

September 18, 2012

Kurt W. Hauk, P.E.
City Engineer
Room 305, City Hall
245 Washington Street
Watertown, NY 13601

**Re: Site Plan Review Application
Mary Miles (952 Arsenal Street Retail Space)
(A&C Project #2012-130)
952 Arsenal Street, Watertown, NY**

Dear Mr. Hauk:

Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC on behalf of Mary Miles is requesting to be included on the agenda for the next City of Watertown Planning Board meeting for Site Plan review for additions to the northwest and southwest side of the existing building located at 952 Arsenal Street. Attached are two (2) copies of the Site Plan. Eight (8) additional copies of the plan have been provided on 11"x17". Site Plan Waiver and Short EAF are also attached, with a check for \$50.00 for the review fee.

Mary Miles is the owner of Arsenal Wine & Liquor at 940 Arsenal Street on the first floor of the building. Mrs. Miles is opening a new retail business located in the basement of the building at address 952 Arsenal Street.

The project will include a 20'-8" x 41'-0" addition to the southwest end of the building. This addition will provide access to proposed retail space in the basement of the building via a proposed handicap ramp and stairs. Another addition on the northwest side of the building will include a covered stair for a second means of exiting the basement. The existing roofline will be extended out to cover the proposed stairs. A handicap restroom will also be installed in the basement retail space for customers and employees. The lot has 48 existing parking spaces and these two additions will be negating three of them leaving 45. Existing utilities and grading will not be affected by the modifications being made to the building.

The owner intends to begin construction as soon as approvals are granted.

Please do not hesitate to contact me if you have any questions or need additional information.

Sincerely,
Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC



Michael L. Aubertine
Architect

Attachments
Cc: Mary Miles



522 Bradley Street
Watertown, New York 13601

aubertinecurrier.com

Phone: 315.782.2005
Fax: 315.782.1472

Partners
Annette M. Mason, P.E.
Structural Engineer

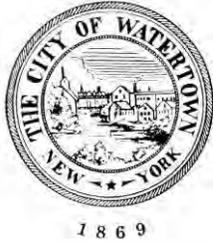
Michael L. Aubertine, R.A.
Architect

Patrick J. Currier, R.A.
Architect

Brian A. Jones, AIA., LEED AP
Architect

Matthew R. Morgia, P.E.
Civil Engineer

Jayson J. Jones, P.L.S.
Land Surveyor



**CITY OF WATERTOWN
SITE PLAN WAIVER
AND
SHORT ENVIRONMENTAL
ASSESSMENT FORM, PART 1**

** Provide responses for all sections. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. Failure to submit required information by the submittal deadline will result in **not** making the agenda for the upcoming Planning Board meeting.

PROPERTY LOCATION

Proposed Project Name: 952 Arsenal Street Retail Space
Tax Parcel Number: 8-05-105.100
Property Address: 952 Arsenal Street, Watertown NY 13601
Existing Zoning Classification: Commercial

OWNER OF PROPERTY

Name: Mary Miles
Address: 24415 Gotham Street
Watertown, NY 13601
Telephone Number: 408-7808
Fax Number: _____

APPLICANT

Name: Aubertine and Currier Architects, Engineers & Land Surveyors
Address: 522 Bradley Street
Watertown, NY 13601
Telephone Number: 315-782-2005
Fax Number: 315-782-1472
Email Address: mla@aubertinecurrier.com

ENGINEER / ARCHITECT / LAND SURVEYOR

Name: Aubertine and Currier Architects, Engineers & Land Surveyors
Address: 522 Bradley Street
Watertown, NY 13601
Telephone Number: 315-782-2005
Fax Number: 315-782-1472
Email Address: mla@aubertinecurrier.com

PROJECT DESCRIPTION

Describe project and proposed use briefly:

One story addition to southwest side of existing building
to provide access to basement retail space via ramp and
stair. Covered exit stair to basement retail space on the
northwest side of the building.

Proposed building area: 1st Floor 5542 Sq. Ft.

Basement ~~2nd Floor~~ 4551 Sq. Ft.

3rd Floor Sq. Ft.

Total 10,093 Sq. Ft.

Area of building to be used for the boiler room, heat facilities, utility facilities
and storage: 2692 Sq. Ft.

