

March 23, 2015

City of Watertown  
Justin Wood, P.E., City Engineer  
Room 305, City Hall  
245 Washington Street  
Watertown, NY 13601

Re: **Subdivision Review Application**  
**Tax Map Parcel 7-14-101 Subdivision**  
**603 West Prospect Street, Watertown, NY**

Dear Mr. Wood:

Tim Titus and Jane Morgia Thomas is requesting to be included on the agenda for the March City of Watertown Planning Board meeting for a subdivision located at 603 West Prospect Street, on Tax Parcel No. 7-14-101. Included with this cover letter is a review fee check for \$150.00, ten (10) copies of the letter, Proposed Subdivision Plat and Description, Short SEQR Environmental Assessment Form, and a Tax Map highlighted with subject parcel.

The project consists of subdividing a 0.45 acre vacant lot at the intersection of West Prospect Street and Cedar Street. The parcel is currently owned by Jane Morgia Thomas. The adjacent parcel south of said parcel is also owned and the residence of Jane Morgia Thomas. The adjacent parcel west of said parcel is owned and the residence of Tim Titus. Following subdividing the parcel, each portion will be assembled with the adjoining parcels, respectfully. The Jane Morgia Thomas parcel will include 0.30 acres and the Tim Titus parcel will include 0.27 acres.

If there are any questions, please feel free to contact me.

Sincerely,



Timothy F. Titus

Attachments

# Short Environmental Assessment Form

## Part 1 - Project Information

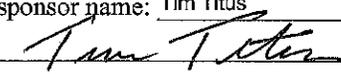
### Instructions for Completing

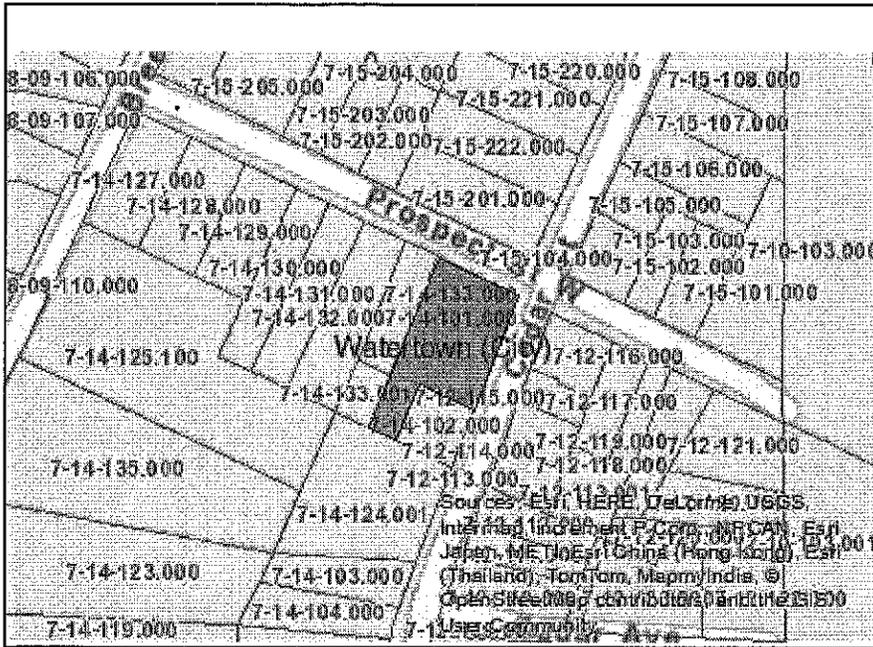
**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

