



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 – Drive-Through

DATE: October 29, 2013

Request: Site Plan Approval for construction of a 1,090 square foot building addition and parking area expansion for the existing gas station at 1279 Coffeen Street, parcel 8-40-101.006

Applicant: Bohler Engineering

Proposed Use: Gas station with convenience store and drive-through

Property Owner: PEMM LLC

Submitted:

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

SEQRA: Unlisted

County Review: September 24th

Zoning Information:

District: PDD #1	Maximum Lot Coverage: N/A
Setback Requirements:	Buffer Zone Required: None

Project Overview: The applicant proposes to construct a 1,090 square foot building addition to an existing convenience store of approximately 1,800 square feet. The resulting building will be roughly 3,034 square feet, and will include a 12' drive-through lane and menu board to serve an unspecified product.

One of the pump canopies will be removed, and the pump relocated to the main canopy. About 1,100 square feet of lawn area will be replaced with new parking spaces.

Between the addition, the drive-through lane, and the new parking, the site's impervious area will increase by about 4,500 square feet (26%).

Parking: Code requires 16 spaces, and the applicant has provided 16, plus one extra space located in front of the dumpster, which may not be available at all times.

Traffic: There is some concern that the addition of a coffee drive-through will generate more traffic trying to access Coffeen Street at what is becoming a congested intersection. NYS Department of Transportation has been contacted to see if they have any concerns and we are waiting for a response.

Pedestrian Circulation: The parcel currently has no sidewalk access. The Coffeen Street sidewalk terminates approximately 150 feet east of the subject parcel, and a dirt path continues across the lands of Ontario Apartments LLC, connecting to the applicant's property. The applicant should consider installing a sidewalk along the Coffeen Street frontage, on the premise that the dirt path could be improved in the future. A sidewalk along the College Heights Drive margin would also be beneficial if the vacant parcel to the south is ever developed.

Lighting: Two existing light poles will be shifted slightly, and two new poles will be added at the northwest corner of the parcel. While these poles will not likely have any adverse effect on the neighboring parcels in their new locations, the applicant has not specified whether any new lighting will be installed on the southern or eastern building facades to illuminate the drive-through lane. If any lights are to be installed in these areas, the applicant must submit a photometric plan showing that spillage across the parcel lines is limited to 0.5 foot candles at ground level.

Drainage & Grading: The applicant has not proposed any major grading or any drainage improvements. Sheet flow is directed southward where it drains into the grass lawn.

Utilities: The applicant has indicated that sewer and water services will not be altered, and loads not substantially increased. The sewer and water services must be shown on the survey and site plan.

Landscaping: The applicant depicts limited landscaping improvements which do not satisfy the Landscaping and Buffer Zone Guidelines. Contrary to what is shown on the plan, there is no tree line on the property. The southwestern corner of the parcel has been cleared. After construction there will be no trees on site.

In addition to the depicted planting beds, the applicant should install a row of at least 4 large-maturing trees along the eastern property line. The applicant should also install at least 2 large-maturing deciduous trees along the Coffeen Street frontage. These trees may be planted in the City's right-of-way if necessary, but should be located as close to the property line as possible.

The southern property line is of less concern because the adjacent lot is approved for a commercial purpose.

The applicant must update the landscaping plan to depict these additional plantings, and submit the revised plan to the City Engineer for approval prior to the issuance of a building permit.

Miscellaneous: The applicant should either construct a stockade fence around the HVAC pad, or shift it to the west side of the building to reduce noise radiating into the adjacent apartments. The existing HVAC equipment is quite noisy.

The applicant must obtain the following permits prior to construction: General City Permit for work in the right-of-way, sidewalk permit, and Building Permit.

Summary:

1. The applicant should install a sidewalk adhering to City specifications along the Coffeen Street right-of-way.
2. If any lighting is proposed for the south or east sides of the building, the applicant shall submit a photometric plan showing that spillage across property lines is limited to 0.5 foot candles at ground level.
3. The applicant shall depict water and sewer services on the survey and site plan.
4. The applicant shall revise the landscaping plan to better comply with the Landscaping and Buffer Zone Guidelines, including a minimum of 4 large-maturing trees along the eastern property line and 2 large-

maturing trees along the Coffeen Street margin. The applicant shall submit the revised plan to the City Engineer for approval prior to issuance of a building permit.

5. The applicant shall either shift the HVAC equipment to the west side of the building or construct a stockade fence enclosure around the equipment pad.

cc: City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Scott Shearing, 5 Computer Dr W, Suite 203, Albany 12205