



MEMORANDUM

City of Watertown Planning Office

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Watertown, New York 13601

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TO: Norman J. Wayte II, Chairman, Planning Board

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

SUBJECT: Site Plan Approval – 215 Maywood Terrace

DATE: December 2, 2010

Request: Site Plan Approval for the construction of a 26 space parking lot at 215 Maywood Terrace, Parcel Number 3-01-201.

Applicant: Brian Drake, I.E., Project Engineer of GYMO, P.C. on behalf of the Watertown Housing Authority.

Proposed Use: Parking Lot.

Property Owner: Watertown Housing Authority.

Submitted:

Property Survey: Yes	Preliminary Architectural Drawings: N/A
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: Yes
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 "C"	Maximum Lot Coverage: None
Setback Requirements: None	Buffer Zone Required: No

Project Overview: The Maywood Terrace Demolition and Site Development Project involves the demolition of 4 existing apartment buildings at the Maywood Terrace Apartment complex and the construction of a new 26 space parking lot. As a result of the demolition, a large area of green space will be provided for a future park and playground area. The project will require the re-routing of some underground utilities and the construction of a storm sewer to serve the parking lot.

Parking: The proposed 26 space parking lot will provide additional parking for the remaining Maywood Terrace apartments and will serve the future park and playground area. The parking lot will also decrease the demand for the existing on street parking.

Grading, Drainage and Utilities: The Engineering and Water Departments have reviewed the plans and have the following comments:

1. A stamped and signed copy of the Storm Water Pollution Prevention Plan (SWPPP) must be provided along with a copy of all correspondence and submittals to NYS DEC for the SWPPP approval.
2. The applicant must provide pre and post drainage calculations and drainage area maps.
3. Catch Basin #1 must be changed to a storm manhole and an associated detail must be provided.
4. A copy of all correspondence and submittals to NYS DEC for a SPDES Permit must be provided.
5. The construction entrances shall be maintained in accordance with the approved SWPPP & the contractor shall provide appropriate traffic control measures (flaggers, signs, etc.) along Maywood Terrace.
6. The plans call for a new 2" tapping sleeve and valve and a new 2" copper water service for building No. 9. Please note that a 2" copper line will require a "tapping saddle" and 2" corporation stop meeting City of Watertown specifications. The tap will be made by City of Watertown Water Department personnel at the owner's or contractor's expense.
7. The existing 2" line to building No. 7 shall be cut and properly capped at the curb stop.
8. The plans call for the existing water meter in building No. 7 to be relocated to building No. 9. This may or may not happen. City personnel are the only persons allowed to remove and install the water meters. It is likely that a new water meter will be installed in building No. 9 at such time as the plumbing has been inspected and approved. The Water meter in building No. 7 will be removed by City personnel when the buildings that are being served by that meter have been vacated and water is no longer required in them.
9. As with all projects, the work associated with the domestic water supply MUST be coordinated with the Water Department.

Lighting: The proposed lighting plan includes 4 pole mounted light fixtures around the perimeter of the parking lot. The photometric overlay on the site plan shows that the light spillage around the perimeter of the lot has been kept to 0.5 foot-candles or less.

Landscaping: The landscaping plan consists of proposed trees on the east and west sides of the parking lot as well as trees spaced 40' on center along Maywood Terrace and Bridge Street. An existing tree line along Moulton Street will remain and will continue to serve as a buffer. The 23 proposed trees consist of 8 different varieties and are a mixture of small and large maturing deciduous and coniferous trees. The proposed landscaping plan also utilizes approximately 10 existing trees ranging in size from 6" to 36" that will be protected during the demolition and construction. The plan meets all of the recommended landscaping treatments outlined in the Planning Board's Landscaping and Buffer Zone Guidelines. A 15' landscaped strip is provided adjacent to each of the street rights-of-way, interior parking lot trees have been provided and exterior parking lot landscaping has been provided.

The existing trees to be saved will greatly enhance the parking area and the proposed park area and it is commendable that the applicant is proposing to save so many of them. The site plan includes a note which states that the trees are to be protected during demolition and construction. This should be more clearly defined through the addition of a construction detail for tree protection. The detail should show the installation of some type of construction fencing or other barrier at a specified distance from the trees (i.e. around the drip line) that will protect the trees from mechanical damage from construction equipment. The construction fencing should be required to remain until the construction is complete. This will avoid significant root damage from compaction, grading or trenching as well as damage to the trunk and limbs of the tree from equipment that would likely hasten the decline of the trees.

The only additional landscaping item that should be considered is the addition of some form of screening on the street side of the proposed dumpster. This could be medium sized coniferous shrubs or coniferous trees.

Other Comments: The following comments have also been noted after review of the plans:

1. Final approval for this application will be given by the City Council after a recommendation from the Planning Board.
2. Any proposed signage for the project will not be approved as part of the site plan submission. Signage will be handled as a separate matter through the Bureau of Code Enforcement.

Summary: The following lists several key issues that should be addressed:

1. A stamped and signed copy of the Storm Water Pollution Prevention Plan (SWPPP) must be provided along with a copy of all correspondence and submittals to NYS DEC for the SWPPP approval.
2. The applicant must provide pre and post drainage calculations and drainage area maps.
3. Catch Basin #1 must be changed to a storm manhole and an associated detail must be provided.
4. A copy of all correspondence and submittals to NYS DEC for a SPDES Permit must be provided.
5. The construction entrances shall be maintained in accordance with the approved SWPPP & the contractor shall provide appropriate traffic control measures (flaggers, signs, etc.) along Maywood Terrace.
6. The utility and grading plan should be modified to show a tapping saddle and 2" corporation stop meeting City of Watertown specifications for building No. 9 rather than a 2" tapping sleeve and valve.
7. The existing 2" line to building No. 7 must be cut and capped at the curb stop.
8. The water meter in building No. 7 must be removed by City personnel only when the buildings that are being served by that meter have been vacated and water is no longer required in them.
9. The engineer and/or contractor must coordinate all of the work associated with the domestic water supply with the Water Department.
10. To protect the trees from mechanical damage during construction, a detail for tree protection should be added to the plan which directs the contractor to install and maintain construction fencing or another substantial barrier around the drip line of all of the trees to be saved.
11. Additional landscaping such as medium sized coniferous shrubs or coniferous trees should be considered on the street side of the proposed dumpster.

cc: Planning Board Members
City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Brian Drake, GYMO, P.C.