Number of parking spaces proposed: 45 existing

Construction Schedule: October 1, 2012

Hours of Operation: 9am - 9pm

Volume of traffic to be generated: 35 ADT

REQUIRED DRAWINGS:

** The following drawings with the listed information **ARE REQUIRED, NOT OPTIONAL**. If the required information is not included and/or addressed, the Site Plan Application will **not** be processed.

ELECTRONIC COPY OF ENTIRE SUBMISSION (PDF preferred)

SITE PLAN SKETCH

Pertinent existing above ground features are shown and labeled including, but not limited to, buildings, parking spaces, driveways, sidewalks, streets etc.

All proposed above ground features are shown and clearly labeled "proposed".

Land use, zoning, & tax parcel number are shown.

The Plan is adequately dimensioned including radii.

All vehicular & pedestrian traffic circulation is shown.

Proposed parking & loading spaces including ADA accessible spaces are shown and labeled.

Refuse Enclosure Area (Dumpster), if applicable, is shown. Section 161-19.1 of the Zoning Ordinance states, "No refuse vehicle or refuse container shall be parked or placed within 15 feet of a party line without the written consent of the adjoining owner, if the owner occupies any part of the adjoining property".

The north arrow & graphic scale are shown.

GENERAL INFORMATION

Signage will not be approved as part of this submission. It requires a sign permit from the Codes Department. See Section 310-52.2 of the Zoning Ordinance.

Plans have been collated and properly folded.

Explanation for any item not checked in the Site Plan Waiver Checklist.
(Attach separate sheet with explanation and comments)

SIGNATURE

I certify that the information provided above is true to the best of my knowledge.

Applicant (please print) Michael L. Aubertine, RA

Applicant Signature  Date: 09/18/2012

Appendix C

State Environmental Quality Review
SHORT ENVIRONMENTAL ASSESSMENT FORM
For UNLISTED ACTIONS Only

PART I - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)

1. APPLICANT/SPONSOR Aubertine and Currier Architects, Engineers & Land Surveyors	2. PROJECT NAME 952 Arsenal Street Retail Space
3. PROJECT LOCATION: Municipality City of Watertown County Jefferson	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) Tax Parcel 8-05-105.100 952 Arsenal Street Watertown, NY 13601 Corner of Arsenal and Palmer Streets	
5. PROPOSED ACTION IS: <input type="checkbox"/> New <input checked="" type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: One story addition to southwest side of existing building to provide access to basement retail space via ramp and stair. Covered exit stair to basement retail space on northwest side of building.	
7. AMOUNT OF LAND AFFECTED: Initially <u>1.17</u> acres Ultimately <u>1.17</u> acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, describe briefly	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open Space <input type="checkbox"/> Other Describe: Commercial on Arsenal Street Residential on side Street (Palmer St.)	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, list agency(s) name and permit/approvals:	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, list agency(s) name and permit/approvals:	
12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: <u>Aubertine and Currier Architects, Engineers & Land Surveyors PLLC</u> Date: <u>09/18/2012</u> Signature: <u></u>	

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

PART II - IMPACT ASSESSMENT (To be completed by Lead Agency)

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.4? If yes, coordinate the review process and use the FULL EAF. <input type="checkbox"/> Yes <input type="checkbox"/> No	
B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If No, a negative declaration may be superseded by another involved agency. <input type="checkbox"/> Yes <input type="checkbox"/> No	
C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)	
C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic pattern, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:	
C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:	
C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:	
C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:	
C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly:	
C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly:	
C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly:	
D. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CRITICAL ENVIRONMENTAL AREA (CEA)? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, explain briefly:	
E. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, explain briefly:	

PART III - DETERMINATION OF SIGNIFICANCE (To be completed by Agency)

INSTRUCTIONS: For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed. If question D of Part II was checked yes, the determination of significance must evaluate the potential impact of the proposed action on the environmental characteristics of the CEA.

