



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: Request for Subdivision Approval – 1280 Coffeen St

DATE: October 29, 2012

Request: Subdivision Approval of Parcel Number 8-38-102, 1280 Coffeen Street

Applicant: Daren Morgan, PLS

Proposed Use: Restaurant and two billboards

Property Owner: 81 Front Street Development LLC

Comments: This proposal is being submitted for Planning Board review under Chapter A322 (Subdivision Regulations) of the City Code. The Planning Board has the option of not requiring a preliminary plat submission. Since this is a minor subdivision, Staff is processing this application as a final plat. A public hearing is required and notice has been published for it to be held at 3:10 p.m. during the Planning Board meeting. After the public hearing and completion of Part II of the Environmental Assessment Form, the Planning Board will be free to make a decision on the proposal.

Parcel 8-38-102 will be split into two pieces. One piece will contain the existing diner and will presumably be sold to the operators of the diner. The other piece contains two billboards. The City Boundary appears to be incorrect. City records show it to be roughly 100' south and rotated several degrees clockwise compared to the applicant's depiction.

The applicant should be aware that the existing diner is nonconforming with regard to setbacks. PDDs require a 50 foot setback on all sides, while the western corner of the restaurant is approximately 35 feet from the property line.

After approval, the applicant must submit two (2) reproducible mylars of the plat for signature by the clerk of the Planning Board. One of the mylar copies will be returned, and must be filed in the County Clerk's Office within 62 days of signing.

Summary:

1. The applicant shall correct the location and bearing of the City Boundary.

cc: Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Daren Morgan, LaFave White McGivern