

*PRESERVATION CODE
AND
LAND USE REGULATIONS
OF
THOUSAND ISLAND PARK, NY*



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PRESERVATION CODE AND LAND USE REGULATIONS

Thousand Island Park, New York
Originally Adopted by
Thousand Island Park Corporation
Board of Directors
June 12, 1987

Amended by the
Thousand Island Park Corporation
Board of Directors

September 5, 1989
October 6, 1990
August 16, 1991
October 10, 1992
March 4, 1995
October 10, 1997
August 3, 2002
September 23, 2005
October 20, 2021

Article I: Statement of Intent

Thousand Island Park was placed in the National Register of Historic Places in 1982. The purpose of the Preservation Code and Land Use Regulations (the Code) is to promote, enhance, and preserve the unique, cultural, educational, and historic nature of Thousand Island Park and its individual structures, both residential and commercial as well as all of the amenities that can be found within its borders. The governing Board of Directors of Thousand Island Park (Board of Directors) has declared that it is in the public interest to ensure that this valuable resource not be injuriously affected by activities inconsistent with the standards set forth in the Code, and that the rich history that is to be found here be

maintained and preserved to promote its use for the education, pleasure and quality of life enjoyed by its inhabitants and visitors.

Article II: Objectives

The objectives of these regulations are to:

1. Ensure the appropriate, best use of land to ensure harmonious growth, and the preservation and protection of the historic buildings and places in the Park, and the promotion of the wise use of the Park's natural resources of land, water, vegetation and air;
2. Ensure that any new construction, remodel, or exterior reconfiguration of existing structures conform to standards that reflect the architectural features of the Park's historic homes and structures as well as the protection of the glorious river vistas that the Park's grounds afford;
3. Maintain the safe flow of vehicular traffic as well as the efficient parking of stationary vehicles in as unobtrusive manner as possible to accommodate the Park's residents as well as its visitors;
4. Promote the wise and practical use and occupancy of buildings for the general good in accordance with these regulations;
5. Assist in the healthful and convenient distribution of population; and
6. Encourage and provide opportunities for the safe and comfortable use of all the recreational facilities available on the grounds of Thousand Island Park.

All in accordance with this Code and Regulation to accomplish these purposes, the land within the boundaries of Thousand Island Park has been divided into sub-districts which the Board of Directors may regulate upon advice of the Preservation and Architectural Review Board (Preservation Board) . Depending on location within these sub-districts the Board of Directors can regulate and/or limit the following:

- A. The physical dimension of any proposed structure including height, number of stories, size, location, fenestration, construction material, or other attribute that will affect the visual presentation of the structure;
- B. Use of land and water for trade, profession, residence and other purposes;
- C. Size of yards and other open spaces;
- D. The footprint of any proposed structure depending on its mass, proximity to its neighbors, or impact on the streetscape;
- E. Density of structures;
- F. Controls dictating the alteration or destruction (demolition) of buildings determined to be of historical or architectural significance and which contribute to the image, beauty,

ambiance, and reputation of the Thousand Island Park which justifies its inclusion in the National Historic Register of Historic Places.

Article III: Sub-Districts

For the welfare of the community, the following sub-districts have been delineated:

1. Orange: Business/Commercial Sub-District

This sub-district historically has been the commercial and business center of the Park. Preservation of this usage and the historic buildings found within the district and the maintenance of architectural styles is the purpose of this regulation. It is also intended to provide a large enough area for future expansion without jeopardizing the residential character of the rest of the park. The alteration of the exterior of all buildings within this district is restricted.

There is a high volume of pedestrian and automobile traffic within this district. For safety, automobile parking should be provided behind the commercial buildings and properly landscaped so as not to infringe on the residential areas that abut this area.

Permitted Uses:

Post Office, Offices and Facilities owned by the Thousand Island Park Corporation, Retail Stores, Grocery, Restaurants, Hotel, Single Family Detached Dwellings, Parks and green open spaces, and screened parking areas.

2. Green: Recreational, Waterfront, Parks and Open Green Areas Sub-District

This sub-district is intended to protect, preserve, and maintain the open green spaces which provide community access to waterfront, sports, nature walks, etc., and open vistas which are essential and controlled by this regulation.

Within this sub-district are boathouses, docks, community facilities and recreational areas. Some of these structures have historical significance. Any alterations to these structures must conform to the strictest historic preservation standards (see The Secretary of Interior's Standards and Guidelines for Rehabilitation). Preexisting residential and community structures shall be rebuilt following strictest preservation standards. Leasing of lots for the purpose of residential construction within this area—

boathouses, docks, community structures or recreational areas—is to be strictly regulated to ensure low density and continued waterfront access for residents of the park.

Automobile parking areas should be sheltered from view by screening.

Permitted Uses:

Parks and green open areas, community recreational facilities, community docks and swimming areas, boathouses and docks, Tabernacle, Library, preexisting single family dwellings, Vivekananda.

Special Exception Uses:

Gas docks and bait shop, movie theater.