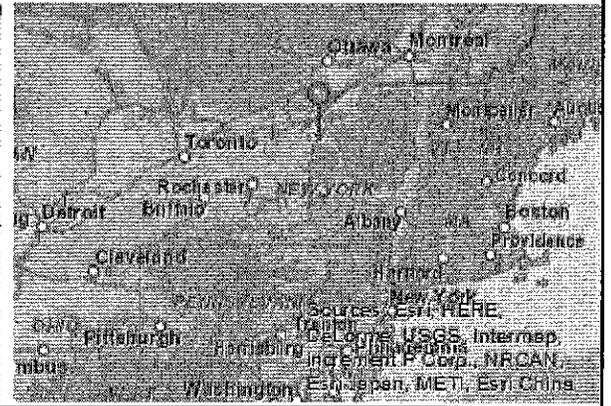
<b>Part 1 - Project and Sponsor Information</b>							
Name of Action or Project: Tax Map Parcel 7-14-101.000 Subdivision							
Project Location (describe, and attach a location map): Intersection of West Prospect Street and Cedar Street							
Brief Description of Proposed Action: Proposing to subdivide Tax Map Parcel 7-14-101.000 into 2 portions. Once subdivided each portion will be assembled into the adjoining properties. The parcel is a vacant lot.							
Name of Applicant or Sponsor: Tim Titus		Telephone: 315-778-2479 E-Mail: titus01@twcny.rr.com					
Address: 609 West Prospect Street							
City/PO: Watertown		State: NY	Zip Code: 13601				
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">NO</th> <th style="width: 50%;">YES</th> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	NO	YES	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NO	YES						
<input checked="" type="checkbox"/>	<input type="checkbox"/>						
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">NO</th> <th style="width: 50%;">YES</th> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	NO	YES	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NO	YES						
<input checked="" type="checkbox"/>	<input type="checkbox"/>						
3.a. Total acreage of the site of the proposed action?		0.34 acres					
b. Total acreage to be physically disturbed?		0 acres					
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		0.57 acres					
4. Check all land uses that occur on, adjoining and near the proposed action.							
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)							
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____							
<input type="checkbox"/> Parkland							

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation service(s) available at or near the site of the proposed action?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?  If No, describe method for providing potable water: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?  If No, describe method for providing wastewater treatment: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the proposed action located in an archeological sensitive area?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____	NO	YES	
	<input type="checkbox"/> NO <input type="checkbox"/> YES		

<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p>	NO	YES
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p>	NO	YES
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>Property was tagged because it is within 2000 feet of the Niagara Mohawk Watertown Engine Street Former Manufactured Gas Plant Site. Property is approximately 800' from this Engine Street Site</p>	NO	YES
<p><b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p> <p>Applicant/sponsor name: <u>Tim Titus</u> Date: <u>03/21/2015</u></p> <p>Signature: <u></u></p>		



