



MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601

PHONE: (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: Site Plan Approval – 535 Thompson Blvd. Nazarene Church

DATE: September 29, 2011

Request: Site Plan Approval for the construction of a 31-space parking lot expansion at 535 Thompson Blvd., parcel 12-13-117.009

Applicant: Patrick Currier, Aubertine & Currier

Proposed Use: Church parking lot

Property Owner: First Church of the Nazarene

Submitted:

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

SEQRA: Unlisted Action	County Planning Board Review Required: No
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Zoning Information:

District: Residence A	Maximum Lot Coverage: 30%
Setback Requirements: Front: 20ft, Side: 5ft, Rear: 25ft	Buffer Zone Required: 15 feet

Project Overview: The applicant is requesting approval of a parking lot expansion. The existing lot has 97 spaces and will be extended about 80 feet westward, creating 31 additional spaces. The drop off area in front of the church's main entrance will be reconfigured into 4 handicapped parking spaces. An island will be left between the old and new asphalt, with three existing trees and two new light posts.

Drainage & Grading: The existing lot drains into a storm sewer at the northeast corner of the property near Wight Drive. The proposed development is not likely to cause drainage issues. However, as a supplement to

the Engineering Report, the applicant must submit Drainage Area Maps for the existing and proposed conditions.

Landscaping: The site plan shows 3 existing trees along the western edge of the existing parking lot to be preserved during the proposed expansion. They will remain in a 20' wide landscaped island that will be created in the middle of the parking lot. These interior parking lot trees will serve to meet the Planning Board's recommendation of one interior tree for every fifteen parking spaces. Additionally, a row of honeylocust and cherry trees will be planted along the western edge of the expansion which, along with existing landscaping, meets the Board's criteria for perimeter parking lot landscaping.

Code requires a 15' landscaped buffer wherever a nonresidential use in a residential district abuts residential properties. This requirement is satisfied on all sides of the property except the north, where the parking lot is only about 10' from the property line. This may remain as a § 310-38 continuation.

It is very forward thinking on the part of the applicant to propose saving the existing trees for this project. In order to ensure that the trees survive the construction, we would recommend that the contractor be required to protect them during construction by installing some type of temporary construction fencing or other barrier that will protect the trees from mechanical damage from construction equipment. Significant root damage from compaction, grading or trenching as well as damage to the trunk and limbs of the trees from equipment could occur and without protection, decline or death of the trees could occur.

Summary:

1. The applicant shall submit a set of Drainage Area Maps to the City Engineer, showing both the existing and proposed conditions.
2. In order to ensure that the existing trees that are shown to be saved survive the construction process, a note and detail should be added to the plans that direct the contractor to install construction fencing or another barrier around the drip edge of each of the trees.

cc: Planning Board Members
City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Patrick Currier, Aubertine & Currier