



# MEMORANDUM

## CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601

PHONE: (315) 785-7730 – FAX: (315) 782-9014

**TO:** Planning Board Members

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

**SUBJECT:** Site Plan Approval – 203 Clinton Street Parking Lot

**DATE:** September 24, 2012

**Request:** Site Plan Approval for the construction of a 9,379 square foot paved parking area at 203 Clinton Street, parcel 10-08-122

**Applicant:** Brian Jones, Aubertine & Currier

**Proposed Use:** Parking for a nearby medical office

**Property Owner:** RCAN, LLC

### Submitted:

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

SEQRA: Unlisted

County Review: No

### Zoning Information:

|  |   |
|--|---|
| District: Residence A                              | Maximum Lot Coverage: 30%                       |
| Setback Requirements: 20' front, 5' side, 25' rear | Buffer Zone Required: 5-15' along S and W lines |

**Project Overview:** The applicant is requesting approval of plans for the construction of a parking lot on the site of an existing vacant house. The house would be demolished.

The owner plans to use the lot in conjunction with their nearby medical office building at 316 Sherman Street. The Planning Board recommended approval of the necessary Zone Change and Special Use Permit at the previous meeting. The City Council will be considering those applications on October 1<sup>st</sup>.

**Parking:** The 1972 office building is approximately 5,500 square feet, with only 18 parking spaces. Construction of this lot would alleviate this parking deficit (28 spaces would be required under current regulation).

The plan has been revised to show a new curb cut about 15 north of the previously proposed layout. The lot has also been expanded, and circulation altered, to allow for 25 new spaces. Despite the slightly larger paved area, the revised plan makes a more efficient use of the space, and still allows for a sufficient vegetated buffer on three sides.

**Pedestrians:** The applicant proposes to use the Sherman Street public sidewalk for circulation between the proposed lot and the existing office building. This sidewalk is in acceptable condition.

The sidewalk crossing the Sherman Street driveway is even but cracked. The applicant must replace the sidewalk and apron across the driveway per City standards. The applicant must provide a detail of the curb cut and sidewalk.

**Lighting:** Two light poles are shown at the east and west edges of the lot. The one at the west edge is quite close to the neighboring residence. However, the applicant's photometry shows that the 0.5 foot candle threshold is almost met at this property line. A longer neck on the light pole could improve the situation, but need not be a condition of approval.

**Drainage & Grading:** The lot will be graded into a bowl shape, with a catch basin in the center of the lot. The applicant must provide pre- and post-construction drainage calculations. The storm sewer along Sherman Street must be depicted with rim and invert elevations.

**Landscaping:** The landscaping plan has been revised slightly but the landscaping layout still does not quite conform to the Landscaping and Buffer Zone Guidelines. At the spacing shown on the plans, the proposed tree species should be selected from the "Large Deciduous Trees" list in the guidelines. The applicant should further diversify the tree plantings on the plan so that no one species would constitute more than 15% of plantings.

The Landscaping and Buffer Zone Guidelines also recommend the planting of shrubs in between the trees for screening, where parking lots abut the street right-of-way. The plan shows Blue Rug Juniper shrubs in between the trees, which is a low growing shrub that will provide no real screening. The plan should be modified to provide shrubs with a mature height of at least three feet that are located in planting beds in between the trees. The shrub plantings should also be diversified.

**Miscellaneous:** The applicant must provide a stamped and signed copy of the boundary and topographic survey. The survey must include all above and below surface features within 50' of the property and within the Clinton Street and Sherman Street rights-of-way.

The applicant must obtain the following permits prior to construction: Sanitary Sewer Permit, Water Permit, Demolition Permit, and General City Permit for work in the right-of-way.

### **Summary:**

1. Site Plan approval shall be conditioned on the applicant receiving Zone Change and Special Use Permit approvals, if that has not already occurred.
2. The applicant shall replace the sidewalk and apron across the Sherman Street driveway per City standards.
3. The applicant shall call out removal of the existing driveway apron and replacement with topsoil and seed.
4. The applicant shall provide sidewalk and driveway details per City specifications. Inquire with the Engineering Department for details.
5. The applicant shall provide pre- and post-development drainage calculations and maps.
6. The applicant shall provide a stormwater design plan and details.
7. The proposed tree species shall be selected from the "Large Deciduous Trees" list in the Landscaping and Buffer Zone Guidelines and they shall be diversified on the plan so that no one species constitutes more than 15% of the total
8. The landscaping plan shall be modified to provide a diversified selection of shrubs that have a mature height of at least three feet to be located in planting beds in between the trees.

9. The applicant shall provide a wet-stamped and signed copy of the boundary and topographic survey. The survey must include all above and below surface features within 50' of the property, and within the Clinton Street and Sherman Street rights-of-way.

cc: City Council Members  
Robert J. Slye, City Attorney  
Justin Wood, Civil Engineer II  
Brian Jones, Aubertine & Currier, 522 Bradley Street