**Disclaimer:** The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.



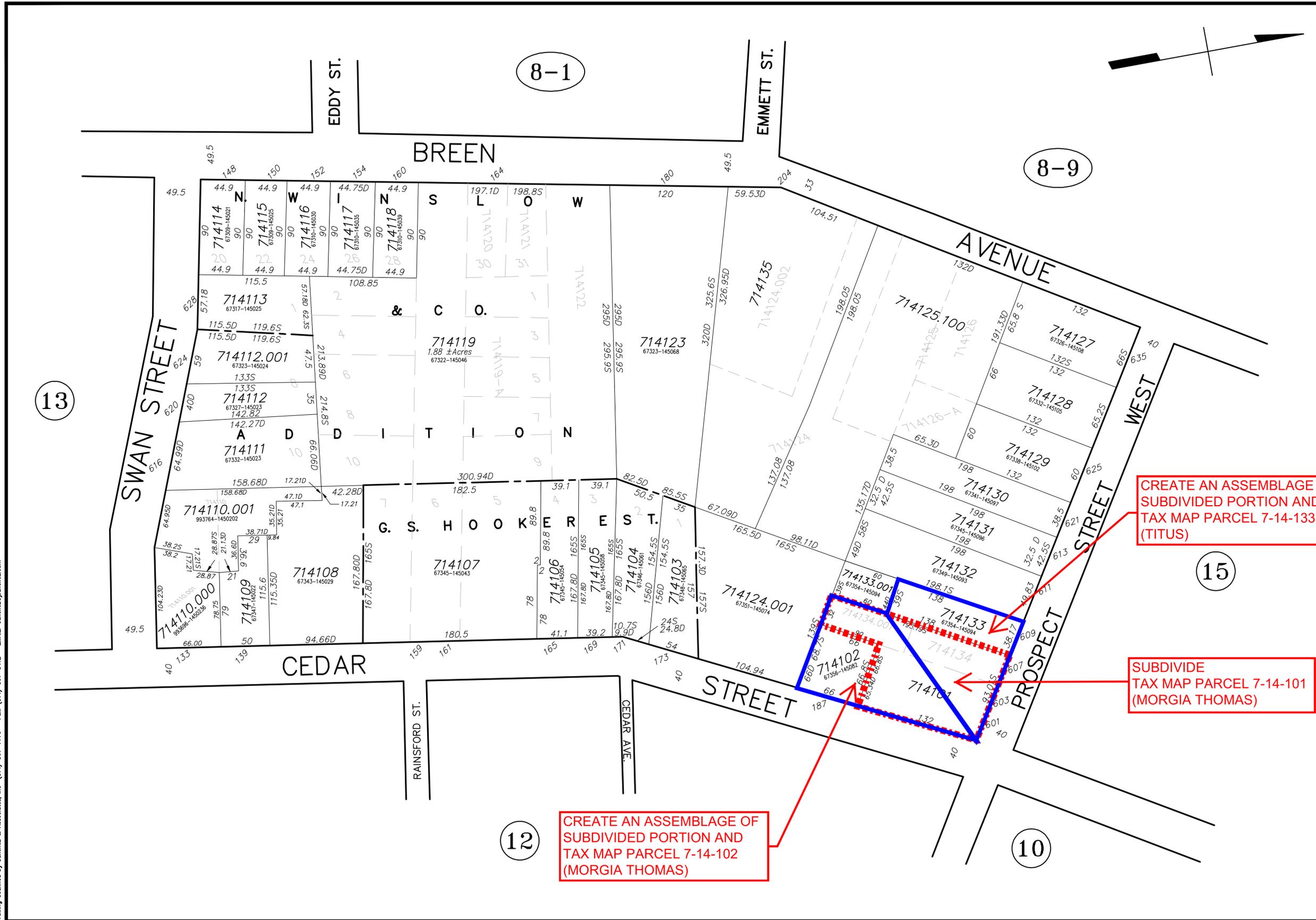
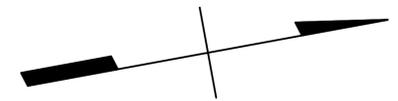
Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National Register of Historic Places]	No
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	No
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 16 [100 Year Flood Plain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	Yes

**Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2.** Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input type="checkbox"/>	<input type="checkbox"/>

**Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3.** For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)



Drawing Scanned by Sanchez & Associates, Inc (314)-567-7779 - Fax: (314)-567-3412 - EMAIL: sanchez@sanchez.com

SCALE: 1 INCH = 50 FEET

**FOR TAX PURPOSES ONLY  
NOT TO BE USED FOR CONVEYANCE**

REVISED JANUARY 2, 2008

# DISTRICT 7 MAP 14

SUGGESTED DESCRIPTION

**Thomas & Titus  
City of Watertown**

**February 10, 2015  
Project No. 2008-079s.01**

**Parcels "1 & 2", 0.272 Acres± Assembled**

ALL THAT TRACT OR PARCEL OF LAND situate in the City of Watertown, County of Jefferson, State of New York and being further described as follows:

BEGINNING at a point at the intersection of the northwesterly street margin of Cedar Street with the southwesterly street margin of West Prospect Street;

THENCE S.62°-02'-42" W., through the parcel land conveyed by Jane Morgia Thomas to Jane Morgia Thomas by corrective deed recorded in the Jefferson County Clerk's Office in Instrument Number 2007-18562 on October 16, 2007, a distance of 163.38 feet to a ¾" iron pipe found at the most southerly corner of the parcel of land conveyed by Timothy F. Titus and Debra Fox to Timothy F. Titus by deed recorded in the Jefferson County Clerk's Office as Instrument No. 2012-3956 on March 19, 2012;