<input type="checkbox"/> Check this box if you have identified one or more potentially large or significant adverse impacts which MAY occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.	
<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 AND provide, on attachments as necessary, the reasons supporting this determination.	
_____	_____
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)

Reset

{0.98 ACRE PARCEL}
RHC ASSOCIATES
TO
LAKE CREEK PROPERTIES, LLC (75%)
DEED DATED 3/9/2001
RECORDED 7/12/2001
L.1799, P.296
TAX PARCEL 805104.1
RHC ASSOCIATES
TO
RHC ASSOCIATES (75%),
RODERICK H. CUSHMAN (9.6154%),
AWFUL (2.4359%),
FEDERAL LIFE INSURANCE COMPANY
(MUTUAL) (2.5641%),
GOLDEN VALLEY CLINIC, LTD. PROFIT
SHARING PLAN (0.7692%),
MORI & CO. (4.8077%),
TEN & CO. (4.8077%)
DEED DATED 11/27/1991
L.1290, P.239
TAX PARCEL 805104.1

NOW OR FORMERLY
JAMES M. MCCAULEY
(WATERTOWN CITY TREASURER)
TO
CITY OF WATERTOWN
DEED DATED 6/26/1981
RECORDED 7/3/1981
L.916, P.303
TAX PARCEL 805104.002

NOW OR FORMERLY
JENNIE M. ADSIT
(ADMINISTRATOR OF THE ESTATE OF
JOHN MALATINO)
TO
JAMES L. O'DONNELL
DEED DATED 4/12/1985
RECORDED 4/16/1985
L.975, P.318
TAX PARCEL 805118

NOW OR FORMERLY
KATHERINE DILEONARDO
L.1573, P.218
TAX PARCEL 805109

0.80 AC.

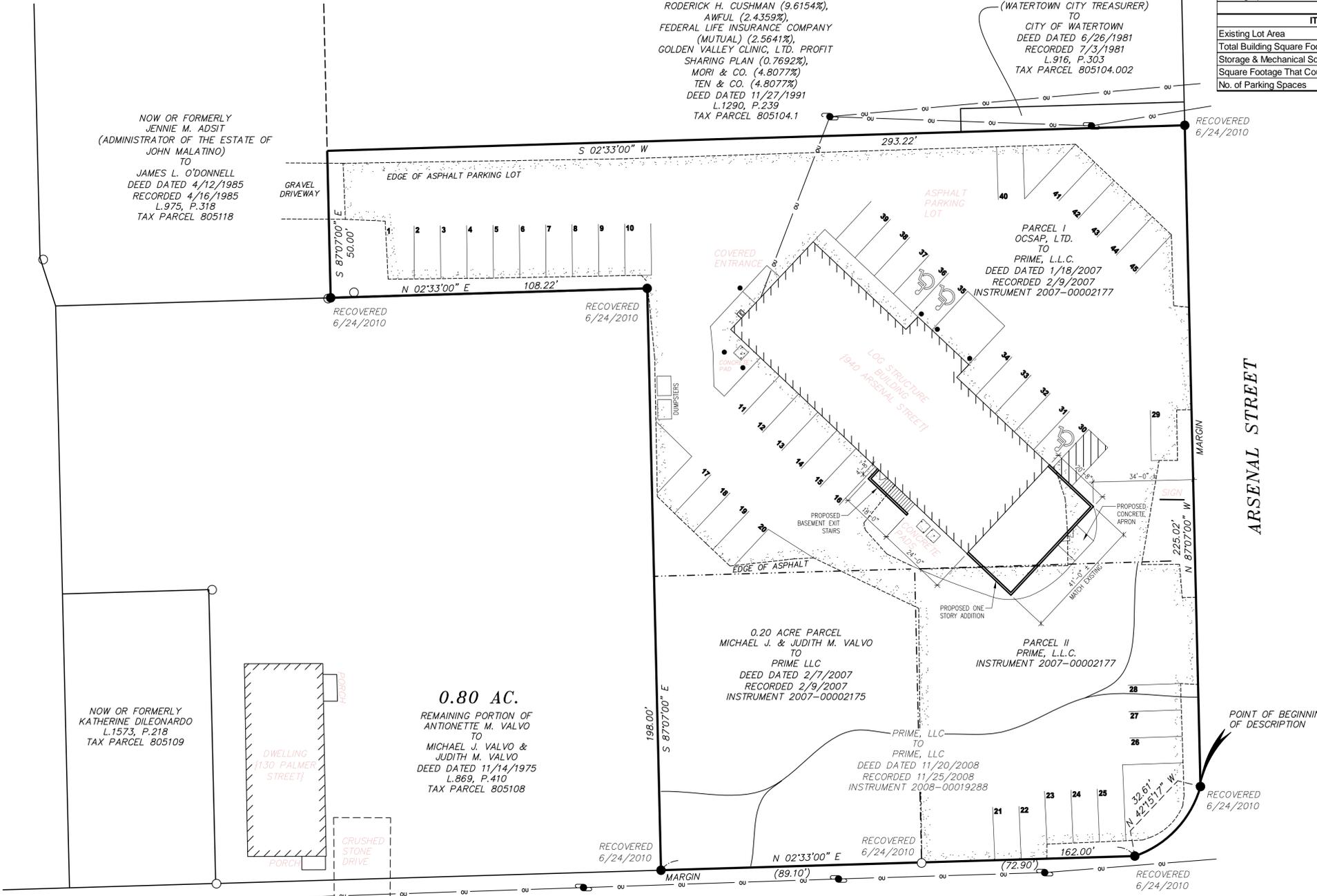
REMAINING PORTION OF
ANTONETTE M. VALVO
TO
MICHAEL J. VALVO &
JUDITH M. VALVO
DEED DATED 11/14/1975
L.869, P.410
TAX PARCEL 805108

