



# MEMORANDUM

## CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601

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**TO:** Planning Board Members

**FROM:** Kenneth A. Mix, Planning and Community Development Coordinator

**SUBJECT:** Site Plan Approval – 144 Eastern Boulevard, Eagles Clubhouse

**DATE:** June 22, 2012

**Request:** Site Plan Approval for the construction of a 6,500 square foot clubhouse, outdoor pavilion, and parking area at 144 Eastern Boulevard, parcel 5-16-320

**Applicant:** Lundy Development and Property Management, LLC

**Proposed Use:** Clubhouse/Banquet Hall

**Property Owner:** Watertown Center Development, LLC

### Submitted:

Property Survey: No	Preliminary Architectural Drawings: Yes
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: No	Construction Time Schedule: Yes
Landscaping and Grading Plan: Yes	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Unlisted

County Review: Yes

### Zoning Information:

District: Commercial	Maximum Lot Coverage: None
Setback Requirements: 20' front, 5' side, 25' rear	Buffer Zone Required: 5-15' along S and E lines

**Project Overview:** The applicant is requesting approval of plans for the construction of a 6,500 square foot clubhouse for the Watertown chapter of the Fraternal Order of the Eagles. The plan also includes an outdoor pavilion of roughly 960 square feet.

The lot was subdivided from the main Northland Plaza parcel in 2008 in anticipation of a car wash being built on the site. The plat was filed but no deed was ever recorded to transfer the new lot, so it remains under the tax account for parcel 5-16-320. A site plan was approved for the car wash, but it was never constructed. The lot remains vacant.

**Parking:** The Zoning Ordinance requires 33 parking spaces, under the interpretation that this building is essentially a restaurant. The applicant has provided 10 spaces along the north lot line, and has proposed utilizing overflow parking spaces in the Northland Plaza lot. Because these spaces are technically on a separate parcel, they cannot be counted toward the statutory minimum unless the applicant obtains ownership of or a permanent access easement to that parking area.

Additionally, the 10 proposed spaces connect directly to the Northland Plaza parking lot, and are not accessible via any depicted easement or public right-of-way. The applicant must obtain and depict an access easement across the Northland Plaza property to these parking spaces.

We attempted to calculate whether the plaza has any extra spaces to “give” to the club. There are currently three buildings that utilize the Northland Plaza parking lot: the nearby bank, the furniture store to the east, and the plaza itself. According to assessment records, the buildings combine to roughly 117,900 square feet of retail space, necessitating 590 parking spaces. It could be less after boiler rooms, heating facilities, utility facilities and storage are taken out of the floor area.

The lot has 412 marked spaces, based on aerial photographs from 2011. This is a deficiency of 178 spaces. However, there is quite a bit of space in the lot without markings, so the plaza may meet the parking requirement.

**Pedestrians:** The applicant has provided short walkways between the parking area and the front door, and the loading area and the side door. The site does not have access to a public sidewalk.

**Lighting:** No lighting plan was submitted. The applicant has indicated that only localized area lights will be installed, and no spillage is expected.

**Utilities:** The existing water line which the applicant proposed to connect to was abandoned when Kinney Drugs was built. A new service line to the nearby bank was constructed at that time; however, the applicant cannot tie into this line because the NYS Department of Health requires separate service to each building. The applicant must devise and depict on the plans a proposed water service route, likely connecting to State Street.

The applicant shows a sanitary sewer connection to the 12” line that crosses the northeast corner of the property. The applicant must depict the size and type of this connect, and the location of its cleanout.

The applicant must depict and label existing and proposed water, sewer, and storm lines (including inverts) throughout the project area, and along Dundon Ave., State St., and the existing bank.

**Drainage & Grading:** The applicant has provided little detail regarding the drainage for the site. The proposed stone basin appears to be similar to the proposed structure for the previously approved car wash site plan for this parcel. The applicant must provide pre- and post-development drainage calculations, and sizing calculations for the stone basin.

The applicant must provide a grading plan with 1-foot contours and appropriate spot elevations.

**Landscaping:** The applicant depicts a row of shrubs along the north side of the building, and an L-shaped array of spruce trees on the west lawn area.

The Landscaping & Buffer Zone Guidelines recommend that no single species represent more than 15% of plantings. The applicant must vary the proposed species accordingly, and provide a planting schedule that shows the proposed species and quantity for all plantings. Additional trees should be added along the southern property line at 40’ spacing.

**Setbacks:** The Commercial District requires a 20 foot front yard, 25 foot back yard, and five-foot side yards. The effective front of the property would be the western property line along Hinds Ave. The applicant must depict the required setbacks on the site plan. It appears that the proposed structure will fit within the buildable area.

**Miscellaneous:** The applicant has not provided a detail of the dumpster enclosure. Dumpsters must be at least 15’ from the property line, and the enclosure cannot exceed 6 feet in height. The applicant must provide a wet stamped copy of a Boundary and Topographic Survey Map, with original seal and signature.

The applicant has not provided an engineering report as required by the Site Plan Application guidelines.

The easements depicted on the site plan are not marked correctly. Some existing ones are labeled as proposed, and vice versa. Some which should be granted to Watertown Center LLC are noted as going to the Eagles Club. All easements must be clearly depicted with the correct information and proposed assignments.

The preliminary floor plan should be revised to depict the correct parking layout.

The applicant must apply for the following permits prior to construction: Sanitary Sewer Permit, Water Permit, Building Permit, and General City Permit for any work in the right-of-way. A separate Sign Permit will be required if any signage is to be installed.

**Summary:**

1. The applicant shall provide 33 parking spaces, based on a proposed building size of 6,500 square feet. If these spaces are to be located on a separate parcel, the applicant shall depict and provide a proposed legal description for a permanent easement granting access to these spaces. The easement shall be filed with the County Clerk prior to occupancy.
2. The applicant shall depict and provide a proposed legal description for an easement providing access to the 10 parking spaces shown along the northern lot line. The easement shall be filed with the County Clerk prior to occupancy.
3. The applicant shall provide a lighting plan with photometric data, showing that spillage across property lines does not exceed 0.5 foot candles.
4. The applicant may not tie into the Kinney Drugs water line due to NYSDOH regulations. The applicant shall devise and depict a water service route, showing size, type, and the location of the curbstop.
5. The applicant shall depict the size and type of the sanitary sewer service, and depict the location of the cleanout.
6. The applicant must depict and label existing and proposed water, sewer, and storm lines (including inverts) throughout the project area, and along Dundon Ave., State St., and the existing bank.
7. The applicant shall vary the species of the proposed landscaping so that no single species constitutes more than 15% of the plantings.
8. The applicant shall install 6 to 8 large-maturing trees along the southern property line at approximately 40-foot spacing.
9. The applicant shall depict the required setbacks for the Commercial District, using Hinds Avenue as the parcel's front lot line.
10. The applicant shall install an enclosure around the dumpster, not to exceed six feet in height.
11. The applicant shall provide a wet-stamped copy of the boundary and topographic survey, with original seal and signature.
12. The applicant shall provide an engineering report with the appropriate information, as outlined in the Site Plan Application.
13. The applicant shall clearly depict all easements, differentiating between existing and proposed, and correctly label the parties involved.
14. The applicant shall revise the preliminary floor plan to show the correct parking layout.

Cc: City Council Members  
Robert J. Slye, City Attorney  
Justin Wood, Civil Engineer II  
Michael Lundy, Lundy Development, 35794 US Rte. 126, Carthage, NY 13619