THENCE N.60°-39'-00" W., along the southwesterly boundary line of said Titus and Fox to Titus conveyance, a distance of 39.00 to a ½" iron pipe with cap set;

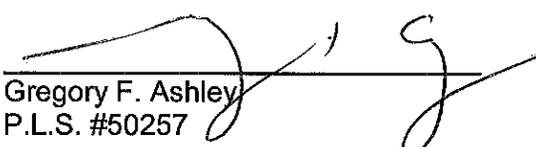
THENCE N.26°-59'-00" E., along the northwesterly boundary line of said Titus and Fox to Titus conveyance, a distance of 138.03 to a point in the southwesterly street margin of West Prospect Street;

THENCE S.60°-28'-14" E., along the southwesterly street margin of West Prospect Street a distance of 132.96 feet to the POINT of BEGINNING.

CONTAINING 0.272 acres of land more or less.

SUBJECT to any rights or restrictions of record.

IT BEING the intent to describe Parcel 1, a portion of the parcel of land conveyed by Jane Morgia Thomas to Jane Morgia Thomas by corrective deed recorded in the Jefferson County Clerk's Office in Instrument Number 2007-18562 on October 16, 2007, and parcel 2, the parcel of land conveyed by Timothy F. Titus and Debra Fox to Timothy F. Titus by deed recorded in the Jefferson County Clerk's Office as Instrument No. 2012-3956 on March 19, 2012 as shown on a map titled "Assemblage Parcel, Proposed Subdivision Plat, Parcel 1, a 0.150 Acre± Portion of the Land of Jane Morgia Thomas & Parcel 2, the Land of Timothy F. Titus, 187 Cedar Street & 609 West Prospect Street, City of Watertown, County of Jefferson, State of New York," dated February 10, 2015, prepared by GYMO, Architecture, Engineering & Land Surveying, P.C., Watertown, New York.

  
Gregory F. Ashley  
P.L.S. #50257

SUGGESTED DESCRIPTION

**Thomas  
City of Watertown**

**February 10, 2015  
Project No. 2008-079s.01**

**Parcel "1", 0.150 Acres±**

ALL THAT TRACT OR PARCEL OF LAND situate in the City of Watertown, County of Jefferson, State of New York and being further described as follows:

BEGINNING at a point at the intersection of the northwesterly street margin of Cedar Street with the southwesterly street margin of West Prospect Street;

THENCE S.62°-02'-42" W., through the parcel land conveyed by Jane Morgia Thomas to Jane Morgia Thomas by corrective deed recorded in the Jefferson County Clerk's Office in Instrument Number 2007-18562 on October 16, 2007, a distance of 163.38 feet to a ¾" iron pipe found at the most southerly corner of the parcel of land conveyed by Timothy F. Titus and Debra Fox to Timothy F. Titus by deed recorded in the Jefferson County Clerk's Office as Instrument No. 2012-3956 on March 19, 2012;

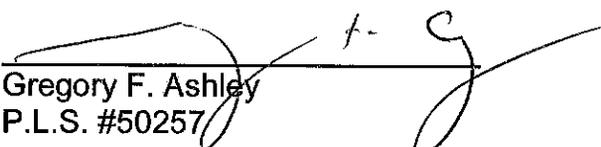
THENCE N.26°-38'-00" E., along the southeasterly boundary line of said Titus and Fox to Titus conveyance, passing through a ½" iron pipe found at 137.10 feet and continuing, a total distance of 137.95 feet to a point in the southwesterly street margin of West Prospect Street;