0.20 ACRE PARCEL
MICHAEL J. & JUDITH M. VALVO
TO
PRIME LLC
DEED DATED 2/7/2007
RECORDED 2/9/2007
INSTRUMENT 2007-00002175

PRIME, LLC
TO
PRIME, LLC
DEED DATED 11/20/2008
RECORDED 11/25/2008
INSTRUMENT 2008-00019288

PARCEL I
OCSAP, LTD.
TO
PRIME, L.L.C.
DEED DATED 1/18/2007
RECORDED 2/9/2007
INSTRUMENT 2007-00002177

PARCEL II
PRIME, L.L.C.
INSTRUMENT 2007-00002177



GENERAL INFORMATION		
Zoning	COMMERCIAL	
Use	RETAIL BUSINESS	
No. of Stories	1	
Building Square Footage	9,246 S.F. (EXISTING)	10,093 S.F. (PROPOSED)
Lot Coverage Percentage For Building	9.2% (EXISTING)	11% (PROPOSED)
Lot Coverage Percentage For Existing Paving	31,225 S.F. - 61.1%	
Lot Coverage Percentage With Proposed Paving	30,626 S.F. - 59.9%	
Parking Space Dimensions	9' x 18' (EXISTING)	
ITEM	REQUIRED	PROPOSED
Existing Lot Area	-	51,129 S.F.
Total Building Square Footage	-	10,093 S.F.
Storage & Mechanical Square Footage	-	2,692 S.F.
Square Footage That Counts Toward Parking	-	7,401 S.F.
No. of Parking Spaces	38	45 (EXISTING)

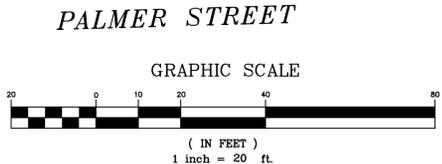
LEGEND

- - EXISTING IRON PIPE (2006)
- - REBAR SET (2006)
- - UTILITY POLE
- - BOLLARD
- - ELECTRIC METER
- ou — OVERHEAD UTILITY LINES

NOTE:
ALL WORK TO BE PERFORMED WITHIN THE CITY OF WATERTOWN MARGIN WILL REQUIRE SIGN-OFF FROM A PROFESSIONAL ENGINEER, LICENSED AND CURRENTLY REGISTERED TO PRACTICE IN THE STATE OF NEW YORK, THAT THE WORK WAS BUILT ACCORDING TO THE APPROVED SITE PLAN AND APPLICABLE CITY OF WATERTOWN STANDARDS. COMPACTION TESTING WILL BE REQUIRED FOR ALL WORK TO BE PERFORMED WITHIN THE CITY OF WATERTOWN MARGIN AND MUST BE SUBMITTED TO THE CITY OF WATERTOWN CODES DEPARTMENT.

