the resource in question reflects its original designed intention or natural state.

resource significance — may refer to historic, ecological, or other resources and describes the relative importance, rarity, or parallel association with other significant resources.

restoration — the act or process of accurately recovering the form and details of a property and its setting as it appeared at a particular period of time by means of the removal of later work or by the replacement of missing earlier work.

Request for Proposal (RFP) — a written set of guidelines used in soliciting proposals from consultants, architects, developers, artists, and other contractors.

Request for Qualifications (RFQ) — a call for qualifications such as a resume, portfolio, and project list.

rhythm and pattern — relate to materials, styles, shapes, and spacing of building elements and the buildings themselves. The predominance of one material or shape, and its patterns of recurrence, are characteristics of an area that should be maintained.
rural historic landscape — a geographical area that historically has been used by people, shaped or modified by human activity, occupancy, or intervention, and that possesses a significant concentration, linkage, or continuity of areas of land use, vegetation, buildings, structures, roads, waterways, and natural features.

scale — the apparent size of a building, window, or other element as perceived in relation to the size of a human being. Scale refers to the apparent size, not actual size, since it is always viewed in relationship to another building or element. For instance, the scale of one element may be altered simply by changing the size of an element nearby, such as windows, doors, or other architectural details. These relationships contribute to the experience of a place as intimate, vast, larger than life, and daunting, for example.

scenic corridor — a strip of land on each side of a stream or roadway that is generally visible to the public travelling on such route or roadway that has a view of unusual aesthetic significance in a community.

scenic easement — a less-than-fee interest in real property acquired to provide roadside screening or to protect the view from a vantage point or corridor of travel.

section — see architectural drawings

Section 106 — provision of the National Historic Preservation Act of 1966 which requires the head of a federal agency financing or licensing a project to determine the impact of the project on property in or eligible for the National Register of Historic Places.

sense of place — the feeling associated with a location, based on a unique identity and other memorable qualities.

sequence — the coordinated linking of a series of spaces to achieve a variety of user experiences over time and distance.

setback — zoning code standard for locating a building or structure at a minimum distance (set back) from a street or lot line.

sign ordinance — a legal mechanism for controlling the design, size, and height of signs.

similarity — the use of like materials, colors, and textures to establish a unifying thread to a design.

site plan — a plan prepared to scale, showing accurately and with complete dimensioning, the boundaries of a site and the location of all buildings, structures, uses, and principal site design features proposed for a specific parcel of land.

sprawl — dispersed low density development over large areas of landscape, generally located at the fringe of an existing settlement.

stabilization — the act or process of applying measures designed to reestablish a weather resistant condition and structural stability to deteriorating buildings or landscapes while maintaining the essential form as it exists at present.

street furnishings — design elements supporting the aesthetic and functional purpose of the street, including light fixtures, fire hydrants, police and fire call boxes, trash receptacles, signs, benches, newspaper boxes, and kiosks.

streetscape — the distinguishing character of a particular street as created by its width, degree of curvature, paving materials, design of the street furnishings, and forms of surrounding buildings.

strip development — a linear pattern of highway-based commercial development characterized by large signs and parking lots. Also may refer to the practice of subdividing farmland in long narrow parcels.

subdivision — the process of dividing a parcel of raw land into multiple lots, blocks, streets, and public areas. Its purpose is the transformation of raw land into building sites. In most states, a subdivision is defined as the division of a tract of land into five or more lots.

texture — a tactile or visual quality of a design material or form noting relative roughness or smoothness.

townscape — the relationship of buildings, shapes, spaces, and textures that gives a town or area its distinctive visual character or image.
transfer of development rights (TDR) — a system of land development control wherein rights, or development units, are assigned to each parcel of land based upon planning studies and density control factors. These rights are separable and may be transferred to other parcels; thus they are marketable. Once the development right is transferred, a restriction on development will run with the land. TDRs have frequently been used to protect agricultural land and permit increased density in targeted areas.

unity — the establishment of a conceptual relationship of all elements in a design to form a greater whole.

variety — the property of a design composition exhibiting dissimilar materials or forms which avoid monotony yet maintain an overall design unity.

vernacular — a type or tradition of design which is generally indigenous to a local region and/or culture. Vernacular design traditions generally evolve over time through adaptation and experimentation by non-professional designers.

viewshed — the area of land visible from a stationary viewpoint.

visual analysis — a type of land analysis utilizing evaluative criteria specifically addressing visual or scenic quality.

zero-lot-line — a type of zoning eliminating one or more building setbacks, allowing the placement of exterior building walls directly on the lot-line. This practice generally increases the density and efficiency of land use and may lower development costs. In commercial areas, no setbacks are required from any lot line.

zoning — the development regulation mechanism most frequently used in the United States. Based upon local governments’ right to exercise police powers, properties are designated into “zones” proposing potential land uses. Uses permitted in different zones regulate future development according to perceived impacts upon public health, safety, and general welfare.