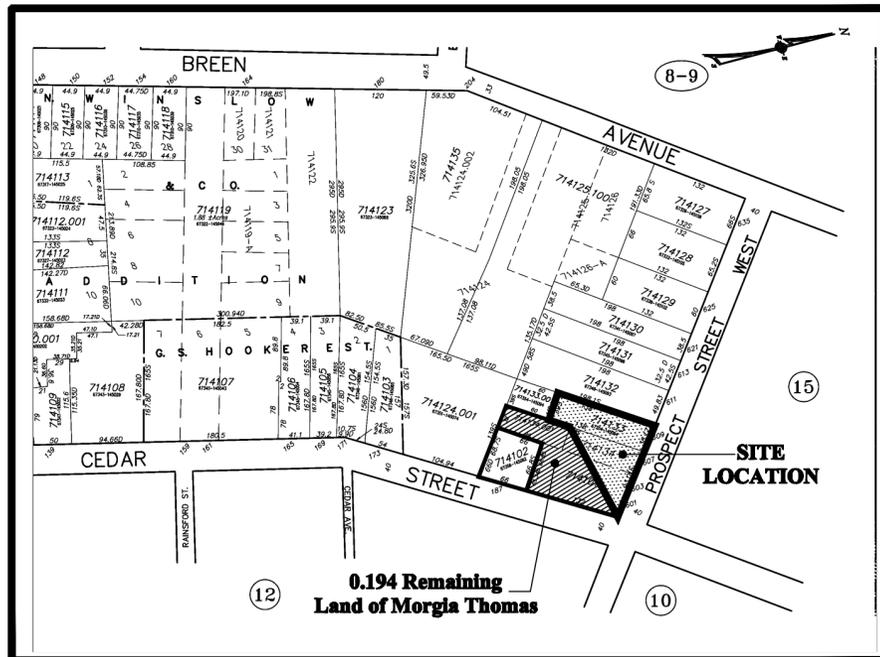
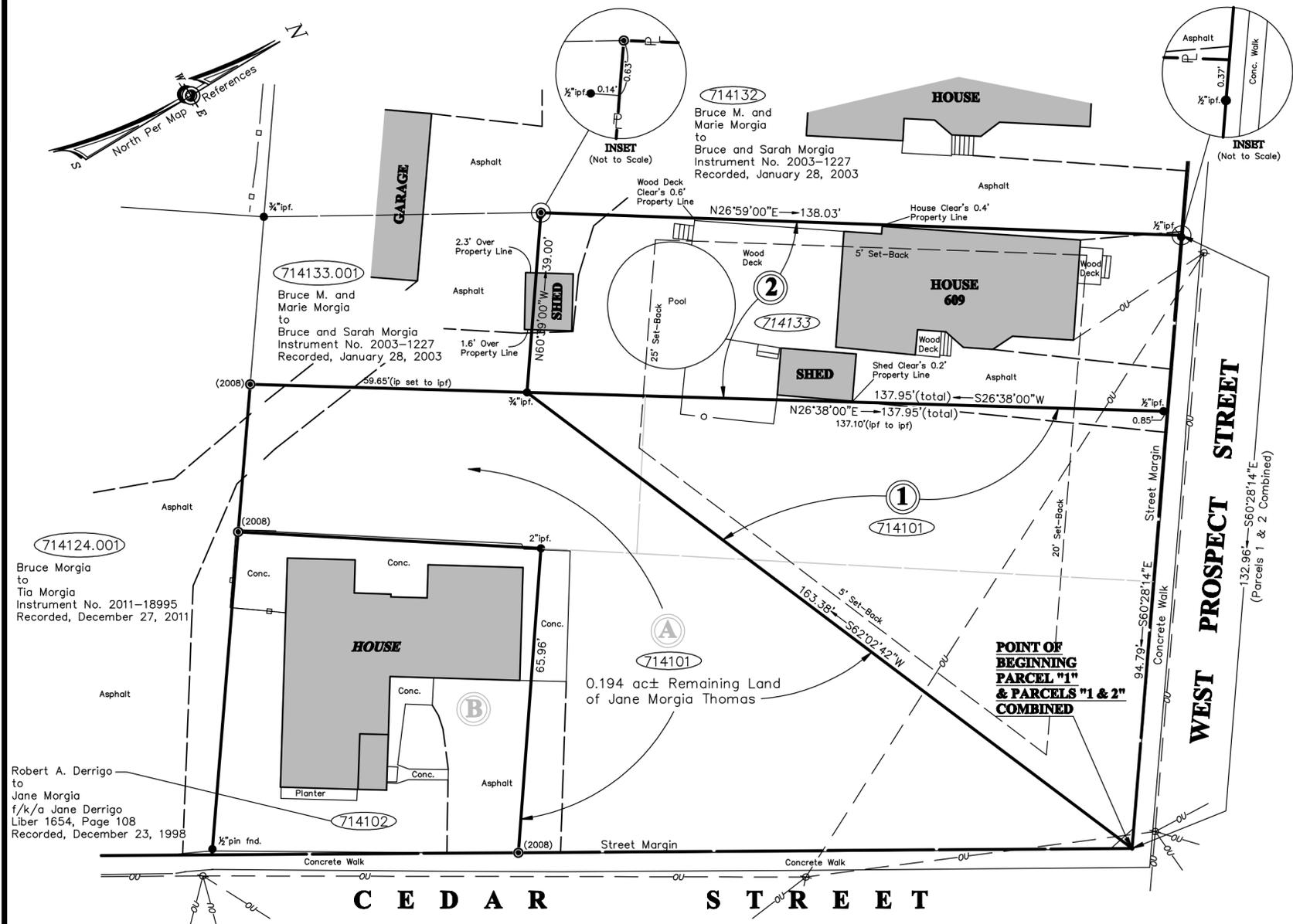
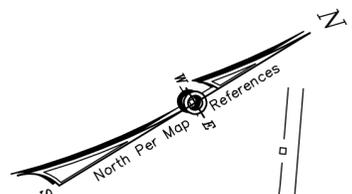
THENCE S.60°-28'-14" E., along the southwesterly street margin of West Prospect Street a distance of 94.79 feet to the POINT of BEGINNING.