3. Red: Historic residential sub-district, intact and dense

This district is established to preserve the oldest, least changed portions of the park. Most of the buildings within the district are of early construction and have historic value or significance. The preservation of the varied architectural styles within the district is of great importance. Accordingly, the alteration of exterior of buildings within the district is discouraged and therefore, highly restricted. The density is already so high that any further construction within this district is discouraged. Setbacks and lot size regulations are to be strictly enforced and any new construction must follow rigid building guidelines aimed at assuring the integrity of this area.

All parking areas should be sheltered with screening.

Permitted Uses:

Single family detached dwellings, parks, and green open areas.

Special Exception Uses:

Community parking and storage areas.

4. Yellow: Transitional residential area, low-density sub-district

This district is allocated for the development of new housing within and abutting the historic area of the Park. Within this district are buildings of historic significance as well as some newer structures. The low-density character of this district is sought to be preserved. Accordingly, greater setbacks will be required for new construction. This district allows flexibility for new construction and rehabilitation within Historic Preservation Code Guidelines set forth in Article IV and approved by the Board of Directors.

Automobile parking areas should be sheltered from view by screening.

Permitted Uses:

Single family detached dwellings, parks, and open space.

Special Exception Uses:

Landscaped parking and storage areas maintained by the Corporation, preexisting construction companies.

5. Blue: New construction, low-density residential area sub-district

These areas of the Park are largely undeveloped containing a variety of predominantly new homes and cottages. The low-density residential character of this district is sought to be preserved. The district allows flexibility for new construction in the Park within Historic Preservation Code Guidelines. Relocation of Thousand Island Park facilities and some commercial structures may be permitted in this area.

Permitted Uses:

Single family detached dwellings, governmental or commercial facilities, parks and open green areas, community recreational facilities.

Special Exception Uses:

Landscaped visitor parking lots maintained by the Corporation; landscaped storage areas maintained by the Corporation.

In the Yellow and Blue Sub Districts, the following submissions may be approved:

- Replacement of old or non-functioning windows (as opposed to repair);
- Innovative use of substitute material including non-wood elements;
- Compatible architectural styles that vary from the traditional styles discussed in the Reference Section;
- Temporary enclosure of open porches to accommodate year-round occupancy;
- Greenhouse type structures;
- Dwellings that incorporate unique features (i.e., observatories, towers, or belfries) the Board of Directors will have final authority in the approval of these submissions.

The boundaries of the above sub-districts are shown upon a map, which is kept on file in the Corporation office and available online at tiparkcorp.com.

Article IV: Preservation and Architectural Review Board

Responsibilities of the Preservation Board and Board of Directors:

- A. Under the direction of the Board of Directors, the Preservation Board is charged with interpreting and ensuring compliance with this Code and its regulations.
- B. To ensure that the unique architectural styles, elements, and materials that exist in the Park are preserved and protected.

The Preservation Board shall review all Historic Preservation Applications to ensure that the work is compatible with the existing style of the structure or in the case of new construction it is compatible to features and styles that define the many historic structures evident in the Park. Architectural styles, elements and features are discussed and displayed in the Thousand Island Park Historic Preservation Handbook. Other reference material containing pertinent information can be found in Appendix A.

For restoration work, historic photos, old architectural drawings, or renderings (if available) may be used to justify the planned work. The Thousand Island Park Landmark Society maintains a library of historic photos which are available at the Landmark office.

A list of Thousand Island Park Corporation Licensed Contactors is maintained in the Corporation Office and available online at www.tiparkcorp.com. It is a requirement that a cottage owner employ a licensed contractor for any/all exterior work unless the work is to be performed by the cottage owner. Contractor Licensing Forms are available for pick-up in the Corporation Office or available online at tiparkcorp.com.

For the application process refer to Appendix D

- C. It is the responsibility of the Preservation Board to review all Historic Preservation Applications, provide preliminary and final review, provide written feedback to the applicant via the Thousand Island Park Corporation Office, and recommend actions to the Board of Directors relative to construction activities when deemed necessary.
- D. All Historic Preservation Permit Applications have the right to be reviewed and acted upon by the Board of Directors only after it has received the Preservation Board's determination. An applicant may seek redress of any decision through the Appeals Process (Appendix D).
- E. The Board of Directors shall appoint a Preservation Board composed of:
 - One member of the Board of Directors who will serve as chairperson and act as liaison between the two boards. This member shall only vote in the case of a tie.
 - One member appointed annually by the Thousand Island Park Landmark Society who also must be a Thousand Island Park leaseholder.
 - Four additional Thousand Island Park leaseholders who also have concern for restoration, preservation, architecture, and community planning.
 - Up to three advisors can be appointed by the Board of Directors. At least one of these advisors is to be a licensed architect and shall have expertise in either zoning, construction, preservation, restoration, community planning or any related field. None of said advisors shall vote on any application. Advisors are encouraged to review applications before Board meetings and offer their observations to the Board in writing. All applications involving new cottage or boathouse construction, significant additions and/or construction changes to the exterior of any existing cottage will be specifically referred for an advisor opinion.