GENERAL NOTES

1. THE CONTRACTOR SHALL INSTALL ALL MATERIALS, PRODUCTS AND EQUIPMENT IN ACCORDANCE WITH MANUFACTURERS SPECIFICATIONS AND IN SATISFACTION OF THE NEW YORK STATE BUILDING CODE STANDARDS FOR PERFORMANCE OF WORK.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK. THE CONTRACTOR SHALL INDEMNIFY THE OWNER AND HIS AGENTS THROUGH ADEQUATE INSURANCE COVERAGE AGAINST ANY CLAIMS ARISING FROM CONSTRUCTION RELATED INJURIES OR FAILURE TO MAINTAIN SAFE WORK CONDITIONS ON SITE.
3. THE CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AND ELEVATIONS OF EXISTING CONDITIONS PRIOR TO COMMENCEMENT OF WORK. NOTIFY THE ARCHITECT IMMEDIATELY WITH ANY DISCREPANCIES PRIOR TO PROCEEDING WITH THE WORK. THE CONTRACTOR SHALL ESTABLISH AND MAINTAIN ACCURATE BENCHMARKS FOR LAYOUT OF ALL WORK.
4. THE CONTRACTOR & OWNER SHALL REVIEW AND BECOME FAMILIAR WITH ALL DRAWINGS PRIOR TO COMMENCEMENT OF WORK. ANY INCONSISTENCIES FOUND BETWEEN THE DRAWINGS SHALL BE REPORTED TO THE ARCHITECT. DO NOT PERFORM ANY WORK AFFECTED IN ANY MANNER BY THE INCONSISTENCIES UNTIL THE ARCHITECT HAS CLARIFIED THE INFORMATION.
5. THE CONTRACTOR SHALL REQUEST THE LOCATION AND STAKING OF ALL BURIED UTILITIES PRIOR TO EXCAVATION. CONTACT LOCAL UFPO.
6. THE CONTRACTOR SHALL OBTAIN ALL REQUIRED PERMITS AND INSPECTIONS.
7. THE CONTRACTOR SHALL MAINTAIN CLEAN AND SAFE WORKING CONDITIONS ON SITE.



TOTAL AREA = 1.17 ACRES

A SITE PLAN
1"=20'



522 Bradley Street
Watertown, New York 13601

aubertinecurrier.com

Phone: (315)782-2005
Fax: (315)782-1472

The above Architect, Engineer or Land Surveyor states that to the best of his or her knowledge, information and belief, the plans and specifications are in accordance with applicable requirements of New York State. It is a violation of New York State Law for any person, unless acting under the direct supervision of a Registered Architect, Licensed Professional Engineer or Licensed Land Surveyor to alter this document in any way. If altered, such licensee shall affix his or her seal and the notification "altered by" followed by his or signature, date and a specific description of the alteration.
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AUBERTINE and CURRIER ARCHITECTS, ENGINEERS & LAND SURVEYORS, PLLC



952 ARSENAL STREET
RETAIL SPACE
CITY OF WATERTOWN
JEFFERSON COUNTY, STATE OF NEW YORK

PROJECT NO:	2012-130
SCALE:	AS NOTED
DRAWN BY:	MEA
CHECKED BY:	MLA
ISSUE DATES:	09-18-2012 SITE PLAN REVIEW

SITE PLAN

C100

PROGRESS PRINT
NOT FOR CONSTRUCTION



952 ARSENAL STREET
RETAIL SPACE
CITY OF WATERTOWN
JEFFERSON COUNTY, STATE OF NEW YORK

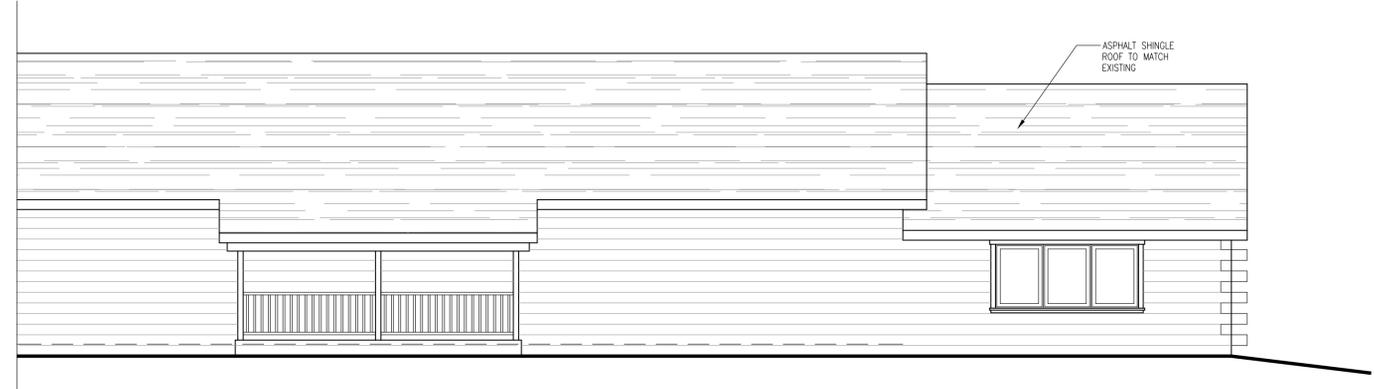
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BASEMENT PLAN
& EXTERIOR
ELEVATIONS