CONTAINING 0.150 acres of land more or less.

SUBJECT to any rights or restrictions of record.

IT BEING the intent to describe Parcel 1, a portion of the parcel of land conveyed by Jane Morgia Thomas to Jane Morgia Thomas by corrective deed recorded in the Jefferson County Clerk's Office in Instrument Number 2007-18562 on October 16, 2007, as shown on a map titled "Assemblage Parcel, Proposed Subdivision Plat, Parcel 1, a 0.150 Acre± Portion of the Land of Jane Morgia Thomas & Parcel 2, the Land of Timothy F. Titus, 187 Cedar Street & 609 West Prospect Street, City of Watertown, County of Jefferson, State of New York," dated February 10, 2015, prepared by GYMO, Architecture, Engineering & Land Surveying, P.C., Watertown, New York.

  
Gregory F. Ashley  
P.L.S. #50257



**PROJECT LOCATION MAP  
NOT TO SCALE**

**NOTES:**

- All adjoiners are per the City of Watertown Assessment Office.
- Subject parcel is City of Watertown Assessment Parcel No. 7-14-133 and a portion of Assessment Parcel No. 7-14-101.
- The set back lines as shown are as interpreted in the handbook titled "Zoning Ordinance of the City of Watertown New York," adopted January 26, 1959. Subject parcel is zoned Residence C District and are subject to verification by a City of Watertown Zoning Official.
- Cedar Street is a 40 foot wide public street.
- West Prospect Street is a 40 foot wide public street.
- This survey was prepared in January 2015 with substantial snow cover and is subject to any facts that would be disclosed by an unobstructed survey.
- Underground facilities, structures and utilities have not been plotted. There may be underground facilities, structures and utilities, the existence of which is presently not known and therefore not shown on this map. This map was in no way created for or is to be used for construction purposes.

Prior to any construction contact Underground Facilities Protective Organization, (UFPO) at 1-800-962-7962 for exact location of all underground utilities.

8. This survey was prepared without the benefit of an Updated Abstract of Title and is subject to any changes which may occur as a result of a complete title search.