- Preservation Board members shall serve at the pleasure of the Board of Directors and may be reappointed for renewable terms. Meetings shall be scheduled at the discretion of the chairperson of the Board or a quorum of the Board. In the event of the chairperson's absence, the Corporation Secretary/General Manager will chair meetings of the Board.

Article V: Historic Preservation Permits

Once A Historic Preservation Permit has been issued it shall be displayed in a clearly visible prominent location at the work site. The site shall be made available for inspection by the Corporation Office and/or the Preservation Board to ensure compliance. Applicants are encouraged to take construction photographs as the work progresses to create a record of evidence of compliance with terms of the Permit.

A. Violations and Penalties

In addition to the penalties set out in Article VII, if construction proceeds without the requisite approvals or not in conformity with conditions of the Historic Preservation Permit, the applicant may be required to demolish or remove the construction which is in violation, cause the construction to be corrected and/or pay the fines set forth in Article VII. If such deviation is deemed to have been willful, any approvals previously given may also be revoked at the discretion of the Board of Directors and/or the Preservation Board.

B. Enforcement

This code shall be enforced by the Thousand Island Park Corporation Office, under direction of the Board of Directors and the Preservation Board. Duties shall include:

1. Accept Historic Preservation Permit Applications (and/or Work/Building Permit Applications).
2. Determine boundary lines on sub-districting map.
3. Issue Preservation Permits upon Preservation Board approval.
4. Refer appropriate matters to the Preservation Board and/or the Board of Directors.
5. Issue Stop Work orders.
6. Revoke a Preservation Permit (and/or Work/Building Permit) where there is false, misleading, or insufficient information. Revoke a Preservation Permit (and/or Work/Building Permit) where the applicant has not done what was proposed and approved upon the applicant's submission.
7. Report to the Preservation Board and the Board of Directors the status of Historic Preservation Applications and work involved.

8. Maintain a record of all Preservation Permits (and/or Work/Building Permits). Copies of Permits shall be furnished upon request to any person having a proprietary or tenancy interest in the building affected.

REQUIREMENTS

- No building or structure shall be erected, or construction instituted until either a Historic Preservation Permit or a Work/Building Permit has been issued by the Thousand Island Park Corporation. In cases where a Historic Preservation Permit is not required a Work/Building Permit is required for any alteration proposed to the exterior of a building (See Article VI).
- Any deviation from the conditions of an issued Historic Preservation Permit must receive Preservation Board approval.
- Work may require a New York State building code permit, a Jefferson County building code permit, a DEC, or US Army Corps of Engineers permit, and/or a Town of Orleans permit, variance, special use or site plan review in addition to a Thousand Island Park Corporation building permit. Please check with the Zoning Code Enforcement Officer at the Town of Orleans (315-658-9950) to determine which of these, if any, are required.
- Any Permit issued under this code shall expire one (1) year from the date of issue if construction is not started. Any permit on which work has been discontinued for a continuous period of twelve (12) months shall be termed abandoned and may not be reinstated without applying for a new Permit.
- Neighbor Notification may be required in new construction, additions, or outbuilding Preservation Applications. The Preservation Board shall initiate the neighbor notification process via the Corporation office when deemed necessary by members of the Preservation Board. Neighboring leaseholders shall be notified of the application in writing and given fifteen (15) days from the date of the letter to respond. Respondents shall have the right to have their positions forwarded for Preservation Board review.

C. Compliance Certification

Applicants shall sign the application certifying the information provided in the application is complete and accurate and the project described will be completed as stipulated in the application.

Article VI: Maintenance

Maintenance:

- A. Nothing in this code shall be construed to prevent the ordinary maintenance and repair of any structure or exterior architectural feature of a building within the Thousand Island Park Historic District which does not involve a change in design, material, or outward appearance. Such work requires a Building/Work Permit. The applicant must submit a Building/Work application to the Corporation Office. Applications are available for pick-up in the office or online at tiparkcorp.com.
- B. No cottage or boathouse owner in Thousand Island Park shall permit the property, or portions thereof, to fall into a serious state of disrepair so as to result in the deterioration of any exterior architectural feature or deterioration of structure component or member which would, in the judgment of the Thousand Island Park Corporation, produce a detrimental effect upon the character of any building, neighborhood or Thousand Island Park.

Examples of such deterioration include, but are not limited to:

- (1) Deterioration of exterior walls, chimneys, roofs, porches, steps, and trim.
- (2) Deterioration of vertical or horizontal supports, including beams, joists, foundations, or footings, including (with respect to boathouses) docks, access stairways and pilings.
- (3) Ineffective waterproofing (non-painted surfaces), maintenance or repair of exterior walls, roofs, or foundations, including broken windows, siding, or doors.