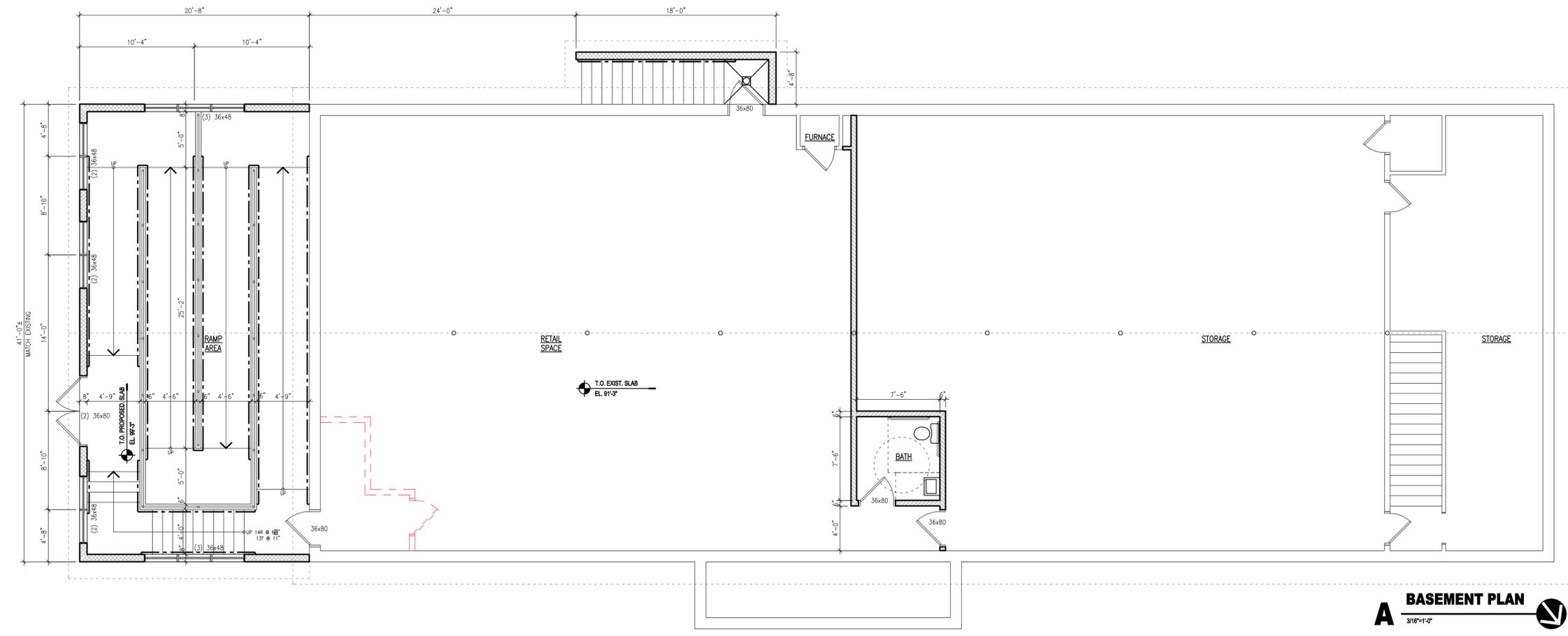
A100



1 SOUTH ELEVATION
3/16"=1'-0"



2 WEST ELEVATION
3/16"=1'-0"



A BASEMENT PLAN
3/16"=1'-0"

