



MEMORANDUM

City of Watertown Planning Office

245 Washington Street, Room 304

Watertown, New York 13601

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

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

SUBJECT: Special Use Permit Approval – 804 State Street, Parcel Number 12-06-322.000

DATE: July 26, 2011

Request: Special Use Permit Approval to allow continuation of auto sales and detailing, and the commencement of auto repair at 804 State Street

Applicant: Sheila Sweet

Proposed Use: Auto Sales Lot, Auto Detailing, Auto Repair

Property Owner: Mark Bonner

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: No

Comments: A Special Use Permit allowing for auto sales and auto detailing was previously approved on December 21, 2009. This approval carried a 2-year term, expiring on December 21, 2011. The applicant is now seeking a permanent extension of that approval, with the addition of “automobile repair” to the permitted uses of the parcel.

Fence: The rear yard fence is in disrepair. The rear yard is adjacent to a residential use (although still NBD), and the fence acts as part of the visual and noise buffer along this property line. The applicant should repair the fence and install landscaping alongside.

Parking: As indicated in previous correspondence on file, the City Council expressed a desire to see the parking lot paved before re-approval. The applicant indicates that they have installed gravel throughout the parking lot, but the lot is not fully paved at this time. Upon inspection, it appeared that only the areas in front of the garage doors are paved, as well as a 4 to 5 foot strip along the sidewalk. However, much of the lot was obscured by parked cars so the exact extent of the paving was difficult to ascertain.

Pursuant to § 310-52.3 of the Zoning Code, the City has the authority to impose conditions or standards to protect convenient pedestrian routes, and to require noise and visual buffers.

As confirmed by staff site visits, small amounts of gravel have been spilling out of the parking areas, into the sidewalk and street gutter. Further, minor encroachments of parked vehicles into the sidewalk were observed. Staff recommends that, at a minimum, the front and side parking areas be paved, and a 5+ foot wide landscaped buffer strip is added between the parking lot and the sidewalk, consisting of low shrubs or trees. The rear section of the lot may remain unchanged. This option would not likely require full Site Plan Review, assuming the impervious parking lot coverage area is not expanded by more than 400 square feet for an exemption, or 2,500 square feet for a waiver.

Recommended conditions of approval:

1. The applicant shall repair the fence along the rear yard property line, and install landscaping alongside.
2. The applicant shall install a minimum 5 foot wide landscaped buffer between the sidewalk and the parking lot, along the south and east edges of the parking lot.
3. The applicant shall pave the front and side parking areas.

Photographs of the site taken on July 15, 2011 are attached to this report.

cc: Planning Board Members
City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Sheila Sweet, 804 State St, Watertown NY 13601
Mark Bonner, 261 Franklin St, Watertown NY 13601