Article VII: Violations and Penalties

- A. Failure to comply with any provisions of this code shall be deemed a violation of the code and the rules and regulations of Thousand Island Park Corporation. The violator shall be liable to a fine at the discretion of the Corporation Board following a written notification. The cottage owner shall be granted a reasonable timeframe to perform necessary alterations or repairs.
- B. Any person who demolishes, alters, constructs, or permits a property within the Thousand Island Park to fall into a state of disrepair in violation of this code shall be required to restore the property and its site to its appearance prior to the violation.
- C. Complaint of Violations:
- Whenever a violation of this code occurs, a park official, resident, or any person may file a complaint in regard thereto. All such complaints must be in writing and shall be filed with the Corporation Office who shall properly record such complaint and immediately investigate and report thereon to the Preservation Board and/or the Board of Directors. The Corporation Office shall issue a Stop Work order, or an order to correct the violations.

Article VIII: Amendment

1. The Preservation Board may from time to time, on its own motion or on petition, amend, supplement, or repeal the regulations and provisions of this code with approval from the Board of Directors.
2. The Preservation Board shall refer all amendment proposals to the Board of Directors for review and acceptance and/or recommendation.

APPENDIX A

REFERENCE MATERIAL

- Thousand Island Park Historic Preservation Handbook
<https://www.tiparkcorp.com/wpcontent/uploads/2019/09/TIPPreservationHandbook2014.pdf>
- The Secretary of Interior's Standards and Guidelines for Rehabilitation
<https://www.nps.gov/tps/standards/rehabilitation.htm>
- New York State Uniform Fire Prevention and Building Code
[https://govt.westlaw.com/nycrr/Browse/Home/NewYork/NewYorkCodesRulesandRegulations?guid=I2f2d57f0ac4311dd81fce471ddb5371d&originContext=documenttoc&transitionType=Default&contextData=\(sc.Default\)](https://govt.westlaw.com/nycrr/Browse/Home/NewYork/NewYorkCodesRulesandRegulations?guid=I2f2d57f0ac4311dd81fce471ddb5371d&originContext=documenttoc&transitionType=Default&contextData=(sc.Default))
- Window Guidelines for Thousand Island Park – Steve Jordan
- www.tiparkcorp.com
- Erosion and Sediment Control Guidelines – NYDEC
https://www.dec.ny.gov/docs/water_pdf/2016nysstanec.pdf
- Historic Preservation Design Guidelines

APPENDIX B

Appropriate Treatment

Appropriate treatment consists of planned or constructed elements that in most cases will be required under the Code since they exemplify the objectives most appropriate for use in the Park. In certain cases, they may come with only a strong recommendation by the Preservation Board which will consider deviation from the requirements on a case-by-case basis. Architectural integrity, neighbor concerns, and humanitarian considerations may constitute an argument for the deviation. For further guidance and illustrations regarding various design elements, see the Historic Preservation Design Guidelines and the Thousand Island Park Historic Preservation Handbook.

<https://www.tiparkcorp.com/pdfs/AppropriateTreatment.pdf>

APPENDIX C

PRESERVATION BOARD DECISIONS

This Appendix will be reviewed by the Preservation Board at the end of each season and additions to the matrix will be made based on new decisions made that year. These decisions are recorded in the meeting minutes and in a digital recording made of meeting participation.

<https://www.tiparkcorp.com/pdfs/DECISIONSLOG.pdf>

APPENDIX D

APPLICATION AND APPEALS PROCESS

APPLICATION PROCESS

Work may need a State of New York building code permit, a Jefferson County building code permit, a DEC or Army Corps of Engineers permit, and/or a Town of Orleans building or sewer permit, variance, special use or site plan review in addition to a Thousand Island Park Corporation permit. Please check with the Zoning Code Enforcement Officer at the Town of Orleans (315-658-2057) and the Town of Orleans Clerk (315-658-9950) to determine which of these, if any, are required.

Thousand Island Park Corporation Building/Work Permits are required for projects proposing use of original/existing materials and bear no influence on the exterior of the preexisting structure. On the other hand, Thousand Island Park Corporation Preservation Permits are required when proposals include a scope of work bearing influence to the preexisting structure by way of alterations including but not limited to use of materials that differ from the original, design variations, additions, renovations and/or demolition.

I. **Building/Work Permits**

- a. Building/Work Permits require materials to be the same as the original/existing materials and are specific to repair work only. Building/Work Permit Applications are available for pick-up in the Corporation Office or online at tiparkcorp.com and shall be completed and submitted to the office. Along with the completed application, applicants shall submit one photograph of the existing structure from the street view perspective and one close-up photograph showing where the proposed construction or repair work is to take place.

II. **Historic Preservation Permits**

- a. Proposed changes to the exterior appearance of a structure require Preservation Board review and approval and must be submitted according to Preservation Board Application procedures set forth hereunto. Cottage owners must complete a Historic Preservation Application and submit it along with required drawings and photos to the Corporation Office at least one week prior to a scheduled Preservation Board meeting. Applications are available for pick-up in the Corporation office or online at tiparkcorp.com.

Applicants must submit detailed plans drawn to scale with elevations depicting the exact work to be done including renderings of any exterior alterations and exteriors of any proposed new construction. (For complex projects, working with a licensed architect is highly recommend). Where applicable, drawings must include square footage of existing cottage and square footage of proposed addition.

Photographs of all four elevations of the existing structure must accompany the Preservation Application, as well as a detailed materials list including samples and/or catalog pages.