PROGRESS PRINT
NOT FOR CONSTRUCTION

DEED, L.1651, P.278

[0.98 ACRE PARCEL]
RHC ASSOCIATES
TO
LAKE CREEK PROPERTIES, LLC (75%)
DEED DATED 3/9/2001
RECORDED 7/12/2001
L.1799, P.296
TAX PARCEL 805104.1

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TO
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DEED DATED 4/12/1985
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TAX PARCEL 8051118

NOW OR FORMERLY
KATHERINE DILEONARDO
L.1573, P.218
TAX PARCEL 805109

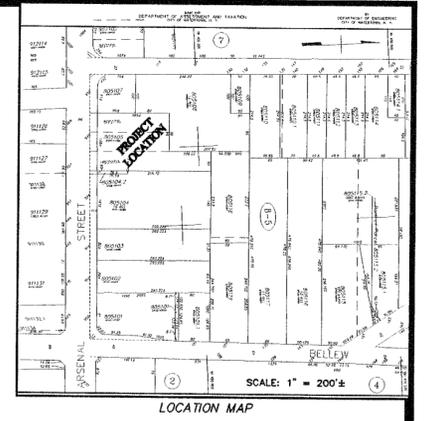
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PRIME, L.L.C.
INSTRUMENT 2007-00002177

PRIME, LLC
TO
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PARCEL I
OCSAP, LTD.
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- LEGEND**
- - EXISTING IRON PIPE (2006)
 - - REBAR SET (2006)
 - - UTILITY POLE
 - - BOLLARD
 - ⊠ - ELECTRIC METER
 - DU — OVERHEAD UTILITY LINES

- I HEREBY CERTIFY TO:
1. WATERTOWN SAVINGS BANK
 2. US SMALL BUSINESS ADMINISTRATION
 3. OKS REALTY LLC
 4. SCHWERZMANN & WISE, P.C.
 5. BROWN, DIERDOEF & RENZI
 6. TICOR TITLE INSURANCE COMPANY
 7. CHICAGO TITLE INSURANCE COMPANY

THAT THIS MAP WAS PREPARED FROM AN ACTUAL
FIELD SURVEY UNDER MY SUPERVISION.

Robert J. Busler 6/25/2010 DATE
LAFAVE, WHITE & MCGIVERN, L.S., P.C.
ROBERT J. BUSLER, P.L.S.
N.Y.S. LIC. NO. 050345

TOTAL AREA = 1.17 ACRES

PALMER STREET

ARSENAL STREET

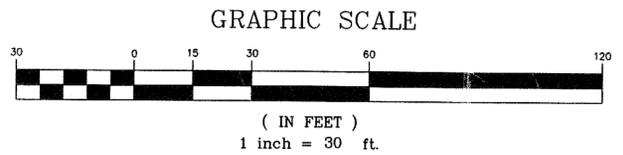
WARNING - It is a violation of Section 7209, Subdivision 2 of the New York State Education Law for any person other than a licensed land surveyor to alter this map.

Only boundary survey maps with the surveyor's embossed seal or red ink seal are genuine true and correct copies of the surveyor's original work and opinion.

Certifications on this boundary survey map signify that the map was prepared in accordance with the current existing Code of Practice for Land Surveys adopted by the New York State Association of Professional Land Surveyors, Inc. The certification is limited to persons for whom the boundary survey map is prepared, to the title company, to the governmental agency, and to the lending institution listed on this boundary survey map.

The certifications hereon are not transferable.

The location of underground improvements or encroachments are not always known and often must be estimated. If any underground improvements or encroachments exist, they are not covered by this certificate.



REVISION:
12/4/2006-FIELD LOCATION OF
IMPROVEMENTS
6/24/2010-UPDATE & CERTIFY



ROBERT J. BUSLER, P.L.S.
N.Y.S. LIC. NO. 050345

MAP OF LAND SURVEYED FOR					
OKS REALTY LLC					
CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK					
LAFAVE, WHITE & MCGIVERN, L.S., P.C.					
LAND SURVEYORS PHOTOGRAMMETRISTS					
THERESA BOONVILLE ROME					
NEW YORK (2010001 OKS REALTY.DWG)					
DRAWN	CHECKED	DATE	SCALE	FILE	SHEET
RJB	RJB	11/20/2006	1"=30'	9-8	1 OF 1

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