



## CITY OF WATERTOWN, NEW YORK

CITY PLANNING BOARD  
ROOM 302, WATERTOWN CITY HALL  
245 WASHINGTON STREET  
WATERTOWN, NEW YORK 13601-3380  
(315) 785-7730

MEETING: January 6, 2015

PRESENT:

Michele Capone  
Larry Coburn  
Lin Fields  
Neil Katzman

ABSENT:

William Davis  
Sara Freda

ALSO:

Kenneth A. Mix, Planning and Community  
Development Coordinator  
Michael Lumbis, Planner  
Andrew Nichols, Planner  
Brian Drake, Civil Engineer II  
Matthew Owen, GIS Coordinator

The January 6, 2015 Planning Board Meeting was called to order at 3:04 PM by Planning Board Acting Chair Larry Coburn. Mr. Coburn then called for a reading of the Minutes from the November 4, 2014 Planning Board Meeting. Mrs. Fields made a motion to waive the reading of the Minutes and accept them as written. The motion was seconded by Mr. Katzman, and all voted in favor.

### **SITE PLAN WAIVER – STORAGE SHED, NY AIR BRAKE**

**748 STARBUCK AVE – 4-09-102.000**

The Planning Board then considered a request submitted by Scott Weston on behalf of NY Air Brake for construction of an approximately 1,740 square foot cold storage building at 748 Starbuck Avenue, parcel 4-09-102.000.

Mr. Coburn noted that the applicant had begun construction without a building permit. He asked how much progress had been made prior to the stop work order.

Mr. Weston said that the frame and trusses were in place, but no siding or roofing.

Mr. Katzman wondered why they had started without a permit.

Mr. Coburn noted that the staff report outlines some information that is missing from the plans.

Mr. Weston presented an updated site plan to the Board.

Mr. Katzman noted that the plan is not stamped by a licensed engineer.

Mrs. Fields asked if fire and building codes were satisfied by this plan.

Mr. Coburn said that Code Enforcement review would ensure that prior to the building permit being issued. The Planning Board review should focus on drainage, traffic, and landscaping.

Mr. Mix noted that Code Enforcement will require stamped and signed structural plans, but the site plan does not necessarily need to be stamped at this point.

Mrs. Capone moved to waive the requirements of site plan approval for construction of an approximately 1,740 square foot cold storage building at 748 Starbuck Avenue, parcel 4-09-102.000, subject to the following conditions:

1. The applicant shall depict roof drainage and explain how roof runoff will be handled.
2. The applicant shall depict utilities in the vicinity of the new construction; specifically the 10" water main must be located and depicted on the plan.
3. The applicant shall revise the plans to include the required drawings and features listed in the site plan application guidelines.

Mr. Katzman seconded. All voted in favor.

## **DISCUSSION – GIS ZONING MAP**

Prior to the discussion Mr. Mix noted that this would be Mr. Nichols' last meeting with the City, as he would be moving to Minnesota.

Mr. Mix then introduced Matt Owen, GIS Coordinator, to the Board, noting that most of the maps shown to the Board over the last decade had been produced by Matt.

Mr. Mix explained the proposed changes to the zoning map. He summarized the issues with the previous system of maintaining zoning records on a mylar map, which is now impossible to edit. He noted that the new system, where prints are made from the GIS data, is easier to read despite the smaller scale. GIS-based maps can also include parcel lines.

In order to get rid of the mylar map, and bring the zoning map into the 21<sup>st</sup> century, staff needs a recommendation from the Board to City Council on this proposal. While making the change, split-zoning issues could also be rectified.

Mr. Owen explained that the tax map had recently been converted from CAD to GIS through a painstaking process. The result is that the tax map is now more accurate, but the zoning layer no longer matches the parcel lines.

Mr. Mix showed the Board a few examples of areas with split zoning which would need to be rectified. There are lots of very small changes, but there are some cases where the resulting zone changes would be substantial in size.

Mr. Mix noted that staff would be asking Council to forego their policy of contacting all property owners within 100 feet of a zone change, similar to what was done with waterfront zoning changes a couple years ago.

Mrs. Capone asked how split zoning is currently treated.

Mr. Mix explained that the property owners are allowed to have uses allowed in each zoning district where those districts lie on their property—for example, commercial uses might be allowed within 100' of the street, but not on the back section of the property.

Mrs. Capone asked if land owners would have input on the changes done during the map translation process.

Mr. Mix said that most changes would not impact property owners. Split zoning would typically be rectified by changing the whole parcel to the less restrictive district.

Mr. Katzman moved to recommend that City Council adopt as GIS-based map as the official zoning map of the City of Watertown, and allow staff to proceed with changing certain split parcels during the process.

Mrs. Fields seconded, all voted in favor.

Mr. Katzman moved to adjourn the meeting. Mrs. Fields seconded, all voted in favor. The meeting adjourned at 3:26 pm.