A completed Site Plan identifying the locations of all structures on the lot or lots, as well as those on adjacent lots is required for large scale projects (it is recommended the applicant consult an architect to attain an acceptable Site Plan).

A Permit Fee must accompany all Preservation Applications. The amount of the fee is 1% of the estimated construction cost with a minimum of \$10.00 and a maximum of \$450.

PRESERVATION BOARD REVIEW PROCESS

- On more complex projects where alteration of existing elements is contemplated or a new structure is planned, the applicant shall submit a set of preliminary drawings or ideas to the Corporation Office for Preservation Board review. These documents should contain a sketch or drawing showing a site plan, photographs of similar structures or historic details, and other pertinent details to give the Preservation Board an accurate representation to what is being planned. To scale drawings are not required at this point. A conceptual approval may be granted after review by the Preservation Board.
- Once conceptual approval is obtained the applicant must submit a set of final drawings to the Preservation Board which would include but not be limited to a scaled drawing (or drawings), materials list including window and door schedule, and all pertinent representations of the exterior work that is to be done for final approval by the Preservation Board. Once final approval is granted, a Historic Preservation Permit will be issued by the Corporation Office.

HISTORIC PRESERVATION APPEAL PROCESS

- A Historic Preservation applicant may appeal any decision made by the Preservation Board unless the application had been previously rejected by the Board of Directors.
- An appeal shall be made in writing and shall specify the basis for the appeal including any photos, drawings or blueprints, or other documents relative to the case. The specific remedy or nature of the relief requested shall be clearly noted in the document.
- The Preservation Board will provide copies of internal memoranda, meeting minutes, and finding of facts to the Board of Directors for its review only; nothing herein set forth shall be deemed to constitute open access to these records by the applicant in accordance with confidentiality requirements.
- Throughout the appeals process the chairperson of the Preservation Board will be made available to the Directors to clarify the Preservation Board's position and to provide justification for the decision rendered.

- The Board of Directors has the authority to reverse a Preservation Board decision after all pertinent information has been considered and adjudicated by the full Board.
- The result of the Board of Directors decision will be communicated, in writing to the applicant within 30 days of the receipt of the written appeal. This decision will be considered final.

APPENDIX E

DEFINITIONS

Introduction to Definitions:

One of the most important parts of our Code is the Definitions attached as an Appendix. Definitions are the very heart of the regulatory reach of our regulations and important to the Board when reviewing applications.

Note about Terms in this Code:

When used in this code, words in the present tense include the future and words of one gender include all genders. The singular number includes the plural, and the plural includes the singular. The term "shall", is intended to be mandatory. Whenever a word or term is defined to "include" certain items or matters, such inclusion is intended to be by way of specification and not of limitation.

Definitions

Accessory Building: See "building, accessory."

Addition: New structure that is attached to, and accessible from an existing building where nothing existed before. An extension or increase in the floor area or height of a building or structure.

Adjoining: Where used in reference to land, lots, districts, uses, buildings or other structures on the land, shall mean only those which are contiguous and in contact at some point or line and shall not include those separated by a street.

Alteration: Any construction, retrofit, or renovation to an existing structure other than repair or addition that requires a work permit (and/or Thousand Island Park Historic Preservation Permit).

Antenna: A pole, tower, dish or other structure of any shape or configuration, intended to send or receive radio, television or other electronic, electromagnetic, light, sound, or other communications signals to or from any other source, including any related devices intended to magnify, store, transfer, and/or transmit such signals.

Applicant: Any person, lease holder, firm, partnership, association, corporation, company, or organization of any kind who or which requests the Thousand Island Park Preservation Board to approve an application for a permit.

Application: An application, petition, or other form of request by an applicant.

Architectural Style: The characteristic form and detail of buildings from a particular historical period or school of architecture. Some examples include Colonial, Contemporary, Craftsman, Old World and Victorian styles (see Thousand Island Park Historic Preservation Handbook).

Baluster (pl) balustrade: (see spindle) any of several closely spaced supports for a railing.

Bay Windows: A series of windows installed in a bay which is two flanker units and a center sash; a bay may be an arc or a polygon; when a bay is or closely approaches an arc, the window is termed a bow.

Belfry: A small square bell tower, or the space itself, placed atop a roof to house a bell, often found on churches and schools.

Best Practice: A procedure or outcome considered standard within an industry or organization.

Board and Batten: A construction method for doors or walls in which the wood is arranged in vertical boards and held in place with a vertical (or, on occasion, horizontal) board called a batten.

Boathouse: A building for the storage of boats, kayaks, canoes, PWC's and related boating equipment.

Building: A structure having a roof and wholly or partially enclosed by exterior walls, used to shelter persons, animals, or property. Where such a structure may be vertically divided into entirely different parts and utility systems intended for separate uses, each part is an attached building.

Building Footprint: The area on a project site used by the building structure, defined by the perimeter of the building including covered porches. Parking lots, parking garages, landscapes, and other non-buildings are not included in the building footprint.

Building, Accessory: A detached building, structure or shed, the use of which is associated with and incidental and subordinate to the principal use of the lot and the principal building located on the lot.