714124.001  
Bruce Morgia to Tia Morgia Instrument No. 2011-18995 Recorded, December 27, 2011

Robert A. Derrigo to Jane Morgia f/k/a Jane Derrigo Liber 1654, Page 108 Recorded, December 23, 1998

**DEED REFERENCES:**

Parcel "1"  
(Corrective Deed)  
Portion of Conveyance  
Jane Morgia Thomas  
to  
Jane Morgia Thomas  
Instrument No. 2007-18562  
Recorded October 16, 2007

Parcel "2"  
Timothy F. Titus  
and Debra Fox  
to  
Timothy F. Titus  
Instrument No. 2012-3956  
Recorded March 19, 2012

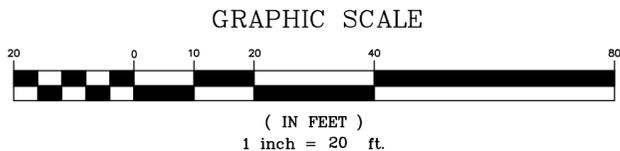
Parcel 1 = 0.150 acres±  
Total Area Parcels 1 & 2 = 0.272 acres±

**LEGEND:**

- - 1/2" IRON PIPE WITH CAP SET
- - IRON PIPE FOUND or IRON PIN FOUND (As Noted)
- ∅ - UTILITY POLE
- Ⓐ - PARCEL LETTER (See Map Reference No. 2)
- WOOD FENCE LINE
- - - OVERHEAD UTILITY LINES
- — — PARCEL LINES
- 714101 JEFFERSON COUNTY TAX PARCEL NUMBER

**MAP REFERENCE:**

- "Survey Map of the Land at 609 W. Prospect St., Watertown, N.Y.," dated June 10, 1971, last revised April 10, 1989 prepared by Peck & Gozalkowski.
- "Assemblage Parcel, Proposed Subdivision Plat - Parcels "A & B" the Land of Jane Morgia Thomas, Cedar Street & West Prospect Street, City of Watertown, County of Jefferson, State of New York", dated July 24, 2008, prepared by GYMO, PC.



COPYRIGHT © 2015 <b>GYMO</b> ARCHITECTURE, ENGINEERING & LAND SURVEYING, P.C. <small>REPRODUCTION OR COPYING OF THIS DOCUMENT MAY BE A VIOLATION OF COPYRIGHT LAWS UNLESS PERMISSION OF THE COPYRIGHT HOLDER IS OBTAINED.</small> <small>WARNING - IT IS A VIOLATION OF SECTION 7209, SUBDIVISION 2, OF THE NEW YORK STATE EDUCATION LAW FOR ANY PERSON, UNLESS ACTING UNDER THE DIRECTION OF A LICENSED ARCHITECT, PROFESSIONAL ENGINEER OR LAND SURVEYOR TO ALTER THIS DOCUMENT IN ANY WAY. IF ALTERED, SUCH LICENSEE SHALL AFFIX HIS OR HER SEAL AND THE NOTATION "ALTERED BY" FOLLOWED BY HIS OR HER SIGNATURE, DATE AND A SPECIFIC DESCRIPTION OF ALTERATION.</small> <small>ONLY BOUNDARY SURVEY MAPS WITH THE SURVEYOR'S SEAL AND ORIGINAL SIGNATURE ARE GENUINE TRUE AND CORRECT COPIES OF THE SURVEYOR'S ORIGINAL WORK AND OPINION.</small>		<b>PROPOSED SUBDIVISION PLAT, PARCEL 1, a 0.150 ACRE± PORTION of the LAND of JANE MORGIA THOMAS &amp; PARCEL 2, the LAND of TIMOTHY F. TITUS 187 CEDAR STREET &amp; 609 WEST PROSPECT STREET</b>	
CITY of WATERTOWN      COUNTY of JEFFERSON      STATE of NEW YORK		File No.: 2008-079s.01      Drwg. No. <b>01</b>	
Scale: 1" = 20' Drawn By: C.G.P. Checked By: _____ Date: 2/10/2015		Revisions: Survey: 5/13/08, 1/8/15	
		<small>220 Sterling Street          Watertown, NY 13601          Tel: (315) 788-9900          Fax: (315) 788-6668          www.gymopc.com</small>	