



MEMORANDUM

City of Watertown Planning Office

245 Washington Street, Room 304

Watertown, New York 13601

315-785-7730

Fax: 315-782-9014

TO: Norman J. Wayte II, Chairman, Planning Board

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

SUBJECT: Special Use Permit Approval – 426 Arsenal Street

DATE: July 28, 2011

Request: Special Use Permit Approval to allow a vehicle sales lot at 426 Arsenal St.,
Parcels 7-05-206, 7-05-207, and 7-05-208

Applicant: Tamara Pulley

Proposed Use: Vehicles Sales

Property Owner: Steven C. Daily

Submitted:

8 ½” x 11” Copy of Parcel Map: Yes

A Sketch of the Site to Scale: No

Completed Part I of an
Environmental Assessment Form: Yes

SEQRA: Unlisted Action

County Planning Board Review Required: Yes

Comments: The applicant wishes to operate a vehicle sales lot at 426 Arsenal Street. The property in question is mostly Neighborhood Business District, except for a small section of Residence C, behind the fence at the rear of the lot. The applicant plans to sell all-terrain vehicles, snowmobiles, and may also carry a stock of up to 5 automobiles. Repairs will not be performed on site.

A previous Special Use Permit approved for this property included conditions such as landscaped buffer areas, limited snow removal hours, and limited automobile stock. Based on the current proposal, Staff recommends that the Planning Board require an 8 foot landscaped buffer along the south and west edges of the parking lot. Currently, this buffer is in place but the landscaping is not up to standards—having only grass and a few ailing trees. The applicant

should install three street trees along the front of the parking lot, spaced roughly 40' apart with low shrubs or perennials in between—in accordance with the Landscaping and Buffer Zone Guidelines.

Further, the Planning Board might consider a recommendation limiting automobile stock. Previously, a limit 25 vehicles was imposed by City Council on the now-expired Special Use Permit of 2002. Staff suggests that the Planning Board recommend an automobile stock limit of 5 vehicles, with no specific limit on the number of smaller motorized vehicles.

§ 310-8 requires a Special Use Permit for automobile sales in NBDs. The sale of smaller motorized vehicles (like ATVs and snowmobiles) is not specifically mentioned in the ordinance, but may be allowed if the Planning Board deems such activities to be in the same general character as other permitted uses in the area.

Recommended conditions of approval:

1. An 8 foot landscaped buffer shall be maintained along the south and west edges of the parking lot, complying with the Planning Board's Landscaping and Buffer Zone Guidelines (trees every 40 feet with low shrubs or perennials planted in between).
2. The stock of automobiles on the lot shall be limited to 5 or fewer at one time.

cc: Planning Board Members
City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Tamara Pulley, 905 Vine Street, Liverpool NY 13088
Steven C. Daily, 426A Arsenal Street, Watertown NY 13601



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TO: City of Watertown Property Owners

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

SUBJECT: Special Use Permit Application – 426 Arsenal Street

DATE: July 20, 2011

This is to notify you of a pending application before the City of Watertown Planning Board for a Special Use Permit to operate an ATV, snowmobile, and automobile sales lot at 426 Arsenal Street, Parcels 7-05-206, 7-05-207, and 7-05-208. You have been sent this notice because you own property that is within 100 feet of the property for which the request has been made.

The City Planning Board will be reviewing the request, identified as item #4 on the enclosed Agenda, at its meeting to be held on August 2, 2011 at 4:00 p.m. in the City Council Chamber of the Municipal Building located at 245 Washington Street, Watertown, NY 13601.

A complete copy of the application can be reviewed in the City Clerk's Office or City Engineer's Office during regular business hours, Monday through Friday, 8:00 a.m. – 4:00 p.m. If you have any questions, please feel free to contact me at 785-7730.