Building Scale and Massing: Building scale refers to the overall size of the building, while massing refers to the overall character of its form in terms of its depth, width, and height. Within individual residential districts or neighborhoods, there is typically an established pattern of scale and massing from house to house that is a key character-defining feature of the district as a whole.

Carport: A non-enclosed roofed structure used as an accessory to a main structure, providing for the storage of motor vehicles and in which no business, occupation or service is conducted.

Casement Window: A combination of frame, sash, weather-strip, concealed hinges and operating device assembled as a complete and properly operating unit. A window sash which swings open along its entire length, usually on hinges fixed to the sides of the opening. Casements have a flat sill and a sub-sill; screens and/or energy panels are optional. Operating casements have a crank handle for smooth operation.

Chimney: Chimneys are usually built of stone or brick (more modern chimneys may be of concrete block) and are located at either the exterior side walls of the building or at the center or interior of the building.

Clad: To cover with a protective or insulating layer of other material.

Cladding: Clad products refer to wood window and door parts which are covered with a permanent-colored jacket on the exterior side of the frame and sash.

Clapboard: A wood siding commonly used as an exterior covering on a building of frame construction; applied horizontally and overlapped, with the grain running lengthwise; thicker along the lower edge than along the upper.

Code: (See Preservation Code) The word "code" shall refer to the Thousand Island Park Preservation Code and Land Use Regulations.

Column: A support pillar, usually round, found on porches and as a decorative detail.

Combination Door: A wood framed assembly containing an interchangeable storm panel and screen.

Combination Storm: A wood or aluminum storm sash with self-storing screen and operating glass panels. Available for double hung, gliders and wood swinging doors, these panels are removable.

Commercial Building: For-profit restaurants, shops, and service buildings.

Community Center or Facility: A building, structure or other area operated for the benefit of the general well-being, health, safety, welfare, and enjoyment of the public. This shall include but not be limited to emergency facilities, the library, post office and waterfront amenities within the park.

Conceptual Approval: The acceptance by the Preservation Board of a preliminary set of drawings or renderings which illustrates the scope of the project and shape of the proposed building or alteration to a degree which will not significantly be changed in its final form.

Conservation Area: Land areas which may be designated on the Land Use Map and are considered to have environmentally sensitive resource or resource protection values or other special public purposes and values which should be preserved and protected in any use and development of land adjoining or influencing any such area.

Contributing Structure: An historic building or other structure identified as possessing historic, architectural, or other characteristics which contribute to the significance and value of the district, generally based on evaluations and designations made in nominations to the National or New York State Registers of Historic Places.

Crossbuck: The panels of a door separated by intersecting diagonal rails and so arranged to simulate a sawhorse, especially one with the legs projecting above the cross bar in an arrangement of panels like the Roman numeral "X". Also referred to as a sawbuck.

Cupola: A rounded vault resting on a usually rounded base which forms a roof or ceiling.

Deck: A flat, floored, roofless area adjoining a house. A deck having a minimum height of eighteen inches (18") or more requires a railing (typically wood framed and of wood construction).

Demolition: The destruction or demolition of any structure or component of a building located within the Park (see Policy).

Development: Includes, but is not limited to, a site-specific development plan, project, or subdivision of land.

Divided Lights: Division of lights (panes of glass) using muntin bars.

Dormer: A roofed structure often containing a window that projects vertically through a sloping roof, may be hipped, gable, shed, eyebrow.

Double Hung: Double hung windows have two movable sashes which operate vertically. Double hung sash are held in an open position with the use of coil spring or block and tackle balancing devices (single-hung windows are similar with only one sash operable).

Driveway: An access from a street to a parking area or a garage.

Element: A component or feature of a building which contributes to its Historic Architectural Identity.

Elevation Drawing: A drawing to scale of the external face of a building or structure.

Façade: The face of a building, usually referring to the front.

Fascia (Facia): A wood member, surfaced four sides, used for the outer face of a “box cornice” where it is nailed to the ends of the rafters.

Fenestration or (Fenestration Pattern): The placement or arrangement and sizes of the windows and exterior doors of a building. Includes skylights, roof windows, vertical windows (fixed or operable); glazed doors, glass block, and combination opaque and glass door.

Frieze: Any decorative band on an outside wall, top-most, high on the wall.

Garage (See Accessory Building for detached garage): An accessory building used primarily for the storage and incidental servicing of automobiles and other motor vehicles associated with a principal use on the lot. and in which no business, occupation or service is conducted.

Gingerbread: Lavish or superfluous ornamentation typically found on historic buildings which add to the whimsical nature of the architecture.

Grade: The finished ground level adjoining building at exterior walls.

Grade Plane: Reference plane representing average of finished ground level and adjoining building at exterior walls. If ground slopes from exterior wall, reference plane established between building and lot line or where the lot line is over 6 linear feet from the building, from the point 6’-0” from building face.

Green Space: The area of a development not occupied by structures or paved areas for vehicles and including formal stormwater management facilities as well as green infrastructure stormwater facilities and including parks, dedicated protected conservation area, landscaped areas (plantings, lawns, parking lot islands), and including sidewalks or trails used to access these areas, including accessory structures accessible to the public and intended to enhance the green space.

Greenhouse: Accessory structure or unit attached or separate from a building primarily used for the cultivation of plants.

Grilles: Wood mullions and/or muntins fastened to the interior of the sash to create the effect of divided lites to either ornament glass windows or doors or form a screened view from one area to another (use of trellis to screen a crawls space).

Gutter: A trough along the eaves to catch and carry off rainwater.

Height: The vertical distance measured from the grade plane at the front of the building/structure to the highest point of the roof.

Historic District: The boundaries of Thousand Island Park, as listed in the State and National Registers of historic places, the architectural significance of which impacts a collective contribution to the evolving development of the best in American culture.

Hotel: Building(s) and related facilities providing short-term overnight lodging of transient guests, generally intended for the traveling public and including off-street parking, and which may include dining room, restaurant, tavern, banquet, conference, recreational and related facilities, and services for guests.

Infill: New buildings constructed in the space available between existing structures or on open lots designated for this purpose.

Landscape Open Space: Open space which is covered and maintained in a permeable soil.

Lattice: A framework or structure of crossed wood or metal strips.

Leader: Downspout, directs water from gutter to grade.

Lot: A parcel of land, approximately 40x80 feet, (added 2002) used and occupied or capable of being occupied, by a building or structure and accessory buildings, structures, or uses customarily incidental to it.

Lot Line: A line dividing a lot from another or from a street or public place.

Marina: Any installation which provides any accommodations or facilities for watercraft, including, docking and fuel.

Mass: See Building Scale and Massing.

Mullion: The upright or vertical member dividing the panels in a door or window. A mullion is also the vertical member of a sash, window, or door frame between openings in a multiple opening frame. Frames are termed “mullions,” “triples”, or “quadruples”, depending on whether they have one, two or three mullions, respectively.

Muntin: A secondary framing member to hold panes within a window or glazed door (modern windows “grilles”).

National Register of Historic Places: The comprehensive list of districts, sites, buildings, structures, and objects of national, regional, state, and local significance in American history, architecture, archeology, engineering, and culture kept by the National Park Service under authority of the National Historic Preservation Act of 1966.

Neighbor Notification: A process by which residents of Thousand Island Park within a designated radius of a proposed project are given access to the pertinent documents of the proposal and can express objections for consideration by the Board of Directors.

Non-Conforming: Any use of land, any lot, or any building or other structure, yard, or other component of use or development of a lot which does not comply with the regulations of the district in which it is located, and which legally existed on the effective date of enactment of these regulations or on the effective date of an amendment of these regulations which resulted in such nonconforming condition.

Non-contributing Structure: A building, structure, object, or site that does not reinforce the cultural, architectural, or historical significance of the historic district in which it is located and is identified as noncontributing upon the designation of the historic district in which it is located.

Observatory: Accessory structure to a building for the observation of natural phenomena (as in astronomy).

Patio: An outdoor area adjoining a house that rests on existing grade.

Paver: Thin natural stone or concrete slabs fabricated into shapes primarily used to construct walkways or driveways.

Permit: A document predominantly displayed on a construction site detailing the work to be done, date of issuance, and certifying that the applicant's scope of work has been approved by the T.I. Park Board of Directors (refer to Code).

Permitted Use: Any use permitted under the provisions for the sub-district in which the land, building or structure is located.

Picture Window: Typically, a large (9 sq ft or larger) single pane glass panel within a frame mounted on the exterior of a building whose horizontal dimension is larger than its vertical dimension.

Pier: An upright support for a superstructure.

Pillar: A support column without classical detailing.

Porch: A structure attached to a building, outside of the structural shell of the building that serves as an entrance or as a semi enclosed space: usually roofed and generally intended to be open sided during the original design and construction of the building.

Preservation: The maintenance and repair of existing historic materials and the retention of a property's features that have achieved historic significance.

Preservation Code: The Amended Preservation Code and Land Use Regulations of Thousand Island Park, New York by the Thousand Island Park Corporation Board –and amendments thereafter.

Principal Use: The main or principal purpose for which any land, building, or structure is used or occupied.

Public Space: Any space or area generally accessible to the public, but not necessarily publicly owned property. Such areas are generally parking lots, courtyards, entranceways, sidewalks, the street, etc.

Licensed Contractor: A person or corporation holding a license from the Thousand Island Park Corporation to perform various aspects of exterior building construction, painting, and landscaping within the boundaries of Thousand Island Park.

Railing or Railings: A system that forms a barrier including top rail and supports, normally associated with stairs and porches but may be used in other applications.

Repair: Reconstruction or renewal of any part of an existing building for the purpose of its maintenance or to correct damage.

Restaurant: A commercial use consisting of the preparation, sale and service of food and beverages primarily for consumption on the premises, but not excluding package food services. Sale of beverages may include alcoholic beverages as a secondary activity, as compared to a tavern.

Sash: The operating and/or stationary portion of the window unit that is separate from the frame.

Scale: See Building Scale and Massing

Screens (Screening): A close-mesh woven screen material of metal or fiberglass attached to an aluminum or wood surround.

Screen Door: A door usually occupying the exterior rabbet of an exterior door frame whose purpose is to keep out insects by means of insect wire screening while admitting the maximum amount of air.

Screening: An accessory structure or planting intended to serve as a visual, noise, security, and privacy barrier, including a fence, wall, trellis, vegetation screen or similar structure or improvement.

Setbacks: The distance required between a building and the property line or existing structure (center of road, sidewalk, etc.)

Shed (See Accessory Building): A roofed structure made of wood or metal, used as a storage space.

Site Plan: A plan view drawing or aerial photograph of a project area which shows the relationship between the project footprint, neighboring lot lines, utilities, and roadways.

Shutter: A movable, cover on hinges, or pins that form a screen for a window or doors or flank windows and doors.

Sign: Any kind of billboard, signboard, pennant, and any shape or device or display, used as an advertisement, announcement, or direction. Such a notice may be incorporated onto a building surface, free standing or attached.

Skirting: The covering between the ground and sill of a structure.

Skylight: Typically, a factory-assembled glazed unit set within an opening in the roof framing.

Slope (pitch): The fall or pitch of a roof line in reference to horizontal often expressed in units vertical by units horizontal.

Spindle: A rounded rod, usually of wood, tapering toward each end, used between the top rail and the bottom rail of an architectural railing, or forming a balustrade. A spindle may also be used for ornamentation on parts of a building other than a railing.

Stories: The number of vertical floors in a building. If dormer windows are inset in the roof, that top section of the building is called a half-story.

Storm Door: A panel or sash door occupying the exterior door frame to provide protection from cold weather.

Storm Sash: A framed assembly containing fixed glass that is removed in the spring and replaced with a framed screening to allow for ventilation.

Streetscape: The overall feeling or emotional response to a street which is made up of components such as: trees, sidewalks, lamp posts, pavement and landscaping of the building environment that makes up that street.

Structure, Accessory: A structure other than a building generally associated with and incidental and subordinate to the principal use of a lot, including but not limited to fences, walls, flagpoles, signs, antenna, fireplaces, trellises, swimming pools, tennis or basketball courts or similar structures. A structure erected on a building such as an antenna shall be an accessory structure.

Structure: A building or anything else constructed or erected with a fixed location on or in the land or on or in a body of water, not including pavements and vegetation. The term includes dwelling units, buildings, boathouses, docks, catwalks, access stairways, platforms, signs but not intended to include sidewalks, driveways, and curbs.

Stucco: An exterior covering for walls created with a combination of sand, cement, and water and consists primarily of lime and aggregate in a Portland cement base applied onto a metal lath or wire fabric (woven or welded).

Sub District: Areas designated by color on the sub district map within Thousand Island Park which describe allowable infrastructure development and alteration of existing buildings within that sub district.

Substitute Material: Material or individual elements as described in the Secretary of the Interior's Guidelines for Rehabilitation, that are not composed of the same compound or species found in the original but replicate the texture, color and visual appearance of the material/element intended to be replaced.

Surround: An attractive, protective trim which is secured to an energy panel by an adhesive or vinyl barb to give the glass panel a safe finished edge. Also, the aluminum framework for most standard screens.

Thousand Island Park Preservation and Architectural Review Board: The corporate-appointed Preservation and Architectural Review Board dedicated to the protection of the Park's architecture and history.

Thousand Island Park: is a hamlet and census-designated place (CDP) in the town of Orleans, Jefferson County, New York, United States, in the Thousand Island region on the St. Lawrence River. The community comprised of Thousand Island Park Historic District, listed on the National Register of Historic Places in 1982. As of the 2010 census, the population was 31 permanent residents, although there were 323 housing units, indicating a much greater seasonal population.

Transom: A horizontal member separating a door from a window panel above the door or separating one window above another.

Trim: Millwork, primarily moldings and/or trim to finish-off (trim around) window and door openings, fireplaces, walls, and other members.

Use: The activity or activities for which a lot and principal and accessory buildings and structures on a lot are being or are to be used and occupied.

Utilities: All water, sanitary sewer, gas, electric, telephone and cable television facilities and any easements through or over which said facilities may be constructed or installed within or in conjunction with a development.

Utility Structure: Generation, transmission, distribution, storage, and related structures of public or other gas, electricity, water, waste treatment, telephone, cable television and other utility supply and service systems, not including offices, vehicle storage, warehousing, and similar functions of any public or other utility company.

Vergeboard: or Bargeboard: An often-ornamented board that conceals roof timber projecting over gables.

Vernacular Architecture: Architecture created from mostly local materials, by and for the use of local people. Vernacular architecture responds to local methods of building construction, local climates, and local living needs and traditions. As local environments evolve over time, so too does vernacular architecture.

Waterfront: Any area or lot adjoining the shoreline, littoral zone, or open water areas of Thousand Island Park.

Yard: An open outdoor area sometimes vegetated surrounding a building on the same lot.